



OPEN MEETING

**REPORT OF THE REGULAR MEETING OF THIRD LAGUNA HILLS MUTUAL
ARCHITECTURAL CONTROL AND STANDARDS COMMITTEE**

**Monday, April 08, 2024 – 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, Reza Karimi, Nathaniel Ira Lewis, Brad Rinehart, Advisor: Lisa Mills
- COMMITTEE MEMBERS ABSENT:** Mike Plean (Advisor-Excused), Michael Butler (Advisor-Excused)
- OTHERS PRESENT:** S.K. Park
- STAFF PRESENT:** Bart Mejia – Maintenance & Construction Assistant Director, Gavin Fogg – Manor Alterations Supervisor, Laurie Chavarria – Senior Management Analyst, David Rudge – Inspector II, Sandra Spencer – Administrative Assistant, 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

Hearing no objection, the agenda was approved by unanimous consent.

3. Approval of the Meeting Report for March 11, 2024

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

4. Remarks of the Chair

Chair Cook advised members that the committee continues to update standards. He mentioned improvements to the resale inspection process for First inspections, including listing all the permitted alterations so that new buyers are better informed of their responsibilities for all previous alterations.

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

- A member commented on a problem she's having, with overflow drainage coming from the sidewalk and roof gutters which is causing discoloration in her walkway. She believes the issue could be resolved by having the drainage go under the sidewalk. Secondly, she wanted to know how she could extend and enclose her patio to not let in critters.

6. Response to Member Comments

- The committee informed the member that Manor Alterations staff will meet with her and do a site inspection. She was also informed that the HOA is responsible for drainage issues. The member would only be responsible for sidewalk and patio replacement but depending on the scope of work it might require a variance approval.

7. Department Head Update

None.

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** – Hearing no objection, the Over-The-Counter Variance report was approved by unanimous consent.

3382-O: Request to Wall Mount Condenser at PTAC Sleeve Location Below Top of Balcony Rail.

3451-C: Request to Build Laundry Room in Garage.

9. Variance Requests

- a. 5232: Variance to Install 30'x10' Aluminum Trellis on CAUA Patio with 2-Foot Overhang

A motion was made to approve the variance as described. The variance was approved by unanimous consent.

10. Items for Discussion and Consideration

a. Revision to Standard 37: Patio and Balcony Covers / Awnings

The committee requested the following revisions: Section 2.2. to read "Patio: A paved area that adjoins the manor at ground level which does not serve as a walkway." Section 3.4 to read "Color options for aluminum awnings are white, almond or be an approved color under the existing Third Mutual Exterior Paint scheme. Color options for vinyl materials are white, beige, adobe or be an approved color under the existing Third Mutual Exterior Paint scheme."

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.

b. Mutual Consent Process Presentation

The committee requested the following revisions: Adding an extra step for member (seller)/ successor trustee who authorize their realtor or authorized agent to act on their behalf to get any information that would normally be given to them.

11. Items for Future Agendas

- Revision to Standard 11A: Flooring for Second and Third Floor Manors & the Elimination of the Third Laguna Hills Mutual Interior Hard-Surface Flooring Complaint Rules
- Enact Standard 41C: Solar Panels, Carports and Patio Covers
- Revision to Standard 34: Windows & Window Attachments


12. Committee Member Comments

- None.

13. Date of Next Meeting: Monday, May 13, 2024 at 1:30 p.m.

14. Adjournment

The meeting was adjourned at 2:18 p.m.


Jim Cook, Chair

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Alan Grimshaw, Manor Alterations Manager
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