



**OPEN MEETING**

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

**Monday, July 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, David Veeneman, Advisors: Mike Butler

**COMMITTEE MEMBERS ABSENT:** Lisa Mills (Advisor-Excused), Mike Plean (Advisor-Excused)

**STAFF PRESENT:** Alan Grimshaw – Manor Alterations Manager, Gavin Fogg – Manor Alterations Supervisor, David Rudge – Inspector II, Josh Monroy – Administrative Assistant, Manor Alterations

**1. Call Meeting to Order**

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

**2. Approval of the Agenda**

Chair Cook asked for approval of the agenda.

Director Karimi made a motion to approve the agenda. Director Veeneman seconded.

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

**3. Approval of the Meeting Report for June 10, 2024**

Chair Cook asked for approval of the meeting report.

Director Lewis made a motion to approve the meeting report. Director Rinehart seconded.

Hearing no objection, the meeting report was approved by unanimous consent as written.

**4. Remarks of the Chair**

None.

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

None.

**6. Response to Member Comments**

None.

**7. Department Head Update**

Manor Alterations Manager Alan Grimshaw, advised the committee to expect an article on resales in the next *The Village Breeze* issue "6 Tips to Expedite the Sale Process".

**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. 5367-C: Variance to Replace Window with Sliding Glass Door and Paver Patio on Common Area

The variance was introduced by Mr. Rudge. Discussion ensued and staff answered questions from the committee.

One member commented on the variance request and staff responded.

A motion was made to approve the variance to replace window with sliding glass door and paver patio on Common Area. The variance was approved by unanimous consent.

**10. Items for Discussion and Consideration**

a. Revision to Standard 18: Gutters and Downspouts

The committee suggested revisions to Section 3.6 as follows: "All downspouts to be sized appropriately for the area that is being drained." Section 3.10 revision "Gutters and downspouts will be of the same color. Color to conform to Third Mutual's exterior paint color standards options 1 through 10 corresponding to the geographical area of the manor."

Chair Cook asked for approval of the revised standard.

Director Rinehart made a motion to approve the revised standard. Director Lewis seconded.

Hearing no objection, the motion to recommend the revised Standard 18: Gutters and Downspouts was approved by unanimous consent.

b. Revision to Standard 34: Windows & Window Attachments

The committee suggested revisions to Section 2.1 as follows: "New Construction Window – A window, where both window frame and window are installed at any location." Section 3.1 revision "New construction or retrofit windows shall meet current building and fire safety codes. Aluminum, vinyl and composite are materials currently accepted. All other materials are subject to review by Manor Alterations and the ACSC. Wood is prohibited." Section 4.6 revision "A. Awnings just over a window. See Standard 22: Patio and Balcony Covers Aluminum and Vinyl." "E. Exterior Wall Hung Planter Boxes." Section 6.1 revision "Included in this classification: Greenhouse window, planter window, bay window. See Section 9.1 Window Styles."

Chair Cook asked for approval of the revised standard.

Director Lewis made a motion to approve the revised standard. Director Rinehart seconded.

Hearing no objection, the motion to recommend the revised Standard 34: Windows & Window Attachments was approved by unanimous consent.

c. Your Mutual Resale Fees At Work

Chair Cook asked for approval of the publication of the resale handout.

Director Veeneman made a motion to approve the publication of the resale handout. Director Karimi seconded.

Hearing no objection, the motion to approve the publication of the resale handout was approved by unanimous consent.

**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
- Revision to Standard 22: Patio and Balcony Covers; Aluminum and Vinyl
- Revision to Standard 29: Solariums
- Revision to Standard 37: Patio and Balcony Awnings & Covers
- Revision to Standard 38: Patio Enclosures
- Revision to Standard 39: Balcony Enclosures
- Revision to Standard 41A: Solar Panels, 2 Story Buildings
- Enact Standard 41C: Solar Panels, Carports and Patio Covers

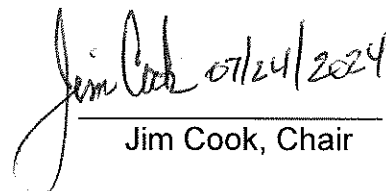
**12. Committee Member Comments**

- None.

**13. Date of Next Meeting: Monday, August 12, 2024 at 9:30 a.m.**

**14. Recess**

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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