

**HACIENDA CARMEL COMMUNITY ASSOCIATION  
MINUTES ARCHITECTURAL REVIEW COMMITTEE MEEETING  
Wednesday, May 13, 2026, Egon Durr Board Room  
DRAFT**

**COMMITTEE MEMBERS :**

Connie Winners, Chair  
Karen Jeffries  
Sam Parsons  
Flossie Stowell

Rochelle Blank-Zimmer  
David Mills, Alternate  
Ken Rothstein, Board Liaison  
Catherine Robinette, Community Manager

**CALL TO ORDER**

The chair called the meeting to order at 9:30 AM.

**APPROVAL OF MINUTES**

Motion made by Flossie Stowell to approve the minutes of April 8, 2026, seconded by Karen Jeffries, motion carried unanimously.

**CORRESPONDENCE**      None

**COMMUNITY MANAGER REPORT/PROJECT STATUS**

- Second revised report of replanting berm areas 209/213, #1, 126, 134 – Karen Jeffries **Attd.**
- Tree Removals – Interim manager developing protocol for common area tree removal. Will be posted on the website
- Shipping containers have been placed in the dump area for maintenance tools and equipment
- Pool Deck should be completed this weekend and open to members. The new fencing will be bronze in color to match the exterior window framing on Casa Central.

**BOARD LIAISON REPORT**

- The board **approved Unit 222** request to install a Dutch door gate on the south facing fence. Owner to take responsibility for any future maintenance. The board **denied Unit 222** request to add a planter on the shed roof and to cut an opening in the south facing fence.

**MEMBER REQUESTS FOR CHANGE OR ADDITION TO UNIT**

- **Unit 182** Request approval for the following: **(1)** replace front door, painted Hacienda approved color #159. **Note: Hacienda front door colors are Sherwin-Willimas no longer Kelly Moore.** **(2)** install two retractable screens, front door bronze frame, patio door, white frame. Motion to approve 1 and 2 made by Rochelle Blank-Zimmer, seconded by Flossie Stowell, motion carried unanimously.
- **Unit 209** Owner request for the following **(1)** remove non-bearing wall between kitchen and living room **(2)** upgrade and relocate electrical panel to bedroom wall **(3)** Re-route existing gas line to convert electric stove to gas range **(4)** Replace existing patio surface with stamped concrete or pavers, sloping away from the unit. **(6)** Add new skylight over kitchen areas not to exceed 2’x4’ Motion made by Karen Jeffries to approve requests 1-4 and 6, seconded by Flossie Stowell. Motion carried unanimously.

- **Unit 209 (5)** Close entry door into kitchen area, finish to match existing building material, attached photos of 209 and 243 of a similar conversion. Convert second entry door to a Dutch door, painted Hacienda approved color. Motion to approve and refer to the board as a variance by Sam Parsons, seconded by Rochelle Blank-Zimmer, motion carried unanimously.
- **Unit 222** Owner request approval to add a Dutch door to entry. Door to be painted Hacienda approved color. Motion made by Sam Parsons, seconded by Rochelle Blank-Zimmer. Motion carried unanimously.
- **Unit 252** Owner request approval to replace single-paned windows in kitchen and bathroom to Milgard dual-paned tan color to match existing. Motion made to approve by Flossie Stowell, second by Sam Parsons. Motion carried unanimously.
- **Unit 267** Owner request approval to replace existing patio gate and install newly constructed gate per attached drawing, similar to patio gate at 205. Gate will be stained and future maintenance by the owner. Motion made to approve by Karen Jeffries, seconded by Flossie Stowell. Motion carried unanimously.
- **Unit 232** Owner request replacement of concrete slab on patio with pavers and install a stone fire pit. Trenching for the gas line will be done by the paving/landscape contractor. Permit and installation of the gas line will be handled by the plumbing subcontractor. A copy of the permit to be posted in the unit window. Motion made to approve by Flossie Stowell, seconded by Sam Parsons. Motion carried unanimously.

## UNFINISHED BUSINESS

**Lighting** – Two sample lights, ALED/RAD and LSI, approved by committee were ordered and installed on April 30th at two locations approved by the interim manager, **Kirk Watilo**, Rochelle Blank-Zimmer, and ARC chair Connie Winners. Rochelle Blank-Zimmer presented a thorough review of the two lights. The ALED/RAD light was found to be unacceptable based on how it distributes light.

Rochelle Blank-Zimmer shared the attributes of the LSI fixture that supports the objectives of the committee. **Certificated** Dark-Sky Compliant, Safety, Durability, Energy Savings, Long-term Investment, blends into residential and natural environments; and additional key point **American made**. Although meeting all the objectives charged of the ARC, three members were not ready to approve and requested relocating the LSI fixture and noted it seemed too bright. One member requested the cost to replace the LED module and questioned warranty. The LSI fixture will be relocated and cost to replace module will be obtained. The LSI has a **generous** five-year warranty. The committee agreed to meet again to address concerns. Rochelle and Connie will provide answers to the questions of concern to move this project to the Board in the May meeting.

## MEMBER COMMENTS

Comment made by a resident regarding the installation of a fire pit and concern of potential fire.

## ADJOURNMENT

Meeting was adjourned at 11AM. The next meeting is scheduled for Wednesday, June 10 , 2026, at 9:30 AM in the Durr Room.

Connie Winners  
ARC 2025-26 Chair