

**HICKORY CLUSTER ASSOCIATION BOARD OF DIRECTORS
MARCH 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 7:35 p.m.

2. MEMBER FORUM
 - a. 11542 HICKORY CLUSTER asked about HVAC application signature status
 - b. 11544 HICKORY CLUSTER asked about HVAC application status
 - c. President Poss explained that an application must first be reviewed by all Directors for completeness and compliance; then after Directors vote an HCA Officer will sign and indicate opposing or non-opposing status on behalf of the Board and send it to RA DRB

3. MINUTES & FINANCIALS REVIEW
 - a. FEBRUARY 18, 2026 REGULAR MEETING MINUTES
 - i. Directors reviewed and accepted these minutes
 - b. FEBRUARY 28, 2026 FINANCIALS
 - i. Reserves 2026 annual budget line item was corrected to \$103,000 as requested; Replacement Reserves/Equity page still reports \$100,000 and requires correction; needs follow-up with Abaris
 - ii. Some Accounts Receivable are 90 days overdue; needs follow-up with Abaris
 - iii. Pre-paid accounts remain an unresolved issue; needs follow-up with Abaris
 - iv. Accordingly, Directors agreed not to accept the February Financials

4. DIRECTOR REPORTS & OTHER BUSINESS
 - a. BAMBOO: Vantage Hill has started bamboo removal adjacent to Block 2; HCA must also request Fairfax County and Virginia DOT action on their adjacent property bamboo; VP Fay will follow up
 - b. GAS LEAK / NEW METERS: Washington Gas completed Block 2 meter and sidewalk work; clean-up and warmer weather parking space re-asphalt tasks remain

5. EXECUTIVE SESSION
 - a. LEGAL COUNSEL: HVAC
 - i. Counsel notes easement agreement elements should be updated and aligned
 - ii. Counsel added their portion to estimated total \$2,000 per lot owner easement expenses estimated, including legal, survey, and deed recordation fees
 - iii. Counsel agreed that expenses to be pre-paid by lot owners into Abaris escrow account before installation
 - b. COMPLIANCE: HVAC
 - i. Directors discussed HVAC applications standards compliance; Directors agreed to resulting limited Rev. g updates to be included following this meeting, including case-by-case bases and easement process, to February 18, 2026 Rev. f version, copy attached and to be posted on the official website
 - ii. 11502 HICKORY CLUSTER: Directors discussed HVAC application; Directors agreed to oppose it and file an Affected Party statement

- iii. 11533 HICKORY CLUSTER: Directors discussed HVAC application: Directors agreed to oppose it and file an Affected Party statement
- iv. 11599 MAPLE RIDGE: Directors discussed HVAC application; Directors agreed not to oppose it
- v. 11531 HICKORY CLUSTER: Directors discussed HVAC application; Directors agreed not to oppose it
- vi. 11506 HICKORY CLUSTER: Directors discussed HVAC application; Directors agreed not to oppose it
- vii. 11547 MAPLE RIDGE: Directors discussed HVAC application; Directors agreed not to oppose it pending neighbor signatures and other updates
- viii. 11505 HICKORY CLUSTER: Directors discussed HVAC application; Directors agreed not to oppose it pending updates
- ix. 11501 MAPLE RIDGE: Directors discussed HVAC application; it remains on hold pending lot owner line set location and neighbor signature updates

c. CONTRACTS

- i. RETAINING WALL: Directors discussed pending contract updates and status; Director Ashley indicated contract start is pending Abaris contract execution
- ii. GROUNDS MAINTENANCE: Directors discussed pending contract updates and status; VP Fay will coordinate with contractor on next steps
- iii. TREE MANAGEMENT: Directors discussed pending contract updates and status; VP Fay will coordinate with contractor on next steps
- iv. TRIP HAZARDS: Directors discussed pending contract updates and status; Director Ashley will provide feedback to Secretary Laird who will coordinate with contractor on next steps

d. OTHER

- i. No non-Director Members were present during or after Executive Session

6. ADJOURNMENT: Directors adjourned the meeting at 9:00 p.m.

**HICKORY CLUSTER ASSOCIATION
EXTERIOR HVAC EQUIPMENT CLUSTER STANDARDS
UPDATED MARCH 25, 2026 Rev. g**

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 actual or proposed 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	CASE-BY-CASE	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 RA DRB application approval, easement agreement execution, and fee pre-payment initial steps described in the HCA Easement Process for Exterior HVAC Equipment on Common Area, including 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), *"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"* as part of the RA DRB application.
- (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 line sets, 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

