



OPEN MEETING

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

**Monday, November 13, 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, Ralph Engdahl, Andy Ginocchio (Alternate), Nathaniel Ira Lewis, Cris Prince Advisors: Michael Butler, Lisa Mills, Mike Plean

STAFF PRESENT: Bart Mejia – Maintenance & Construction Assistant Director, Alan Grimshaw – Manor Alterations Manager, David Rudge – Manor Alterations 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

Hearing no objection, the agenda was approved by consent.

3. Approval of the Meeting Report for October 09, 2023

A motion was made to approve the meeting report as written. The meeting report was approved by majority vote. (Director Prince abstained).

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

Mr. Mejia introduced Alan Grimshaw the new Manor Alterations Manager. Mr. Grimshaw provided background on his experience and expertise.

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

None.

10. Items for Discussion and Consideration

a. Revision to Architectural Standard 18: Gutters and Downspouts

The committee suggested eliminating section 2.8 “Gutters and leaf guards are required...”. The committee also suggested some additional verbiage: 1. Requiring articulated downspout to gutter angle connectors. 2. Allowing for rain gutter extensions. 3. Requiring paintable vinyl covering for downspouts/gutter so that it matches the existing building color.

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. Revision to Architectural Standard 11: Exclusive Use Common Area Floor Coverings

The committee agreed to consider the coating or covering of small sections of walkways in common areas that connect to exclusive use common areas on a case by case basis subject to variance requirements.

A motion was made to recommend the Third Board approve the standard with the suggested edits. Hearing no objection, the motion was approved by majority vote. (Director Engdahl abstained).

c. Review Current Conditions and Restrictions for Solar Installations

Mr. Mejia provided the committee with updates on the issue. Standard 41: Solar Panels, 1 Story Buildings and Standard 41A: Solar Panels, 2 Story Buildings were both revised this year. The Third Mutual alteration fee schedule was also revised this year to incorporate the solar application processing fee to be \$223.00. In November, the Third Board will be voting to require that the processing fee not exceed statutory limits that apply to cities. The committee suggested drafting new standards to address the installation of solar systems on patio covers and carports.

11. Items for Future Agendas

- a. Detailed Interior Inspections
- b. Revision to Architectural Standard 8: Porch Lift/Elevators
- c. Proposed Architectural Standard 41B: Solar Panels, 3 Story Buildings
- d. Proposed Architectural Standard 41C: Solar Panels, Carports and Patio Covers
- e. Proposed elimination of Standard 03-16-07: Low-Flow Toilet Statement of Compliance

12. Committee Member Comments

- Advisor Mills suggested removing the requirement to certify the existence of low-flow toilets.

A motion was made to recommend that staff look into removing the requirement for low-flow toilets. Hearing no objection, the motion was approved by unanimous consent.

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

14. Adjournment

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

Jim Cook, Chair

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

Signature: 
JIM COOK (Nov 20, 2023 11:30 PST)

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