

**HACIENDA CARMEL COMMUNITY ASSOCIATION
ARCHITECTURAL REVIEW COMMITTEE MEETING MINUTES
Wednesday, September 9, 2026, Egon Durr Board Room**

COMMITTEE MEMBERS PRESENT:

Karen Jeffries, Chair
Joanne Sarrica
Sue Ringler
Lynn Knoop

Linda Mullay
Maureen Sellars, Alternate
Catherine Robinette, Business Supervisor

ABSENT

Sara Harnish, Board Liaison

CALL TO ORDER

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

APPROVAL OF MINUTES

The committee considered the minutes of Aug 9, 2026 meeting. Ms. Mullally made a motion to approve the minutes. Ms. Knoop seconded the motion, which carried unanimously

CORRESPONDENCE

None

BUSINESS SUPERVISOR REPORT

Ms. Robinette reported on landscaping.

BOARD LIAISON REPORT

None

MEMBER REQUESTS FOR CHANGE OR ADDITION TO UNIT

- **Unit #6** – Owner requests approval of the following (Variance): Replace front door with new door made of Fiberglass reinforced skin with insulated polyurethane core that is ENERGY STAR rated. Color will be Hacienda approved “Oyster.” (Owner will now be responsible for door maintenance) Ms. Mullally made a motion to recommend to the Board to approve the request. Ms. Knoop seconded the motion, which carried unanimously.
- **Unit #262** – Owner requests approval of the following: Remove lattice from top of fence in 2 section, both 9’ long. Owner wants to improve their view. Ms. Mullally made a motion to approve the request, owner understands that removal, repair and painting will be done by HCCA at owner’s expense. Ms. Knoop seconded the motion, which carried unanimously.

UNFINISHED BUSINESS

None

NEW BUSINESS

The committee created a draft list of rules regarding the installation of patio sunshades (attached), and voted unanimously to approve them for consideration by the board.

MEMBER'S COMMENTS

None

ADJOURNMENT

Meeting was adjourned at 10:45 a.m. The next meeting is scheduled for Wednesday, Oct.14, 2026, at 10:00 a.m. in the Durr Room.