



**OPEN MEETING**

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

**Monday, February 25, 2018 – 9:30 a.m.  
Laguna Woods Village Community Center Board Room  
24351 El Toro Road**

**NOTICE AND AGENDA**

1. Call to Order
2. Acknowledgement of Media
3. Approval of the January 28, 2019 Report
4. Approval of the Agenda
5. Chair Remarks
6. Member Comments - *(Items Not on the Agenda)*
7. Department Head Update

**Consent:**

*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.*

**Items for Discussion and Consideration:**

**Variance Requests:**

8. 3200-A (El Doble, P46) Retain Unauthorized Slab Extension at Entry and Walkway on Common Area
9. 3387-A (Malaga, P42B) Construct Lattice Patio Cover Over Previously Extended Patio Slab on Common Area

**Concluding Business:**

10. Committee Member Comments
11. Date of next meeting – Monday, March 25, 2019
12. Adjourn

Steve Parsons, Chair  
Kurt Wiemann, Staff Officer  
Eve Morton, Alterations Coordinator: 949-268-2565



**OPEN MEETING**

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

**Monday, January 28, 2019 – 9:30 a.m.  
Laguna Woods Village Community Center Board Room  
24351 El Toro Road**

**REPORT**

**COMMITTEE MEMBERS PRESENT:** Chair – Steve Parsons, Roy Bruninghaus, John Frankel, Lynn Jarrett

**COMMITTEE MEMBERS ABSENT:** Advisor Mike Butler

**OTHERS PRESENT:** Bunny Carpenter

**ADVISORS PRESENT:** Michael Plean

**STAFF PRESENT:** Kurt Wiemann, Eve Morton, Gavin Fogg, Brett Crane

**1. Call to Order**

Chair Parsons called the meeting to order at 9:30 a.m.

**2. Acknowledgement of Media**

No media were present.

**3. Approval of December 17, 2018 Report**

Director Plean moved to approve the Report with the correction of some Scribner's errors. Director Jarrett seconded. The committee was in unanimous support.

**4. Approval of the Agenda**

Director Bruninghaus made a motion to accept the agenda. Director Jarrett seconded. The committee was in unanimous support.

**5. Committee Chair Remarks**

None.

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

None.

## 7. Department Head Update

None.

### Consent:

*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.*

None.

### Items for Discussion and Consideration:

#### Variance Requests:

#### **8. 2205-D (Monterey, PS08) Retain unauthorized HVAC Condenser located in unapproved location on Common Area**

Director Frankel moved to accept Staff's recommendation and deny the request to retain a HVAC condenser beneath the balcony and relocate it to the roof. Director Bruninghaus seconded. The Committee was in unanimous support.

#### **9. 3255-B (El Doble, SB203RB) Retrofit Sliding Glass Doors without Retrofitting Remaining Windows within original floorplan footprint**

Advisor Plean moved to accept Staff's recommendation and approve the request. Director Jarrett seconded. The Committee was in unanimous support.

#### **10. 5165 (Villa Paraisa, C13C\_1) Extend Entryway onto Exclusive Use Common Area**

The resident and her contractor, Richard Smith, were in attendance.

Mr. Wiemann reported that Third's attorney had agreed that the entryways to the Paraisa plans should have been indicated as Exclusive Use Common Area in the original plans.

Chair Parson stated that the Executive Officers are discussing whether extending the entryways should allow enclosing the entryway versus just an overhang.

Director Frankel moved to approve this request and send it on to the Board. Advisor Plean seconded. The committee was in unanimous support.

### Standard Updates:

#### **11. Review Updates to Architectural Standard 32: Water Heater Relocation**

The Committee was in unanimous support to accept Staff's recommendation and approve the updates to the Standard.

Reports:

**12. Discuss Alteration Standard Plan Policy**

Mr. Wiemann reviewed the proposed policy with the committee.

Director Frankel moved to approve the policy. Director Bruninghaus seconded.  
The Committee was in unanimous support.

**13. State of the Division**

Chair Parsons stated that the committee and Staff are a team and it is important to work together on putting policies into place which make processes easier for both residents and Staff.

Mr. Wiemann conducted a PowerPoint presentation consisting of an overview of the past year's accomplishments of the committee and Alterations Division along with several goals for the future.

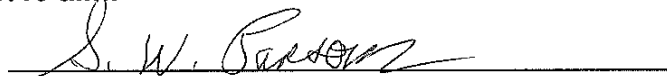
Concluding Business:

**14. Committee Member Comments**

None.

**15. Date of next meeting – Monday, February 25, 2019**

**16. Adjourned at 11:10 a.m.**



Chair, Steve Parsons

Kurt Wiemann, Staff Officer

Eve Morton, Alterations Coordinator, 268-2565





## **STAFF REPORT**

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**DATE:** February 25, 2018  
**FOR:** Architectural Control and Standards Committee  
**SUBJECT:** Variance Request  
Mr. Patrick Jae Gueon Gim of 3200-A (El Doble, P46) - Retain Unauthorized Slab Extension at Entry and Walkway on Common Area.

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### **RECOMMENDATION**

Staff recommends the Board deny the request to retain the unauthorized slab extensions located in Common Area. Should the Board approve the request, staff recommends the Member is required to follow the conditions in Appendix A.

### **BACKGROUND**

On December 21, 2018, a Correction Notice was issued to the Owner/Member of Unit 3200-A for two unauthorized slab extensions found during a routine staff inspection. On January 2, 2019, a variance request to retain the unauthorized slab extensions was received by the Permits and Alterations Division (Attachment 1). At the time of submission, staff found additional work had been performed on the entry area with tile being added after the correction notice was issued.

Per the Committee's direction regarding variance requests for retaining non-authorized alterations, Compliance was notified on January 15, 2019, of the unauthorized alteration; a disciplinary hearing is pending.

### **DISCUSSION**

Mr. Gim is requesting to retain two sections of concrete slab extensions located at the entry of the unit measuring 15" x 36" and a single slab extension of the walkway located at the front of the unit measuring 12" x 15'; the total area requested is 30 square feet.

Using the Tract Map and Condo plan for Unit 3200-A (Appendix B), staff determined the location of the slab extensions fall onto Common Area. Furthermore, the use of the walkway extension on the front of the unit to park a golf cart for charging purposes is prohibited according to existing Third Mutual Traffic and Parking Rules (Resolutions 03-14-44, 03-15-36) §8.1.6.

Staff recommends denial of this request in conjunction with current Third Mutual's Common Area Use Policy (RESOLUTION 03-18-146). "BE IT RESOLVED FURTHER, no proposed Alteration located upon or over a portion of the common area will be approved by the Board, the Committee or staff for any reason, except as set forth pursuant to the Policy or as otherwise required by law;"

Currently there are no open Mutual Consents for Manor 3200-A.

A Neighbor Awareness Notice was sent to Units 3197-A, 3197-B, 3197-C, 3198-A, 3198-B, 3198-C, 3199-A, 3199-B, 3199-C, 3199-D, 3200-B, 3200-C and 3201-A on February 7, 2019, due to line of sight and/or effects of construction noise/debris within 150' of the alteration.

At the time of writing this report, one response from unit 3197-C has been received in favor of the slab extension.

All future costs and maintenance associated with the subject alterations are the responsibility of the Mutual member(s) at 3200-A.

**Prepared By:** Gavin Fogg, Alterations Inspector II

**Reviewed By:** Brett Crane, Permits and Alterations Supervisor

Ernesto Munoz, Maintenance and Construction Director

#### **ATTACHMENT(S)**

Appendix A: Conditions of Approval  
Appendix B: Condo Plan  
Attachment 1: Variance Request, January 2, 2019  
Attachment 2: Photos  
Attachment 3: Map

## APPENDIX A

### CONDITIONS OF APPROVAL

Conditions of approval would be as follows:

1. No improvement shall be installed, constructed, modified or altered at unit **3200-A**, ("Property") within the Third Laguna Hills Mutual ("Mutual") unless and until a Mutual Consent for Alterations application for the improvement has been made to, and approved, in writing, by, the Village Management Services, Inc. ("VMS, Inc."), Alterations Division ("Division"), or, in the event of a Variance from the Mutual's Alteration Standards, the Architectural Control and Standards Committee ("ACSC"). In the event written permission is given for the installation, construction, modification or alteration of any improvement(s) upon the Property, the Member Owner or Owners ("Member Owner") agrees to comply with the Mutual's Governing Documents and any specific terms or conditions imposed, and that the installation, construction, modification or alteration shall be in strict compliance with the terms of the approval.
2. A Variance for Unit Alterations has been granted at **3200-A** for **Retaining unauthorized slab extensions on Common Area**, subject to the attached plans stamped approved and is subject to the final inspection by the Division. Any variations to the approved attached plans are not allowed and could result in a stop work notice and/or severe fines to the Member.
3. Prior to the issuance of a Mutual Consent for Unit Alterations, a complete set of unit specific plans prepared by a licensed architect or structural engineer depicting the proposed improvement must be submitted to the Division office located in the Laguna Woods Village Community Center. The plans must depict any required structural modifications ensuring the structural integrity of the building is maintained upon completion of the proposed improvement.
4. All costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Property's Member Owner at **3200-A** and all future Mutual members at **3200-A**.
5. Parking of contractors or other invitees' vehicles is prohibited in covered resident parking, open resident spaces, handicapped spaces or fire lanes. Contractors or other invitees must park on the street. To the extent possible contractors' or other invitees' vehicles should be limited in number.
6. This approval does not change the number of bedrooms or the original maximum occupants permitted in the Unit.
7. Member Owner(s) of the Property must sign and submit to the Mutual, c/o VMS, Inc., at the Division office located in the Laguna Woods Village Community Center, an executed and notarized "Covenant to Run with the Land" for a proposed improvement that would utilize any portion of the Mutual's Common Area. Prior to the issuance of a Mutual Consent for Unit Alterations, that "Recordable Common Area Agreement" must be filed with the Orange County Clerk/Recorder.
8. A City of Laguna Woods permit is required, which may include the requirement to obtain clearance from the South Coast Air Quality Management District (Asbestos Hot Line at (909) 396-2336). Prior to the issuance of a Mutual Consent for Unit Alterations, the

appropriate City of Laguna Woods permit number(s) must be submitted to the Division office located in the Laguna Woods Village Community Center. The City permit must be finalized within the prescribed timeframe, and a copy of the final permit must be submitted to the Division within two weeks.

9. Prior to the issuance of a Mutual Consent for Unit Alterations, the Member Owner shall request a Landscape Department inspection in order to assure all landscape, irrigation, and drainage modifications associated with the improvements are identified and completed by the Landscape Department at the expense of the Member Owner. All gutter drainage shall be directed away from structures, free standing walls, foundations, and pedestrian walkways.
10. Prior to the issuance of a Mutual Consent for Unit Alterations, any altered exterior surface should match the Building color; vinyl fence/gate will be either white or taupe, tubular steel or wrought iron fence/gate will be black or white; the approved colors and materials are identified as "Third Laguna Hill Mutual Color Selections" at Resident Services, located at the Community Center first floor.
11. Member Owner shall be responsible for all activity by contractors, subcontractors, material suppliers and their employees and agents and any others who perform work on the Property, including any violation of the Mutual's Governing Documents, including, but not limited to, traffic and parking violations, maintenance of a clean job site at all times, and use of Mutual property for storage of equipment or materials without prior approval. Member Owner acknowledges and agrees that all such persons are his/her invitees. Member Owner shall be responsible for informing all his/her invitees of the Mutual's Rules and Regulations.
12. Member Owner hereby consents to and grants to the Mutual and the Division, and their representatives, a right of entry upon the Property at any time to be used to inspect the Property and the improvements thereon and for the Mutual and the Division, and their representatives and contractors to remedy any violation upon the Property, including, but not limited to, removing trash, removing any improvement installed without approval or modifying an improvement to bring the same into compliance with the terms of the approval.
13. Member Owner shall be liable for any violation of the Mutual's Governing Documents by any invitee, including any fine, assessment, traffic or other charge levied in connection therewith.
14. Member is responsible for following the gate clearance process in place to admit contractors and other invitees.
15. Prior to the Issuance of a Mutual Consent for Unit Alterations, the Member shall post a Conformance Deposit in the amount of \$250 for all improvements exceeding a total of \$500. The Conformance Deposit will be held until Final City Building Permit Issuance if required, to assure no damages to Mutual property occurs during construction, including, but not limited to, internet/TV, landscaping, or exterior walls/roof.
16. The Conformance Deposit shall be held by the Mutual and applied, at the Mutual's sole discretion, to any fine levied against the Member Owner or the Property, to cover and/or recoup any costs whatsoever, including, but not be limited to, administrative and legal costs, incurred by the Mutual or VMS, Inc., in connection with the Property, or to any unpaid charges or assessments on the Mutual's account for the Property. For example, the Mutual could apply all or a portion of the Conformance Deposit to cover the following:

finances levied against any invitee of Member Owner; fines levied for construction violations; costs incurred by the Mutual in repairing damage to Mutual property caused by Member Owner's contractor or other invitee; costs incurred by the Mutual in curing a violation on the Property; costs incurred in removing or altering an improvement upon the Property; or to an unpaid assessment, special assessment, late charge, interest or collection costs posted to the Mutual's account for the Property. The foregoing list is illustrative only and in no way represents the only situations where the Mutual could apply all or a portion of the Conformance Deposit.

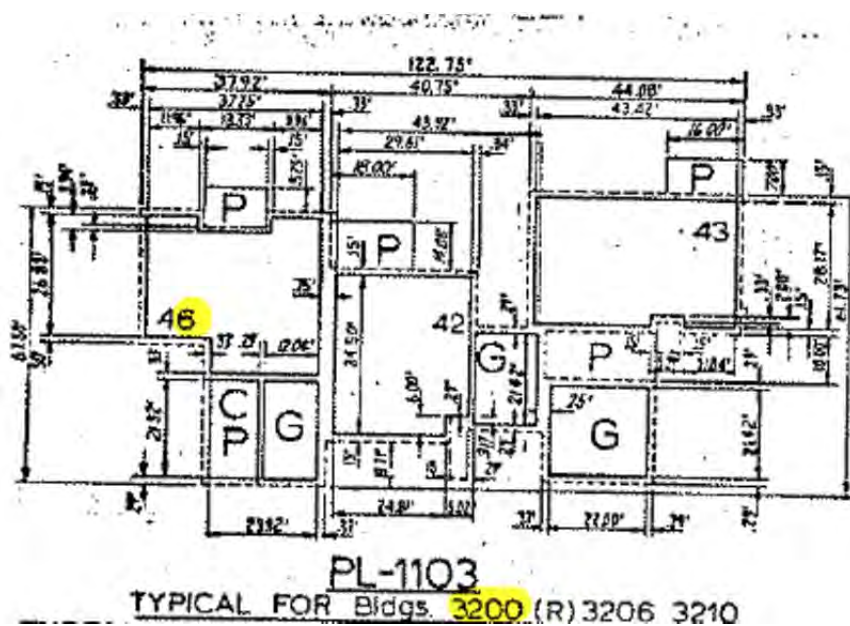
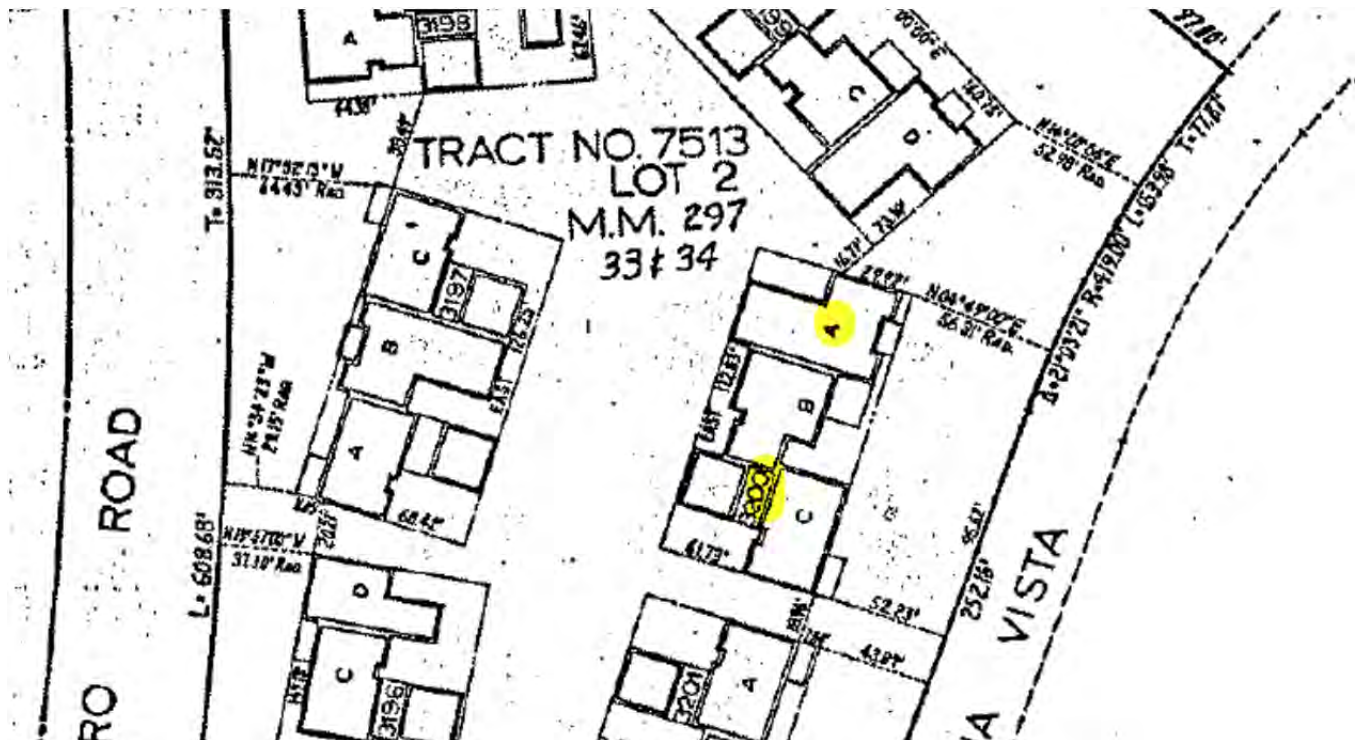
17. If at any time the amount of the Conformance Deposit falls below 3/4ths of the amount originally required to be posted, Member Owner agrees to immediately deposit additional sums with the Mutual in an amount sufficient to return the Conformance Deposit to the originally required level. Until the Conformance Deposit is so replenished, an automatic stop work order shall be in effect.
18. Any remaining Conformance Deposit is refundable if the Member Owner notifies the Division, in writing, that the improvement(s) for which the Conformance Deposit was posted have been completed in accordance with the approval, and the Division agrees with the same. The Mutual will mail the unused portion of the Conformance Deposit, if any, to the Member Owner's address of record with the Mutual. Under no circumstances shall Member Owner be entitled to any interest on any portion of the Conformance Deposit. If no written request for return of a Conformance Deposit is made by Member Owner within two years from the date when the Conformance Deposit is posted with the Mutual, the Conformance Deposit will be deemed forfeited to the Mutual.
19. All improvements must be installed in accordance with the California State Building Code, and the published Mutual Architectural Alterations Standards. See <http://www.lagunawoodsvillage.com>.
20. During construction, work hours established by the Mutual and the Noise Ordinance set forth in the City of Laguna Woods Municipal Code must be adhered to at all times.
21. During construction, both the Mutual Consent for Unit Alterations and the City Building Permit must be on display for public view at all times in a location approved by the Division.
22. It is mandatory that no waste or materials associated with the construction be dumped in the Village trash bins; such waste or materials associated with the construction must be disposed of offsite by the contractor.
23. A dumpster is approved for placement at the location identified by Security Staff by calling 949-580-1400. All dumpsters must conform to the Policy for Temporary Containers. Dumpsters must be ordered from the approved City of Laguna Woods waste hauler and must be maintained at all times.
24. A portable bathroom is approved for placement at the location identified by Security Staff by calling 949-580-1400.
25. The Mutual Consent for Unit Alterations expires six months after the date of approval, unless an application is submitted with fees and approved by the Division for an extension. Only one extension for a maximum of an additional six months may be granted.
26. Violations of the foregoing conditions or the Mutual's Governing Documents (See <http://www.lagunawoodsvillage.com>), including, but not limited to, work outside the approved plans, excessive noise, illegal dumping, or working after hours, will result in

disciplinary action, which could result in a stop work notice, loss of privileges and/or severe fines to the Owner Member. Such fines left unpaid will result in forfeiture of a portion or all of the Conformance Deposit required above or other legal remedy.

27. Mutual member shall indemnify, defend and hold harmless Third and its officers, directors, committee members and agents from and against any and all claims, demands, costs, fines, judgments, settlements and any other costs, expenses, amounts and liabilities arising from Mutual member's improvements and installation, construction, design and maintenance of same.

## APPENDIX B

### Condominium Plan







Laguna Woods Village

Attachment: 1

MANOR # 3200-A

☐ ULWM

☒ TLHM

## Variance Request Form

SA 21332610

Model: <u>EL Doble</u>	Plan: <u>P46</u>	Date: <u>01/02/19</u>
Member Name: <u>PATRICK GIM</u>	Signature: <u>[Signature]</u>	
Phone: <u>[REDACTED]</u>	E-mail: <u>[REDACTED]</u>	
Contractor Name: <u>[REDACTED]</u>	Phone: <u>[REDACTED]</u>	
Owner Mailing Address: (to be used for official correspondence) <u>3200-A VIA BUENA VISTA</u> <u>LAGUNA WOODS</u>		

### Description of Proposed Variance Request ONLY:

CONCRETE EXTENSIONS AROUND ENTRY (15" x 36") BOTH SIDE  
WALKWAY IN FRONT FAMILY ROOM ADDITION (12" x 15')

### Dimensions of Proposed Variance Alterations ONLY:

CONCRETE EXTENSIONS AROUND ENTRY TO MANOR  
15" x 36" = 2 PLS.

WALKWAY IN FRONT FAMILY ROOM ADDITION  
12" x 15'

### FOR OFFICE USE ONLY

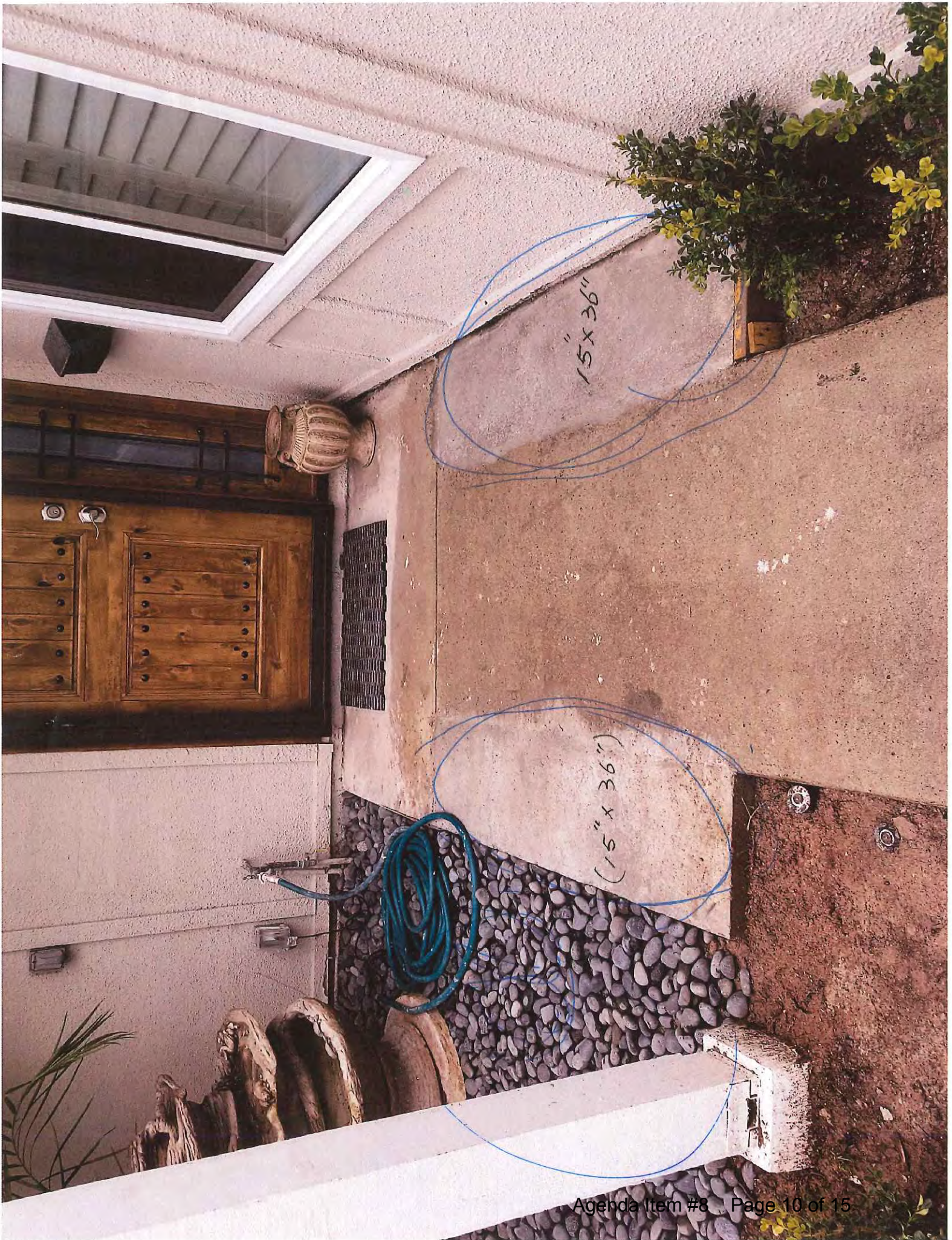
RECEIVED BY: LA DATE RECEIVED: 1/2/19 Check# 2802 BY: LA

Alteration Variance Request	Complete Submittal Cut Off Date:
Check Items Received: <ul style="list-style-type: none"><li><input type="checkbox"/> Drawing of Existing Floor Plan</li><li><input type="checkbox"/> Drawing of Proposed Variance</li><li><input checked="" type="checkbox"/> Dimensions of Proposed Variance</li><li><input checked="" type="checkbox"/> Before and After Pictures</li><li><input type="checkbox"/> Other: _____</li></ul>	Meetings Scheduled: <ul style="list-style-type: none"><li>Third AC&amp;S Committee (TACSC): <u>2/25/19</u></li><li>United M&amp;C Committee: <u>3/19/19</u></li><li>Board Meeting: _____</li><li><input type="checkbox"/> Denied <input type="checkbox"/> Approved</li><li><input type="checkbox"/> Tabled <input type="checkbox"/> Other: _____</li></ul>





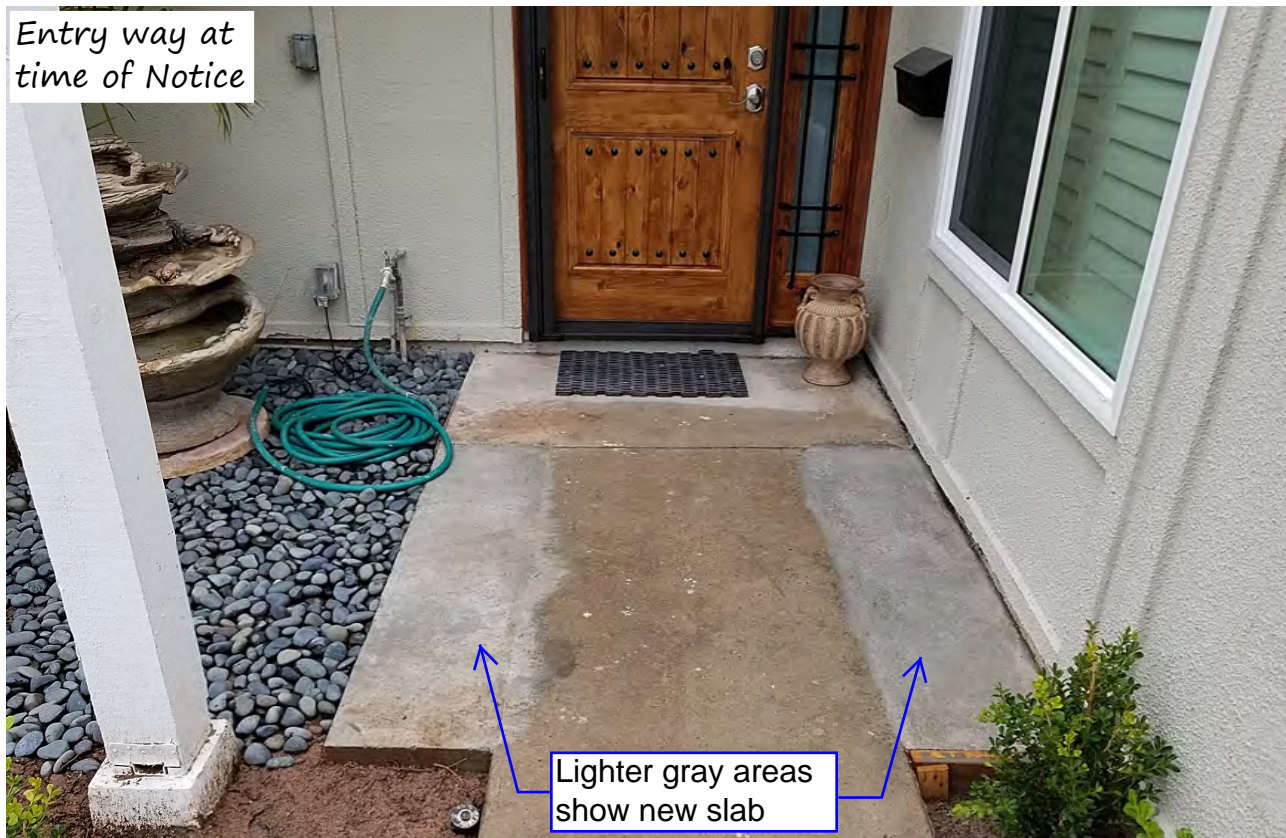






Attachment: 2

Entry way at  
time of Notice



Lighter gray areas  
show new slab

Entry tiled  
following Notice











Walkway  
Slab Extension



Walkway  
Slab Extension



View from  
Street





### Attachment: 3





## STAFF REPORT

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**DATE:** February 25, 2019  
**FOR:** Architectural Control and Standards Committee  
**SUBJECT:** Variance Request  
Mr. Michael Edwards of 3387-A (Malaga, P42B)  
Lattice Patio Cover Over Previously Extended Patio Slab on Common Area

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### **RECOMMENDATION**

Staff recommends the Board deny the request to construct a lattice patio cover over the previously extended patio slab on Common Area. Should the Board approve the request, Staff recommend it be with the conditions in Appendix A.

### **BACKGROUND**

Mr. Edwards of 3387-A Punta Alta, a Malaga style unit, is requesting Board approval of a variance to install a lattice patio cover spanning over his previously extended rear patio.

The original patio was a 'U-shape', made up of three sections (Appendix B) totaling 26'11" wide and ranging from 2'6" to 8' in length. The patio slab was extended via Mutual Consent in May 2000 to create a 33' wide by 10' long rear patio. There is no Land Use Agreement on file.

Plans have been provided of the above-mentioned items (Attachment 1).

The cost of the proposed alteration would be borne by the Member.

### **DISCUSSION**

The proposed lattice cover would measure 20' wide by 10' long and cover the existing extended rear patio slab. The cover would be of white aluminum with a wood grain style finish and be mounted on the roof at a height of 9'. Three posts fastened to the existing concrete slab would hold the cover in place.

Approximately 120 square feet of the proposed lattice cover will fall over previously extended patio area (Appendix B).

Due to Mutual Standards allowing the installation of patio covers over the counter, when covering previously extended slabs, there are no variances on file for patio covers for Malaga style units. Since the effective date of the current Common Area Usage policy on October 16, 2019, there have been no new Common Area alterations approved by the Board.

Staff recommends denial of this request in conjunction with current Third Mutual's Common Area Use Policy (RESOLUTION 03-18-146) "BE IT RESOLVED FURTHER, that no further alteration may be approved or constructed on any previously approved or "grandfathered" alteration that encroaches upon common area, other than like for like, that augments,



enlarges, or changes the construction, purpose, or use of the previously approved or grandfathered alteration;”.

At the time of preparing this report, there are no open alterations listed on Mutual Consent for Unit 3387-A.

A Neighbor Awareness Notice was sent to Units 3383-A, 3383-B, 3383-C, 3383-N, 3383-O, 3383-P, 3384-A, 3384-B, 3386-C and 3388-A on February 7, 2019, due to line of sight and/or effects of construction noise/debris within 150’ of the alteration.

At the time of this writing, there has been no response to the Neighbor Awareness Notices.

All future costs and maintenance associated with the subject alterations are the responsibility of the Mutual member(s) at 3387-A.

**Prepared By:** Gavin Fogg, Alterations Inspector II

**Reviewed By:** Brett Crane, Permits and Alterations Supervisor  
Ernesto Munoz, Maintenance and Construction Director

#### **ATTACHMENT(S)**

Appendix A: Conditions of Approval  
Appendix B: Condo Plan and Proposed Area Use  
Attachment 1: Site Plans  
Attachment 2: Variance Request, January 11, 2018  
Attachment 3: Photos  
Attachment 4: Map

## APPENDIX A

### CONDITIONS OF APPROVAL

Conditions of approval would be as follows:

1. No improvement shall be installed, constructed, modified or altered at unit **3387-A**, ("Property") within the Third Laguna Hills Mutual ("Mutual") unless and until a Mutual Consent for Alterations application for the improvement has been made to, and approved, in writing, by, the Village Management Services, Inc. ("VMS, Inc."), Alterations Division ("Division"), or, in the event of a Variance from the Mutual's Alteration Standards, the Architectural Control and Standards Committee ("ACSC"). In the event written permission is given for the installation, construction, modification or alteration of any improvement(s) upon the Property, the Member Owner or Owners ("Member Owner") agrees to comply with the Mutual's Governing Documents and any specific terms or conditions imposed, and that the installation, construction, modification or alteration shall be in strict compliance with the terms of the approval.
2. A Variance for Unit Alterations has been granted at **3387-A** for **Lattice Cover on Rear Patio**, subject to the attached plans stamped approved and is subject to the final inspection by the Division. Any variations to the approved attached plans are not allowed and could result in a stop work notice and/or severe fines to the Member.
3. Prior to the issuance of a Mutual Consent for Unit Alterations, a complete set of unit specific plans prepared by a licensed architect or structural engineer depicting the proposed improvement must be submitted to the Division office located in the Laguna Woods Village Community Center. The plans must depict any required structural modifications ensuring the structural integrity of the building is maintained upon completion of the proposed improvement.
4. All costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Property's Member Owner at **3387-A** and all future Mutual members at **3387-A**.
5. Parking of contractors or other invitees' vehicles is prohibited in covered resident parking, open resident spaces, handicapped spaces or fire lanes. Contractors or other invitees must park on the street. To the extent possible contractors' or other invitees' vehicles should be limited in number.
6. Member Owner(s) of the Property must sign and submit to the Mutual, c/o VMS, Inc., at the Division office located in the Laguna Woods Village Community Center, an executed and notarized "Covenant to Run with the Land" for a proposed improvement that would utilize any portion of the Mutual's Common Area. Prior to the issuance of a Mutual Consent for Unit Alterations, that "Recordable Common Area Agreement" must be filed with the Orange County Clerk/Recorder.
7. A City of Laguna Woods permit is required, which may include the requirement to obtain clearance from the South Coast Air Quality Management District (Asbestos Hot Line at (909) 396-2336). Prior to the issuance of a Mutual Consent for Unit Alterations, the appropriate City of Laguna Woods permit number(s) must be submitted to the Division office located in the Laguna Woods Village Community Center. The City permit must be finalized within the prescribed timeframe, and a copy of the final permit must be submitted to the Division within two weeks.
8. Prior to the issuance of a Mutual Consent for Unit Alterations, if required, a Mutual Roof

Alteration Notification ("Tie-In Form") must be submitted to the Division. All roof tie-ins must be performed by a C-39 Licensed Contractor. The Member Owner may hire a C-39 Licensed Contractor of his/her own choice to perform roof tie-ins for the installation of solar panels on all roof types except PVC Cool Roofs. For PVC Cool Roofs, regardless of the roof type, all tie-ins must be performed by the Mutual's roofing contractor at the Member Owner's expense. All tie-ins may only be made to sound structural elements. Existing structural elements proposed to be tied to, which exhibit signs of dry rot or other structural defects, must first be replaced or repaired at the Member Owner's expense during construction of the improvement.

9. Prior to the issuance of a Mutual Consent for Unit Alterations, any altered exterior surface should match the Building color; vinyl fence/gate will be either white or taupe, tubular steel or wrought iron fence/gate will be black or white; the approved colors and materials are identified as "Third Laguna Hill Mutual Color Selections" at Resident Services, located at the Community Center first floor.
10. Member Owner shall be responsible for all activity by contractors, subcontractors, material suppliers and their employees and agents and any others who perform work on the Property, including any violation of the Mutual's Governing Documents, including, but not limited to, traffic and parking violations, maintenance of a clean job site at all times, and use of Mutual property for storage of equipment or materials without prior approval. Member Owner acknowledges and agrees that all such persons are his/her invitees. Member Owner shall be responsible for informing all his/her invitees of the Mutual's Rules and Regulations.
11. Member Owner hereby consents to and grants to the Mutual and the Division, and their representatives, a right of entry upon the Property at any time to be used to inspect the Property and the improvements thereon and for the Mutual and the Division, and their representatives and contractors to remedy any violation upon the Property, including, but not limited to, removing trash, removing any improvement installed without approval or modifying an improvement to bring the same into compliance with the terms of the approval.
12. Member Owner shall be liable for any violation of the Mutual's Governing Documents by any invitee, including any fine, assessment, traffic or other charge levied in connection therewith.
13. Member is responsible for following the gate clearance process in place to admit contractors and other invitees.
14. Prior to the Issuance of a Mutual Consent for Unit Alterations, the Member shall post a Conformance Deposit in the amount of \$250 for all improvements exceeding a total of \$500. The Conformance Deposit will be held until Final City Building Permit Issuance if required, to assure no damages to Mutual property occurs during construction, including, but not limited to, internet/TV, landscaping, or exterior walls/roof.
15. The Conformance Deposit shall be held by the Mutual and applied, at the Mutual's sole discretion, to any fine levied against the Member Owner or the Property, to cover and/or recoup any costs whatsoever, including, but not be limited to, administrative and legal costs, incurred by the Mutual or VMS, Inc., in connection with the Property, or to any unpaid charges or assessments on the Mutual's account for the Property. For example, the Mutual could apply all or a portion of the Conformance Deposit to cover the following: fines levied against any invitee of Member Owner; fines levied for construction violations; costs incurred by the Mutual in repairing damage to Mutual property caused by Member

Owner's contractor or other invitee; costs incurred by the Mutual in curing a violation on the Property; costs incurred in removing or altering an improvement upon the Property; or to an unpaid assessment, special assessment, late charge, interest or collection costs posted to the Mutual's account for the Property. The foregoing list is illustrative only and in no way represents the only situations where the Mutual could apply all or a portion of the Conformance Deposit.

16. If at any time the amount of the Conformance Deposit falls below 3/4ths of the amount originally required to be posted, Member Owner agrees to immediately deposit additional sums with the Mutual in an amount sufficient to return the Conformance Deposit to the originally required level. Until the Conformance Deposit is so replenished, an automatic stop work order shall be in effect.
17. Any remaining Conformance Deposit is refundable if the Member Owner notifies the Division, in writing, that the improvement(s) for which the Conformance Deposit was posted have been completed in accordance with the approval, and the Division agrees with the same. The Mutual will mail the unused portion of the Conformance Deposit, if any, to the Member Owner's address of record with the Mutual. Under no circumstances shall Member Owner be entitled to any interest on any portion of the Conformance Deposit. If no written request for return of a Conformance Deposit is made by Member Owner within two years from the date when the Conformance Deposit is posted with the Mutual, the Conformance Deposit will be deemed forfeited to the Mutual.
18. All improvements must be installed in accordance with the California State Building Code, and the published Mutual Architectural Alterations Standards, Policies and Guidelines. See <http://www.lagunawoodsvillage.com>. During construction, work hours established by the Mutual and the Noise Ordinance set forth in the City of Laguna Woods Municipal Code must be adhered to at all times.
20. During construction, both the Mutual Consent for Unit Alterations and the City Building Permit must be on display for public view at all times in a location approved by the Division.
21. It is mandatory that no waste or materials associated with the construction be dumped in the Village trash bins; such waste or materials associated with the construction must be disposed of offsite by the contractor.
22. A dumpster is approved for placement at the location identified by Security Staff by calling 949-580-1400. All dumpsters must conform to the Policy for Temporary Containers. Dumpsters must be ordered from the approved City of Laguna Woods waste hauler and must be maintained at all times.
23. A portable bathroom is approved for placement at the location identified by Security Staff by calling 949-580-1400.
24. The Mutual Consent for Unit Alterations expires six months after the date of approval, unless an application is submitted with fees and approved by the Division for an extension. Only one extension for a maximum of an additional six months may be granted.
25. Violations of the forgoing conditions or the Mutual's Governing Documents (See <http://www.lagunawoodsvillage.com>), including, but not limited to, work outside the approved plans, excessive noise, illegal dumping, or working after hours, will result in disciplinary action, which could result in a stop work notice, loss of privileges and/or severe fines to the Owner Member. Such fines left unpaid will result in forfeiture of a

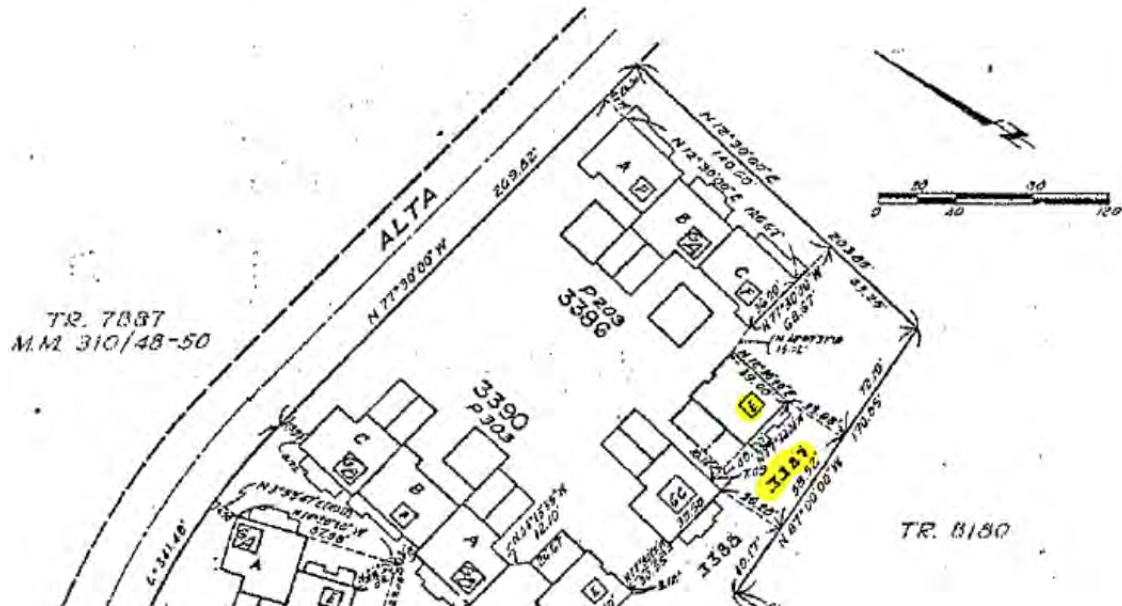
portion or all of the Conformance Deposit required above or other legal remedy.

26. Mutual member shall indemnify, defend and hold harmless Third and its officers, directors, committee members and agents from and against any and all claims, demands, costs, fines, judgments, settlements and any other costs, expenses, amounts and liabilities arising from Mutual member's improvements and installation, construction, design and maintenance of same.

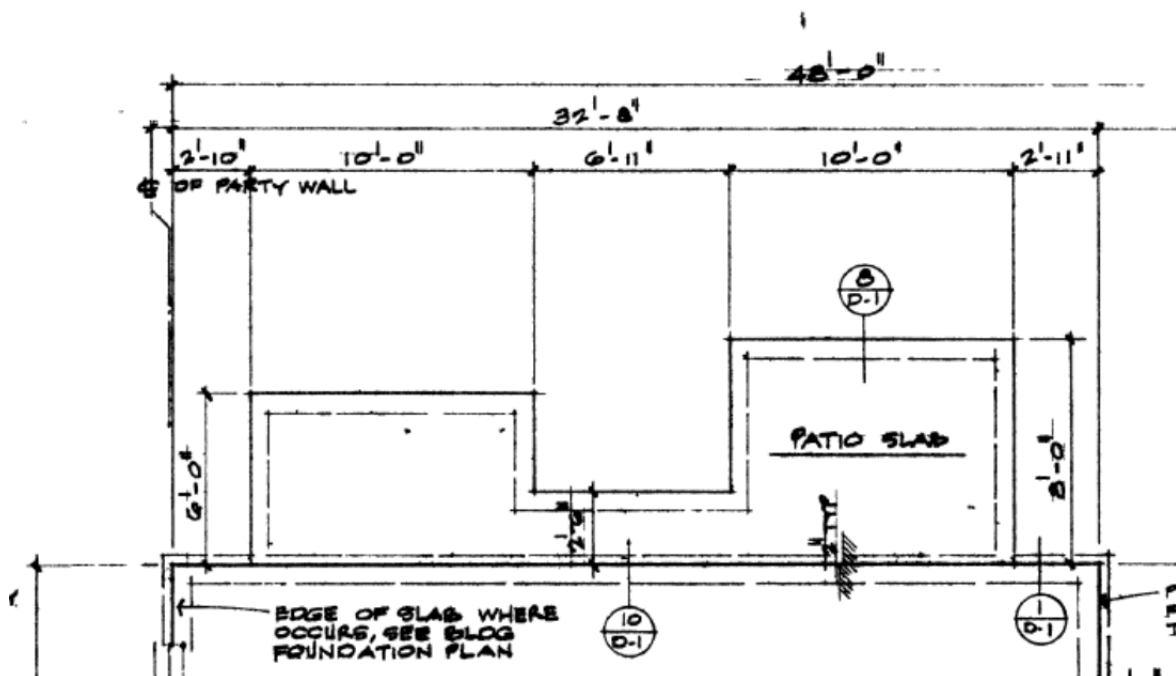
# APPENDIX B Condominium Plan

## CONDOMINIUM PLAN FOR LOT 1 OF TRACT NO. 8181 BUILDING LOCATION PLAN FIRST FLOOR

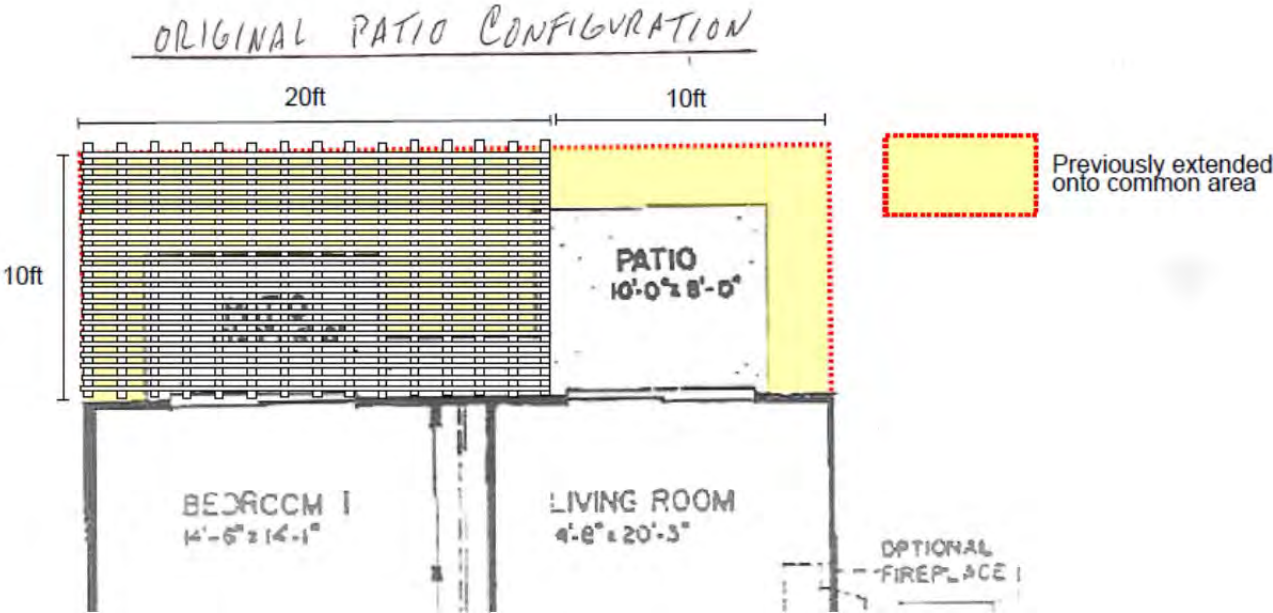
BK 10845 PG 547



## Foundation Plan



Proposed Area usage



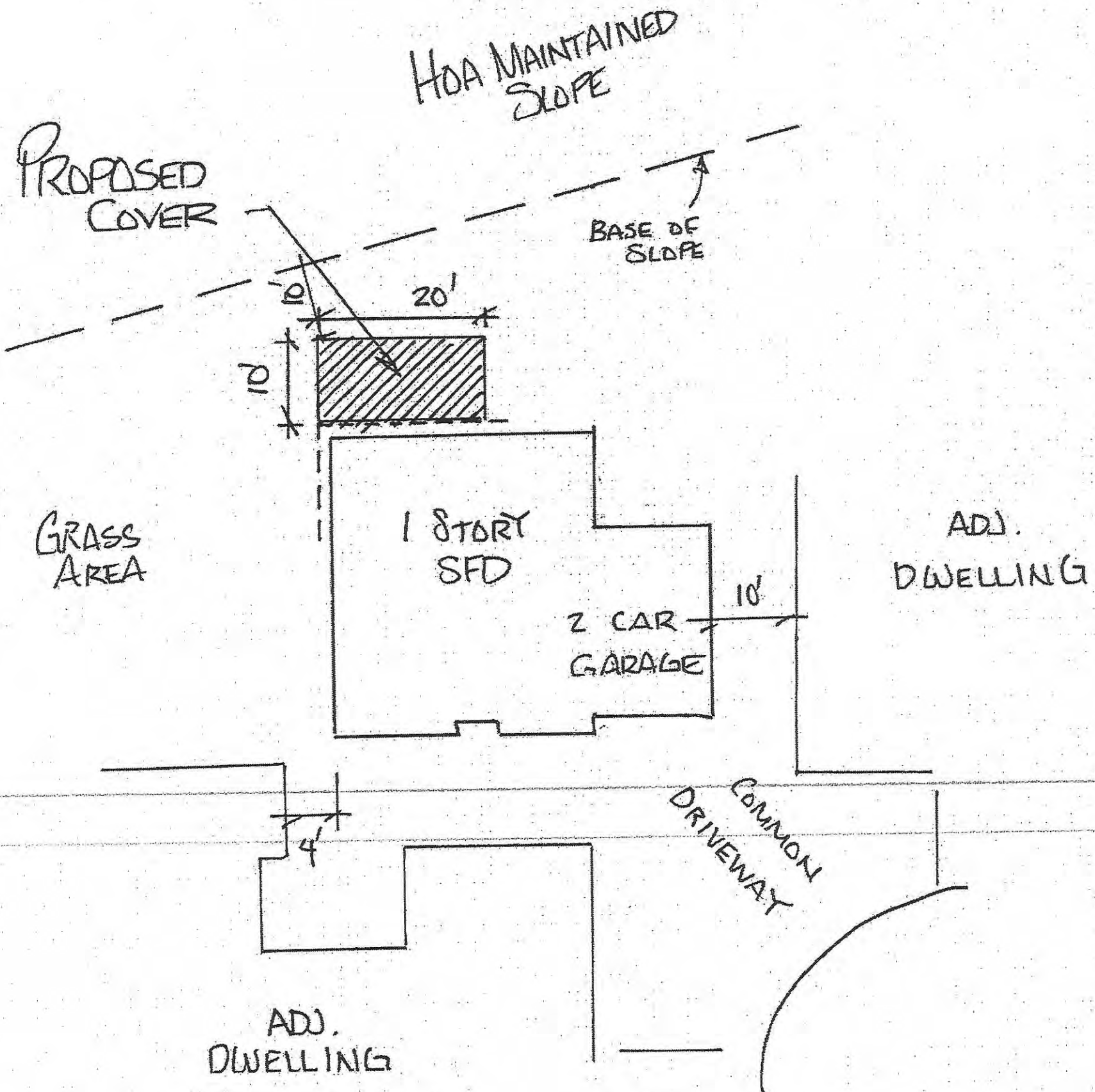


Edwards, Michael & Shirley  
3387 Punta Alta #A  
Laguna Woods, CA 92637

PLOT PLAN

Hausner Construction

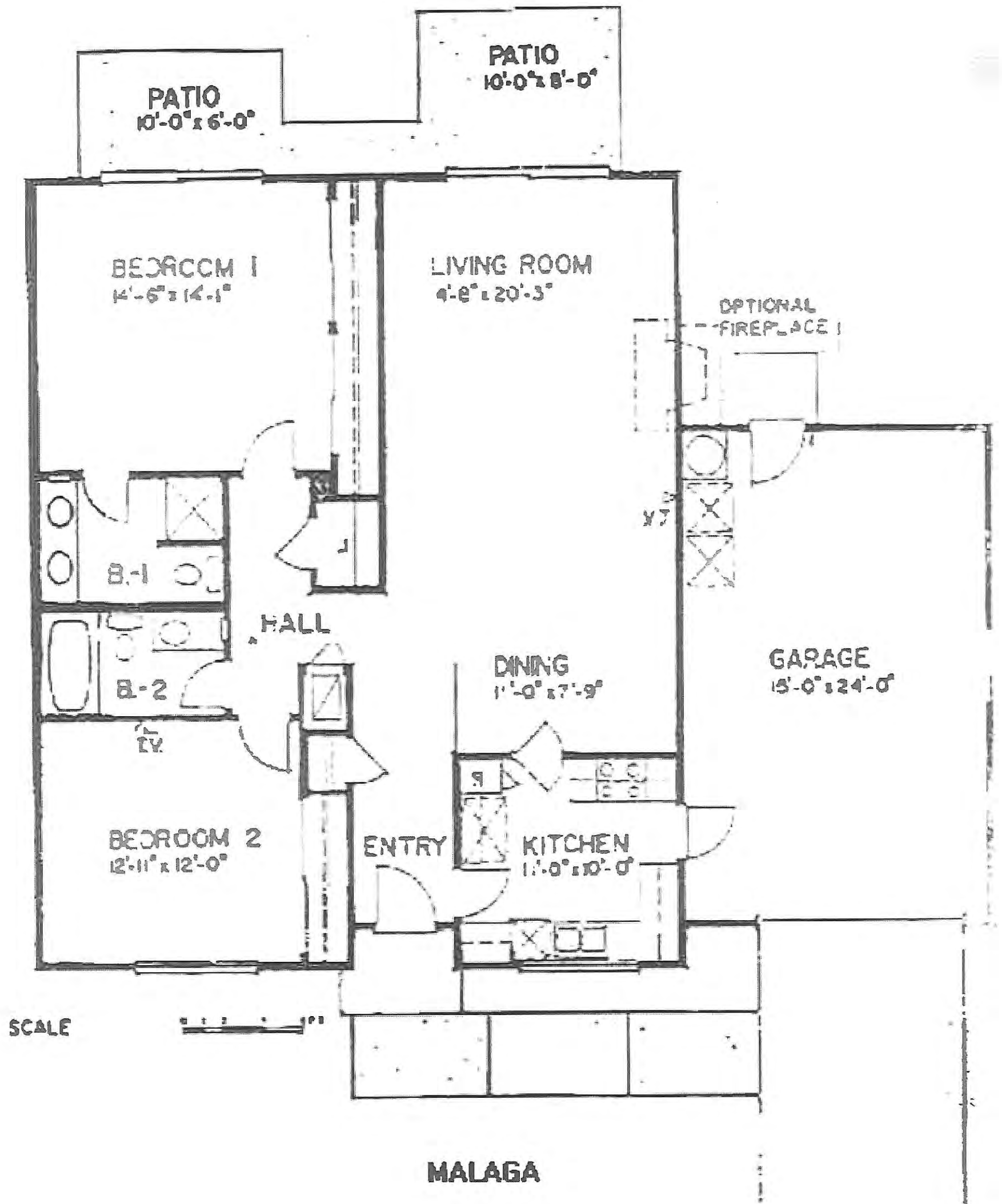
200'± FLAT PAN



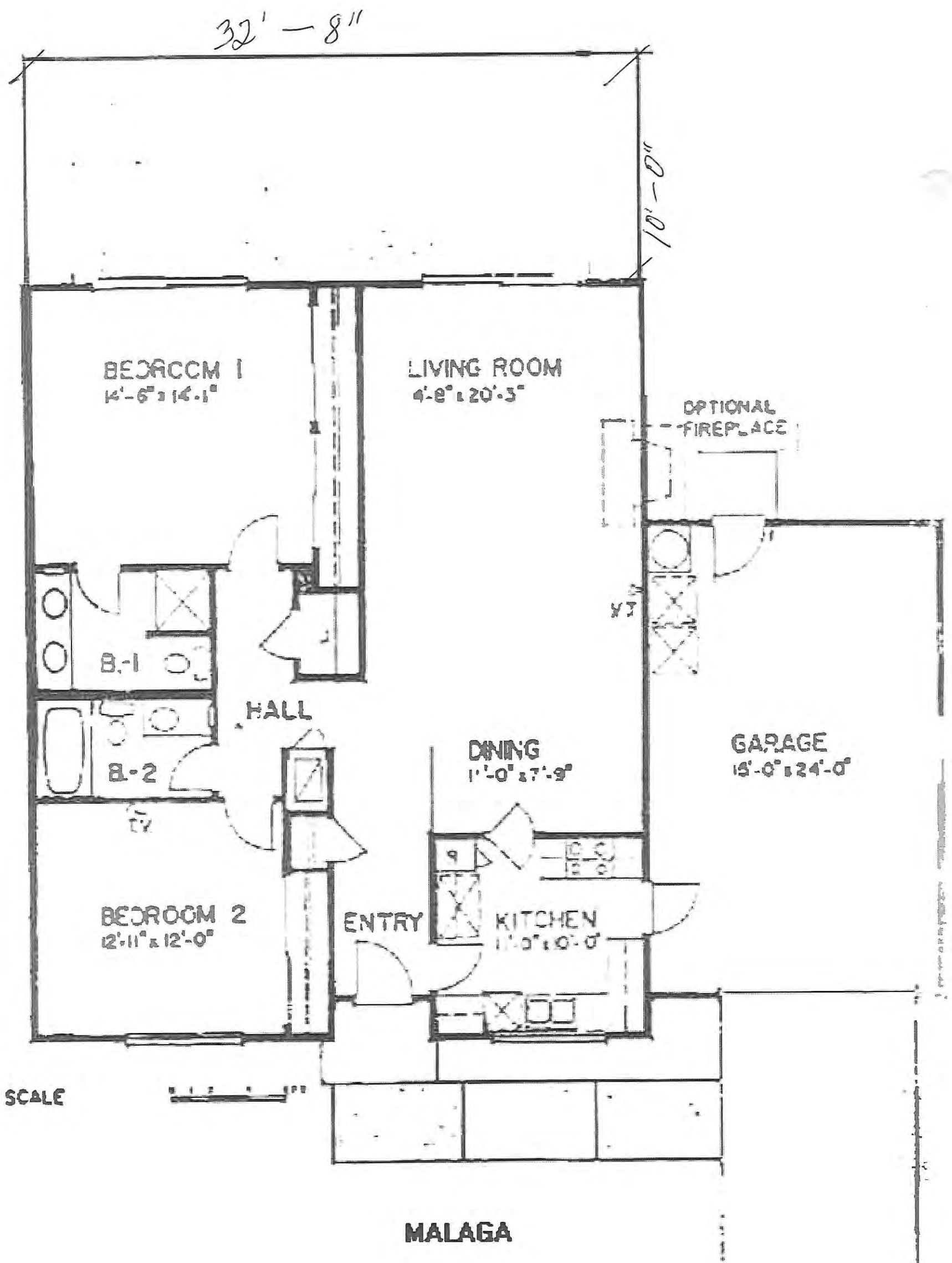
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# ORIGINAL PATIO CONFIGURATION

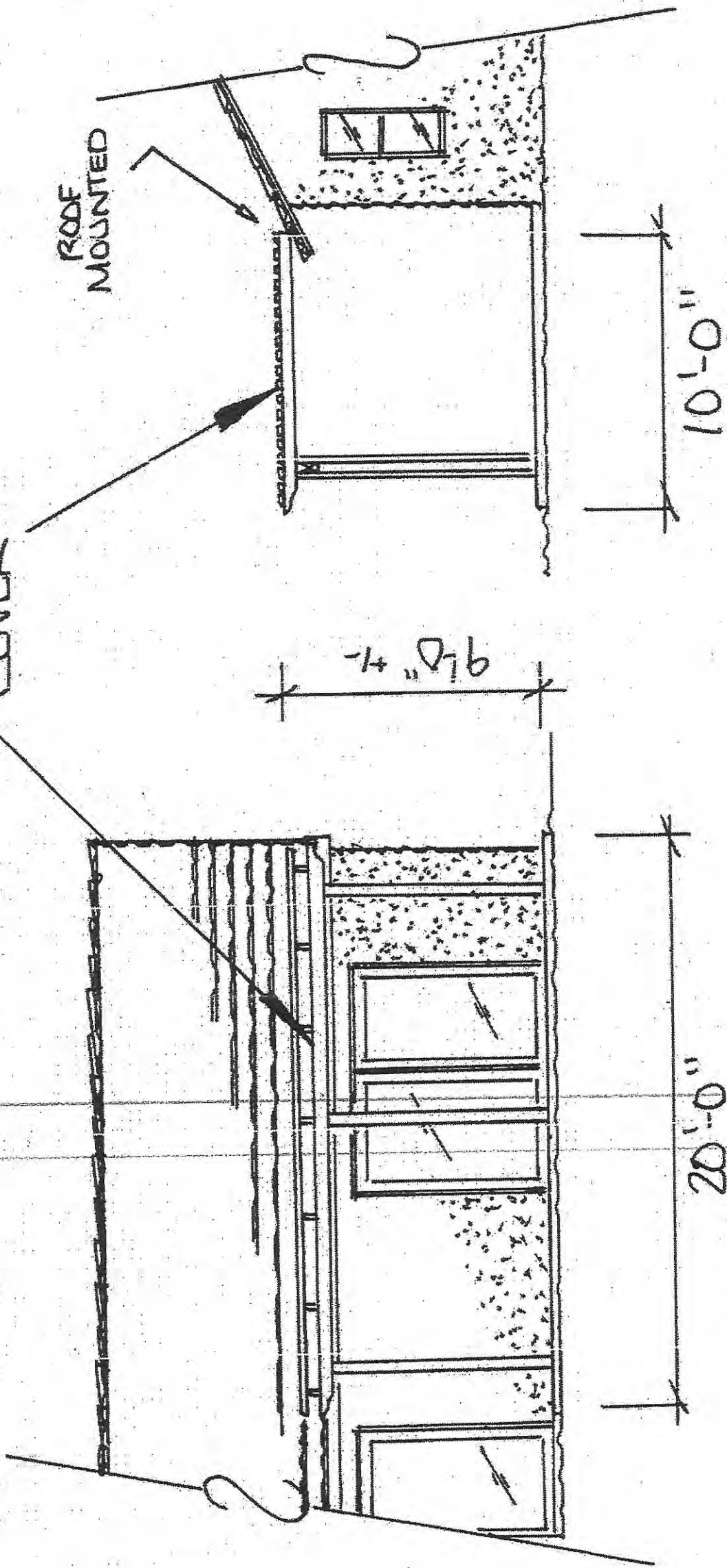


# CURRENT PATIO CONFIGURATION





PROPOSED  
COVER

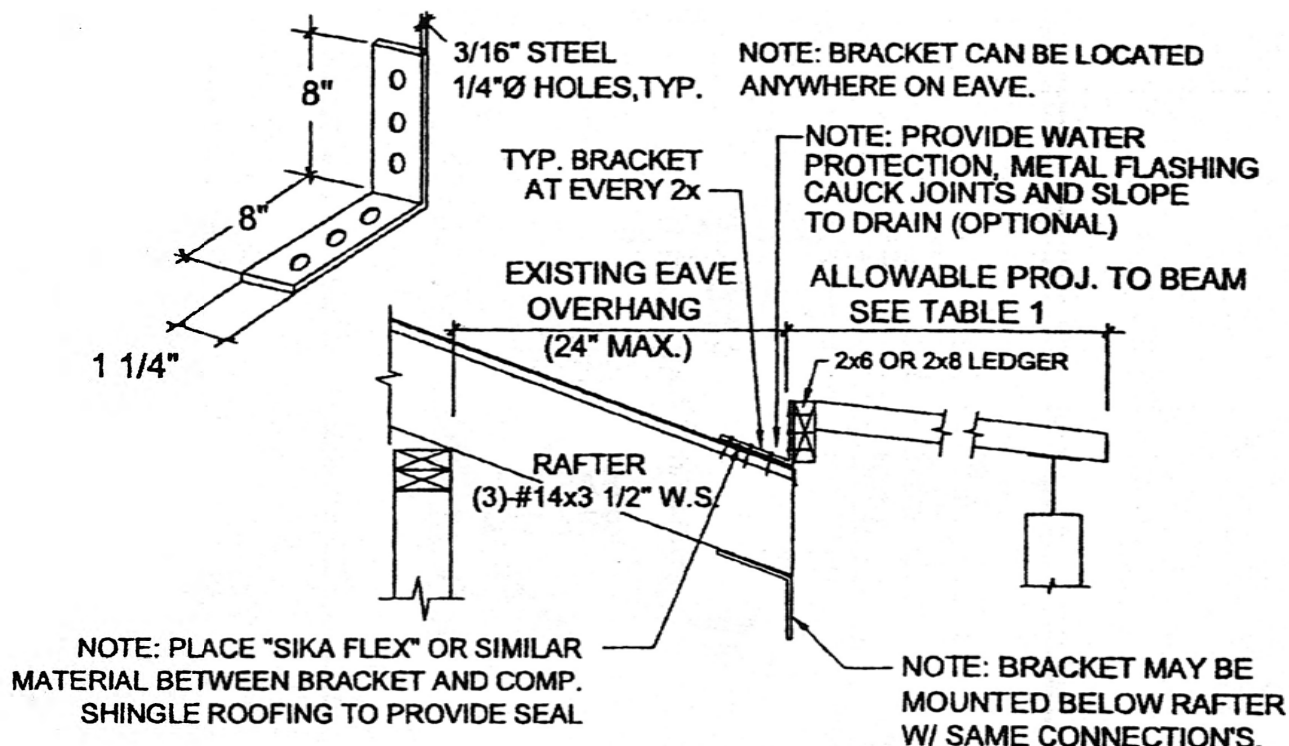


Hausner Construction

ELEVATIONS

SCALE : 1" = 6'-0"

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Laguna Woods, CA 92637



## C ALTERNATE EAVE CONNECTION

NOTE: THIS DETAIL IS LIMITED TO RESIDENTIAL INSTALLATIONS  
WITH A 10 psf MAXIMUM DESIGN LOAD.

### Sikaflex®-221

Sikaflex® -221 is a high-quality multi-purpose non-sag 1-c polyurethane sealant/adhesive that cures on exposure to atmospheric humidity to form a durable elastomer. Meets approvals ASTM C920 types Sikaflex® -221 is tested and classified in accordance with ANSI/UL 723 "Test for Surface Burning Characteristics of Building Materials".

#### USE

Sikaflex® -221 bonds well to a wide variety of substrates and is suitable for making permanent elastic seals of high adhesive strength. Suitable substrate materials are wood, metals, metal primers and paint coatings (2-c systems), ceramic materials and plastics.

#### CHARACTERISTICS AND ADVANTAGES

- Highly elastic and durable
- Resistant to aging and weathering exposure
- Non-corrosive
- Can be sanded and overpainted
- NSF registered, Proprietary Substances and Nonfood Compounds (black, gray, and white)
- UL listed for potable water (black, gray, and white)

#### COLOR

White, Black, Aluminum gray, Colonial White

#### PACKAGING

300 ml cartridge, 300 ml unipac, 600 ml unipac, 4.5 gal pail, 50 gal drum





## Variance Request Form

SA

Model: <u>Maraya</u>	Plan: <u>P42 B</u>	Date: <u>1-11-2019</u>
Member Name: <u>MICHAEL EDWARDS</u>	Signature: <u>Michael Edwards</u>	
Phone: [REDACTED]	Email: [REDACTED]	
Contractor Name/Co: <u>HAUSNER Construction Co</u>	Phone: [REDACTED]	Email: [REDACTED]

## Description of Proposed Variance Request ONLY:

ALUMINUM PATIO COVER LATTICE WHITE

## Dimensions of Proposed Variance Alterations ONLY:

10 feet x 20 feet

## FOR OFFICE USE ONLY

RECEIVED BY: [Signature] DATE RECEIVED: 1-11-19 Check# 3386 BY: \_\_\_\_\_

## Alteration Variance Request

## Check Items Received:

- ☐ Drawing of Existing Floor Plan
- ☐ Drawing of Proposed Variance
- ☐ Dimensions of Proposed Variance
- ☐ Before and After Pictures
- ☐ Other: \_\_\_\_\_

Complete Submittal Cut Off Date: 1-25-19

## Meetings Scheduled:

Third AC&S Committee: 2-25-19

United AC&amp;S Committee: \_\_\_\_\_

Board Meeting: 3/19/19☐ Denied☐ Approved☐ Tabled☐ Other \_\_\_\_\_



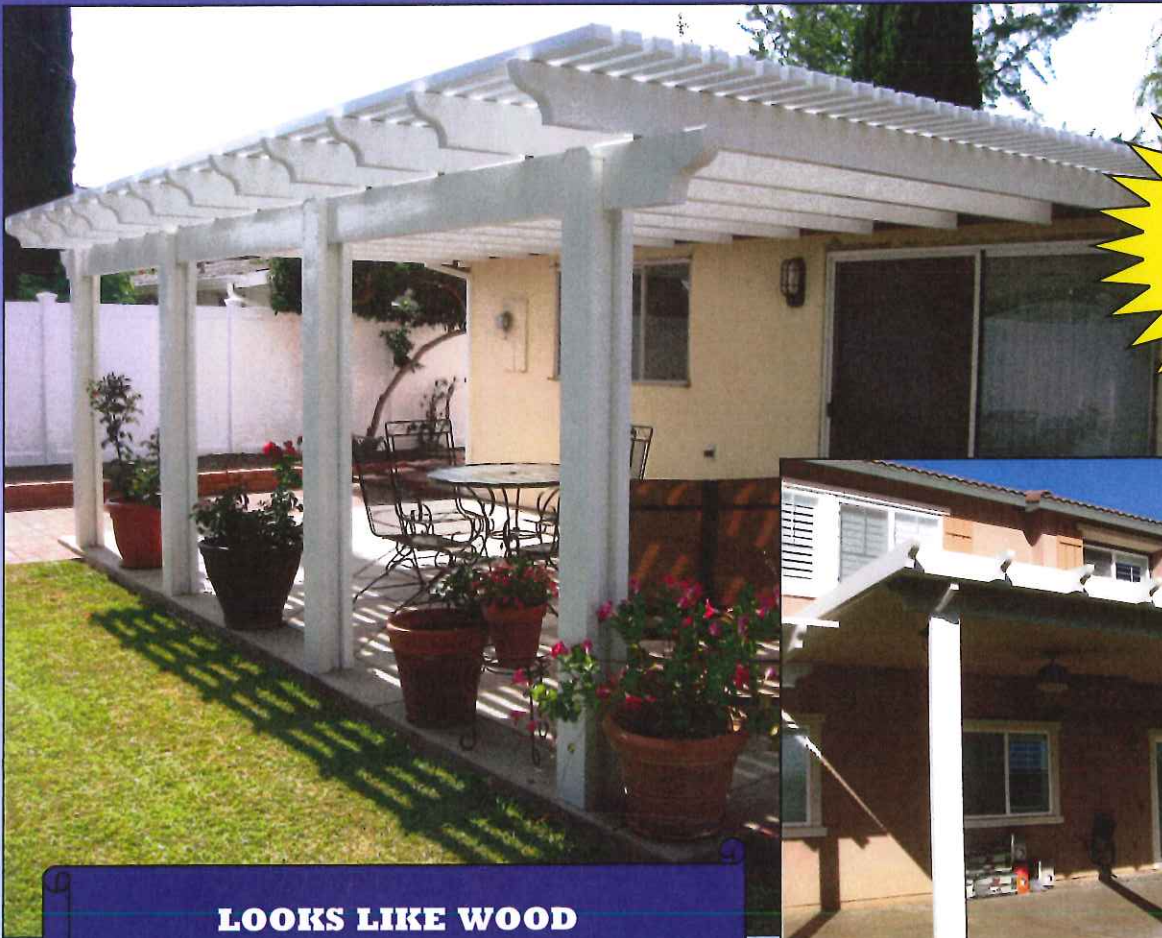
# Maintenance Free Aluminum Patio Covers Installed Starting at \$9.95 Per Square Foot

Insulated Starting at \$15.95 Per Sq. Ft.

Free Standing Starting at \$17.95 Per Sq. Ft.

Minimum Cover Installed is \$2,199.00

This HUGE savings is available at the initial visit only



**HURRY!!!  
LIMITED  
TIME  
OFFER**

**LOOKS LIKE WOOD  
LIFE TIME WARRANTY**



- CHOICE OF 8 NATURAL COLORS / 4 END CUTS
- INCLUDES 3' X 3' POSTS WITH SIDEPLATES
- ATTACHED TO HOUSE WALL - MAXIMUM HEIGHT 9'
- BUILT ON EXISTING CONCRETE FOUNDATION
- DOES NOT INCLUDE PERMITS OR TEAR DOWN

**800.698.2005**

**WWW.HAUSNERCONSTRUCTION.COM**  
**FAMILY OWNED & OPERATED SINCE 1976**

Agenda Item #9 Page 15 of 20







WWW.HAUSNERCONSTRUCTION.COM

## PATIO COVER CONTRACT

NAME EDWARDS, MICHAEL & SHIRLEY DATE 9-12-18  
ADDRESS 3387 PUNTA ALTA #A CITY LAGUNA WOODS ZIP 92637  
HOME \_\_\_\_\_ MR. SECOND # \_\_\_\_\_ MRS. SECOND # \_\_\_\_\_  
\_\_\_\_\_ MRS. EMAIL \_\_\_\_\_

It is mutually agreed that L.J. Hausner Const. Co. will furnish the necessary labor, materials and equipment to perform the work as detailed below

### 1. PERFORM DETAILED SPECIFICATIONS AS NOTED BELOW:

☒ PERMIT: CUSTOMER HAS RECEIVED AND SIGNED THE OBTAINING PERMIT FORM AND IS AWARE THEY ARE RESPONSIBLE FOR PAYING FOR COST OF PERMIT AND ALL SERVICE FEES x ME

☒ PRE WORK: SITE INSPECTION / ELEVATION DRAWINGS

ATTACHMENT: ☐ WALL ☐ EAVE/FASCIA ☒ ROOF ☐ FREE STANDING

☒ LATTICE TUBES: ☐ 2" X 2" ☒ 2" X 3" SIZE: 10 X 20 COLOR: WHITE

☐ FLAT PAN W/ GUTTER SYSTEM 2" APART SIZE: \_\_\_\_\_ X \_\_\_\_\_ COLOR: \_\_\_\_\_

☐ INSULATED W/ GUTTER SYSTEM SIZE: \_\_\_\_\_ X \_\_\_\_\_ COLOR: \_\_\_\_\_

☒ POSTS QTY: 3 HEIGHT: 8' ☐ STEEL INSERT

☒ ALUMINUM 3" X 3" WITH 2" X 6" SIDEPLATES

☐ FIBERGLASS (CUSTOMER AWARE UNPAINTED) ☐ 8" OR 10" ROUND COLUMN ☐ 8" OR 10" SQUARE COLUMN

☒ 3" x 8" HEADER BEAM ☐ 3" x 3" HEADER BEAM ☐ DOUBLE HEADER ☐ STEEL INSERT ☐ WOOD INSERT

☒ 2" x 6" RAFTERS ☐ 12" RAFTER TAILS TYPE: ☐ BEVEL ☐ CORBEL ☐ MITER ☒ SCALLOP

☐ FAN SUPPORT BEAM QTY: 10 (NO WIRING OR JBOX INCLUDED UNLESS ELECTRICAL PURCHASED)

☒ ELECTRICAL (FIXTURES SUPPLIED BY CUSTOMER) J -BOXES 10 PORCHLIGHTS 10 SWITCHES 10

SPECIAL NOTES: ROOF MOUNT 1' BACK ON THE ROOF / START COVER FROM RIGHT CORNER  
HOUSE CORNER / CORNER BRACE / NUTTY LOAD ON RIGHT SIDE RAFTER AND  
HEADER (FOR SHOWER AT LATER DATE)

### 2. CLEAN UP JOB SITE AND REMOVE ALL DEBRIS.

### 3. MANUFACTURE'S LIFETIME WARRANTY ON MATERIAL / 1 YEAR LABOR WARRANTY BY HAUSNER CONSTRUCTION

### 4. APPROXIMATE DATE TO COMPLETE WORK 4-5 WEEKS FROM OBTAINING PERMIT

(Dates are approximate and subject to change due to weather conditions and/or manufacturing delays.)

The specifications and conditions contained in this contract are accepted.

x RALPH TREJO Date: 9-12-18  
L.J. Hausner Const. Co. Authorized Rep.

Sales Registration # 755005P

x Michael Edwards Date: 9/12/18  
Homeowner's Signature

x Shirley Edwards Date: 9/12/18  
Homeowner's Signature





Attachment: 3









## Attachment: 4

