

**HACIENDA CARMEL COMMUNITY ASSOCIATION
ARCHITECTURAL REVIEW COMMITTEE MEETING MINUTES
Wednesday, August 12, 2026, Egon Durr Board Room
DRAFT**

COMMITTEE MEMBERS:

Karen Jeffries, Chair
Joanne Sarrica
Sue Ringler
Lynn Knoop

Linda Mullay
Maureen Sellars, Alternate
Sara Harnish Board Liaison
Catherine Robinette, Business Supervisor

CALL TO ORDER

The chair called the meeting to order at 10:00 a.m.

APPROVAL OF MINUTES

Approval of the minutes from July 8, 2026 (Approved by Board)

CORRESPONDENCE

None

BUSINESS SUPERVISOR REPORT

None

BOARD LIAISON REPORT

None

MEMBER REQUESTS FOR CHANGE OR ADDITION TO UNIT

- **Unit #20** – Owner requests approval of the following: Replace kitchen & bathroom windows with new dual-pane windows in the beige color that HOA requires. Ms. Mullally motioned to approve, contingent upon owner bringing existing window trim and door colors into compliance with approved Hacienda colors. Ms. Ringler seconded the motion, which carried unanimously.
- **Unit #65** – Owner requests approval of the following: Install an 8x8x8 triangle shade sail on the patio to shade plants. Color of sail to match fence. (Variance) Ms. Knoop motioned to approve the request and Ms. Ringler seconded. Motion passed 4 to 1.
 - The committee also agreed to request that the Board allow this type of sunshade under existing Architectural Rules, with details TBD later by Board or ARC.
- **Unit #114** – Owner requests approval of the following: Install washer and dryer in patio shed. Ms. Jeffries motioned to approve, and Ms. Sarrica seconded. Motion carried unanimously.
- **Unit #240** – Owner requests approval of the following: Plant lavender in common area by patio gate side of fence. Requires 4, 1 gallon size plants. (Variance) Ms. Jeffries moved to deny the request because it's against HOA CC&Rs (section 7.1(c), and Ms. Mullally seconded. The vote to deny this request was unanimous.
 - This request prompted the committee to discuss onsite landscaping projects, which concluded with a request to the Board and/or Management to provide an update on and timelines to current landscaping projects at a future Board meeting.

- **Unit #273** – Owner requests approval of the following: Reroute existing gas line to convert electric stove to gas range (work will be done by a licensed plumbing contractor) Ms. Knoop motioned to approve and Ms. Ringler seconded. Motion carried unanimously.

UNFINISHED BUSINESS

None

MEMBER'S COMMENTS

None

ADJOURNMENT

Meeting was adjourned at 10:45 a.m. The next meeting is scheduled for Wednesday, Sept. 9, 2026, at 10:00 a.m. in the Durr Room.