KISSING CAMELS
PROPERTY OWNERS ASSOCIATION

Architectural Review Committee
Meeting Minutes

Date:	July 14, 2026
Time:	2:00 PM
Location:	KCPOA Management Office and via Zoom
Present:	Tom Danner (Chairman), Barbara Rist (Member & EB Liaison), Fred Van Vurst (Member), Steve D'Amico (Member), Jim Gathen (Member).
Staff:	Dakota Santellana, Assistant Community Manager
Guests:	Ms. Carol Grudis – Candidate for EB Election

1. Call to Order

Chairman Danner called the meeting to order at 2:00 PM.

2. Establishment of Quorum

Quorum was established. Members Danner, Rist, D'Amico, Gathen, and Van Vurst were present in person.

3. Recognition of Guests

Chair recognized Ms. Grudis and offered her the opportunity to address the committee. Ms Grudis introduced herself, her background, and her candidacy for the Executive Board.

4. Approval of Minutes

The ARC meeting minutes for June 9, 2026 were submitted for approval. A motion to approve was made by Rist and seconded by D'Amico. Motion carried.

5. Top of Foundation Certifications

No Top of Foundation Certifications were received or verified this month.

2589 Lyons View

This property was discussed and noted that seemingly little progress had been made; As directed by the committee at the June ARC meeting, Chairman Danner did issue a letter on June 15, 2026 to the Owner asking for an updated schedule. Owner replied on June 23, 2026 with what was viewed by the committee as a weak response, not an actual schedule. No formal action taken.

6. Top of Roof Certifications

No Top of Roof Certifications were received or verified this month.

7. Ratification of Consent Actions Taken Between Formal Meetings

A motion was made, seconded, and approved to ratify the following project approvals previously made since the last ARC meeting (Rist/D'Amico).

a.) 3462 Crest Hollow View

This structural remodel (Pergola on deck) was submitted on 11 June 2026. A motion for approval was and seconded (Gathen/Van Vurst) on 16 June 2026 to grant Final Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

b.) 3236 Virga Loop

This structural remodel (deck railing) was submitted on 29 June 2026. A motion for approval was and seconded (D'Amico/Van Vurst) on 29 June 2026 to grant Final Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

c.) 2221 Hill Circle

This structural remodel (new window style) was submitted on 06 July 2026. A motion for approval was and seconded (Van Vurst/D'Amico) on 07 July 2026 to grant Final Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

d.) 3140 Virga Loop

This landscape project was originally submitted on 02 July 2026. The original submission lacked required information and was thus unactionable. The owner was notified and owner resubmitted on 06 July 2026 with required information. A motion for approval was and seconded (Rist/D'Amico) on 07 July 2026 to grant Final Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

e.) 3835 Camels View

This driveway replacement project was originally submitted on 06 July 2026. The current driveway is circular, with each end wider than allowable under design guidelines (17 ft and 18ft). Owner originally proposed to make the narrower end 18 feet to match the other. As requested, this proposal is non approvable under

the design guidelines. A motion was made for allowing the driveway to be replaced with its current shape (1ft and 18ft ends) and seconded (Rist/D'Amico) on 08 July 2026 to grant Final Approval. Motion carried. The owner was notified by email/USPS. Letter to file.

f.) 3735 Cumulus View

This paint/stucco project was submitted on 10 July 2025. A motion was made for approval on 13 July (Rist/D'Amico). Motion carrier. . The owner was notified by email/USPS. Letter to file.

8. Completed Projects

The following projects have been completed and inspected by the ARC. Files have been closed and homeowners notified that they may retrieve printed copies of construction and/or landscape plans. Items not collected within one week of notification will be destroyed. All electronic files are retained by KCPOA.

Projects closed this period:

a) 3188 Virga Loop – Exterior Remodel (6/25/2026)
b) 3387 Skywatch Heights – Exterior Remodel (6/25/2026)
c) 3735 Camel Grove – Exterior Remodel (6/25/2026)
d) 1274 Almagre Heights – Exterior Remodel (6/25/2026)
e) 5020 Lyda Lane – Structural Remodel (6/25/2026)
f) 3915 Elisa Court – Exterior Remodel (6/25/2026)
g) 3650 Camels View – Landscape (6/25/2026)
h) 3414 Crest Hollow View – Landscape (6/25/2026)
i) 3390 Crest Hollow View – Landscape (6/25/2026)
j) 2445 Lyons View – Landscape (6/25/2026)
k) 1145 Almagre Heights – Landscape (6/25/2026)
l) 3870 Camels View – Exterior Remodel (7/5/2026)
m) 1950 Twinflower Point – Exterior Remodel (7/9/2026)
n) 1830 Coyote Pt – Landscape (7/14/2026)

9. Withdrawn Projects

It was noted that the following projects have been withdrawn:

a) 3155 Virga Loop – Withdrawn due to inaction by owner and by ARC consent at June Meeting.
b) 3257 Viridian Point
c) 3259 Virga Loop

10. Old Business

a. 3810 Edgecliff Ct - (FYI ONLY – Action not expected)

Owner submitted a revised site plan on 14 July 2026, which was reviewed by the committee. It was noted that an elevation was missing from the north west cornet of the lot, which was needed. No action taken, other than to ask for additional information from Owner.

Note: subsequent review of the DG indicated that actual calculations are made from top of curb, not the actual lot corners. Thus, all information was provided. Based on that analysis, the requested TOF is too high and not approvable. Notice sent to Owner.

b. 3685 Hill Circle - (FYI ONLY – Action not expected)

This project was discussed. In as much as we've not heard from the owner, no action taken.

c. Final Approval & Recommendation to EB of Proposed Design Guidelines

Rist reviewed final draft language for modifications to the design guidelines. Santanella observed that there was a discrepancy concerning maximum height of flag poles between design guidelines and other artifacts. Rist stated that she'd make an additional change to the DG to remedy. Motion was made and seconded (Van Vurst/Gathen) to recommend modified draft to the EB. Motion carried, in a split decision.

11. New Business

a. 2221 Hill Circle

This window replacement project was reviewed by the committee. A motion was made to approve (Gathen/Van Vurst). Motion carried. Approval sent to Owner.

b. 3010 Shadybrook Lane

The committee discussed the issue of the owner erecting a non-approvable shed in the back yard. Motion made (Rist/Gathen) to remand the matter to the Covenants Committee. Motion carried.

2. Adjournment

12. Adjournment

There being no further business, motion was made to adjourn (Gathen/D'Amico). Motion carried. Meeting adjourned.

Next Scheduled Meeting: July 14, 2026 at 2:00 PM