



OPEN MEETING

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

**Thursday, August 14, 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, Advisors: Michael Butler, Lisa Mills

COMMITTEE MEMBERS ABSENT: Mike Plean (Advisor-excused)

STAFF PRESENT: Bart Mejia – Maintenance & Construction Assistant Director, Ian Barnette – Maintenance & Construction Assistant Director, Gavin Fogg – Manor Alterations Supervisor, David Rudge – Manor Alterations Inspector II, Josh Monroy – Manor Alterations Coordinator

OTHER DIRECTORS PRESENT: Andy Ginocchio (Alternate), S.K. Park

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 by moving Manor 5140 from Over-the Counter Variances in item 8a to 9e Variance Requests, to allow for member comments. Hearing no objection, the agenda was approved as amended.

3. Approval of the Meeting Report for July 06, 2023

The Committee Members Absent section was revised to include Director Nathaniel Ira Lewis as an excused absence, hearing no objection, the meeting report was unanimously approved as corrected.

4. Remarks of the Chair

Chair Cook advised members that he has contacted President Laws about possibly having a special Third Board meeting to approve the variances from this month. This is due to the Third ACSC (2nd Monday) and Third Board (3rd Tuesday) falling on the same week this month.

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

None.

6. Response to Member Comments

None.

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 Variances report was approved by consensus.

- 3156-B: Install Pavers, Fence and Gate on Common Area at Entry
- 4001-2E: Install Wall Mounted Mini-Split System Heat Pump on Balcony
- 5119: Install Side Patio Room Addition and Roofline Extension with Vaulted Ceilings
- 5303: Install Entry Extension, Roofline Extension, Two New Construction Windows on Rear, Vaulted Ceiling and Faux Stacked Stone at Exterior

9. Variance Requests

a. 3010-C: Variance to Retain a Non-Standard Patio Storage Cabinet

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

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

b. 4013-1D: Variance to Remove Original Railing and Gate from Patio

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

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

c. 5079: Variance to Add Second Condenser Unit to Manor at Garage

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

- A member asked questions regarding the variance and staff responded.

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

d. 5487-B: Variance to Replace Structural Wall with Steel Beam between Kitchen and Living Room

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

- The architect for the manor asked questions regarding the variance and staff responded.

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

e. 5140: Variance to Install Master Bedroom, Dining Room and Living Room Extension on Rear Patio and Laundry Room in Garage

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

- Three members asked questions regarding the variance and staff responded.

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

10. Items for Discussion and Consideration

a. Revision to Alteration Fee Schedule

A motion was made to recommend the Third Board approve the alteration fee schedule. Hearing no objection, the motion was approved by unanimous consent.

b. Discussion Appeal of Unauthorized Alteration Fee

The committee suggested an appeal policy that allows for staff to use discretionary judgment on alterations that are minimal, either aesthetic or non-regulated replacements, in order to expedite the process. All other unapproved alterations such as structural modifications or alterations that require city permits would not qualify for this level of appeal.

11. Items for Future Agendas

- a. Proposed Architectural Standard 41B: Solar Panels, 3 Story Buildings – **Schedule to be provided at the next meeting.**
- b. Revision to Architectural Standard 31: Washer and Dryer Installation – **Schedule to be provided at the next meeting.**
- c. Revision to Architectural Standard 8: Porch Lift/Elevators – **September**
- d. Proposed Appeal of Unauthorized Alteration Fee
- e. More Detail Interior Inspections

12. Committee Member Comments

- Advisor Mills suggested for resale inspectors to review low-flow toilets at the same time they are reviewing water heaters at close of escrow to avoid additional costs to members.
- Advisor Butler requested clarification on the current gallons per flush (GPF) standard he was informed it's currently at 1.28 GPF.

13. Date of Next Meeting: Monday, September 11, 2023 at 1:30 p.m.

14. Adjournment

The meeting was adjourned at 2:21 p.m.

Jim Cook, Chair

Jim Cook, Chair
Baltazar Mejia, Staff Officer
Telephone: 949-597-4616

Signature: 
JIM COOK (Aug 21, 2023 10:01 PDT)