



OPEN MEETING

**REGULAR MEETING OF THIRD LAGUNA HILLS MUTUAL
ARCHITECTURAL CONTROLS AND STANDARDS COMMITTEE***

**Monday, May 08, 2023 – 1:30 p.m.
Laguna Woods Village Board Room/Virtual Meeting
24351 El Toro Road, Laguna Woods, California**

REPORT

COMMITTEE MEMBERS PRESENT: Jim Cook – Chair, Cush Bhada, Ralph Engdahl, Nathaniel Ira Lewis, Cris Prince, Andy Ginocchio (Alternate-in the audience), Advisors: Michael Butler (arrived at 1:34 p.m.), Lisa Mills

COMMITTEE MEMBERS ABSENT: Mike Plean (Advisor-excused)

STAFF PRESENT: Bart Mejia – Maintenance & Construction Assistant Director, Mike Horton – Manor Alterations Manager (arrived at 1:32 p.m.), Gavin Fogg – Manor Alterations Supervisor (via Zoom), Abraham Ballesteros Inspector II, Manor Alterations, Josh Monroy – Manor Alterations Coordinator

1. Call Meeting to Order

Chair Cook called the meeting to order at 1:30 p.m.

2. Approval of the Agenda

The agenda was amended to move Department Head update to item 11. To postpone action on Reenact Architectural Standard 41A (Previously 45): Solar Panels, 2 Story Buildings. To add the following items: Revised Variance Request 5516-C: Variance to Retain White Garage Door as item 9. Revision to Architectural Standard 4: Air Conditioning Units/Heat Pumps as item 10b. Recordable Exclusive Use of Common Area Revocable License Legal Fee as item 10c. Hearing no objection, the agenda was approved as amended.

3. Approval of the Meeting Report for April 10, 2023

Hearing no objection, the meeting report was unanimously approved as written.

4. Remarks of the Chair

Chair Cook advised members to expect delays as standards, procedures and committee compliance to state statues are being addressed.

5. Member Comments - (Items Not on the Agenda)

None.

6. Response to Member Comments

None.

7. Department Head Update

Moved to item 11.

8. Consent Calendar: All matters listed under the Consent Calendar are considered routine and will be enacted by the Committee by one motion. In the event that an item is removed from the Consent Calendar by members of the Committee, such item(s) shall be the subject of further discussion and action by the Committee.

a. **Over-The-Counter Variances** – None.

9. Variance Requests

a. 5516-C: Variance to retain white garage door

The variance was introduced by Mr. Ballesteros. Discussion ensued and staff answered questions from the Committee.

A motion was made to approve the variance as described. The variance was approved by majority vote. (Director Prince recused).

10. Items for Discussion and Consideration

a. Reenact Architectural Standard 41A (Previously 45): Solar Panels, 2 Story Buildings

Postponed until next month.

b. Revision to Architectural Standard 4: Air Conditioning Units/Heat Pumps

Mr. Horton introduced the item and answered questions from the Committee.

A motion was made to recommend the Third Board approve the standard with the suggested edits. Hearing no objection, the motion was approved by unanimous consent.

c. Recordable Exclusive Use of Common Area Revocable License Legal Fee

Mr. Mejia introduced the item and answered questions from the Committee. The Committee suggested changing the title from "Recordable Common Area Exclusive Use Revocable License Legal Fee" to "Recordable Exclusive Use of Common Area Revocable License Legal Fee."

A friendly amendment to the motion was made to recommend the Third Board approve the standard with the suggested edits. Hearing no objection, the motion was approved by unanimous consent.

11. Items for Future Agendas

Mr. Horton briefed the Committee on improvements that have been made to Third Mutual's Consent Application packet, Demolition Consent Application packet and the Water Heater replacement form.

- a. Updated Resale Inspection Fees – **July**
- b. Updated Alteration Fees – **July**
- c. Contractor Violation Policy – **July**
- d. Change Contractor Work Hours to Monday-Saturday 8-5; only Holidays are Thanksgiving Day, Christmas Day, and New Year's Day – **To be implemented with Standard 1: General Requirements**
- e. Revise Mutual Consent Packet to be more User-Friendly and Create / Update Contractor Package – **In Process**
- f. Work with City of Laguna Woods to Streamline all aspects of Alterations to lessen confusion – **On going**
- g. Proposed Architectural Standard 41B: Solar Panels, 3 Story Buildings
- h. Revision to Architectural Standard 42: Ramps
- i. Revision to Architectural Standard 8: Porch Lift/Elevators
- j. Revision to Architectural Standard 16: Garage Doors, Sectional or One Piece
- k. Revision to Architectural Standard 1: General Requirements
- l. Reenact Architectural Standard 41A (Previously 45): Solar Panels, 2 Story Buildings

12. Committee Member Comments

- Advisor Mills advised that for resale inspections on United co-ops city code now requires GFCI's. She had questions regarding whose responsibility it was for the wiring in the walls. Assistant Director, Ian Barnette clarified that it was only the GFCI receptacles that the United members become responsible for.
- Advisor Butler commented on circuit breakers upgrades.
- Director Lewis commented on arc fault requirements.
- A member commented on solar panels. The committee responded to the member.

13. Date of Next Meeting: Monday, June 12, 2023 at 1:30 p.m.

14. Adjournment

The meeting was adjourned at 2:44 p.m.

JAMES CLAYTON COOK

Jim Cook, Chair

Signature: JAMES CLAYTON COOK
JAMES CLAYTON COOK (May 22, 2023 15:26 PDT)

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