

**HACIENDA CARMEL COMMUNITY ASSOCIATION
MINUTES ARCHITECTURAL REVIEW COMMITTEE MEETING
Wednesday, March 11, 2026, Egon Durr Board Room
DRAFT**

COMMITTEE MEMBERS PRESENT/ABSENT

Connie Winners, Chair	Rochelle Blank-Zimmer
Karen Jeffries - absent	David Mills, Alternate
Sam Parsons	Ken Rothstein, Board Liaison
Flossie Stowell	Catherine Robinette, Community Manager

CALL TO ORDER

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

APPROVAL OF MINUTES

Motion made by Rochelle Blank-Zimmer to approve the minutes of February 11, 2026, seconded by David Mills, including for the record in an email on 2/23/26, a request by Unit 136 for an additional storage shed matching current materials and colors, approved unanimously.

CORRESPONDENCE None

COMMUNITY MANAGER REPORT/PROJECT STATUS

- Laundry room painting and changing out windows to dual paned. Laundry rooms 1-4
- Replanting landscape berm area behind 213 – Reviewing plant list and soil needs
- Lighting Task List 2024 – Chair questioned \$1,044 paid out of Reserves component 320, pole lights. Manager reported when replacing path lights and carport lights this is taken out of 320. Chair questions this practice and would like a better understanding to support.
- Tree Removals – Discuss surrounding the removal of trees without any formal protocol in place. Management indicated she receives approval from the Board.
- Window tinting in dining room – Management waiting for bid from vendor referred by Rochelle Blank-Zimmer.

BOARD LIAISON REPORT

- None

MEMBER REQUESTS FOR CHANGE OR ADDITION TO UNIT

- **Unit 136** Owner request to approve addition of lattice to the fence, not to exceed 7' total height. Motion made to approve by David Mills, seconded by Flossie Stowell, approved unanimously.
- **Unit 222** Owner request approval to cut two open windows in the South facing fence. Motion made by Rochelle Blank-Zimmer to deny request, seconded by Sam Parsons. Referred to the Board as a variance.
- **Unit 222** Owner request approval to install a Dutch door in the gate at the South facing fence. Motion made to approve by Flossie Stowell, seconded by Sam Parsons. Referred to the Board as a variance.

- **Unit 222** Owner request approval to add an 8” h x 12” w planter box/non-penetrating, on top of the storage shed roof. Motion made by Sam Parsons, seconded by Rochelle Blank-Zimmer to deny request referencing Article 7.2.7 in the CC&R’s. Referred to Board.

UNFINISHED BUSINESS

- **Lighting** – Committee member Rochelle Blank-Zimmer handed out three cut sheets for lighting fixtures similar in style to those approved by the committee in January’s meeting. Discussion noted as what is allocated in the reserves for pole lighting to support the price of fixtures selected. The committee requested samples of two of the selected fixtures. Samples will be acquired as soon as possible and placed on two existing poles for the committees review. **(att’d.)**
- **Pool Deck Refurbishment** – Bids have been received and reviewed from all three contractors by committee member Sam Parsons, Ken Rothstein, Board Liaison and management. Qualifications and time to complete project were considered. Management will present bid quote to the Board for approval.
- **Casa Central Community Dining Room Color and Light** – Committee member Flossie Stowell had no report. Chair presented a photo of small potted succulents she ordered for committee consideration. They should arrive the week of 3/16/26.
- **Entry Signage** – The solar light placed at the entry sign on Carmel Valley Road is still not working. Management reported maintenance could apply reflective paint. Rochelle Blank-Zimmer recommended we check with Monterey County guidelines on lighting and that the committee receive the guidelines in writing. The chair commented on the sealant used on the entry pillars appears to have yellowed the stones and with some stones missing sealant. Management noted that one fixture bulb to be changed out to amber. Sam Parsons reported the price of Techwood product span 18’ x 6’ would be roughly \$2000. This is considered as a component element in the design of the entry sign in front of unit 300.

TABLED PROJECTS

Self-Service Mailboxes in Casa Central will be removed from the agenda. It is recommended that it be placed on a list of Long Range Planning items by the Association.

MEMBER COMMENTS

Comments centered around questions on tree removal. Landscape Architect in attendance spoke on several key points for quality lighting, photometrics, tree removal vs maintenance landscape.

ADJOURNMENT

The meeting was adjourned at Noon. The next meeting is scheduled for Wednesday, April 8, 2026, at 9:30 AM in the Durr Room.