



**OPEN MEETING**

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

**Monday, January 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, Ralph Engdahl, Andy Ginocchio (Alternate for Reza Karimi), Nathaniel Ira Lewis, Brad Rinehart, Advisors: Michael Butler (arrived at 1:33 p.m.), Lisa Mills
- COMMITTEE MEMBERS ABSENT:** Reza Karimi (Excused), Mike Plean (Advisor-Excused)
- OTHERS PRESENT:** S.K. Park
- STAFF PRESENT:** Bart Mejia – Maintenance & Construction Assistant Director, Alan Grimshaw – Manor Alterations Manager, David Rudge – Inspector II, 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 include item 10e. Elimination of Manor Alteration Conformance Deposit Fee. Hearing no objection, the agenda was approved as amended.

**3. Approval of the Meeting Report for December 11, 2023**

The *Committee Members Absent* section was revised to remove Advisor Andy Ginocchio as alternated-excused, hearing no objection, the meeting report was unanimously approved as corrected.

**4. Remarks of the Chair**

None.

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

- A member commented on his request for consideration to reverse a decision by Manor Alterations regarding his mutual consent for a bedroom extension into common area.
- A member commented on the likelihood for a patio extension into common area and to confirm if her rain gutters are up to code. She also inquired about handicap allowance.
- A member commented on her concern regarding handicap resident's accessibility to enter their front door. The member suggested installing railings for the front step.

**6. Response to Member Comments**

- The committee informed the member that per Davis Stirling permanent structures and enclosed areas are not permitted into common area.
- The committee informed the member that patio extensions are not allowed in common areas; however, some of these areas may be covered with interlocking pavers through the variance process. The member was also advised to contact the Manor Alterations Department, so they can research whether the rain gutters are standard or a variance. Lastly the member was informed that the mutual complies with the California accessibility laws.
- The committee informed the member that she would need to put her request in writing to the Third Maintenance and Construction Committee.

**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.

5189: Request for Extend Entry into EUCA, Extended Rear Patio on Common Area and EUCA Area and Extend Master Bedroom into Private Garden on EUCA.

## 9. Variance Requests

None.

## 10. Items for Discussion and Consideration

### a. Elimination of Low-Flow Toilet Statement of Compliance

A motion was made to recommend the Third Board approve the elimination of the Low-Flow Toilet Statement of Compliance. Hearing no objection, the motion was approved by unanimous consent.

### b. Revision to Architectural Standard 8: Porch Lift/Elevators

A motion was made to recommend that the standard be reviewed by legal counsel prior to it going to the Third Board. Hearing no objection, the motion was approved by unanimous consent.

### c. Revision to Architectural Standard 21: Patio Slabs

The committee requested a revision to section 3.3. by adding "Wire mesh or #3 rebar reinforcement recommended **as a minimum**".

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.

### d. Discussion on Flooring on 2<sup>nd</sup> and 3<sup>rd</sup> Floors

Mr. Grimshaw advised the committee that staff's recommendation is to provide the membership with sound guidelines as opposed to mutual approved flooring materials. The committee had concern with its practicality. Are the requirements achievable? Will it work with hard wood flooring? Mr. Grimshaw pointed that there are products on the market now that meet these guidelines. Additionally, the member can have the construction of the flooring itself (e.i. wood framing, concrete) tested by acoustical engineering to come up with a base IIC rating to install the sound cushioning.

A motion was made to recommend that staff draft a standard for noise insulation on 2<sup>nd</sup> and 3<sup>rd</sup> floors. Hearing no objection, the motion was approved by unanimous consent.

### e. Elimination of Manor Alteration Conformance Deposit Fee

A motion was made to recommend the Third Board approve the elimination of the Manor Alteration Conformance Deposit Fee. Hearing no objection, the motion was approved by unanimous consent.

**11. Items for Future Agendas**

- a. Revision to Resale Inspections Policy
- b. Proposed Architectural Standard 41B: Solar Panels, 3 Story Buildings
- c. Proposed Architectural Standard 41C: Solar Panels, Carports and Patio Covers
- d. Proposed Architectural Standard #: Noise Insulation on 2<sup>nd</sup> and 3<sup>rd</sup> Floors

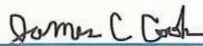
**12. Committee Member Comments**

- Advisor Mills recommended updating the floor plans for manors with garages. The floor plans currently show the patio extending across the back end. Secondly, seeing if the City of Laguna Hills can forward the city final to Manor Alterations without requiring that the member physically drop it off to expedite the process.
- Advisor Butler had concerns regarding maintenance responsibility if a member uses the lift/elevator without the permission of the owner.

**13. Date of Next Meeting: Monday, February 12, 2024 at 1:30 p.m.**

**14. Adjournment**

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



JIM COOK (Jan 29, 2024 08:18 PST)

Jim Cook, Chair

Jim Cook, Chair  
Alan Grimshaw, Manor Alterations Manager  
Telephone: 949-597-4616