



APPROVED

**Minutes
Hiddenbrooke Architectural Review Committee (HARC)
Garden Room, Hiddenbrooke Golf Club
Wednesday, December 12, 2018
7:00 PM**

1. **Call to order:** 6:56PM
2. **HARC Committee Members:** Marcelline Mahern, Chair (Administrator), Chris Brittle, Troy Killorn, Christine Fitzgerald. Absent Kurt Eleam
3. **HPOA Board/ CC&R Manager:** HPOA Board liaison: Chris Brittle
4. **Guests:** none
5. **Minutes:** The November 14, 2018 minutes were previously approved and posted.
6. **Items reviewed by HARC Committee in November and applicants notified:**
 - a. 6581 Deerfield/ Prado revised plan for patio and pergola (approved)
 - b. 1928 Landmark/Singh - nonconforming items (no response)
 - c. 2729 Overlook/Cadiz - replace sliders with French Doors (approved)
 - d. 1648 Landmark/Fernandez - add paver patio (approved)
 - e. 1876 Landmark/Cross - added terraced patio and retaining wall (approved)
 - f. 3056 Overlook/Francisco - rehab front yard (approved)
 - g. 2567 Marshfield/Luckinbill - tree removal and replacement (approved)
7. **New Projects/Issues to discuss:** HARC did not review any new projects this month but held a workshop to discuss procedures and updates to the Hiddenbrooke Landscape and Design Guidelines and HARC Webpage in accordance with the updates to the CC&Rs.
 - a. **Suggestions to streamline HARC application process:**

Marcelline reported that the process began by revising the HARC Webpage. With the help of Brigit Richert the main page was simplified and unrelated items were eliminated. The current goal is to incorporate all the items in Appendix A and Appendix B into the corresponding Chapters in the actual Guidelines.

The Committee discussed streamlining the procedure for HARC applications. One of the challenges is getting residents to contact HARC prior to starting a project to determine what if anything is required. A separate link will be added to the front page of the Hiddenbrooke Webpage with HARC contact information. Another discussion involved waiving fees for house painting projects that have received approval from their individual HOA while still requiring a submittal to HARC.

The Committee is also recommending that the HPOA Board revise the fine policy to start fining residents who make changes to the house and yard without HARC approval. It was

also suggested HARC consider a graduated fee schedule that would reduce the amount for simple projects and increase the fees for more complicated projects.

b. Hiddenbrooke Landscape and Design Chapters 4 thru 7

Marcelline reviewed the current Guidelines and explained where items currently in the Appendices would be incorporated. She also made a few minor additions and updates such as the new definition for Accessory Structures. The Committee was in favor of the presentation. Once all the changes are made, the revised Chapters will be presented to the HPOA Board to determine if the changes are significant and require notice to the Community.

8. Solar applications approved by Chair: none

9. Minor Projects approved by Chair

a. 2712 Overlook/Pack - Repaint same color

10. Upcoming Projects and Issues:

- A. 1559 Landmark/Millan - remove trees
- B. 1773 Durrow Court/Williams - custom home
- C. 4277 Bromley/Rogers - front yard rehab
- D. 6082 Ashwell Way - replace house numbers

11. HPOA Board report - Chris Brittle

a. Chris reported that after the presentation by the VFD, a Committee will be formed to study an evacuation plan in the event of a natural disaster

12. Items for discussion: None

13. Future Meetings: The next meeting is scheduled for: January 9, 2019

14. Adjourned: 8:40 PM