

**HICKORY CLUSTER ASSOCIATION BOARD OF DIRECTORS
FEBRUARY 18, 2026 REGULAR MEETING MINUTES**

1. CALL TO ORDER & QUORUM

- a. Directors Pete Sohn, Jeff Ashley, VP Kathryn Fay, Secretary Carol Laird, and President Michael Poss formed a quorum online via Google Meet
- b. President Poss called the meeting to order at 7:32 p.m.

2. MEMBER FORUM

- a. 11504 MAPLE RIDGE: Member attended but made no comments
- b. 11565 MAPLE RIDGE: Member attended but made no comments
- c. 11506 HICKORY CLUSTER: Member attended but made no comments
- d. 11533 HICKORY CLUSTER: Member asked about HVAC installation application status; noted concerns about the RA DRB application process; noted concerns about HCA updates to their incomplete application; noted concerns about lack of process simplicity
- e. 11599 MAPLE RIDGE: Member attended but made no comments
- f. 11553 MAPLE RIDGE: Member attended but made no comments
- g. 11561 MAPLE RIDGE: Member attended but made no comments

3. MINUTES & FINANCIALS REVIEW

- a. JANUARY 21, 2026 REGULAR MEETING MINUTES: Directors reviewed and accepted minutes
- b. JANUARY 2026 FINANCIALS: Incorrect 2026 annual budget amounts, Abaris adjusted snow removal, reserves, and resulting income line items; several Member accounts are 90 days overdue, Abaris letters of notification needed; wrong association name within document, VP Fay will follow up with Abaris

4. DIRECTOR REPORTS & OTHER BUSINESS

- a. Members pre-payment returns: No updates from Director Sohn or Abaris

5. EXECUTIVE SESSION

- a. LEGAL
 - i. TRIP HAZARDS: Directors agreed to engage legal counsel for certified letter to Block 1 Member who has not returned requested easement agreement advising them of their liability
- b. COMPLIANCE
 - i. 11591 MAPLE RIDGE: HVAC application not opposed
 - ii. 11555 MAPLE RIDGE: HVAC application not opposed
 - iii. 11553 MAPLE RIDGE: HVAC application not opposed; installation can proceed immediately without easement due to serious medical accommodation
 - iv. 11565 MAPLE RIDGE: HVAC application not opposed; easement required
 - v. 11561 MAPLE RIDGE: HVAC application not opposed option parallel to house wall; easement required
 - vi. 11533 HICKORY CLUSTER: Directors agreed to not oppose previous post-installation HVAC visual and acoustical stipulation; line set location and visual condition remains unknown and not fully proposed in application
 - vii. 11599 MAPLE RIDGE: HVAC application not opposed pending signatures
 - viii. 11575 MAPLE RIDGE: HVAC application not opposed pending signatures

- ix. 11527 MAPLE RIDGE: Directors discussed recent exterior equipment replacement and new highly visible rear patio line set without RA DRB application or approvals; further action pending
- x. HVAC STANDARDS: Directors agreed to numerous evolving standards updates to otherwise most recent exterior HVAC equipment conditions; updates are included in the most recent updated and HCA-approved version standards as of this meeting and are attached to these meeting minutes; HCA HVAC standards may continue to evolve as more unanticipated conditions emerge; President Poss will follow up
- xi. HVAC MEETINGS: Directors agreed to meet weekly online each Wednesday at 7:30 p.m. to review and reach decisions on an increasing number of exterior HVAC equipment RA DRB applications starting February 25, 2026 until further notice
- xii. HVAC APPROVALS: Directors discussed need to remind all homeowners of required HCA review and DRB approval before installation; Director Sohn volunteered to write a letter draft
- xiii. HVAC EASEMENTS: Directors discussed need to finalize related documents, processes, and costs, and provide a clear Member process; Secretary Laird will follow up

c. CONTRACTS

- i. RETAINING WALL: Director Ashley recommended and Directors agreed to approve TDL contract proposal; need additional geotechnical testing information; Director Ashley will follow up
- ii. SNOW REMOVAL: Director Ashley noted helpful proactive emergency contractor bobcat snow removal service arranged by President Poss
- iii. TREE AND GROUNDS MANAGEMENT: VP Fay will assume tree and grounds management leadership from and coordinate with President Poss; current proposals will be executed and sent to contractor
- iv. TRIP HAZARDS: Update from Director Laird in a. LEGAL minutes section above
- v. RESERVE STUDY: Next steps still pending to update 2023 study with storm water management and other issues still to be addressed; President Poss will follow up

6. ADJOURNMENT: Directors adjourned the meeting at 9:42 PM

HICKORY CLUSTER ASSOCIATION (HCA)
EXTERIOR HVAC EQUIPMENT CLUSTER STANDARDS
UPDATED FEBRUARY 18, 2026 f

HCA Exterior HVAC Equipment Cluster Standards continue to evolve from the November 2024 initial version as the HCA Board of Directors encounter and address unique and previously unanticipated Goodman House model, orientation, and location variations; common area variations; equipment variations; and other proposed or constructed conditions.

Updated HCA condition standards compliance statuses are as follows:

- YES = Non-opposed compliant condition
- NO = opposed non-compliant condition
- NA = not applicable condition
- CASE-BY-CASE = variable condition compliance status to be determined by HCA Board of Directors

CONDITION	REAR GROUND LEVEL ALL HOUSE WALL TYPES MODELS A, B (1)	REAR GROUND LEVEL FULL GLASS HOUSE WALL MODELS A5A, C (2, 3)
STANDARD		
LOCATION		
<u>Owner Deed Plat Lot</u>		
Window-Mounted	NO	NO
Under Neighbor Windows	NO	NO
Rear Patio (4)	YES	NA
Rear Patio Side Wing Party Wall (5)	NO	NA
Carport, Models B2, B4 Only	NO	NA
Upper Balcony or Deck	CASE-BY-CASE	NA
Rooftop	CASE-BY-CASE	CASE-BY-CASE
<u>HCA Common Area (6)</u>		
Front Plaza (7)	NO	NO
Side Landscape, End Unit Only (2,3)	NA	YES
Rear Landscape	NO	NO
ORIENTATION		
Rear Patio Fully Enclosed (8)	Length parallel or perpendicular to side walls	NA
Rear Patio Not Fully Enclosed (8)	Length parallel to side walls; or add rear wall (8); or add screen (9,10)	NA
LINE SET		
Refrigerant and Electrical Connections, Insulation Fully Described in Application	Substantially hidden by HVAC equipment; or Located no more than 48 in. above ground level, not substantially visible from HCA Common Area, no concrete beam penetration, and covered in dark-colored insulation	
SOUND LEVEL	72 dBA A-Weighted Decibels per AHRI Standard 270	
VISUAL ACOUSTICAL SCREEN (9, 10)	CASE-BY-CASE	

TABLE NOTES:

- (1) All Goodman Houses except those identified in (2) and (3) below
- (2) Model A5A: 11553, 11561, 11565 Maple Ridge Rd. and 11545 Hickory Cluster end units with rear patio ground level full glass house walls
- (3) Model C: 11512 and 11524 Hickory Cluster end units with rear patio ground level full glass house walls
- (4) Proposed equipment shall be located as close as possible to the house rear wall and side walls, and no more than 6 ft. from rear house wall
- (5) No proposed installation shall be on or come in contact with any shared side wing party wall to avoid structural or acoustical impacts to the shared party wall and neighbor
- (6) Proposed installation on HCA Common Area for rear patio ground level full glass wall end units shall be allowed only after completion of:
 - a. HCA Affected Party 2/3 Written Approval to modify common land property as required by HCA 1993 Revised Bylaws, Article IV, Section 1, Paragraph (G), as follows: *“The Board of Directors may not modify common land property, except for emergency/preventive maintenance, without written approval from 2/3rds (minimum of 3) of the affected neighbors.”*
 - b. RA DRB approval decision letter
 - c. HCA easement agreement recorded in Fairfax County property records by HCA legal counsel, including an accurate survey plat map delineating the proposed equipment installation location and dimensions
 - d. Applicant payment of all costs associated with the granting of the easement, including Fairfax County recordation costs, transfer taxes, and other recordation fees; related legal fees incurred by HCA legal counsel, and; any related consultants and technicians, or other professional fees
- (7) Exceptions: 2025 RA-approved two Block 1 plaza and screen prototype installations
- (8) According to HCA General Resolution 6 Fence Standards for side and rear walls
- (9) Proposed visual and acoustical screens shall be versions of the standard HCA Sohn Screen based on HCA General Resolution 6 Fence Standard, with overall dimensions and vertical element spacing modified for manufacturer recommended operation and maintenance clearances
- (10) Existing dense evergreen shrubs shall be sufficient visual and acoustical screening as determined by HCA on a case-by-case basis

GENERAL NOTES:

- (11) All changes to previously-approved exterior HVAC equipment, including linesets, shall require a new RA DRB application and approval
- (12) Lot electric meter, gas meter, or telecommunications network interface box relocation or updating shall require inclusion of such information on the RA DRB application, including proposed new location(s), upgrade scope of work, land disturbance description, and adjacent lot owner or HCA Common Area impacts
- (13) Lot owner shall be responsible for obtaining all necessary government permits and approvals
- (14) Proposed equipment should not discharge air directly onto sidewalks, pathways, and/or plazas

SOHN SCREEN IMPROVED PROTOTYPE
OVERALL DIMENSIONS TO BE MODIFIED AS NECESSARY
FOR MANUFACTURER RECOMMENDED MINIMUM OPERATION AND MAINTENANCE CLEARANCES

