



OPEN MEETING

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

**Monday, November 27, 2017 – 9:30 a.m.
Laguna Woods Village Community Center Sycamore Room
24351 El Toro Road**

NOTICE AND AGENDA

1. Call to Order
2. Acknowledgement of Media
3. Approval of the October 23, 2017 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.

7a. Revised Standards 1, 4, and 6 with associated Resolutions

Reports:

None

Items for Discussion and Consideration: *(*Times slots to discuss variance requests are approximate)*

8. **(9:50 a.m.*)** 3255-A (La Princesa, SB203RB) - Room Addition, Room Extension, and Patio Cover.
9. **(10:05 a.m.*)** 3421-3A (Casa Dorado, SC24) - Retain Non-Standard Front Entry Door Color.

10. **(10:20 a.m.*)** 5345-D (La Princesa, PL104A) - Replace Patio Enclosure with Room Addition.
11. **(10:35 a.m.*)** 5406 (San Marco, C12B_2) - Install 2nd A/C Unit and Modify Previously Approved Room Addition Door Size.
12. **(10:50 a.m.*)** 5550-A (Casa Lorenzo, 12R-13) - Replace Glass Windscreen with Room Addition.
13. Review status of Driveway Pavers
14. Review New Standard for Bathroom Splits
15. Review Potential Variance Requirements for Future Satellite Dish Installations
16. Review Architectural Standards 5a, 5b, 5c, 10, 11, 11a, and 12

Items for Future Agendas

Acoustical Solutions

Concluding Business:

17. Committee Member Comments
18. Date of Next Regular Meeting and Bus Tour – December 18, 2017
19. Adjourn

Bert Moldow, Chair
Kurt Wiemann, Staff Officer
Eve Morton, Alterations Coordinator: 949-268-2565

OPEN MEETING

**REGULAR MEETING OF THE THIRD LAGUNA HILLS MUTUAL
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**Monday, October 23, 2017 – 9:30 a.m.
Laguna Woods Village Community Center Sycamore Room
24351 El Toro Road**

(The Bus Tour for Directors and Advisors will follow this meeting)

REPORT

MEMBERS PRESENT: Chair - Bert Moldow, Annette Soule, John Frankel, Steve Parsons, Bill Walsh

MEMBERS ABSENT: Rosemarie diLorenzo Dickins

ADVISORS PRESENT: Bob Hatch

STAFF PRESENT: Kurt Wiemann, Gavin Fogg, and Melody Thomas

1. Call to Order

Chair Moldow called the meeting to order at 9:29 a.m.

2. Acknowledgement of Media

No media were present.

3. Approval of the Agenda

Director Walsh made a motion to amend the agenda to include discussion of Manor 5073's recent variance request as agenda item number 13. Director Parsons seconded the amended agenda item. A vote was cast and the amended agenda was approved unanimously. Chair Moldow made a motion to amend the agenda to include discussion of the painting of alterations as agenda item number 14. Director Walsh seconded the amended agenda item. A vote was cast and the amended agenda was approved unanimously.

4. Approval of Special Meeting Report for October 12, 2017

The Committee made a motion to approve the Special October 12 report and it was approved unanimously.

5. Committee Chair Remarks

Chair Moldow remarked that changes should be made to the Third Laguna Hills Mutual Architectural Control and Standards Committee's future agendas to include approximately scheduled time frames for each variance request. Director Soule made a motion in favor of the proposed change, and Director Walsh seconded the motion. A vote was cast and the motion was approved unanimously.

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

(Manor 3503-C) Ms. Lynne Corboz requested an update on the status of the decision tree. The Committee remarked that the decision tree was being reviewed on November 3, 2017 during closed session. Ms. Corboz requested an update on the status of the proposal for a multi-owner voting process. The Committee explained that the proposition required legal consultation and extensive preparatory work before a proposal could be finalized and addressed at a state legislative level. Ms. Corboz requested the outcome of the Committee's decision regarding the unpermitted concrete slab at Manor 3517-A. The Committee remarked that the owners of Manor 3517-A were directed to remove the unpermitted alteration.

7. Department Head Update

Mr. Wiemann requested direction from the Committee regarding criteria/parameters to include in a new standard for bathroom splits. Committee stated that their intention was to reduce the number commonly approved non-standard variance requests coming to the Committee. Discussion ensued and staff was directed to provide a revised standard for the committee to review based on staff recommendation. Mr. Wiemann stated that As-Builts for electrical and plumbing will be included in Mutual Consent record history for each Manor and that an architect need not be involved in the drawing of the As-Builts.

Consent:

None

Reports:

None

Items for Discussion and Consideration:

8. 2245-A (Cordoba, AB04 End Unit) - Room Addition on Patio

Director Frankel made a motion to approve the variance request as recommended with Standard Conditions. Director Parsons seconded the motion and all voted in favor.

9. 5037 (Villa Reposa, C11RC) - Convert Glass Windscreen into Room Addition; Remove Existing Column and Decorative Beam at Front Entry

Director Frankel mentioned that the proposed square brick arches did not match the existing curved arch and made a motion to propose that the variance request be approved on the condition that the decorative brick arches along the front exterior of the manor be uniform in design. Director Walsh seconded the conditions of approval and the motion was approved unanimously with Standard Conditions amended as noted.

10. 5176 (Villa Terraza, C10RA) - Room Extension on Patio and Private Garden; Laundry Room Installation in Garage

Director Frankel made a motion to approve the variance request on the conditions that (1) the neighboring owner within site line of the second condenser unit signs consent of approval and (2) that the member owner provide a drawing indicating a minimum roof pitch ratio of 1:12. Director Parsons seconded the conditions of approval and the motion was approved unanimously with Standard Conditions amended as noted.

11.5345-D (La Princesa, PL104A) - Replace Patio Enclosure with Room Addition

Discussion ensued regarding the roofline and elevation details of the proposed variance request. Mr. and Mrs. Diamond of Manor 5345-C were in attendance and inquired whether or not the room addition would extend beyond the already existing patio enclosure. Staff commented that the room addition would not extend beyond the existing patio enclosure foot print.

The committee stated that the Variance request submission was incomplete and asked that an elevation plan and proposed roof line drawings be provided at the next Architectural Control and Standards Committee meeting in order to make an informed decision.

Director Soule made a motion to table the variance until next month and request the owner to provide additional drawings to the Committee. Director Parsons seconded the motion. A vote was cast and the motion was approved unanimously.

12.5585-B (Casa Monaco, 10R-13) - Pavers on Driveway

Ms. Rebecca Gilad, occupant owner of Manor 5585-B, explained that her proposal for the addition of the driveway pavers coincides with a large tree located in the front of her manor that is uplifting the existing concrete. Ms. Gilad stated that her proposal will address the uplifted concrete while also providing a decorative improvement to the manor.

Ms. Gilad explained that the VMS Landscape Department has evaluated the tree and agreed that shaving down the encroaching roots would not compromise the supporting structure of the tree.

Discussion ensued on the proposed driveway pavers in relation to the encroaching tree roots. Director Frankel made a motion to require a written statement from the Landscape Department supporting the Owner's claims on the structural integrity of the tree and to also refer to legal counsel on the proposed variance due to use of common area before making a decision. Advisor Hatch seconded the motion. A vote was cast and the Variance was approved unanimously with the provision of legal counsel concurrence.

13. Review of Resolution 03-10-81 Painting of Manor Alterations

Discussion ensued as to whether or not the Mutual should offer painting of manor alterations during the Paint Program as a chargeable service to accomplish uniformity. Staff noted that a large amount of staff time that would be necessary to accomplish this. Discussion also ensued on whether

or not the Mutual should provide maintenance to alterations. It was agreed that these concerns would be addressed at a future M&C Committee meeting. Chair Moldow stated he would bring it up at the next M&C meeting.

14. Review Architectural Standards (4, 5A, 5B, 5C, 6, 8 and 9)

A review of the above referenced Architectural Standards began, led with discussion from Mr. Wiemann, suggesting that '1.0 General Requirements' were redundant with the Mutual Consent applications and for clarification could be removed from each Standard. A motion was made to direct staff to draft a resolution to remove '1.0 General Requirements' by the Committee and was approved unanimously.

Mr. Wiemann also suggested that the standards be reviewed for grammatical consistency, in which the committee stated that a resolution was not necessary for minor grammatical revisions.

A. Standard 4 Air Conditioning Units/Heat Pumps

A motion was made to remove section 2.4. A vote was cast and passed unanimously.

A motion was made to revise section 2.9 to no longer permit the removal of sleeves in stucco walls at multi-story buildings and allow staff the discretion to evaluate sleeve removals of other building styles for aesthetic consistency. A vote was cast and passed unanimously.

B. Standard 5A, 5B, and 5C – Satellite Dishes

A motion was made to revise section 3.1 of 5A to restrict the visibility of satellite dishes installed within exclusive use common area patios. Director Frankel proposed that in addition to the revisions of section 3.1, that a Neighbor Awareness Form be required for all future satellite dish installations. A vote was cast and passed unanimously.

Staff was instructed to research the number mutual consents that are issued for satellite dish installations in order to consider whether or not the Committee would require a variance for all future satellite dish installations.

C. Standard 6 Block Walls

A motion was made to revise section 2.7 to include that all block walls be built within the originally approved patio slab dimensions and be built with appropriate footings. A vote was cast and passed unanimously.

D. Standard 8 and Section 9

Section 8 and 9 were reviewed by Staff and the Committee and no changes or revisions were proposed.

Note any changes to these in your copy of the agenda packet

Items for Future Agendas:

Standard for Bathroom Splits

Report on Acoustical Alternatives

Concluding Business:

None

15. Committee Member Comments

Comments were made on the current mailing process used by Staff for Neighbor Awareness Forms. Discussion ensued on the recent decision by this Committee not to use certified mail due to time and cost factors. The committee agreed that the existing decision would remain.

16. Date of Next Meeting and Bus Tour – November 27, 2017

17. Recessed at 11:56 p.m.

18. Meeting adjourned at 12:30 p.m.



Chair, Bert Moldow

Kurt Wiemann, Staff Officer

Telephone: 268-2316

ADOPTED DECEMBER 2017, RESOLUTION 03-17-XX

SECTION 1 GENERAL REQUIREMENTS FOR ALTERATION STANDARDS

- 1.1 **PERMITS AND FEES:** A Mutual permit is required for all alterations to the building. A City of Laguna Woods permit may be required. All fees for both Mutual and City permits shall be paid for by the Member and/or his or her contractor. Member and/or his or her contractor must provide the Manor Alterations office with City permit number(s) prior to beginning work.
- 1.2 **MEMBERS' RESPONSIBILITY:** The Member is solely responsible for the maintenance, repair, and/or removal of all alterations to the building.
- 1.3 **CODES AND REGULATIONS:** All work shall comply with all applicable local, state, and federal requirements including, but not limited to, the current edition of the National Electric Code (NEC).
- 1.4 **WORK HOURS:** No work shall commence prior to 7:00 am and no work shall be permitted after 6:00 pm Monday through Friday. Work on Saturday shall be permitted from 9:00 am– 2:00 pm for work which results in construction-related noise (e.g. cutting tile, hammering, and the use of power tools). For work that does not result in excessive noise, such as painting and carpet installation, permitted hours are 7:00 am – 6:00 pm. No work whatsoever shall be permitted on Sunday.
- 1.5 **PLANS:** The Member applying for a permit shall provide to the Manor Alterations office a detailed plan(s) for approval indicating all work to be done, i.e., size, location, description and specifications.
- 1.6 **DUMPSITES:** The premises shall be kept free of accumulation of waste materials and/or rubbish caused by construction work. The Member and/or his or her contractor are responsible for removal of debris and excess material and must leave work areas "BROOM CLEAN" daily. **USE OF COMMUNITY DUMPSITES FOR CONSTRUCTION RELATED DUMPING IS NOT PERMITTED.** Contractor's or Member's dumpsters, if required, must have location approved by the Manor Alteration office.
- 1.7 **CONTRACTOR:** Installation must be performed by a California licensed contractor of the appropriate trade.
- 1.8 **CONTRACTOR'S CONDUCT:** Member's contractor's, their personnel, and sub-contractors shall refrain at all times from using profanity, abusive or loud language, and must wear shirts at all times. Radio, MP3, CD or cassette players are not permitted on the project site. Contractor personnel will, at all times, extend and exhibit a courteous demeanor to residents.

RESOLUTION 03-17-XX

WHEREAS, the Architectural Controls and Standards Committee recognizes the need to amend Alteration Standards and create new Alteration Standards as necessary;

WHEREAS, the General Requirements are and should remain the same for all Alteration Standards and amending the General Requirements requires amending every individual Alteration Standard;

WHEREAS, the Architectural Controls and Standards Committee recognizes the need to remove the General Requirements from each individual Alteration Standard and create a new Alteration Standard for the General Requirements, eliminating the need to revise all the Alteration Standards for a revision to the General Requirements,

NOW THEREFORE BE IT RESOLVED, December XX, 2017, that the Board of Directors of this Corporation hereby adopts the following Standard Section 1 for the General Requirements of all Alteration Standards;

SECTION 1 GENERAL REQUIREMENTS FOR ALTERATION STANDARDS

- 1.1 PERMITS AND FEES:** A Mutual permit is required for all alterations to the building. A City of Laguna Woods permit may be required. All fees for both Mutual and City permits shall be paid for by the Member and/or his or her contractor. Member and/or his or her contractor must provide the Manor Alterations office with City permit number(s) prior to beginning work.
- 1.2 MEMBERS' RESPONSIBILITY:** The Member is solely responsible for the maintenance, repair, and/or removal of all alterations to the building.
- 1.3 CODES AND REGULATIONS:** All work shall comply with all applicable local, state, and federal requirements including, but not limited to, the current edition of the National Electric Code (NEC).
- 1.4 WORK HOURS:** No work shall commence prior to 7:00 am and no work shall be permitted after 6:00 pm Monday through Friday. Work on Saturday shall be permitted from 9:00 am– 2:00 pm for work which results in construction-related noise (e.g. cutting tile, hammering, and the use of power tools). For work that does not result in excessive noise, such as painting and carpet installation, permitted hours are 7:00 am – 6:00 pm. No work whatsoever shall be permitted on Sunday.
- 1.5 PLANS:** The Member applying for a permit shall provide to the Manor Alterations office a detailed plan(s) for approval indicating all work to be done, i.e., size, location, description and specifications.
- 1.6 DUMPSITES:** The premises shall be kept free of accumulation of waste materials and/or rubbish caused by construction work. The Member and/or his or her contractor are

responsible for removal of debris and excess material and must leave work areas "BROOM CLEAN" daily. **USE OF COMMUNITY DUMPSITES FOR CONSTRUCTION RELATED DUMPING IS NOT PERMITTED.** Contractor's or Member's dumpsters, if required, must have location approved by the Manor Alteration office.

- 1.7 CONTRACTOR:** Installation must be performed by a California licensed contractor of the appropriate trade.
- 1.8 CONTRACTOR'S CONDUCT:** Member's contractor's, their personnel, and sub-contractors shall refrain at all times from using profanity, abusive or loud language, and must wear shirts at all times. Radio, MP3, CD or cassette players are not permitted on the project site. Contractor personnel will, at all times, extend and exhibit a courteous demeanor to residents.

RESOLVED FURTHER, that the General Requirements of all Alteration Standards will be modified to reflect the changes; and

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out this resolution as written.

SECTION 4 AIR CONDITIONING UNITS/HEAT PUMPS

REVISED SEPTEMBER 2005, RESOLUTION 03-05-20

REVISED FEBRUARY 2006, RESOLUTION 03-06-09

REVISED SEPTEMBER 2006, RESOLUTION 03-06-40

REVISED JULY 2010, RESOLUTION 03-10-100

GENERAL REQUIREMENTS REVISED APRIL 2011, RESOLUTION 03-11-49

REVISED SEPTEMBER 2013, RESOLUTION 03-13-98

REVISED JULY 2015, RESOLUTION 03-15-101

REVISED DECEMBER 2017, RESOLUTION 03-17-xxx

2.0 THROUGH THE WALL A/C-H/P UNITS

- 2.1** Units must be installed in knock-out panel areas, under windows, or as determined by the Alterations office, with due consideration given to the effect on adjoining manors.
- 2.2** No condensing unit may be located in or project into any walkway, breezeway, or interior court of a three-story building
- 2.3** Window mounted units are prohibited.
- 2.4** Condensing units must not be located at least 12" above grade, unless otherwise approved by the Alterations office due to site conditions.
- 2.6** Sleeves must be painted to match the color of the wall.
- 2.7** Above grade installation of heat pumps require condensation drain line connection to an approved discharge location. Mutual Member assumes all responsibilities for any damage that may occur from condensation.
- 2.8** In the absence of an approved alternate heat source, removal of the through-the-wall AC/Heat pump and wall condensing units is prohibited.
- 2.9** Removal of sleeves in stucco walls:
 - a. Removal of sleeves in multi-story buildings is prohibited.
 - b. Removal of sleeves in stucco walls of single story buildings shall be evaluated on a case-by-case basis. A variance may be required.

- c. When permitted, removal of sleeves in stucco walls require that the patch must be made in accordance with standard construction practices to maintain the water proof integrity of the wall. The texture and color must match the existing wall.
- 2.9.1** Removal of sleeves in walls with wood siding must be made in accordance with standard construction practices to maintain the water proof integrity of the wall. The entire section of wood siding under a window, from trim to trim, must be replaced and the texture and color must match the existing wood siding.
- 3.0** **CENTRAL AND DUCTLESS UNITS**
- 3.1** Only one condensing unit per manor is permitted.
 - 3.2** Roof-mounted self-contained package units are prohibited.
 - 3.3** No outdoor condensing unit will be larger than 48" high, 37" wide, and 36" deep.
 - 3.4** Outdoor condensing units for single level manors shall be installed at ground level only.
 - 3.5** Outdoor condensing unit locations for two story buildings are as follows: first floor manors shall be installed at ground level, second floor manors shall be installed only flat roofs, directly above the manor, or at ground level.
 - 3.6** Outdoor condensing unit locations for three story buildings are as follows: first floor manors shall be installed at ground level, second floor manors shall be installed on flat roofs directly above the manor, or at ground level, third floor manors will be installed only on flat roofs, directly above the manor.
 - 3.7** The location of outdoor condensing units must be approved by the Alterations office. Prior to permit issuance, consideration will be given to any affected or adjoining manors. The Mutual Member is required to submit signed Neighbor Awareness forms as deemed necessary by the Alterations office.
 - 3.8** All landscape and irrigation revisions required to accommodate the location of an outdoor condensing unit must be performed by the Mutual at the Mutual Member's expense.
 - 3.9** Ground level outdoor condensing units must be located within 24" of the building wall and mounted on a manufactured non-metallic and/or concrete pad.

- 3.9.1** All exterior wiring, condensate, and coolant lines must be encased in a single, square sheet metal two-piece chaseway painted to match the color of the wall to which it is attached. Roof mounted chases or ducts are prohibited.
- 3.9.2** The chaseway must be made rodent proof by installing wire mesh at the bottom of the chaseway.
- 3.9.3** Watertight seals must be provided around all penetrations.
- 3.9.4** Each installation on a building's elevation that faces another building or heavily traveled common area will be limited to one run and the length must be kept to a minimum and as unobtrusive as possible.
- 3.9.5** Each installation on a building's elevation that does not face another building or heavily traveled common area will be limited to three runs, and the lengths must be kept to a minimum and be as unobtrusive as possible.
- 3.9.6** Cutting of a cornice molding to accommodate a chaseway shall be performed by removing the affected section of molding, cutting the metal flashing at both ends, applying sealant under the metal flashing, bending the metal flashing to be flush with the wall and fastening the metal flashing in place using screws. Sealant shall be applied as needed and the cut ends of the cornice molding shall be sealed.
- 3.9.7** Roof-mounted condensing units must be mounted on a raised platform constructed per Mutual approved Standard Plan drawings. All tie-ins to a PVC Cool Roof must be performed by a certified roofing contractor. A Roofing Contractor Verification form will be required prior to the issuance of a permit.
- 3.9.8** Cutting or altering of roof trusses for the installation of air handlers in attic spaces is strictly prohibited.
- 3.9.9** When air handlers are installed in water heater closets, sufficient space must be provided above and around the water heater for repair and replacement of the water heater.

RESOLUTION 03-17-XX

WHEREAS, the Architectural Controls and Standards Committee recognizes the need to amend Alteration Standards and create new Alteration Standards as necessary;

WHEREAS, the Architectural Controls and Standards Committee recognizes the need to revise Alteration Standard Section 4 Air Conditioning Units/Heat Pumps and,

NOW THEREFORE BE IT RESOLVED, December XX, 2017, that the Board of Directors of this Corporation hereby removes section 2.4 and revises the following section of Standard Section 4;

SECTION 4 AIR CONDITIONING UNITS/HEAT PUMPS

2.9 Removal of sleeves in stucco walls:

- a. Removal of sleeves in multi-story buildings is prohibited.
- b. Removal of sleeves in stucco walls of single story buildings shall be evaluated on a case-by-case basis. A variance may be required.
- c. When permitted, removal of sleeves in stucco walls require that the patch be made in accordance with standard construction practices to maintain the water proof integrity of the wall. The texture and color must match the existing wall.

RESOLVED FURTHER, that the General Requirements of all Alteration Standards will be modified to reflect the changes; and

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out this resolution as written.

THIRD LAGUNA HILLS MUTUAL

SECTION 6 BLOCK WALLS

JANUARY 1989

REVISED MAY 1996, RESOLUTION M3-96-28

GENERAL REQUIREMENTS REVISED 2011, RESOLUTION 03-11-49

REVISED JULY 2013, RESOLUTION 03-13-73

REVISED DECEMBER 2017, RESOLUTION 03-17-XX

2.0 APPLICATIONS

- 2.1** All walls shall be constructed of block sizes; 4x4x16, 4x6x16, or 6x6x16. Block shall be slumpstone or -to match existing wall.
- 2.2** Block shall be painted to match the color of the building or adjacent block walls. Mortar shall be struck and excess mortar shall be removed. Weep holes of the appropriate size and location shall be provided as needed.
- 2.3** No wall shall be over 5 feet or under 12 inches in height.
- 2.4** Walls may have decorative blocks, excluding the cap, provided they make up less than 1/3 of the total surface area and meet with the approval of the Alterations office.
- 2.5** Wrought iron fencing may be installed as approved by the Alterations office.
- 2.6** Walls may be covered with stucco to match building or have brick caps. Openings for gates are permissible.
- 2.7** All walls built shall be constructed within the approved patio dimensions. Patio slabs shall not be extended without written approval of the Board. All walls shall be constructed on appropriate footings. Planting areas between the wall and slab are acceptable.
- 2.8** Walls existing may be lowered depending on their location as determined by the Alterations office.
- 2.9** Block walls with wrought iron fencing may be installed between the existing entry columns, and between an entry column and an adjacent wall, of single story manors. Common Area Agreements will be required when the Condominium Plan designates the location of the alteration as Mutual Common Area.

3.0 RECONSTRUCTED WALLS

- 3.1 An existing wall that is constructed of wood or wrought iron may be replaced with a block wall of the same height.

4.0 PLANTER WALLS

- 4.1 Planter walls shall be defined as any masonry items set in concrete, held together with mortar, or more than one course in height, and shall be subject to the requirements set forth in the following sections.
- 4.2 Placement of planter walls will be adjacent to the building walls, walks, and patios. Planter walls shall be within 48" of such areas and will begin and end connected to the aforementioned construction items.
- 4.3 Planter walls shall be no higher than 12" as constructed along level surfaces. In areas where irregularities in the grounds exist, additional courses may add to the height of the wall to maintain a level running height.
- 4.4 A 4" concrete mowing strip shall be poured along side the planter wall in all cases where grass abuts the wall. (4" minimum thickness is required.)
- 4.5 Planter walls shall not be built on the berm or crest of any bank or in yard areas that will create new planting areas not already designated as such.
- 4.6 In all cases, a drawing will be provided to the Alterations office for review and adjustments to meet the intent of this section.
- 4.7 Areas designated as planters around trees may have a planter wall depending on the type of tree existing due to its growth, root, and maintenance characteristics. In each case, the Landscape Division will be consulted concerning trunk coverage and dirt banking at the base of the tree to insure that it will not be damaged.
- 4.8 Applications for planters along building walls will be denied where the grade or dirt level will be increased up the footing to the stucco screed or bottom sill plate. The building code requirement of 6" clearance between plate and grade will be maintained.

5.0 SPRINKLER REVISIONS

- 5.1 Irrigation will be modified only by the managing agent's landscape department; the cost of such revisions shall be borne by the owner of that unit.
- 5.2 No irrigation shall be placed inside any patio area by the managing agent's landscape department, and any irrigation components or systems added shall not be connected to the Mutual-owned system.

RESOLUTION 03-17-XX

WHEREAS, the Architectural Controls and Standards Committee recognizes the need to amend Alteration Standards and create new Alteration Standards as necessary;

WHEREAS, the Architectural Controls and Standards Committee recognizes the need to revise Alteration Standard Section 6 Block Walls and,

NOW THEREFORE BE IT RESOLVED, December XX, 2017, that the Board of Directors of this Corporation hereby revises the following section of Standard Section 6;

SECTION 6 BLOCK WALL

2.7 All walls built shall be constructed within the approved patio dimensions. Patio slabs shall not be extended without written approval of the Board. All walls shall be constructed on appropriate footings. Planting areas between the wall and slab are acceptable.

RESOLVED FURTHER, that the General Requirements of all Alteration Standards will be modified to reflect the changes; and

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out this resolution as written.



STAFF REPORT

DATE: November 27, 2017
FOR: Architectural Standards and Control Committee
SUBJECT: Variance Request
Mr. Mark E. Miller of 3255-A (La Princesa, SB203RB)
Room Addition, Room Extension, and Patio Cover

RECOMMENDATION

Staff recommends the Board approve the request for a room addition, room extension and patio cover with the conditions as stated in Appendix A.

BACKGROUND

Mr. Miller of 3255-A San Amadeo, a La Princesa style manor, is requesting Board approval of a variance to construct a room addition on the same footprint as the existing enclosed front patio. The original front patio dimensions were 12 feet by 12 feet 6 inches; extended to 12 feet 9 inches by 12 feet 10 inches by Mutual Consent in 1996.

Additionally, Mr. Miller proposes to extend his living room onto a portion of the rear patio by four feet for the width of the living room. The remainder of the patio slab will remain as is. The original rear patio was extended and a block wall placed around its perimeter in 1978 by Mutual Consent. The extended slab with block wall measures 24 feet 1½ inches by 11 feet with a 24 foot tall block wall. There is no Common Area Usage Agreement on file for either Mutual Consent.

The proposal also indicates the installation of a cover on a portion of the the rear patio that would span the width of the living room and extend to the patio block wall (approximately 7 inches).

All three proposals can be viewed in Attachment 1. The cost of the proposed alteration would be borne by the Member.

Due to the proposed alterations taking place on previously approved for use Common Area, a Variance is required.

DISCUSSION

The proposed front room addition will be constructed within the footprint of the existing enclosed front patio and will consist of a wood frame structure with exterior stucco finished to match the existing building. The existing exterior door to the patio would be replaced with a new white French door leading into the new addition. A window measuring 5 feet by 4 feet wide and 6 inches tall would be installed on the front elevation. The existing flat roof would be replaced with a gabled roof that ties into the main building above the dining room. The new tiled roof would match the existing building for materials and color. While the existing patio

enclosure's flat roof measures 9 feet high, the new room addition roof ridgeline would tie in at 12 feet. The existing main roof ridgeline is at 15 feet.

At the rear of the unit, the proposed room extension would also have a twelve foot gabled roof with matching tile that mirrors the front addition. A new two foot by four foot skylight is also proposed for the rear extension. To accomplish the room extension, the existing exterior bedroom wall that contains a sliding glass door would be removed. A new eight foot wide sliding glass door that opens onto the existing rear patio is proposed for egress.

The Variance Request also includes a proposal for a flat patio cover for a portion of the rear patio that extends from the new room extension to the end of the existing patio wall. The patio cover posts would be within the footprint of the patio and the flat cover would measure 14 feet 4 inches wide by 7 feet deep and would stand 8 feet 4 inches high.

A City permit that would ensure Title 24 is met will be required for Mutual approval.

The Decision Tree rationale is provided in Appendix B due to the room extension being constructed partially on previously approved common area for exclusive use.

Staff determined there would be no impairment of the structural integrity or mechanical systems of the surrounding buildings or lessening of its support.

A City of Laguna Woods building permit final would verify compliance with all applicable building codes to include light, ventilation, and egress.

Previous requests for similar front patio room additions have been approved for Manors 5534-A in August 2013, 3231-D in April 2014, 3164-A in June 2014, 3187-A in June 2015, 3172-C in July 2015 and 3319-D in February 2017.

Room extensions onto rear patios have been previously approved by the Board for 3283-A in March 2013 and 5334-A in August 2013. The Board denied a room extension onto rear patio for 3164-A in May 2014 based on the common area proposed to be used by the extension was deemed usable by other members.

At the time of preparing this report, there are no open Mutual Consents for Manor 3255-A.

All future costs and maintenance associated with the subject alterations are the responsibility of the Mutual member(s) at 3255-A.

Prepared By: Gavin Fogg, Manor Alterations Inspector

Reviewed By: Kurt Wiemann, Permits, Inspections & Restoration Manager

ATTACHMENT(S)

Appendix A: Conditions of Approval

Appendix B: Decision Tree Rationale

Attachment 1: Site Plan

Attachment 2: Variance Request; October 24, 2017

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 Manor **3255-A**, ("Property") within the Third Laguna Hills Mutual ("Mutual") unless and until a Mutual Consent for Manor Alterations application for the improvement has been made to, and approved, in writing, by, the Village Management Services, Inc. ("VMS, Inc."), Manor 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 Mutual Consent for Manor Alterations has been granted at **3255-A** for **Room Addition, Room Extension and Patio Cover**, 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. 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.
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 3255-A and all future Mutual members at 3255-A.
5. 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. Member Owner shall be liable for any violation of the Mutual's Governing Documents by any invitee, including any fine, assessment or other charge levied in connection therewith.
6. Member is responsible for following the gate clearance process (<http://www.lagunawoodsvillage.com>) in place to admit contractors and other invites.

7. Member Owner's contractors and other invitees shall travel to and from the job site by the most direct route available and are not authorized to use Mutual recreational facilities or other amenities while they are in the Village for performance of work in connection with the Property.
8. 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.
9. 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 "Recordable Common Area Agreement" for a proposed improvement that would utilize any portion of the Mutual's Common Area. Prior to the issuance of a Mutual Consent for Manor Alterations, that "Recordable Common Area Agreement" must be filed with the Orange County Clerk/Recorder.
10. 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 Manor 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.
11. Prior to the issuance of a Mutual Consent for Manor 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.
12. Prior to the issuance of a Mutual Consent for Manor 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.
13. Prior to the issuance of a Mutual Consent for Manor 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.
14. Prior to the issuance of a Mutual Consent for Manor Alterations, the Member Owner shall request a Broadband infrastructure inspection to assure that Mutual property is appropriately identified in order to be addressed during construction.

15. Prior to the issuance of a Mutual Consent for Manor 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 at Resident Services located at the Community Center first floor.
16. 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>.
17. 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.
18. During construction, both the Mutual Consent for Manor Alterations and the City Building Permit must be on display for public view at all times in a location approved by the Division.
19. 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.
20. The Mutual Consent for Manor 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.
21. 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.
22. 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.
23. The Mutual Consent Applicant or agent must contact the Manor Alterations Division as soon as the project is complete and has received a Final City of Laguna Woods permit approval in order to arrange a final inspection for Mutual Consent.

APPENDIX B

DECISION TREE RATIONALE

Pursuant to the previous Decision Tree, five (5) criteria must be considered when reviewing applications for Common Area alterations. If the proposed alteration does not meet all criteria, the request should be denied. Alternately, of course, if the proposed alteration meets all criteria, the request should be approved.

1. Compliance with Community Standards. Each Application must comply with all Mutual governing documents, including but not limited to the architectural and building rules, whether the proposed alteration is entirely within the Member's manor, on Exclusive Use Common Area, or on Common Area.

The proposed alteration complies with Community Standards.

2. Neighbor Awareness Forms, required to be submitted from affected neighbors prior to approval. If the Mutual determines the proposed alteration will cause an unreasonable burden to other Manor residents, then the Application for Manor Alteration(s) should be rejected.

Neighbor Awareness Notices have been mailed to manor 3254-B, 3254-C and 3255-B for notification of the proposed alteration, Committee and Board Meeting dates and times. The Board shall make the determination regarding an unreasonable burden.

3. Determine whether the area of the proposed alteration is located in Common Area or Exclusive Use Common Area. If the Mutual determines the proposed alteration will be located entirely on Exclusive Use Common Area, proceed to Step 5, Recordable Agreement Requirement.

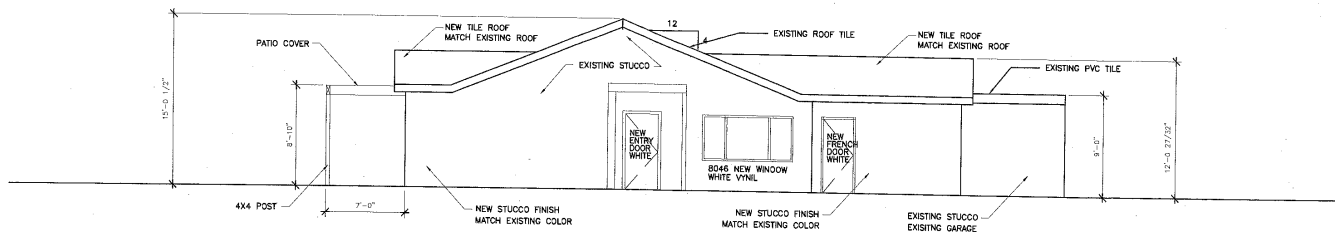
The proposed alteration would be located partially on Limited Common Area as well partially on Common Area.

4. If a proposed alteration is to be located entirely or partially on or over Common Area, the Mutual should first determine if allowing the alteration would relieve the Mutual of the burden of management and maintenance of an area which is generally inaccessible and not of general use to the other members of Third. [The alteration should relieve management and maintenance burden and not create or increase others]. If the proposed alteration does not meet these conditions, it must be denied. If the application meets this test, proceed to Step 5 below.

The proposed alteration would meet this requirement as it would be partially located on a previously-extended patio that was then enclosed to be generally inaccessible and not of general use to other members of Third, which relieved the Mutual of burden of management and maintenance of that area.

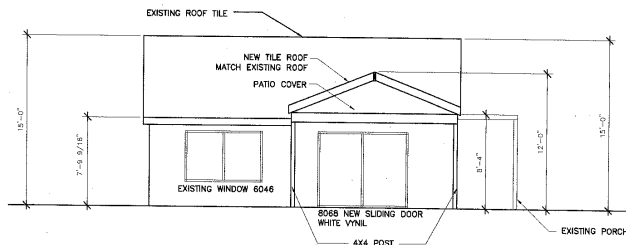
5. Recordable Agreement Requirement. This agreement, among other things, requires the Member to acknowledge the Alteration shall be Common Area and will not be separately owned by Member, and shall not construed to change or expand the Member's separate interest as documented in the applicable Condominium Plan.

The Member will be required to complete the "Recordable Common Area Agreement" prior to issuance of a Mutual permit.



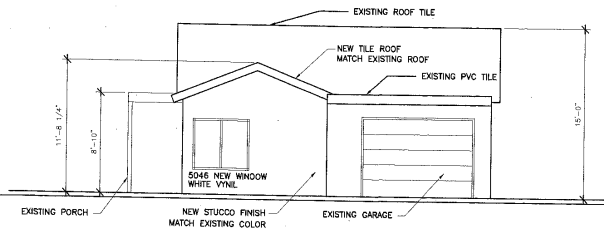
WEST ELEVATION

SCALE: 1/8"=1'-0"



NORTH ELEVATION

SCALE: 1/8"=1'-0"

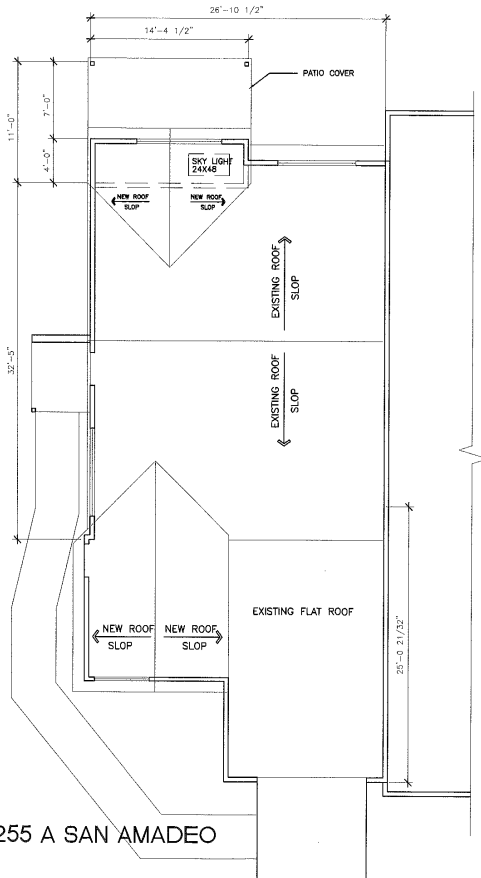


SOUTH ELEVATION

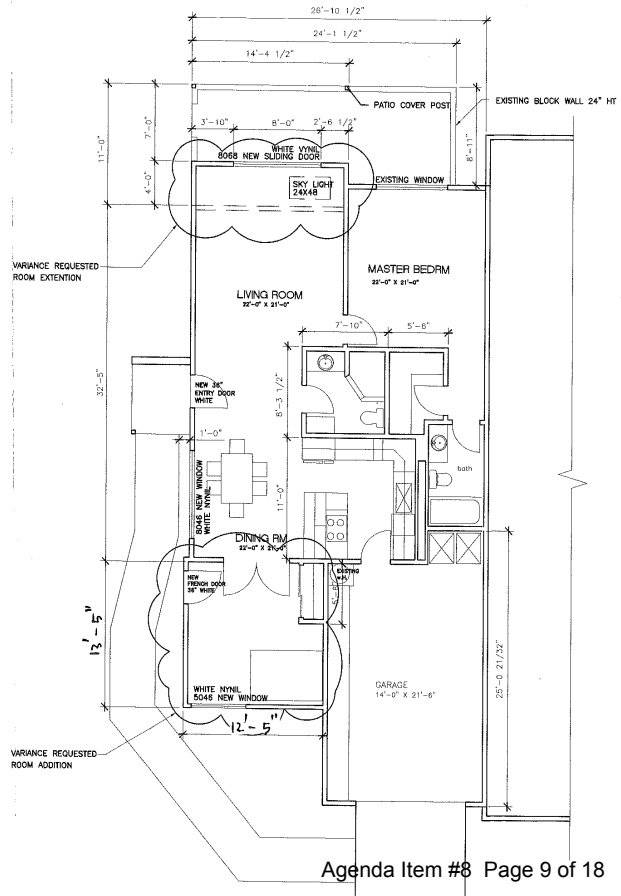
SCALE: 1/8"=1'-0"

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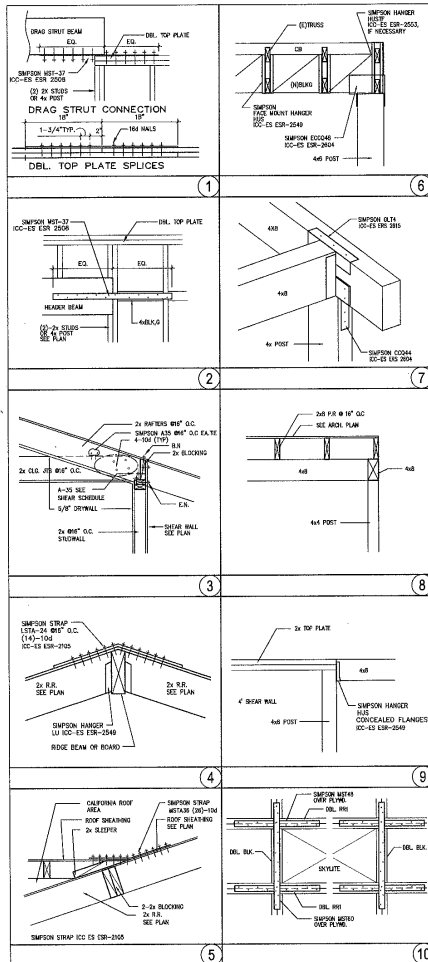
3255 A SAN AMADEO



PROPOSED ROOF PLAN



PROPOSED FLOOR PLAN

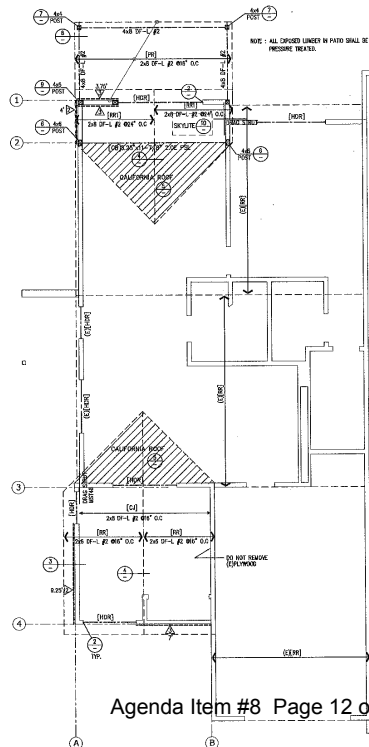


- FRAMING NOTES**
1. ROOF DIAPHRAGM TO BE 1/2" PLYWOOD "CDX" OR "CDX GRADE-1" 4" X 10" COMMON RAFTERS (6" X 12" BLOOMERS (PANEL THICK 3/4") ROOF DIAPHRAGM NAILING TO BE INSPECTED BEFORE COVERING.
 2. ROOF DIAPHRAGM NAILING TO BE INSPECTED BEFORE COVERING. FACE GRAIN OF PLYWOOD SHALL BE PERPENDICULAR TO SUPPORTS. FLOOR SHALL HAVE TORQUE AND UPRIVE OR BULGED PANEL EDGES. PLYWOOD SPANS SHALL CONFORM WITH TABLE 2.4.0.7.
 3. ALL DIAPHRAGM AND SHEAR WALL NAILING SHALL UTILIZE COMMON NAILS OR GALVANIZED NAIL.
 4. PROVIDE 10# W/ 6" BOUNDARY NAILS AT THE PERIMETER OF BUILDING AND ALL UNIT EDGES.
 5. PROVIDE LENGTH OF BEAM POST OR EQUIVALENT MULT STUDS UNDER THE ALL BEAMS.
 6. Δ INDICATES 2# W/ 4" ROOF RATTEN. W/ 6" O.C. U.O.N. SEE PLAN.
 7. Δ INDICATES SHEAR WALL. SEE SHEAR WALL SCHEDULE.
 8. Δ INDICATES 4# OF 1/2" L.B. HEADERS. U.O.N.
 9. PROVIDE 10# W/ 6" BOUNDARY NAILS AT THE TOP OF SHEAR WALL & DRAG STRUTS.
 10. ALL WOOD FRAMING MEMBERS MUST BE GRADE MARKED.
 11. GLOB BLOOMING SHALL BE PROVIDED AT ALL HORIZONTAL JOINTS OCCURRING BRACED WALL PANELS.
 12. SEE ARCHITECTURAL DRAWINGS FOR ALL DIMENSIONS.
 13. SEE ARCHITECTURAL DRAWINGS FOR ALL DIMENSIONS.
 14. ALL STRUCTURAL STUDS TO BE 2# STUDS W/ 6" O.C. UNLESS OTHERWISE NOTED.

SHEAR WALL SCHEDULE

TYPE	NAILING/DESCRIPTION	BLOCKING	ALLOWED	SEE ATTACHED	NOTES
1	W/ 6" O.C. STRUCTURAL	BLOCKING	300	SEE WALL SCHEDULE	W/ 6" O.C. NOTES
2	W/ 6" O.C. STRUCTURAL	BLOCKING	300	SEE WALL SCHEDULE	W/ 6" O.C. NOTES
3	W/ 6" O.C. STRUCTURAL	BLOCKING	300	SEE WALL SCHEDULE	W/ 6" O.C. NOTES

- GENERAL NOTES**
1. ALL FRAMING TO BE "STRUCTURAL" 1" W/ 6" PLY AND BE APPLIED EXTERIOR FRAMING.
 2. ALL FRAMING AND BLOCKING SHALL BE GRADE MARKED AND HORIZONTALLY ALIGNED STUDS.
 3. ALL FRAMING AND BLOCKING SHALL BE GRADE MARKED AND HORIZONTALLY ALIGNED STUDS.
 4. ALL FRAMING AND BLOCKING SHALL BE GRADE MARKED AND HORIZONTALLY ALIGNED STUDS.
 5. ALL FRAMING AND BLOCKING SHALL BE GRADE MARKED AND HORIZONTALLY ALIGNED STUDS.
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 7. ALL FRAMING AND BLOCKING SHALL BE GRADE MARKED AND HORIZONTALLY ALIGNED STUDS.
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 9. ALL FRAMING AND BLOCKING SHALL BE GRADE MARKED AND HORIZONTALLY ALIGNED STUDS.
 10. ALL FRAMING AND BLOCKING SHALL BE GRADE MARKED AND HORIZONTALLY ALIGNED STUDS.



Agenda Item #8 Page 12 of 18

ROOF FRAMING PLAN

SCALE: 1/8"=1'-0"

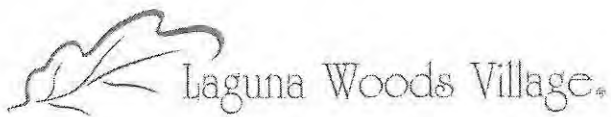


CONSULTANT:
C & M
ASSOCIATES



HOUSE ADDITION
3235 #4 SAN ANGELO #4
LAGUNA WOOD, CA 92657

Revisions
Scale
Drawn
Checked
Job No.
Date
Sheet Title
FRAMING PLAN /
18-1623
Sheet No.
S.3

MANOR # 3255A☐ ULWM☒ TLHM

Variance Request Form

SA 21191530

Model: <u>La Princesa</u>	Plan: <u>La Princesa</u>	Date: <u>10-24-2017</u>
Member Name: <u>Mark E. Miller</u>	Signature: <u>[Signature]</u>	
Phone: <u>[Redacted]</u>	E: <u>[Redacted]</u>	
Contractor: <u>Caleb Construction</u>	Phone: <u>[Redacted]</u>	

Description of Proposed Variance Request ONLY:

- ① Room addition in the front
- ② Room extension in the back
- ③ Patio Cover in the back

Dimensions of Proposed Variance Alterations ONLY:

- ① 12'-5" x 13'-5"
- ② 4'-0" x 14'-4"
- ③ 7'-0" x 14'-4"

OCT 24 2017
Alterations Department

FOR OFFICE USE ONLY

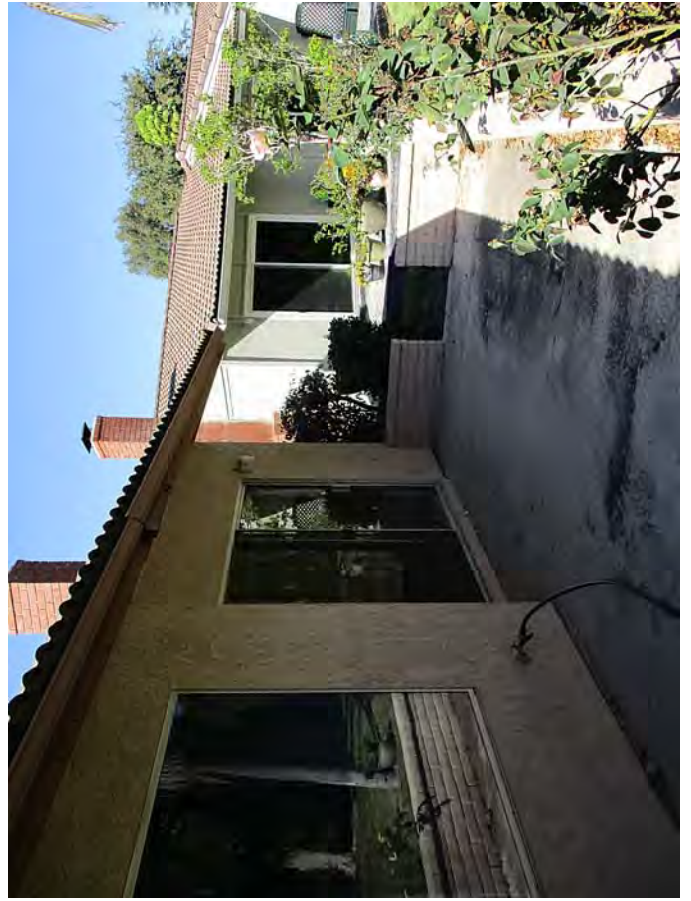
RECEIVED BY: Abraham B DATE RECEIVED: 10-24-17 Check# 2536 BY: Mark E Miller

Alteration Variance Request	Complete Submittal Cut Off Date: <u>10-26-17</u>
Check Items Received: <input type="checkbox"/> Drawing of Existing Floor Plan <input checked="" type="checkbox"/> Drawing of Proposed Variance <input checked="" type="checkbox"/> Dimensions of Proposed Variance <input checked="" type="checkbox"/> Before and After Pictures <input type="checkbox"/> Other: _____	Meetings Scheduled: Third AC&S Committee (TACSC): <u>11-27-17</u> United M&C Committee: _____ Board Meeting: <u>12-19-17</u> <input type="checkbox"/> Denied <input type="checkbox"/> Approved <input type="checkbox"/> Tabled <input type="checkbox"/> Other _____













STAFF REPORT

DATE: November 27, 2017
FOR: Architectural Standards and Control Committee
SUBJECT: Variance Request
Mr. Patrick Chan of 3241-3A (Casa Dorado, SC24) - Retain Non-Standard Front Entry Door Color

RECOMMENDATION

Staff seeks recommendation for the Board to retain a non-standard color (Coral Spice) for the front entry door per the Conditions of Approval shown in Appendix A.

BACKGROUND

Staff received an anonymous complaint to the Compliance Department regarding a non-standard door color at unit 3421-3A.

Staff visited the location and determined the door would have to be painted to match the existing Mutual Standards or the Member would have to apply for a variance to retain the door color.

A variance application to retain the door color was submitted to Staff on September 26, 2017.

DISCUSSION

Mr. Chan is requesting to retain the “Coral Spice” color used on his entry door. The door is visible to one other unit in the building (Unit H) when the entry screen door is open. When the entry screen door is closed, the door color is not visible (see Attachment 1).

Due to the screen door blocking the visibility of the door, Staff added a condition of approval that the entry screen door cannot be removed in the future unless the entry door color is returned to a Mutual Standard approved color scheme.

Third Mutual Alteration Standards Section 10 - Doors, Exterior (Revised March 2003), paragraph 3.1 states, “All doors shall be painted or stained to maintain an appearance that conforms to the approved paint color criteria as dictated by the Mutual’s Policy on Exterior Paint Colors and Procedures.” The currently approved accent colors within Third Mutual are White Hide Hiding, Krimson Lake, Chocolate Kiss, Grapevine Wreath, Pendulum, and Tarragon Glory.

The Board approved requests for non-standard entry door colors for manors 3433-B in March 2013, 3377-A in June 2013, 3304-N in February 2014, 5365-C in July 2015, 5072 in September 2015, 3459-A in March 2016 3415-B in June 2016 and 3044-B in September 2017.

Below is a list of existing alteration entry doors within building 3421:

Description	Location	Issued Date	Mutual Permit
Door Revision	Manor: 3421-1A	7/19/1999	99870
Door Revision (Entry)	Manor: 3421-2D	8/12/2014	141572
Door Revision (Entry)	Manor: 3421-3C	8/8/2007	071203
Door Revision (Glass Inserts)	Manor: 3421-3H	5/31/2012	121006
Door Revision, Entry	Manor: 3421-1E	2/17/2017	170298
Door Revision, Entry (Color)	Manor: 3421-1E	5/31/2017	171140

At the time of preparing the report, there are no open Mutual Consents for Manor 3421-3A.

All future costs and maintenance associated with the subject alterations are the responsibility of the Mutual member(s) at 3421-3A.

A Neighbor Awareness Notice was distributed in the lobby of building 3421 and mailed to 3421-3H.

Prepared By: Gavin Fogg, Manor Alterations Inspector

Reviewed By: Kurt Wiemann, Permits, Inspections & Restoration Manager

ATTACHMENT(S)

Appendix A: Conditions of Approval

Attachment 1: Variance Request; September 26, 2017

Attachment 2: Photos

Attachment 3: Map

APPENDIX A

CONDITIONS OF APPROVAL

Conditions of approval would be as follows:

1. No alteration that removes the entry screen door may be performed unless the entry door is returned to a Mutual approved color.
2. No improvement shall be installed, constructed, modified or altered at Manor **3421-3A**, ("Property") within the Third Laguna Hills Mutual ("Mutual") unless and until a Mutual Consent for Manor Alterations application for the improvement has been made to, and approved, in writing, by, the Village Management Services, Inc. ("VMS, Inc."), Manor 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.
3. A Mutual Consent for Manor Alterations has been granted at **3421-3A** for **Retain Non-Standard Entry Door**, 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.
4. 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.
5. 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 3421-3A and all future Mutual members at 3421-3A.
6. 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. Member Owner shall be liable for any violation of the Mutual's Governing Documents by any invitee, including any fine, assessment or other charge levied in connection therewith.

7. Member is responsible for following the gate clearance process (<http://www.lagunawoodsvillage.com>) in place to admit contractors and other invites.
8. Member Owner's contractors and other invitees shall travel to and from the job site by the most direct route available and are not authorized to use Mutual recreational facilities or other amenities while they are in the Village for performance of work in connection with the Property.
9. 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.
10. 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 Manor 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.
11. Prior to the issuance of a Mutual Consent for Manor 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 at Resident Services located at the Community Center first floor.
12. 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>.
13. 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.
14. The Mutual Consent for Manor 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.
15. 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.
16. 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.

17. The Mutual Consent Applicant or agent must contact the Manor Alterations Division as soon as the project is complete and has received a Final City of Laguna Woods permit approval in order to arrange a final inspection for Mutual Consent.

Variance Request Form

SA 21182128

Model: <u>Casa Dorado</u>	Plan: <u>Sc24</u>	Date: <u>9-26-2017</u>
Member Name: <u>PATRICK CHAN</u>	[REDACTED]	[REDACTED]
Applicant Name/Co: <u>[Signature]</u>	Phone:	Email:

Description of Proposed Variance Request ONLY:

As a new property owner and not knowing the color requirement of the 3-story condominium we have selected the color "Coral Spice" from Benjamin Moore (Exhibit 1) to paint our door at 3421 Unit 3A. This is similar to the color used on the outside of the LW Community Center. In fact my son, an aspiring artist who is disabled and autistic fell in love with this color when he first saw it at the LWCC. We have a black gate that covers the door 99% of the time and so would not be disruptive to neighbors.

Dimensions of Proposed Variance Alterations ONLY:

N/A

RETAIN ~~ALTERATION~~ ENTRY DOOR COLOR

RECEIVED

SEP 26 2017

Alterations Department

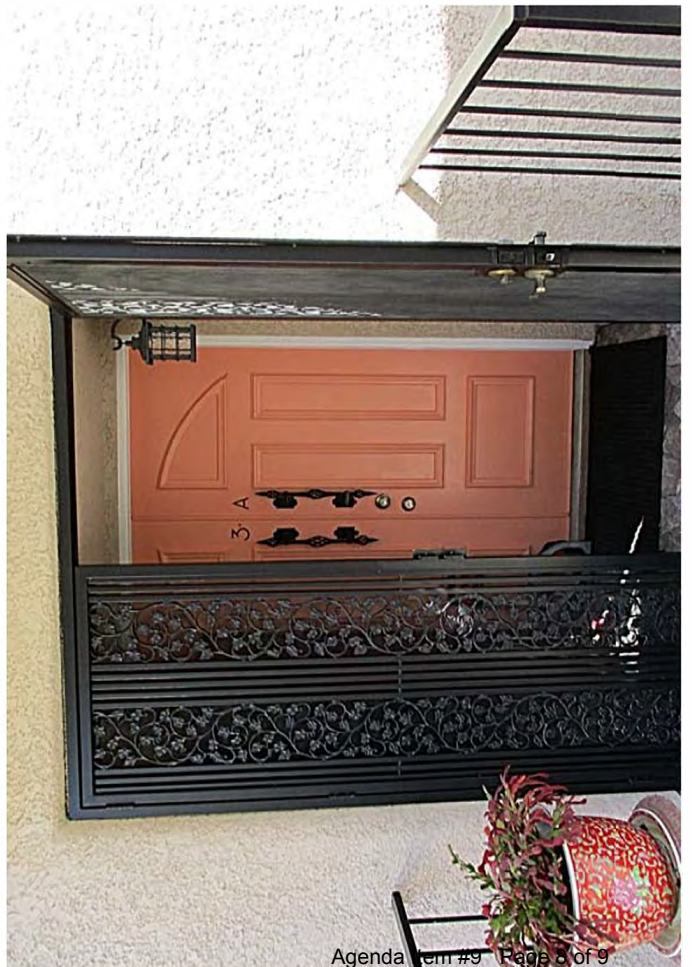
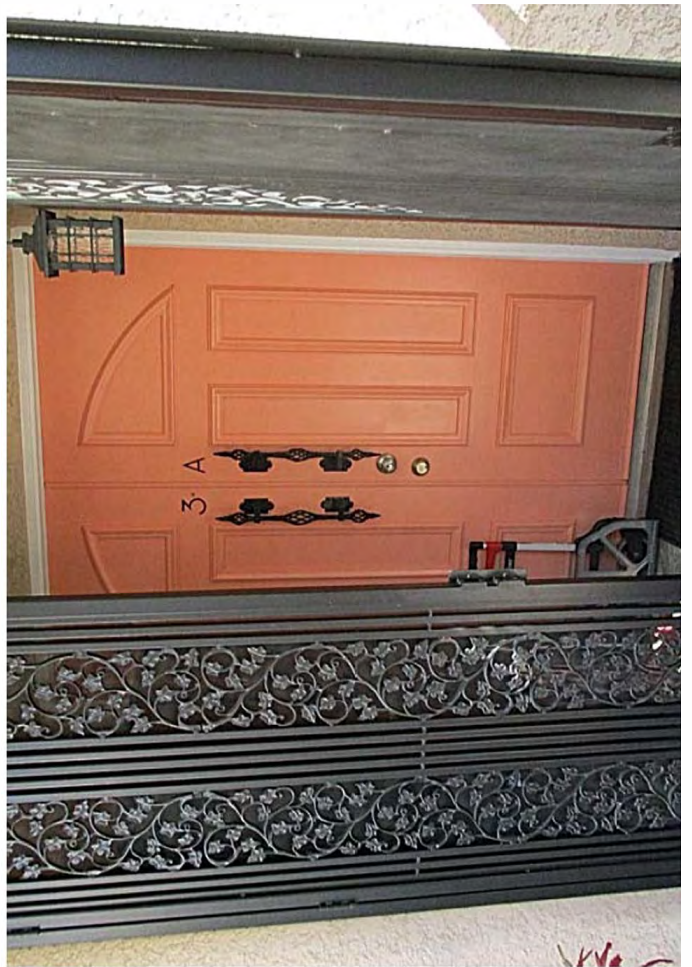
FOR OFFICE USE ONLY

RECEIVED BY: [Signature] DATE RECEIVED: 9-26-17 Check# 1361 BY: PATRICK CHAN
NATASHA CHAN

Alteration Variance Request Check Items Received: <input checked="" type="checkbox"/> Drawing of Existing Floor Plan <input checked="" type="checkbox"/> Drawing of Proposed Variance <input checked="" type="checkbox"/> Dimensions of Proposed Variance <input type="checkbox"/> Before and After Pictures <input type="checkbox"/> Other: _____	Complete Submittal Cut Off Date: <u>9-29-17</u> Meetings Scheduled: Third AC&S Committee (TACSC): <u>11-27-17</u> United M&C Committee: _____ Board Meeting: <u>12-19-17</u> <input type="checkbox"/> Denied <input type="checkbox"/> Approved <input type="checkbox"/> Tabled <input type="checkbox"/> Other _____
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Exhibit 1









STAFF REPORT

DATE: November 27, 2017
FOR: Architectural Control and Standards Committee
SUBJECT: Variance Request
Mr. Rodolfo Alvarez of 5345-D (La Princesa, PL104A)
Replace Patio Enclosure with Room Addition

RECOMMENDATION

Staff recommends the Board approve the request for a room addition with a new bathroom on enclosed patio with the conditions as stated in Appendix A.

BACKGROUND

During the October 23, 2017 Architectural Control and Standards Committee meeting, the Committee reviewed the Variance request submitted by Mr. Alvarez to replace the existing patio enclosure with a room addition.

During the variance review, the Committee unanimously decided to postpone making a recommendation to the Board until elevation drawings could be provided that show the proposed roof of the room addition.

Staff mailed a letter requesting the additional drawings to Mr. Alvarez' application agent, who provided a front and side elevation of the room addition with roof line.

DISCUSSION

The proposed room addition will have a flat cool roof and use materials to match the existing building fascia. The height of the roof will not exceed the existing garage roof.

Staff determined there would be no impairment of the structural integrity or mechanical systems of the surrounding buildings or lessening of its support.

A City permit that would ensure Title 24 is met will be required for Mutual approval.

The Decision Tree rationale is provided in Appendix B due to the room addition being constructed partially on previously approved common area.

A City of Laguna Woods building permit final would verify compliance with all applicable building codes to include light, ventilation, and egress.

Previous requests for similar front patio room additions have been approved for Manors 5534-A in August 2013, 3231-D in April 2014, 3164-A in June 2014, 3187-A in June 2015, 3172-C in July 2015 and 3319-D in February 2017.

At the time of preparing this report, there are nine open Mutual Consents for Manor 5345-D as part of a unit remodel.

All future costs and maintenance associated with the subject alterations are the responsibility of the Mutual member(s) at 5345-D

Prepared By: Gavin Fogg, Manor Alterations Inspector

Reviewed By: Kurt Wiemann, Permits, Inspections & Restoration Manager

ATTACHMENT(S)

Appendix A: Conditions of Approval

Appendix B: Decision Tree Rationale

Attachment 1: Updated Site Plan

Attachment 2: Staff Report

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 Manor **5345-D**, ("Property") within the Third Laguna Hills Mutual ("Mutual") unless and until a Mutual Consent for Manor Alterations application for the improvement has been made to, and approved, in writing, by, the Village Management Services, Inc. ("VMS, Inc."), Manor 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 Mutual Consent for Manor Alterations has been granted at **5345-D** for **Replacing Enclosed Patio with Room Addition**, 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. 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.
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 5345-D and all future Mutual members at 5345-D.
5. 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. Member Owner shall be liable for any violation of the Mutual's Governing Documents by any invitee, including any fine, assessment or other charge levied in connection therewith.
6. Member is responsible for following the gate clearance process (<http://www.lagunawoodsvillage.com>) in place to admit contractors and other invites.

7. Member Owner's contractors and other invitees shall travel to and from the job site by the most direct route available and are not authorized to use Mutual recreational facilities or other amenities while they are in the Village for performance of work in connection with the Property.
8. 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.
9. 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 "Recordable Common Area Agreement" for a proposed improvement that would utilize any portion of the Mutual's Common Area. Prior to the issuance of a Mutual Consent for Manor Alterations, that "Recordable Common Area Agreement" must be filed with the Orange County Clerk/Recorder.
10. 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 Manor 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.
11. Prior to the issuance of a Mutual Consent for Manor 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.
12. Prior to the Issuance of a Mutual Consent for Manor Alterations, the Member Owner must have conducted an inspection of the waste lines, by a VMS Plumber, to assure no repairs are needed. The inspection will be a chargeable service to the Member Owner. Inspection appointments are to be made with Resident Services, by authorized persons only. Findings from the video inspection will be recorded on the chargeable service ticket for Manor Alterations staff to review.
13. Prior to the issuance of a Mutual Consent for Manor 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.

14. Prior to the issuance of a Mutual Consent for Manor 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.
15. Prior to the issuance of a Mutual Consent for Manor Alterations, the Member Owner shall request a Broadband infrastructure inspection to assure that Mutual property is appropriately identified in order to be addressed during construction.
16. Prior to the issuance of a Mutual Consent for Manor 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 at Resident Services located at the Community Center first floor.
17. 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>.
18. 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.
19. During construction, both the Mutual Consent for Manor Alterations and the City Building Permit must be on display for public view at all times in a location approved by the Division.
20. 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.
21. The Mutual Consent for Manor 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.
22. 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.
23. 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.
24. The Mutual Consent Applicant or agent must contact the Manor Alterations Division as soon as the project is complete and has received a Final City of Laguna Woods permit approval in order to arrange a final inspection for Mutual Consent.

APPENDIX B

DECISION TREE RATIONALE

Pursuant to the previous Decision Tree, five (5) criteria must be considered when reviewing applications for Common Area alterations. If the proposed alteration does not meet all criteria, the request should be denied. Alternately, of course, if the proposed alteration meets all criteria, the request should be approved.

1. Compliance with Community Standards. Each Application must comply with all Mutual governing documents, including but not limited to the architectural and building rules, whether the proposed alteration is entirely within the Member's manor, on Exclusive Use Common Area, or on Common Area.

The proposed alteration complies with Community Standards.

2. Neighbor Awareness Forms, required to be submitted from affected neighbors prior to approval. If the Mutual determines the proposed alteration will cause an unreasonable burden to other Manor residents, then the Application for Manor Alteration(s) should be rejected.

Neighbor Awareness Notices have been mailed to manors 5345-C and 5346-A for notification of the proposed alteration, Committee and Board Meeting dates and times. The Board shall make the determination regarding an unreasonable burden.

3. Determine whether the area of the proposed alteration is located in Common Area or Exclusive Use Common Area. If the Mutual determines the proposed alteration will be located entirely on Exclusive Use Common Area, proceed to Step 5, Recordable Agreement Requirement.

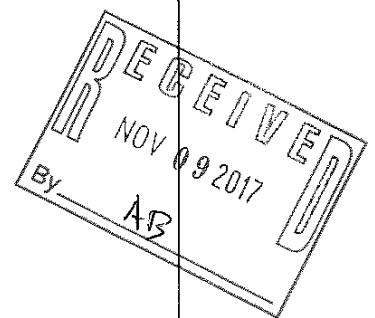
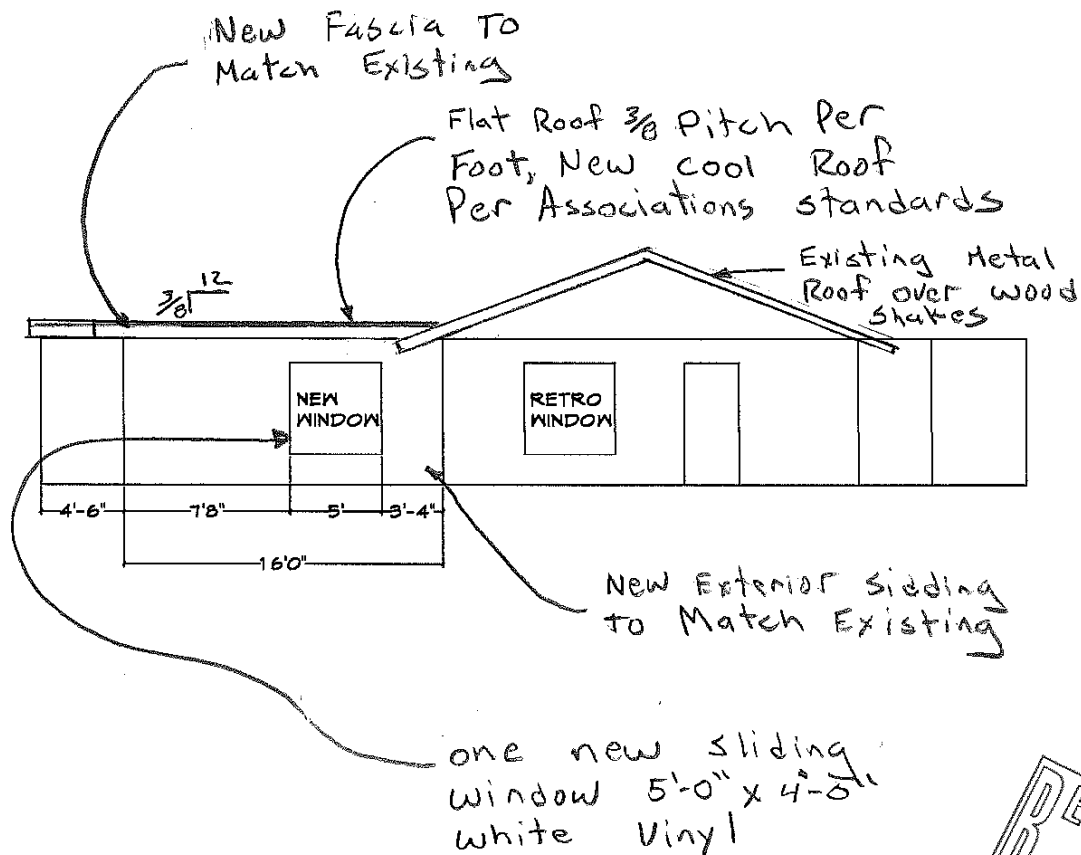
The proposed alteration would be located on Limited Common Area as well partially on Common Area (approx. 40.2sqft).

4. If a proposed alteration is to be located entirely or partially on or over Common Area, the Mutual should first determine if allowing the alteration would relieve the Mutual of the burden of management and maintenance of an area which is generally inaccessible and not of general use to the other members of Third. [The alteration should relieve management and maintenance burden and not create or increase others]. If the proposed alteration does not meet these conditions, it must be denied. If the application meets this test, proceed to Step 5 below.

The proposed alteration would meet this requirement as it would be partially located on a previously-extended patio that was then enclosed to be generally inaccessible and not of general use to other members of Third, which relieved the Mutual of burden of management and maintenance of that area.

5. Recordable Agreement Requirement. This agreement, among other things, requires the Member to acknowledge the Alteration shall be Common Area and will not be separately owned by Member, and shall not construed to change or expand the Member's separate interest as documented in the applicable Condominium Plan.

The Member will be required to complete the "Recordable Common Area Agreement" prior to issuance of a Mutual permit.



1A

Side Elevation

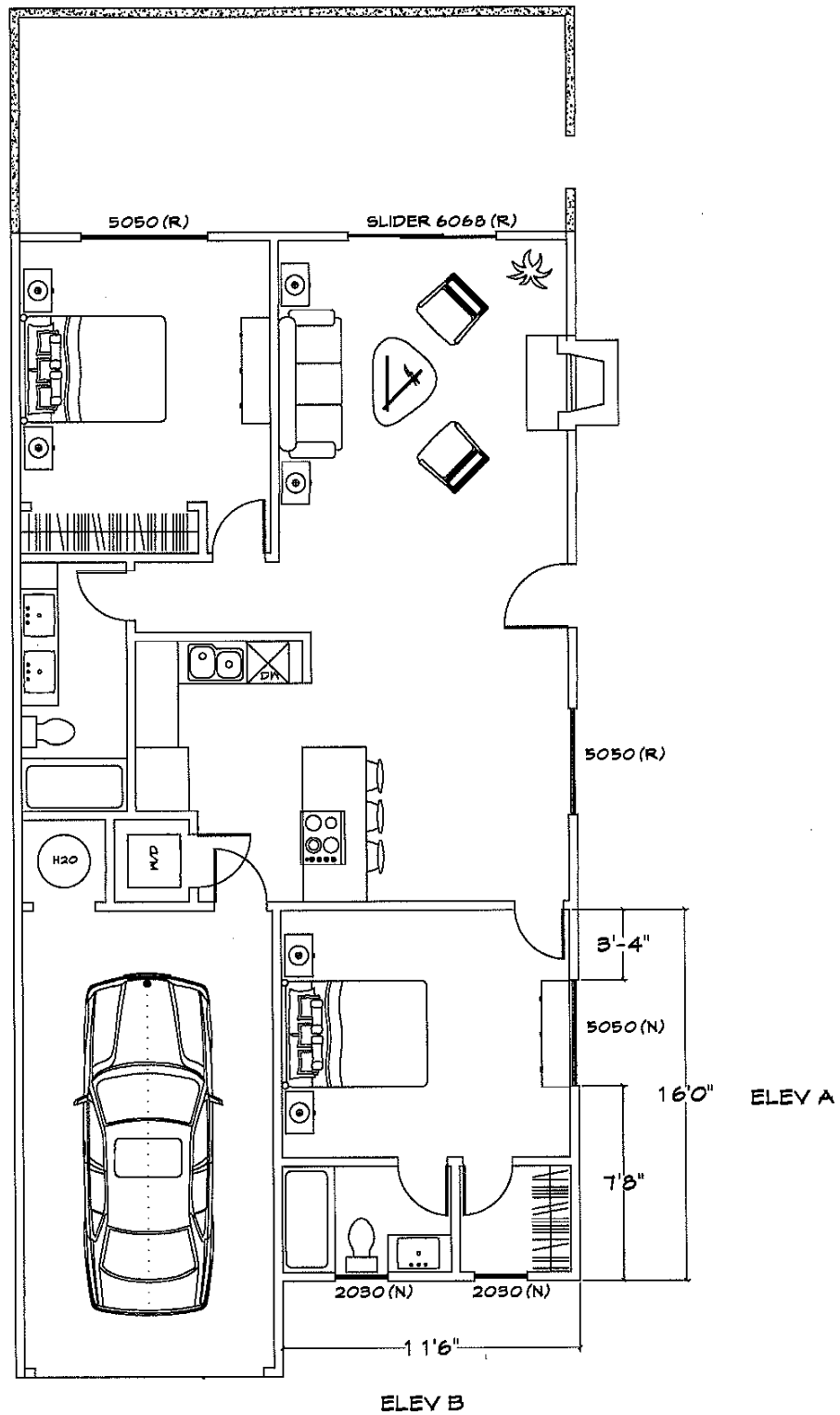
5345-D BAHIA BLANCA W.

ELEVATION A

ALVAREZ

SCALE: NTS

DATE: 9/20/2017



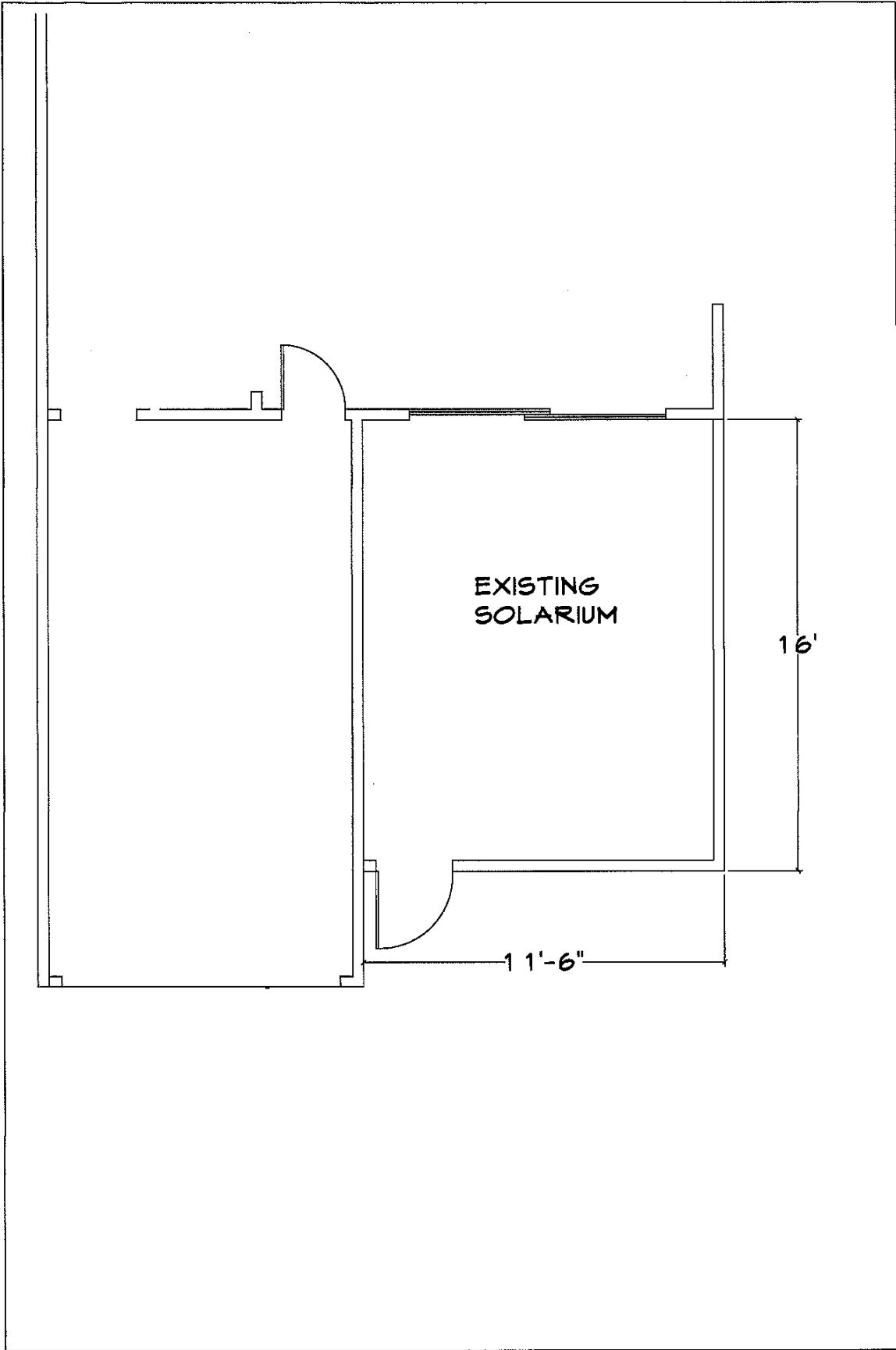
5345-D BAHIA BLANCA W.

PROPOSED PLAN

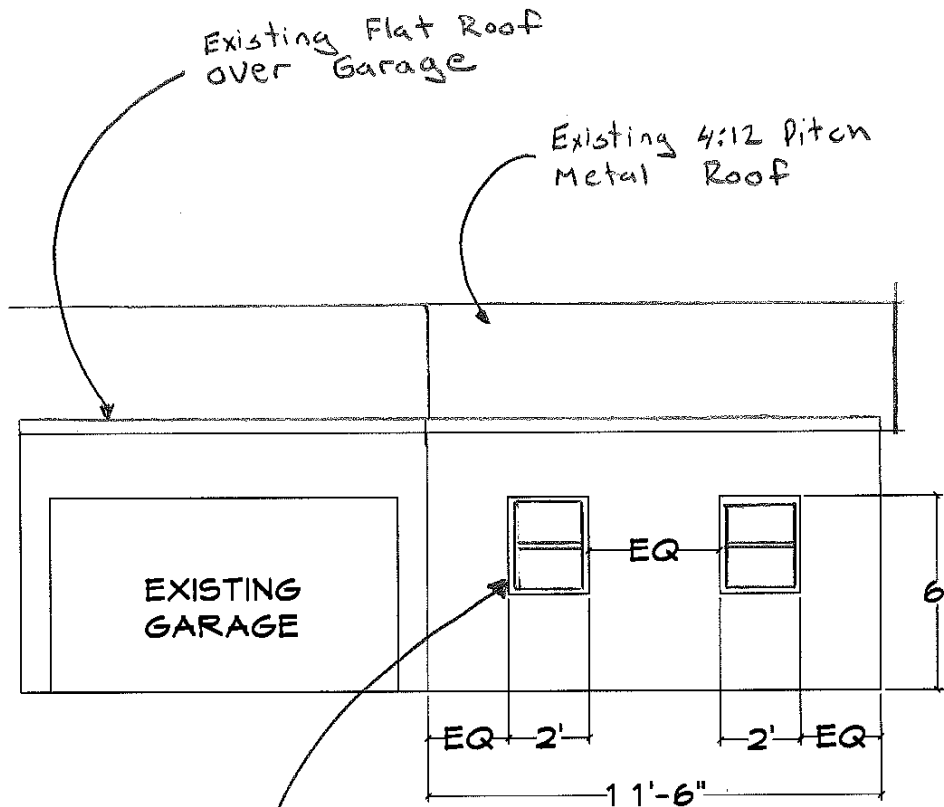
ALVAREZ

SCALE: NTS

DATE: 9/20/2017



5345-D BAHIA BLANCA W.	EXISTING SOLARIUM	
	ALVAREZ	SCALE: NTS
		DATE: 9/20/2017



Two new Double hung windows 2'-0" x 3'-0" white Vinyl

Front Elevation

5345-D BAHIA BLANCA W.

ELEVATION B

ALVAREZ

SCALE: NTS

DATE: 9/20/2017



STAFF REPORT

DATE: October 23, 2017
FOR: Architectural Standards and Control Committee
SUBJECT: Variance Request
Mr. Rodolfo Alvarez of 5345-D (La Princesa, PL104A)
Replace Patio Enclosure with Room Addition.

RECOMMENDATION

Staff recommends the Board approve the request for a room addition with a new bathroom on enclosed patio with the conditions as stated in Appendix A.

BACKGROUND

Mr. Rodolfo Alvarez of 5345-D, Bahia Blanca West, a La Princesa style manor, is requesting Board approval of a variance to construct a room addition on the same footprint as the existing enclosed front patio (Attachment 1). The cost of the proposed alteration would be borne by the Member.

A garden room was installed via Mutual Consent #99940 in 1999 (see attachment 3), which involved extending the original patio slab 3'6" from 11'6" by 12'6" to 11'6" by 16'. There is no Common Area Usage Agreement on file.

There are no Architectural Standard plans for a room addition on this style of unit and so a Variance was required.

DISCUSSION

The proposed room addition will add a bedroom with a closet and an en suite bathroom. It will be constructed on the existing patio footprint and will consist of a wood frame structure with exterior stucco finished to match the existing building.

Two new walls will be constructed and will include three new windows. The front elevation will have two 2' by 3' windows, with the side elevation having a single, larger 5' by 5' window that faces the street. The proposed room addition will contain an en suite bathroom; for which waste line inspection has been added to the conditions of approval.

A City permit that would ensure Title 24 is met will be required for Mutual approval.

The Decision Tree Rationale is provided in Appendix B due to the room addition being constructed partially on previously approved common area.

Staff determined there would be no impairment of the structural integrity or mechanical systems of the surrounding buildings or lessening of its support.

A City of Laguna Woods building permit final would verify compliance with all applicable building codes to include light, ventilation, and egress.

Previous requests for similar front patio room additions have been approved for Manors 5534-A in August 2013, 3231-D in April 2014, 3164-A in June 2014, 3187-A in June 2015, 3172-C in July 2015 and 3319-D in February 2017.

At the time of preparing this report, there are no open Mutual Consents for Manor 5345-D.

All future costs and maintenance associated with the subject alterations are the responsibility of the Mutual member(s) at 5345-D

Prepared By: Gavin Fogg, Manor Alterations Inspector

Reviewed By: Kurt Wiemann, Permits, Inspections & Restoration Manager

ATTACHMENT(S)

Appendix A: Conditions of Approval

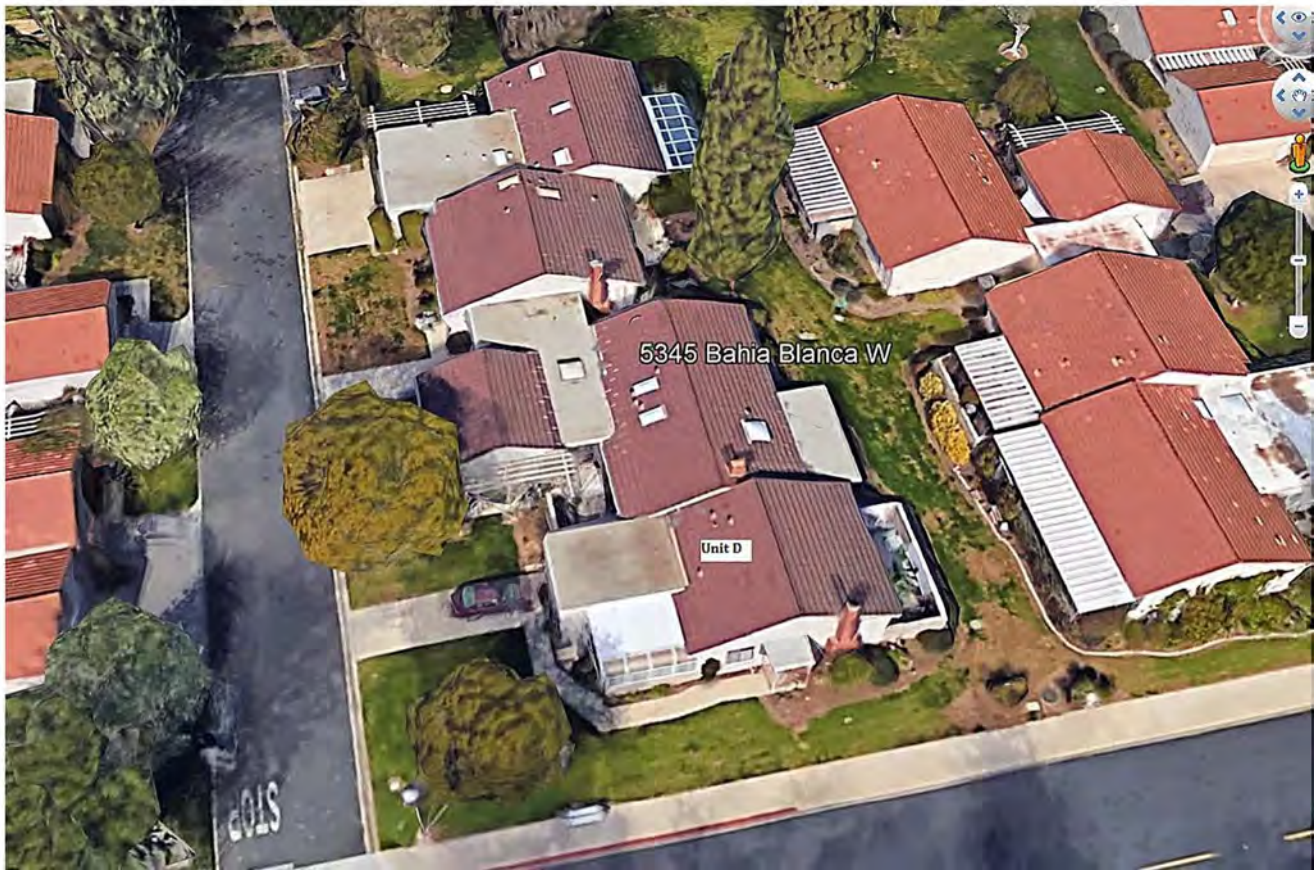
Appendix B: Decision Tree Rationale

Attachment 1: Site Plan

Attachment 2: Variance Request; August 29, 2017

Attachment 3: Mutual Consents

Attachment 4: Map





STAFF REPORT

DATE: November 27, 2017
FOR: Architectural Standards and Control Committee
SUBJECT: Variance Request
Mr. Jye-Yuh Lee of 5406 (San Marco, C12B_2)
Install Second A/C Condenser and Modify Previously Approved Room
Addition Door Size

RECOMMENDATION

Staff seeks Committee guidance for a recommendation to the Board for the request to install a second A/C condenser and modify previously approved room addition door size. Should the Committee recommend approval, staff proposes it should be with the conditions stated in Appendix A.

BACKGROUND

Mr. Jye-Yuh Lee of 5406 Via Carrizo, a San Marco style Manor, is requesting Board approval of his variance to add a second air condenser to the outside of his unit and to modify the height of the French doors on the living room extension that was approved via variance in June 2017. The cost of the proposed alteration would be borne by the member.

DISCUSSION

This proposal to add a mini ductless split system is intended for additional climate control within the new bedroom extension. There is an existing central HVAC system in the manor; a variance approval would be required to allow for a second condenser at the unit.

As shown in Attachments 1 and 3, the second air condenser would be located in the same location as the existing central air condenser. The neighbor's air condenser is located within approximately 13.5 feet. The new condenser's noise level is listed as 46-50dB; the average noise level for condensers is 60-70dB.

Additionally, Mr. Lee is requesting to modify the height of the French doors located on the room addition that was approved in June 2017. The original proposal for the doors was 6 foot wide by 6 foot 8 inches high; Mr. Lee is proposing to increase the height to be 8 feet high.

Due to the air conditioner requiring Common Area, the Decision Tree rationale has been included in Appendix B. The request for door height modification is an aesthetic change to a previously approved variance that already incorporated the requirement of a Common Area Usage Agreement.

Staff determined there would be no impairment of the structural integrity or mechanical systems of the surrounding buildings or lessening of the support.

A City of Laguna Woods building permit final would verify compliance with all applicable building codes to include light, ventilation, insulation, and egress.

A previous request for a second air conditioning system was approved by the Board for Manor 5176 in November 2017; with the condition of the adjacent neighbor's approval. The second condenser in that approval was located on the opposite side of the building as the existing condenser.

At the time of preparing the report, there are 22 open Mutual Consents for Manor 5406 as part of a manor remodel and previously approved room addition.

All future costs and maintenance associated with the subject alterations are the responsibility of the Mutual member(s) at 5406.

Prepared By: Gavin Fogg, Manor Alterations Inspector

Reviewed By: Kurt Wiemann, Permits, Inspections & Restoration Manager

ATTACHMENT(S)

Appendix A: Conditions of Approval

Appendix B: Decision Tree Rationale

Attachment 1: Site Plans

Attachment 2: Variance Request; October 3, 2017

Attachment 3: Photos

APPENDIX A

CONDITIONS OF APPROVAL

Conditions of approval would be as follows:

1. No improvement shall be installed, constructed, modified or altered at Manor **5406**, ("Property") within the Third Laguna Hills Mutual ("Mutual") unless and until a Mutual Consent for Manor Alterations application for the improvement has been made to, and approved, in writing, by, the Village Management Services, Inc. ("VMS, Inc."), Manor 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 Mutual Consent for Manor Alterations has been granted at **5406** for **Adding 2nd A/C Unit and changing height of previously approved French Doors on Alteration Room Extension**, 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. 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.
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 5406 and all future Mutual members at 5406.
5. 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. Member Owner shall be liable for any violation of the Mutual's

Governing Documents by any invitee, including any fine, assessment or other charge levied in connection therewith.

6. Member is responsible for following the gate clearance process (<http://www.lagunawoodsvillage.com>) in place to admit contractors and other invites.
7. Member Owner's contractors and other invitees shall travel to and from the job site by the most direct route available and are not authorized to use Mutual recreational facilities or other amenities while they are in the Village for performance of work in connection with the Property.
8. 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.
9. 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 "Recordable Common Area Agreement" for a proposed improvement that would utilize any portion of the Mutual's Common Area. Prior to the issuance of a Mutual Consent for Manor Alterations, that "Recordable Common Area Agreement" must be filed with the Orange County Clerk/Recorder.
10. 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 Manor 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.
11. Prior to the issuance of a Mutual Consent for Manor 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.
12. Prior to the issuance of a Mutual Consent for Manor 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.

13. Prior to the issuance of a Mutual Consent for Manor 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.
14. Prior to the issuance of a Mutual Consent for Manor 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 at Resident Services located at the Community Center first floor.
15. 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>.
16. 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.
17. During construction, both the Mutual Consent for Manor Alterations and the City Building Permit must be on display for public view at all times in a location approved by the Division.
18. 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.
19. The Mutual Consent for Manor 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.
20. 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.
21. 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.

22. The Mutual Consent Applicant or agent must contact the Manor Alterations Division as soon as the project is complete and has received a Final City of Laguna Woods permit approval in order to arrange a final inspection for Mutual Consent.

APPENDIX B

DECISION TREE RATIONALE

Pursuant to the previous Decision Tree, five criteria must be considered when reviewing applications for Common Area alterations. If the proposed alteration does not meet all criteria, the request should be denied. Alternately, of course, if the proposed alteration meets all criteria, the request should be approved.

1. Compliance with Community Standards. Each Application must comply with all Mutual governing documents, including but not limited to the architectural and building rules, whether the proposed alteration is entirely within the Member's manor, on Exclusive Use Common Area, or on Common Area.

The proposed equipment for the mini ductless split system complies with Community Standards.

2. Neighbor Awareness Forms, required to be submitted from affected neighbors prior to approval. If the Mutual determines the proposed alteration will cause an unreasonable burden to other Manor residents, then the Application for Manor Alteration(s) should be rejected.

A Neighbor Awareness Notices has been mailed to Manor 5405 for notification of the proposed Air Conditioner with Committee and Board Meeting dates and times listed. The Board shall make the determination regarding an unreasonable burden.

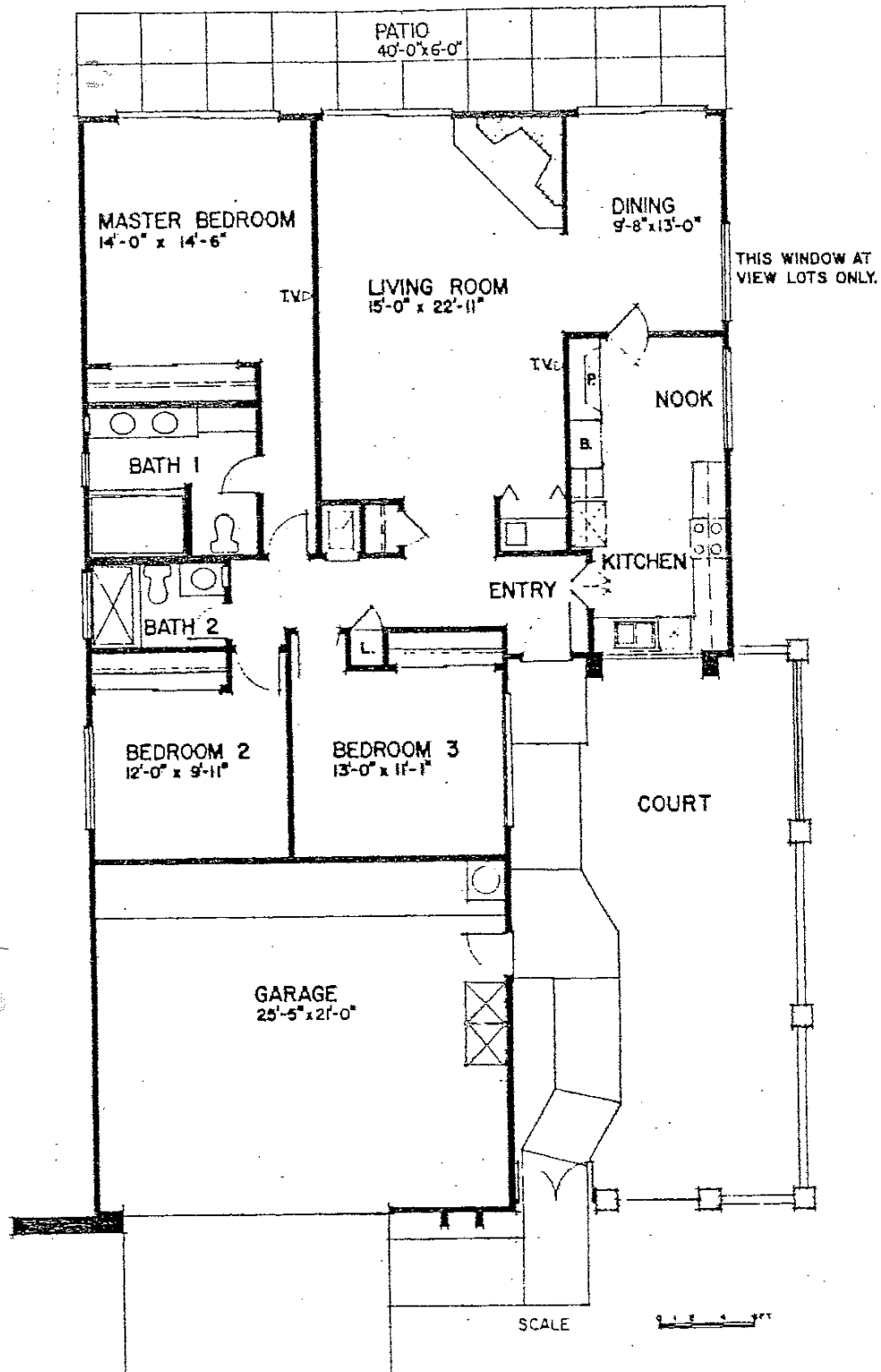
3. Determine whether the area of the proposed alteration is located in Common Area or Exclusive Use Common Area. If the Mutual determines the proposed alteration will be located entirely on Exclusive Use Common Area, proceed to Step 5, Recordable Agreement Requirement.

*The proposed alteration would be located entirely on Common Area, however the area used for Air Conditioner condensing units is considered **de minimus and necessary**¹.*

5. Recordable Agreement Requirement. This agreement, among other things, requires the Member to acknowledge the Alteration shall be Common Area and will not be separately owned by Member, and shall not construed to change or expand the Member's separate interest as documented in the applicable Condominium Plan.

The Member will be required to complete the "Recordable Common Area Agreement" prior to issuance of a Mutual permit.

¹ **de minimus and necessary** is defined generally to mean a maximum of several square feet, as necessary and appropriate to accommodate for example a heating unit, an air conditioning unit, or similar equipment necessary to the habitability of a Member's Manor. See e.g., *Laguna Hills Mutual #22, Amended and Restated Declaration of Covenants, Conditions and Restrictions, Article XXII, dated April 11, 1988*. See also California Civil Code §4215 and successor statutes as applicable.



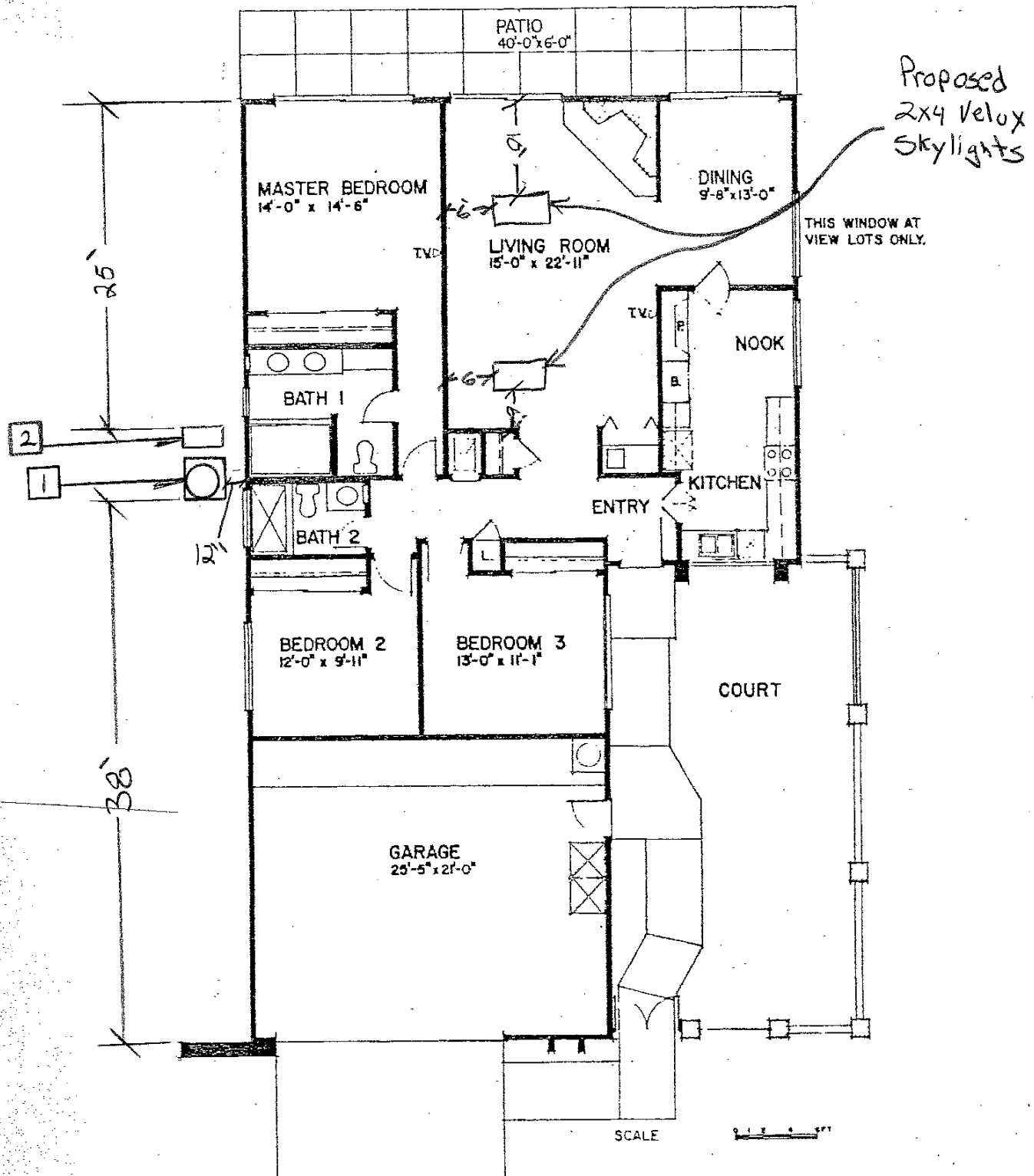
SAN MARCO (C12)

Existing

5406 VIA CARRIZO
-79-

VMS COPY

5406 Via Carrizo



1. Existing A/C unit 31" x 31" x 30" SAN MARCO(C12)

2. New Proposed Mini split 33" x 12" x 21 1/2"

Proposed

-79-

L/R: N/A

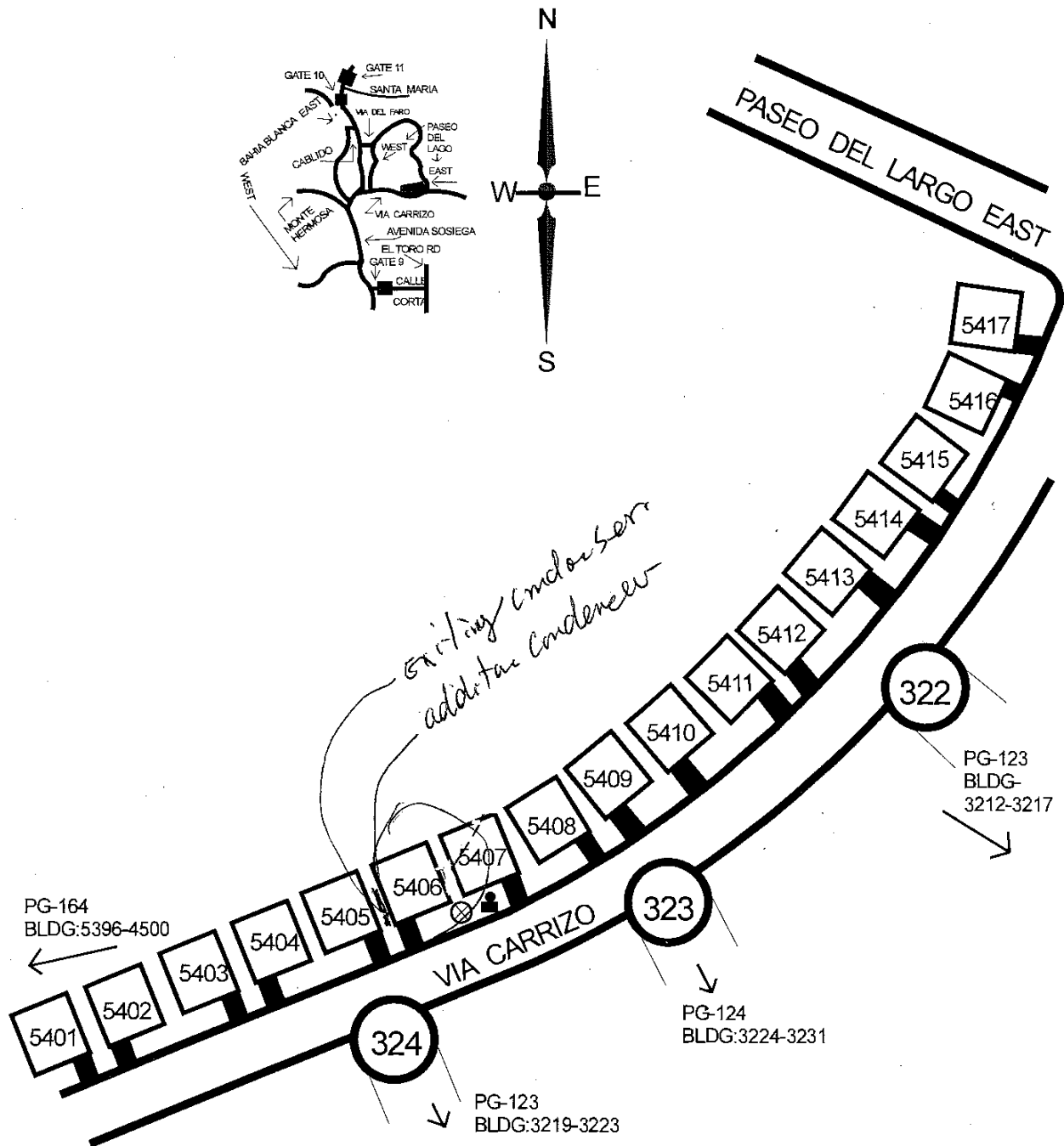
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C/P: N/A

5406

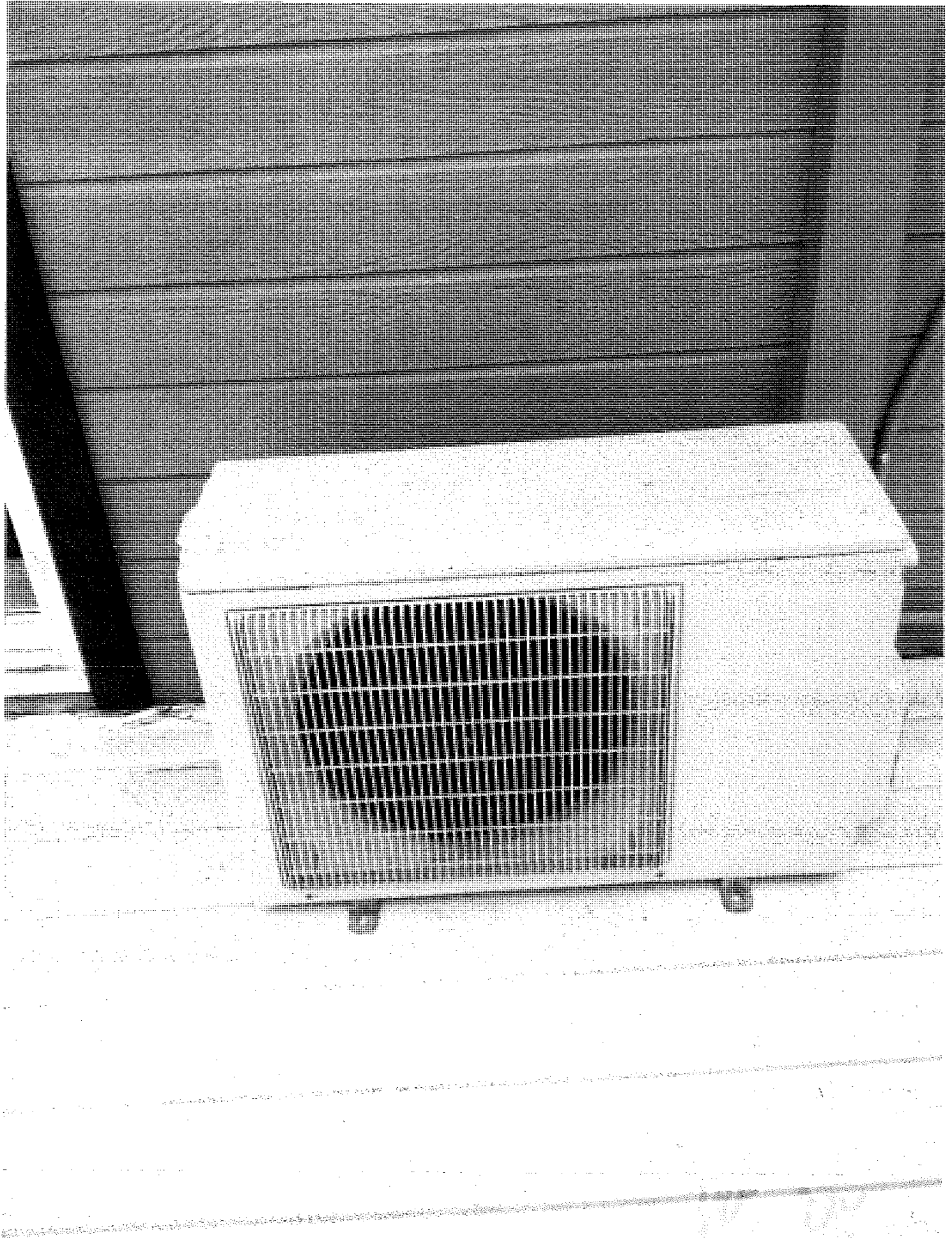
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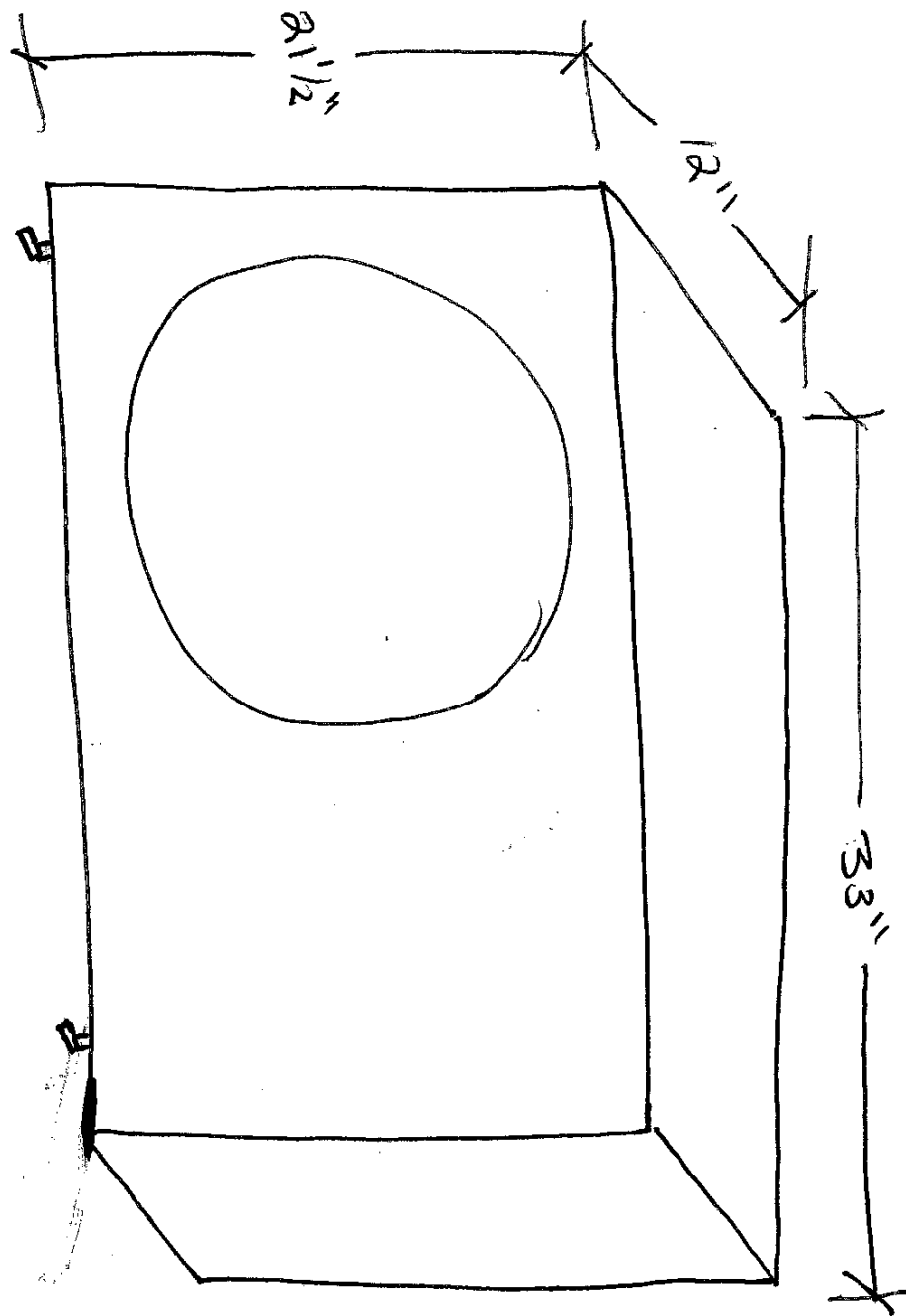
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PG-165





5406 Via CARRIZO

Job Name:

System Reference:

Date:



Indoor Unit: MSZ-GE09NA-9



Outdoor Unit: MUZ-GE09NA

Wireless Remote
Controller**GENERAL FEATURES**

- Wall-mounted indoor unit
- Standard Hybrid Catechin Prefilter is included with indoor unit
- Quiet operation
- Auto fan speed control: Quiet, Low, Medium, High, and Super High
- Hand-held Wireless Remote Controller
- Indoor unit powered from outdoor unit using A-Control
- Auto restart following a power outage
- Anti-allergy Enzyme Filter
- Limited warranty: five years parts and seven years compressor

ACCESSORIES**Indoor Unit**

- ☐ Condensate Pump (BlueDiamond X87-711/721; 115/230V)
- ☐ Condensate Pump (Sauermann SI30-115/230; 115/230V)
- ☐ Anti-Allergy Enzyme Filter (MAC-408FT-E)
- ☐ Drain Pan Level Sensor (DPLS2)

Outdoor Unit

- ☐ Three-pole Disconnect Switch (TAZ-MS303)
- ☐ Air Outlet Guide (MAC-889-SG-E)
- ☐ Mounting Base (DSD-400N)
- ☐ Mounting Pad (ULTRILITE1)
- ☐ Wall Mounting Bracket (QSWB2000M-1)

Controller Options

- ☐ Wireless Controller (MHK1)
- ☐ Wired Remote Controller PAR-31MAA (Requires MAC-333IF-E)
- ☐ Wireless Interface for kumo cloud™ (PAC-WHS01WF-E)
- ☐ Thermostat Interface (PAC-US444CN-1)

SPECIFICATIONS**Cooling¹**

Rated Capacity 9,000 Btu/h
 Minimum Capacity 3,800 Btu/h
 SEER 21.0 Btu/h/W
 Total Input 660 W

Heating at 47°F²

Rated Capacity 10,900 Btu/h
 Minimum Capacity^{**} 4,500 Btu/h
 HSPF 10.0 Btu/h/W
 Total Input 760 W

Heating at 17°F³

Rated Capacity 6,600 Btu/h
 Rated Total Input 700 W
 Maximum Capacity^{**} 8,700 Btu/h
 Maximum Total Input 950 W

¹ Cooling | Indoor: 80° F (27° C) DB / 67° F (19° C) WB^{*}¹ Cooling | Outdoor: 95° F (35° C) DB / 75° F (24° C) WB^{*}² Heating at 47°F | Indoor: 70° F (21° C) DB / 60° F (16° C) WB^{*}² Heating at 47°F | Outdoor: 47° F (8° C) DB / 43° F (6° C) WB^{*}³ Heating at 17° F | Indoor: 70° F (21° C) DB / 60° F (16° C) WB^{*}³ Heating at 17° F | Outdoor: 17° F (-8° C) DB / 15° F (-9° C) WB^{*}^{*} Rating Conditions per AHRI Standard^{**} Maximum Capacity is at full speed and performance for INVERTER-driven System.

ENERGY STAR® Yes
 ENERGY STAR products are third-party certified by an EPA-recognized Certification Body.

Electrical Requirements

Power Supply 208 / 230V, 1-Phase, 60 Hz
 Breaker Size 15 A

Voltage

Indoor - Outdoor S1-S2 AC 208 / 230V
 Indoor - Outdoor S2-S3 DC ±24V
 Indoor - Remote Controller MHK1 DC 3V
 PAR-31MAA DC 12V
 PAC-YT53CRAU DC 12V

OPERATING RANGE

		Indoor Intake Air Temp.	Outdoor Intake Air Temp.
Cooling ⁴	Maximum	90° F (32° C) DB 73° F (23° C) WB	115° F (46° C) DB
	Minimum	67° F (19° C) DB 57° F (14° C) WB	14° F (-10° C) DB
Heating	Maximum	80° F (27° C) DB 67° F (19° C) WB	75° F (24° C) DB 65° F (18° C) WB
	Minimum	70° F (21° C) DB 60° F (16° C) WB	-4° F (-20° C) DB ⁵ -5° F (-21° C) WB

⁴ Applications should be restricted to comfort cooling only; equipment cooling applications are not recommended for low ambient temperature conditions.

⁵ System cuts out at -9° F (-27° C) to avoid thermistor error and automatically restarts at -4° F (-20° C).

Indoor Unit

MCA 1 A
 Blower Motor (ECM) 0.76 F.L.A.
 Airflow (Quiet - Low - Medium - High - Super High)
 Cooling 145 - 170 - 237 - 321 - 399 Dry CFM
 109 - 134 - 201 - 286 - 364 Wet CFM
 Heating 145 - 170 - 237 - 321 - 406 Dry CFM

Sound Pressure Level (Quiet - Low - Medium - High - Super High)

Cooling 19 - 22 - 30 - 37 - 43 dB(A)
 Heating 19 - 22 - 30 - 37 - 43 dB(A)

DIMENSIONS	UNIT INCHES / MM
W	31-7/16 / 799
D	9-1/8 / 232
H	11-5/8 / 295

Weight 22 lbs. / 10 kg
 External Finish Munsell No. 1.0Y 9.2 / 0.2
 Field Drainpipe Size O.D. 5/8" / 15.88 mm

Outdoor Unit

Compressor DC Inverter-driven
 MCA 12 A
 Fan Motor (ECM) 0.50 F.L.A.
 Sound Pressure Level
 Cooling 46 dB(A)
 Heating 50 dB(A)

DIMENSIONS	INCHES / MM
W	31-1/2 / 800
D	11-1/4 / 286
H	21-5/8 / 549

Weight 66 lbs. / 30 kg
 External Finish Munsell No. 3Y 7.8 / 1.1

Refrigerant Type R410A
 Refrigerant Pipe Size O.D.

Gas Side 3/8" / 9.52 mm
 Liquid Side 1/4" / 6.35 mm

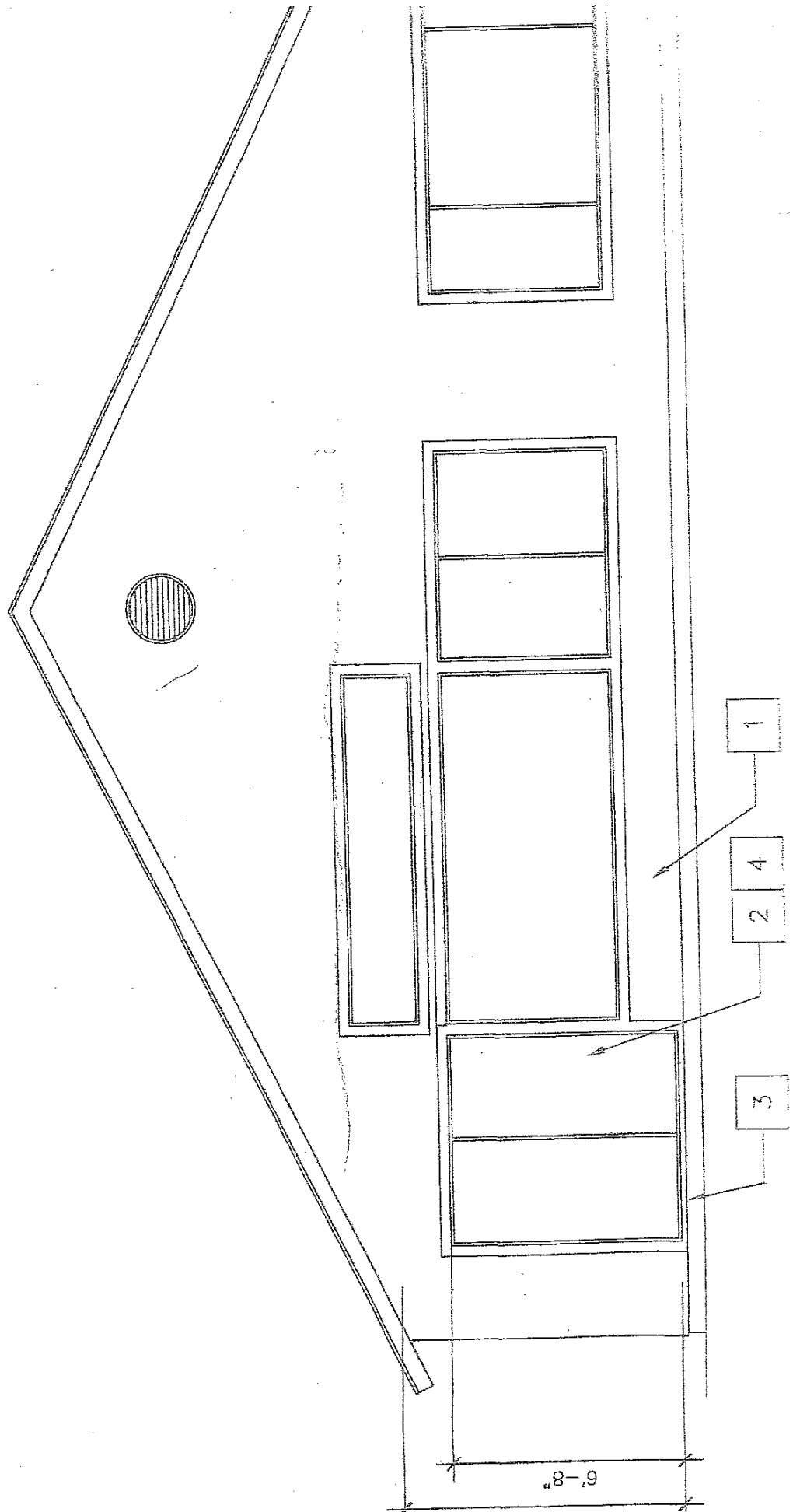
Max. Refrigerant Pipe Length 65 ft. / 20 m

Max. Refrigerant Pipe Height Difference 40 ft. / 12 m

Connection Method Flared

5406 Via Carrizo

Existing Approval for standard
6'-6"-8" Sliding Glass Door

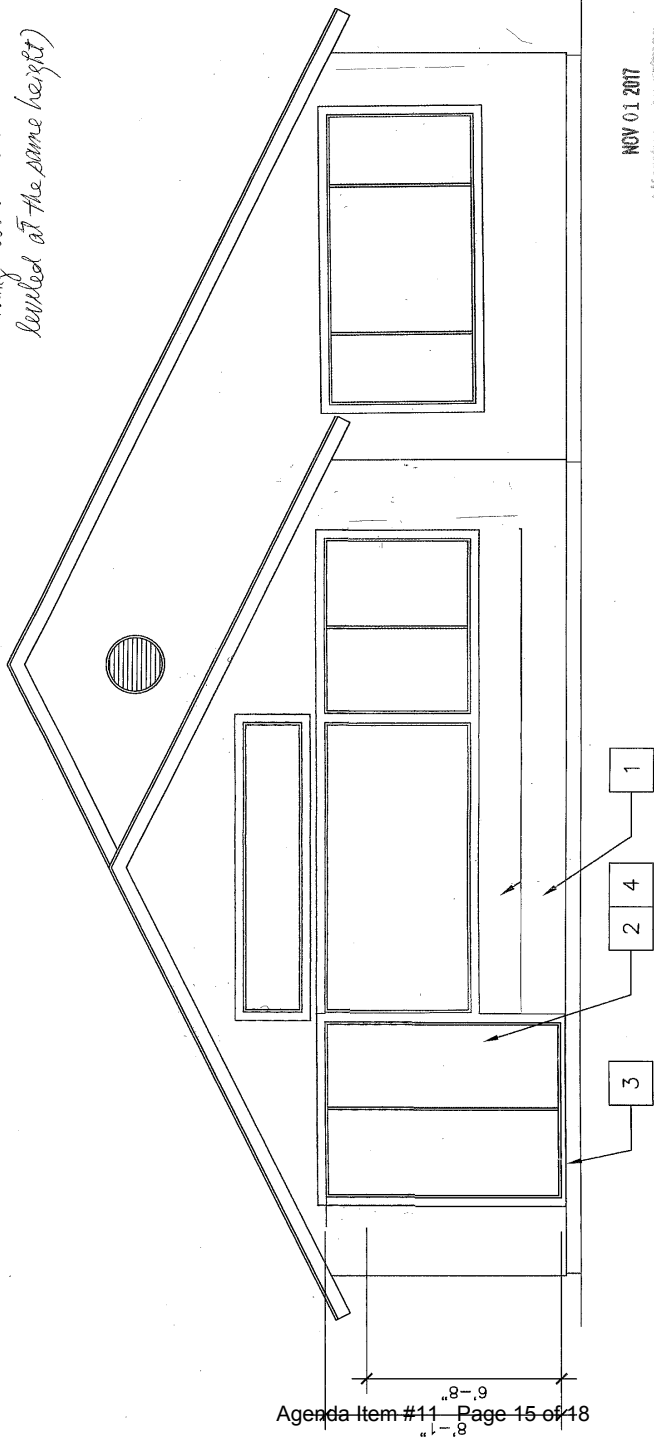


REAR ELEVATION

San Marco

5406 Via Carizzo
Laguna Woods, CA

(Revised Rear View with 8ft
sliding door and windows all
levelled at the same height)



NOV 01 2017
Alterations Department

REAR ELEVATION

Variance Request Form

SA 21184342

Model: <u>San Marco</u>	Plan: <u>C12B-2</u>	Date: <u>Sept. 18, 2017</u>
Member Name: <u>JYE Yuh LEE</u>	Phone: [REDACTED]	Email: [REDACTED]
Applicant Name/Co: <u>Ron Harbin Mykaton Const.</u>	[REDACTED]	[REDACTED]

Description of Proposed Variance Request ONLY:

1. Requesting to install Flat Glass Velux skylights at Living Room and Dining Room (CLEAR?)
2. Requesting to install 2nd A/C unit Mitsubishi Mini Split at new Master Bedroom extension
3. Requesting to install 6'x8' tall French Door unit on Living Room extension, instead of 6'x6'-80" standard height

Dimensions of Proposed Variance Alterations ONLY:

1. Velux Brand skylight 2x4 with built in shade
2. Mitsubishi Mini split
3. French Door 6'x8'

RECEIVED

OCT 03 2017

Alterations Department

FOR OFFICE USE ONLY

RECEIVED BY: Abraham B DATE RECEIVED: 10-3-17 Check# 285 BY: Candace Wong

Alteration Variance Request Check Items Received: <input checked="" type="checkbox"/> Drawing of Existing Floor Plan <input checked="" type="checkbox"/> Drawing of Proposed Variance <input checked="" type="checkbox"/> Dimensions of Proposed Variance <input type="checkbox"/> Before and After Pictures <input type="checkbox"/> Other: _____	Complete Submittal Cut Off Date: <u>10-26-17</u> Meetings Scheduled: Third AC&S Committee (TACSC): <u>11-27-17</u> United M&C Committee: _____ Board Meeting: <u>12-19-17</u> <input type="checkbox"/> Denied <input type="checkbox"/> Approved <input type="checkbox"/> Tabled <input type="checkbox"/> Other _____
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STAFF REPORT

DATE: November 27, 2017
FOR: Architectural Standards and Control Committee
SUBJECT: Variance Request
Ms. Susan C Hargis of 5550-A (Casa Lorenzo, 12R-13)
Replace Glass Windscreen with Room Addition

RECOMMENDATION

Staff recommends the Board approve the request to replace the existing glass windscreen with a room addition on the existing patio with the conditions stated in Appendix A.

BACKGROUND

Ms. Susan C. Hargis of 5550-A Rayo Del Sol, a Casa Lorenzo style manor, is requesting Board approval for a variance to replace an existing block wall and windscreen enclosure by demolishing the structure and constructing a room addition in its place on the existing rear patio (Attachment 1). The cost of the proposed alteration would be borne by Ms. Hargis.

There are no Architectural Standard plans for a room addition on the rear patio and so a variance is required.

The rear patio has been previously extended with a Mutual Consent in 1982. A glass windscreen was installed via Mutual Consent in 1985, along with a sidewalk that leads to the garage from the rear patio enclosure. There are no Common Area Usage Agreements on file.

The existing patio slab is cracked and uneven; causing the resident to be concerned that the slab may be unstable. The approved plans for the original slab extension show a footing; a preliminary inspection by VMS engineering staff determined the original slab footing to be intact. Should the variance be approved, Staff would be able to perform a complete inspection.

Ms. Hargis wishes to correct the foundation issue, at her cost, as soon as possible while the room addition would also provide a more useable space.

DISCUSSION

The proposed room addition will be constructed within the footprint of the previously extended patio; measuring 39 feet 8 inches by 10 feet.

The proposed plan shows five equally spaced sliding windows, measuring 5 foot wide by 4 feet high, on the rear elevation. The left elevation indicates a 3 foot wide by 4 foot high sliding window; the right elevation proposes a 5 foot wide and 6 foot 8 inch high framed door. The previously approved concrete sidewalk will be replaced with a new concrete slab that will also act as a landing for the door.

A new window will be installed at the rear of the master bedroom via an over-the-counter Mutual Consent to allow for egress.

A City of Laguna Woods building permit final would verify compliance with all applicable building codes to include structural integrity, light, ventilation, and egress.

A variance was previously approved for a room addition on the rear patio for a Casa Lorenzo style unit was approved for 5582-A in March, 2015. Many Casa Lorenzo style units have patio enclosures or glass windscreens, which are generally permitted with over-the-counter Mutual Consents.

A Neighbor Awareness Notice was distributed to the surrounding units 5549-A, 5549-B, 5550-B, 5551-A and 5551-B.

All future costs and maintenance associated with the subject alterations are the responsibility of the Mutual member(s) at 5550-A.

Prepared By: Gavin Fogg, Manor Alterations Inspector

Reviewed By: Kurt Wiemann, Permits, Inspections & Restoration Manager

ATTACHMENT(S)

Appendix A: Conditions of Approval

Appendix B: Decision Tree Rationale

Attachment 1: Site Plans

Attachment 2: Variance Request; September 27, 2017

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 Manor **5550-A**, ("Property") within the Third Laguna Hills Mutual ("Mutual") unless and until a Mutual Consent for Manor Alterations application for the improvement has been made to, and approved, in writing, by, the Village Management Services, Inc. ("VMS, Inc."), Manor 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 Mutual Consent for Manor Alterations has been granted at **5550-A** for **Room Addition 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. 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.
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 5550-A and all future Mutual members at 5550-A.
5. 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. Member Owner shall be liable for any violation of the Mutual's Governing Documents by any invitee, including any fine, assessment or other charge levied in connection therewith.

6. Member is responsible for following the gate clearance process (<http://www.lagunawoodsvillage.com>) in place to admit contractors and other invitees.
7. Member Owner's contractors and other invitees shall travel to and from the job site by the most direct route available and are not authorized to use Mutual recreational facilities or other amenities while they are in the Village for performance of work in connection with the Property.
8. 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.
9. 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 "Recordable Common Area Agreement" for a proposed improvement that would utilize any portion of the Mutual's Common Area. Prior to the issuance of a Mutual Consent for Manor Alterations, that "Recordable Common Area Agreement" must be filed with the Orange County Clerk/Recorder.
10. 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 Manor 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.
11. Prior to the issuance of a Mutual Consent for Manor 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.
12. Prior to the issuance of a Mutual Consent for Manor 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.

13. Prior to the issuance of a Mutual Consent for Manor 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.
14. Prior to the issuance of a Mutual Consent for Manor Alterations, the Member Owner shall request a Maintenance and Construction Department inspection to assure that Mutual property is appropriately addressed during construction.
15. Prior to the issuance of a Mutual Consent for Manor 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 at Resident Services located at the Community Center first floor.
16. 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>.
17. 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.
18. During construction, both the Mutual Consent for Manor Alterations and the City Building Permit must be on display for public view at all times in a location approved by the Division.
19. 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.
20. The Mutual Consent for Manor 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.
21. 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.

22. 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.
23. The Mutual Consent Applicant or agent must contact the Manor Alterations Division as soon as the project is complete and has received a Final City of Laguna Woods permit approval in order to arrange a final inspection for Mutual Consent.

APPENDIX B

DECISION TREE RATIONALE

Pursuant to the previous Decision Tree, five (5) criteria must be considered when reviewing applications for Common Area alterations. If the proposed alteration does not meet all criteria, the request should be denied. Alternately, of course, if the proposed alteration meets all criteria, the request should be approved.

1. Compliance with Community Standards. Each Application must comply with all Mutual governing documents, including but not limited to the architectural and building rules, whether the proposed alteration is entirely within the Member's manor, on Exclusive Use Common Area, or on Common Area.

The proposed alteration complies with Community Standards.

2. Neighbor Awareness Forms, required to be submitted from affected neighbors prior to approval. If the Mutual determines the proposed alteration will cause an unreasonable burden to other Manor residents, then the Application for Manor Alteration(s) should be rejected.

Neighbor Awareness Notices have been mailed to manors 5549-A, 5549-B, 5550-B, 5551-A and 5551-B for notification of the proposed alteration, Committee and Board Meeting dates and times. The Board shall make the determination regarding an unreasonable burden.

3. Determine whether the area of the proposed alteration is located in Common Area or Exclusive Use Common Area. If the Mutual determines the proposed alteration will be located entirely on Exclusive Use Common Area, proceed to Step 5, Recordable Agreement Requirement.

The proposed alteration would be located partially on Limited Common Area and partially on previously approved for exclusive use Common Area.

4. If a proposed alteration is to be located entirely or partially on or over Common Area, the Mutual should first determine if allowing the alteration would relieve the Mutual of the burden of management and maintenance of an area which is generally inaccessible and not of general use to the other members of Third. [The alteration should relieve management and maintenance burden and not create or increase others]. If the proposed alteration does not meet these conditions, it must be denied. If the application meets this test, proceed to Step 5 below.

The proposed alteration would meet this requirement as it would be partially located on a previously-extended patio that was then enclosed to be generally inaccessible and not of general use to other members of Third, which relieved the Mutual of burden of management and maintenance of that area.

5. Recordable Agreement Requirement. This agreement, among other things, requires the Member to acknowledge the Alteration shall be Common Area and will not be separately owned by Member, and shall not construed to change or expand the Member's separate interest as documented in the applicable Condominium Plan.

The Member will be required to complete the "Recordable Common Area Agreement" prior to issuance of a Mutual permit.

ADDITION FOR:
SUSAN HARGIS
5550 A RAYO DEL SOL
LAGUNA WOODS, CA 92637
(949) 427-3274

DESIGN BY:
PHILLIP G. BUDOVEC
22246 SUMMIT HILL DRIVE
LAKE FOREST, CA 92630
(949) 283-0199

CODE ANALYSIS

OCCUPANCY TYPE	RS/U
CONSTRUCTION TYPE	VB
CALIFORNIA BUILDING CODE (VOL. 2)	2018
CALIFORNIA RESIDENTIAL CODE	2018
CALIFORNIA PLUMBING CODE	2018
CALIFORNIA MECHANICAL CODE	2018
CALIFORNIA ELECTRICAL CODE	2018
CALIFORNIA ENERGY CODE	2018
CALIFORNIA ENERGY CODE	2018
CALIFORNIA GREEN BUILDING CODE	2018

THIS IS A ONE STORY ADDITION

WORKING HOURS:
WORKING HOURS ARE FROM 7:00 AM - 5:00 PM M-F
8:00 AM - 4:00 PM SATURDAY
NO WORKING HOURS ON SUNDAYS OR LEGAL HOLIDAYS

PROJECT DESCRIPTION:
THIS IS REPLACING AN EXISTING SUNROOM/ EXERCISE ROOM WITH
A CONDITION INSULATED ROOM ADDITION
SEE NEW PLAN AND ELEVATION FOR THE EXTENT OF THIS PROJECT.

LEGAL DESCRIPTION:
THIS IS A PARCEL OF LAND IN THE CITY OF LAGUNA WOODS,
IN THE COUNTY OF ORANGE, IN THE STATE OF CALIFORNIA.

APN # 931 990 19

CONSTRUCTION:
THE DISCHARGE OF POLLUTANTS TO ANY STORM DRAINAGE
SYSTEM IS PROHIBITED. NO SOLID WASTE, PETROLEUM BY
PRODUCTS, CONSTRUCTION WASTE MATERIALS, OR WASTEWATER
GENERATED ON THIS CONSTRUCTION SITE OR BY CONSTRUCTION
ACTIVITIES SHALL BE PLACED, CONVEYED OR DISCHARGED INTO
THE STREET, GUTTER, OR STORM DRAIN SYSTEM.

ADDITION PERMITS:
POOLS, SPAS, WALLS, FENCES, PATIO COVERS AND ANY OTHER
PRESTANDING STRUCTURES REQUIRE A SEPARATE REVIEW AND PERMIT

INDEX

- A-1 TITLE SHEET AND SITE PLAN
- A-1.1 BUILDING COMPOSITE SITE PLAN
WITH ASSUME PROPERTY LINES
- A-2 EXISTING FLOOR PLAN
- A-3 NEW FLOOR PLAN
- A-4 NEW ELEVATIONS/SECTION/ROOF
- A-5 NEW FOUNDATION
- A-6 NEW ROOF FRAMING PLAN
- A-7 FIRE PROTECTION WALL AND DETAILS
- SD-1 STRUCTURAL DETAILS
- SD-2 STRUCTURAL DETAILS
- T-24 TITLE 24
- G-1 GENERAL NOTES
- G-2 CHAPTER 4 RESIDENTIAL
MANDATORY MEASURE
- 18 SHEETS

ELECTRICAL/FLOOR PLAN NOTES:

1. ALL ELECTRICAL OUTLETS IN BATHROOMS, GARAGES, BASEMENT,
CRAWL SPACES, OUTSIDE AND AT ALL KITCHEN COUNTERS AND
ISLANDS ARE TO BE GROUND CIRCUIT INTERRUPTER (GFI)
FOR ALL NEW RECEPTACLE OUTLETS AND TO BE ON A
SEPARATE BRANCH CIRCUIT AND TO BE INSTALLED PER CODE
2. ALL ELECTRICAL OUTLETS ARE TO BE ARC-FAULT
CIRCUIT INTERRUPTER PROTECTED BRANCH CIRCUITS
AND PROVIDE TAMPER RESISTANT RECEPTACLE
FOR ALL NEW RECEPTACLE OUTLETS AND TO BE ON A
SEPARATE BRANCH CIRCUIT AND TO BE INSTALLED PER CODE
3. SWITCH ALL HIGH-EFFICACY LIGHTS SEPARATELY FROM LOW
EFFICACY LIGHTS AND TO BE ON A SEPARATE BRANCH CIRCUIT
AND TO BE INSTALLED PER CODE
4. LIGHTING IN ALL BEDROOMS, HALL, LIVING ROOM, DEN, AND OTHER
SIMILAR ROOMS TO BE HIGH EFFICACY OR SHALL BE CONTROLLED
BY OCCUPANT SENSER OR DIMMER AND TO BE ON A SEPARATE
BRANCH CIRCUIT AND TO BE INSTALLED PER CODE
5. ALL LIGHTS SHALL BE HIGH EFFICACY (15 WATTS OR LESS PROVIDE
40 LUMEN PER WATT, 15-40 WATTS PROVIDE 80 LUMENS PER WATT
AND OVER 40 WATTS PROVIDE 60 LUMENS PER WATT) UNLESS IN
KITCHENS UP TO 50 % OF HARDWIRED WATTS MAY BE LOW EFFICACY.
IN BATHROOMS, GARAGES, LAUNDRY AND UTILITY ROOM HAVE A
MANUAL SWITCH FOR ON AND A VACANCY SENSER FOR OFF.
ALL OTHER ROOMS, HALLS, STAIRS, DINING AND BEDROOMS HAVE A
MANUAL SWITCH FOR ON AND A VACANCY SENSER FOR OFF OR
ELECTRIC DIMMER SWITCHES. ALL OUTDOOR BUILDING LIGHT HAVE A
MOTION SENSER ON AND PHOTO CELL SENSER OFF AND ALL TO BE
ON A SEPARATE BRANCH CIRCUIT AND TO BE INSTALLED PER CODE
6. ALL SMOKE DETECTORS ARE TO BE ON A SEPARATE BRANCH
CIRCUIT AND TO BE INSTALLED PER CODE
7. ALL CARBON MONOXIDE DETECTORS ARE TO BE ON A
SEPARATE BRANCH CIRCUIT AND TO BE INSTALLED PER CODE
8. ALL SWITCHES TO CEILING LIGHTS SHALL HAVE DIMMER SWITCHES PER
CODE AND TO BE ARC-FAULT CIRCUIT INTERRUPTER AND TO BE ON A
SEPARATE BRANCH CIRCUIT AND TO BE INSTALLED PER CODE
9. ALL RECESSED CAN LIGHTS IN INSULATED CEILINGS SHALL BE
CELFIED AIRTIGHT AND TO BE ON A SEPARATE BRANCH CIRCUIT
AND TO BE INSTALLED PER CODE
10. ALL 120 VOLT SINGLE PHASE 15 AND 20 AMP BRANCH CIRCUITS IN
ROOMS SHALL BE PROTECTED BY A LISTED ARC-FAULT CIRCUIT
INTERRUPTER AND TO BE ON A SEPARATE BRANCH CIRCUIT IS REQUIRED
FOR THE ENTIRE CIRCUIT AND TO BE INSTALLED PER CODE
11. ALL FIXED APPLIANCE SUCH AS DISPOSAL, DISHWASHER,
WASHERS AND DRYERS, BUILT IN HEATERS OR ANY OTHER FIXED
APPLIANCE WITH 1/2 HP MOTOR OR LARGER SHALL BE ON A SEPARATE
12 AMP WIRE BRANCH CIRCUIT AND TO BE INSTALLED PER CODE.
EACH AND ALL DWELLING UNITS SHALL HAVE INSTALLED THEREIN AN
INDIVIDUAL DISPOSAL CIRCUIT SUPPLIED WITH MINIMUM # 12 AMP WIRE
AND A 15 AMP INDICATING TYPE SWITCH TO BE ON A SEPARATE
BRANCH CIRCUIT AND TO BE INSTALLED PER CODE
12. PROVIDE DEDICATED 120 VOLT CIRCUIT AT WASHER AND AT DRYER
AND TO BE ON A SEPARATE CIRCUIT AND TO BE INSTALLED PER CODE
13. ONE SWITCHED LIGHT FIXTURE OR SWITCH LIGHTING OUTLET SHALL
BE INSTALLED IN EVERY HABITABLE ROOM, BATHROOM, STAIRWAY,
HALL GARAGE AND AT ALL OUTDOOR ENTRANCES AND TO BE ON A
SEPARATE BRANCH CIRCUIT AND TO BE INSTALLED PER CODE
14. SURFACE MOUNTED LIGHTING FIXTURES IN WALKIN CLOSETS MUST BE
18" FROM STORAGE AREAS. FLUSH MOUNTED MUST BE 6" AWAY
FROM STORAGE AND TO BE ON A SEPARATE BRANCH CIRCUIT
AND TO BE INSTALLED PER CODE
15. ALL ELECTRONIC BALLAST SHALL BE RATED 15 WATTS OR GREATER
SHALL BE ELECTRONIC AND SHALL HAVE AN OUTPUT FREQUENCY NO
LESS THAN 20 KHZ AND TO BE ON A SEPARATE BRANCH CIRCUIT
AND TO BE INSTALLED PER CODE
16. PROVIDE AT THE JOB SITE FOR THE ELECTRICAL INSPECTOR REVIEW
AND APPROVAL, A SINGLE LINE DIAGRAM, A PANEL SCHEDULE AND A
LOAD CALCULATION FOR ALL ELECTRICAL SYSTEM TO BE ON
SEPARATE CIRCUITS, TO BE ARC-FAULT, CIRCUIT INTERRUPTER AND
TO BE INSTALLED PER CODE AND CITY/COUNTY REQUIREMENTS
17. ALL THERMOSTATS TO BE INSTALLED PER CODE AND
TO BE INSTALLED PER CODE
18. ALL DEFERRED SUBMITTALS TO BE REVIEWED BY DESIGNER OR ENGINEER
OF RECORD AND CERTIFIED PRIOR TO SUBMITTAL FOR PLAN REVIEW
19. SEE SHEET G-1 SECTION 16 A FOR MORE ELECTRICAL NOTES
20. SEE THE CALIFORNIA ELECTRICAL CODE (CEC) FOR ADDITIONAL
REQUIREMENTS AND ADDITIONAL NOTES NOT COVERED IN THESE NOTES
21. SEE TITLE 24 MANDATORY MEASURES SUMMARY FOR ADDITIONAL NOTES
FOR RESIDENTIAL LIGHTING
22. PROVIDE SEPARATE BRANCH CIRCUIT FOR ALL ELECTRICAL
BEING INSTALLED AND TO BE INSTALLED PER CODE

SMOKE DETECTORS AND CARBON MONOXIDE DETECTORS:
PROVIDE SMOKE DETECTORS AND CARBON MONOXIDE
DETECTORS IN EACH HALLWAY LEADING TO SLEEPING ROOM
ON TOP OF STAIRWAY AND IN EACH STORY.
PROVIDE SMOKE DETECTORS IN EACH SLEEPING ROOM OF
NEW AND EXISTING CONSTRUCTION

THE SMOKE DETECTORS AND CARBON MONOXIDE DETECTORS
ARE TO BE HARD WIRED WITH BATTERY BACK UP PER CODE.
DETECTORS SHALL BE INTERCONNECTED WITH EXISTING TO
SOUND AT THE SAME TIME PER CODE.
SMOKE DETECTORS AND CARBON MONOXIDE DETECTORS ARE
TO BE INSTALLED PER CODE AND A UL APPROVED PRODUCT

EMERGENCY WINDOW EGRESS NOTES

- HABITABLE ROOMS SHALL HAVE AT LEAST ONE
OPERABLE EMERGENCY ESCAPE AND RESCUE WINDOW
- A. MINIMUM NET CLEAR OPENING OF 5.7 SQ IN
 - B. MINIMUM 5 SQUARE FEET FOR GRADE-LEVEL OPENING
 - C. MINIMUM NET CLEAR OPENING WIDTH OF 20 INCHES
 - D. MINIMUM NET CLEAR HEIGHT OF 24 INCHES
 - E. SILL HEIGHT OF NOT MORE THAN 44 INCHES ABOVE THE FLOOR

EXISTING CONDITION:
THE CONTRACTOR SHALL VERIFY ALL EXISTING DIMENSIONS,
ALIGN ALL NEW WALLS WITH EXISTING EXTERIOR AND INTERIOR
WALLS. ALL NEW WALLS ARE PLUS AND MINUS AND SHOULD BE
VERIFIED WITH EXISTING CONDITIONS AND WALLS.
ANY DISCREPANCIES OR OMISSIONS IN THE PLANS SHALL BE
BROUGHT TO THE DESIGNER OR STRUCTURAL ENGINEER WITHIN
A REASONABLE TIME OF DISCOVERY.
MATCH ALL MATERIALS WITH EXISTING, SIZE SHAPE, TEXTURE AND COLOR.

AREA CALCS

FLOOR	EXISTING	NEW	TOTAL
FLOOR	2,265 SQ FT	372 SQ FT	2,637 SQ FT
GARAGE	725 SQ FT		

BATH NOTES:

ALL NON-COMPLIANCE PLUMBING FIXTURES
MUST BE REPLACED WITH WATER CONSERVING
FIXTURES PER SS 401 AND PER CODE

MINIMUM FLOW RATES
WATER CLOSETS: 1.25 GPM
SHOWERHEADS: 2.00 GPM
SINK FAUCETS: 1.50 GPM

WATER CLOSET PROVIDE A MINIMUM 80"
CLEAR WIDTH X 24" CLEAR IN FRONT
OF THE WATER CLOSET PER CODE

CONTROL VALVES SHALL BE PRESSURE
BALANCING THERMOSTATIC PER CODE

(N) SHOWER TV TEMP 6L TILE WALLS TO 6'-0"

SHOWER WALLS:
WALLS SHALL BE FINISHED WITH A SMOOTH,
NONABSORBENT SURFACE TO 6'-0"

CEMENT, FIBER-CEMENT OR GLASS MAT GYPSUM
BACKERS INSTALLED IN ACCORDANCE WITH
MANUFACTURER RECOMMENDATIONS
SHALL BE USED AS A BASE FOR WALL TILE IN TUB
AND SHOWER AREAS AND WALL AND CEILING
PANELS IN SHOWER AREAS.

EXHAUST FAN REQUIREMENT NOTES

BATH EXHAUST FANS MUST BE ENERGY
STAR AND BE CONTROLLED BY A
HUMIDISTAT CONTROL WHICH SHALL
BE READILY ACCESSIBLE. HUMIDISTAT
CONTROLS SHALL BE CAPABLE OF
ADJUSTMENT BETWEEN A RELATIVE
HUMIDITY RANGE OF 50% TO 80 %
PER CODE

KITCHEN EXHAUST SYSTEM VENTED TO
OUTDOOR SHALL HAVE A MINIMUM
EXHAUST RATE OF 100 CFM

ROOF VENT NOTES

TERMINATION OF AIR DUCTS
ALL AIR DUCTS EXHAUST SHALL
TERMINATE A MINIMUM OF THREE FEET
(9'-0") FROM PROPERTY LINE AND FROM
ANY OPENING INTO THE BUILDING

CALIF. GREEN NOTES

SEE SHEET G-2 FOR ALL CALIFORNIA GREEN
NOTES FOR RESIDENTIAL MANDATORY MEASURES
FOR WATER EFFICIENCY, MATERIAL
CONSERVATION, CONSTRUCTION WASTE
POLLUTANT CONTROL, MOISTURE CONTROL
AND ENVIRONMENTAL COMFORT

ZONING

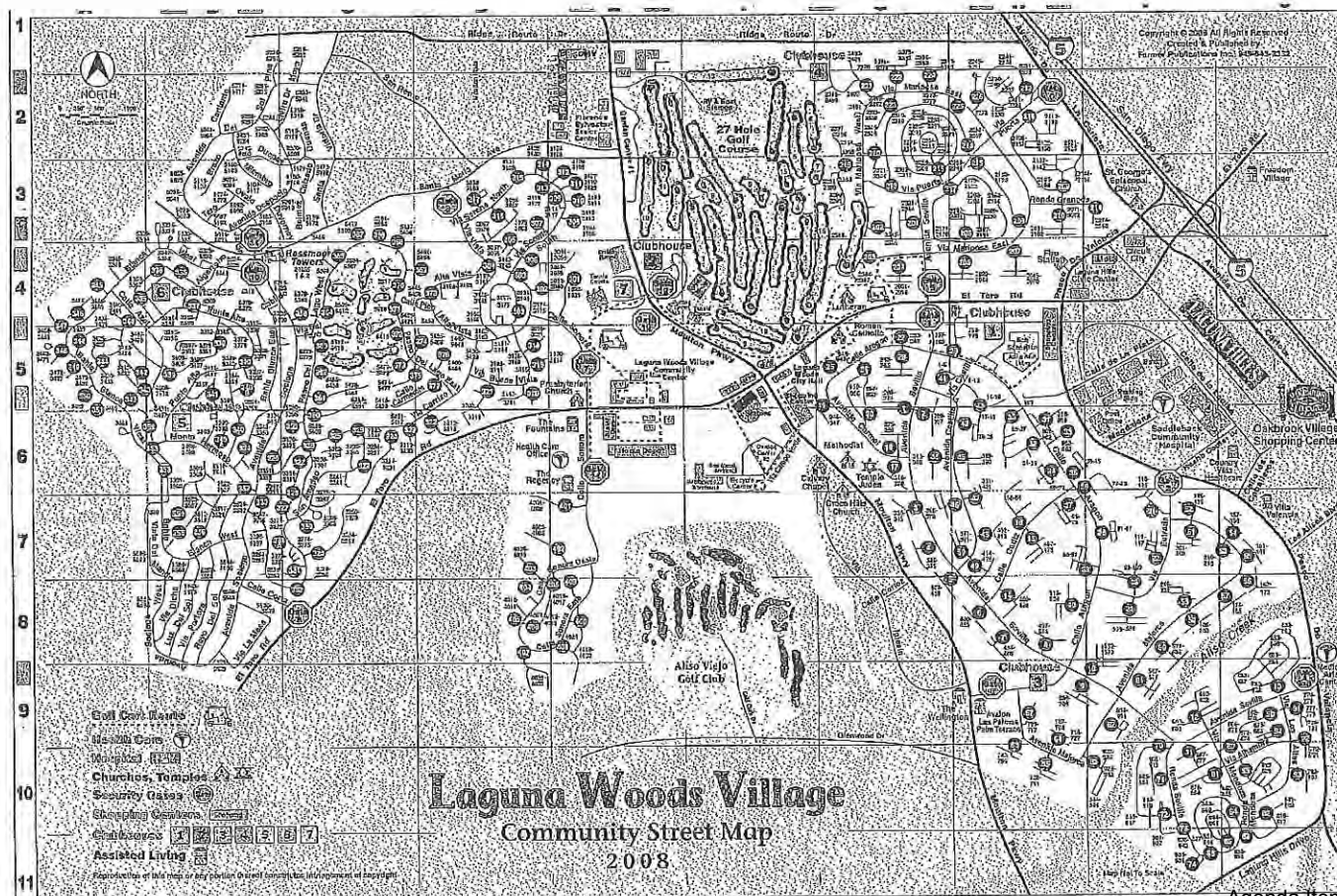
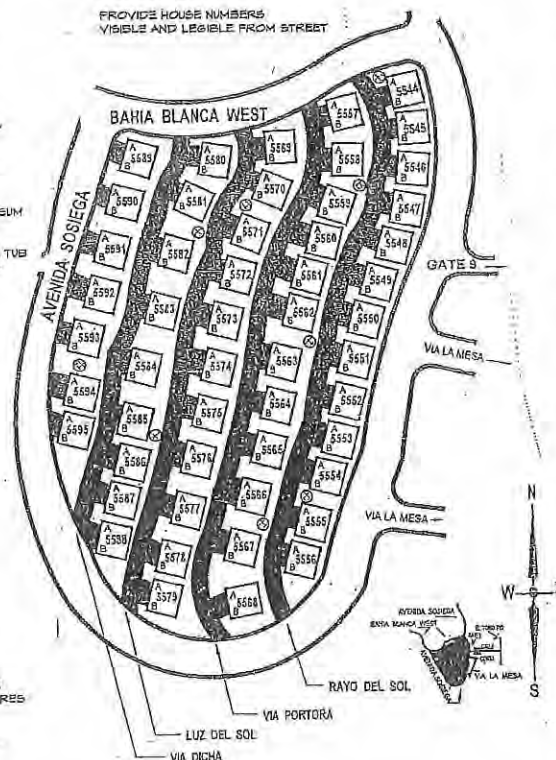
LOW DENSITY RESIDENTIAL - SPD

TRACT 10541

LOT 4

APN # 931 990 19

PROVIDE HOUSE NUMBERS
VISIBLE AND LEGIBLE FROM STREET

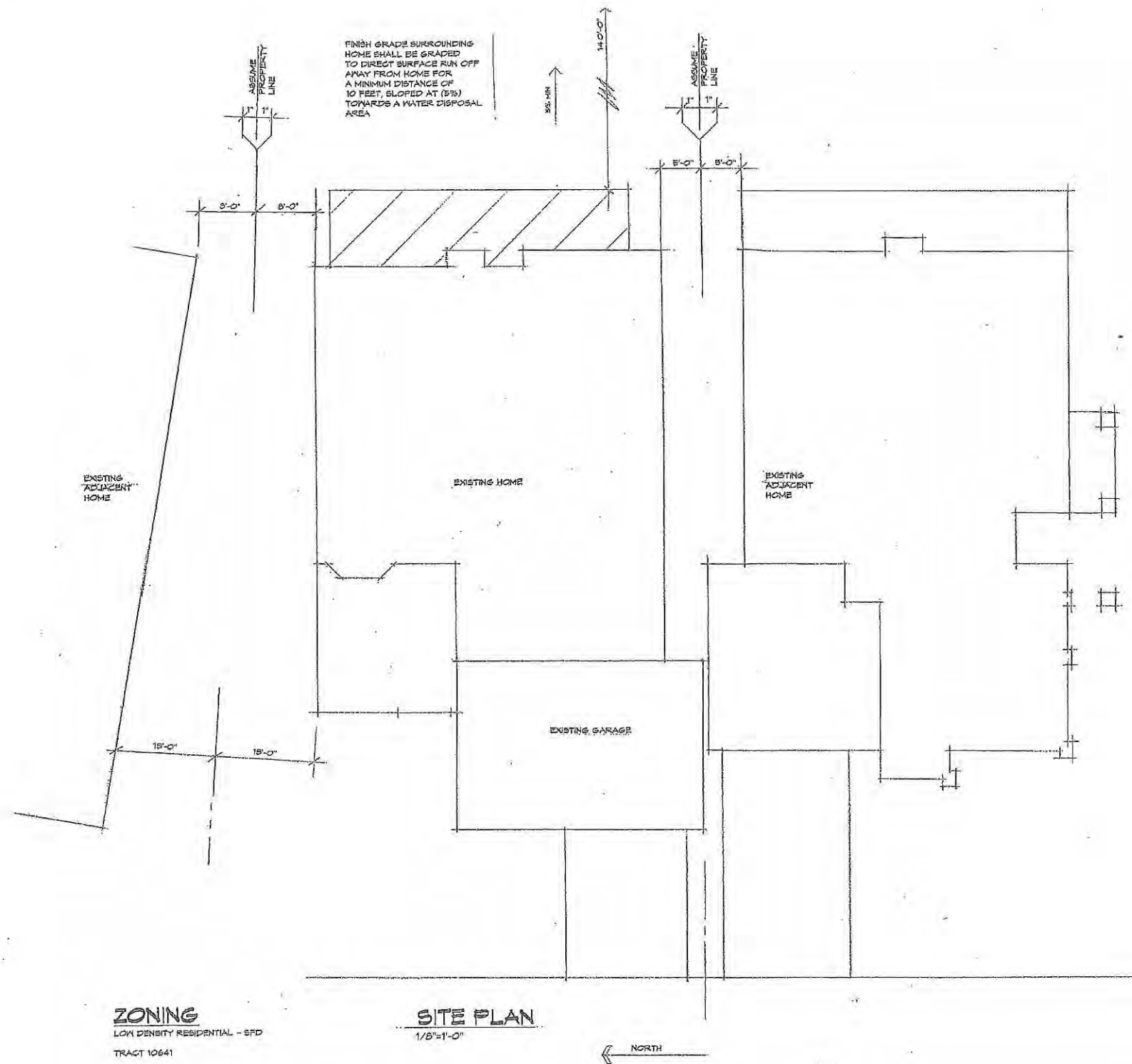


STRUCTURAL:
CHRISTINA R. SILVA

DESIGN BY:
PHILLIP G. BUDOVEC

ADDITION FOR:
SUSAN HARGIS
5550 A RAYO DEL SOL
LAGUNA WOODS, CA 92637

A-1



ZONING
 LOW DENSITY RESIDENTIAL - SFD
 TRACT 10641
 LOT 4
 APN # 937 490 13
 PROVIDE HOUSE NUMBERS
 VISIBLE AND LEGIBLE FROM STREET

SITE PLAN
 1/8"=1'-0"

OVERALL BUILDING
 WITH ASSUMED PROPERTY LINES FOR SITE

DESIGN BY:
 PHILIP S. BUDOVIC

ADDITION FOR:
 SUSAN HARGIS
 8550 A RAYO DEL SOL
 LAGUNA WOODS, CA 92657

ELECTRICAL/FLOOR PLAN NOTES:

1. ALL ELECTRICAL OUTLETS IN BATHROOMS, GARAGES, BASEMENT, CRAWL SPACES, OUTSIDE AND AT ALL KITCHEN COUNTERS AND ISLANDS ARE TO BE GROUND CIRCUIT INTERRUPTER (GFI) FOR ALL NEW RECEPTACLE OUTLETS AND TO BE ON A SEPARATE BRANCH CIRCUIT AND TO BE INSTALLED PER CODE
2. ALL ELECTRICAL OUTLETS ARE TO BE ARC-FAULT CIRCUIT INTERRUPTER PROTECTED BRANCH CIRCUITS AND PROVIDE TAMPER RESISTANT/PROOF RECEPTACLE FOR ALL NEW RECEPTACLE OUTLETS AND TO BE ON A SEPARATE BRANCH CIRCUIT AND TO BE INSTALLED PER CODE
3. SWITCH ALL HIGH-EFFICACY LIGHTS SEPARATELY FROM LOW EFFICACY LIGHTS AND TO BE ON A SEPARATE BRANCH CIRCUIT AND TO BE INSTALLED PER CODE
4. LIGHTING IN ALL BEDROOMS, HALL, LIVING ROOM, DEN, AND OTHER SIMILAR ROOMS TO BE HIGH EFFICACY OR SHALL BE CONTROLLED BY OCCUPANT SENSOR OR DIMMER AND TO BE ON A SEPARATE BRANCH CIRCUIT AND TO BE INSTALLED PER CODE
5. ALL LIGHTS SHALL BE HIGH EFFICACY (15 WATTS OR LESS PROVIDE 40 LUMEN PER WATT, 15-40 WATTS PROVIDE 50 LUMENS PER WATT AND OVER 40 WATTS PROVIDE 60 LUMENS PER WATT) UNLESS IN KITCHENS UP TO 50 % OF HARDWIRED WATTS MAY BE LOW EFFICACY. IN BATHROOMS, GARAGES, LAUNDRY AND UTILITY ROOM HAVE A MANUAL SWITCH FOR ON AND A VACANCY SENSOR FOR OFF. ALL OTHER ROOMS, HALLS, STAIRS, DINING AND BEDROOMS HAVE A MANUAL SWITCH FOR ON AND A VACANCY SENSOR FOR OFF OR ELECTRIC DIMMER SWITCHES. ALL OUTDOOR BUILDING LIGHT HAVE A MOTION SENSOR ON AND PHOTO CELL SENSOR OFF AND ALL TO BE ON A SEPARATE BRANCH CIRCUIT AND TO BE INSTALLED PER CODE
6. ALL SMOKE DETECTORS ARE TO BE ON A SEPARATE BRANCH CIRCUIT AND TO BE INSTALLED PER CODE
7. ALL CARBON MONOXIDE DETECTORS ARE TO BE ON A SEPARATE BRANCH CIRCUIT AND TO BE INSTALLED PER CODE
8. ALL SWITCHES TO CEILING LIGHTS SHALL HAVE DIMMER SWITCHES PER CODE AND TO BE ARC-FAULT CIRCUIT INTERRUPTER AND TO BE ON A SEPARATE BRANCH CIRCUIT AND TO BE INSTALLED PER CODE
9. ALL RECESSED CAN LIGHTS IN INSULATED CEILINGS SHALL BE CERTIFIED AIRTIGHT AND TO BE ON A SEPARATE BRANCH CIRCUIT AND TO BE INSTALLED PER CODE
10. ALL 120 VOLT SINGLE PHASE 15 AND 20 AMP BRANCH CIRCUITS IN ROOMS SHALL BE PROTECTED BY A LISTED ARC-FAULT CIRCUIT INTERRUPTER AND TO BE ON A SEPARATE BRANCH CIRCUIT IS REQUIRED FOR THE ENTIRE CIRCUIT AND TO BE INSTALLED PER CODE
11. ALL FIXED APPLIANCE SUCH AS DISPOSAL, DISHWASHER, WASHERS AND DRYERS, BUILT IN HEATERS OR ANY OTHER FIXED APPLIANCE WITH 1/2 HP MOTOR OR LARGER SHALL BE ON A SEPARATE # 12 AWG WIRE BRANCH CIRCUIT AND TO BE INSTALLED PER CODE. EACH AND ALL DWELLING UNITS SHALL HAVE INSTALLED THEREIN AN INDIVIDUAL DISPOSAL CIRCUIT SUPPLIED WITH MINIMUM # 12 AWG WIRE AND A 15 AMP INDICATING TYPE SWITCH TO BE ON A SEPARATE BRANCH CIRCUIT AND TO BE INSTALLED PER CODE
12. PROVIDE DEDICATED 120 VOLT CIRCUIT AT WASHER AND AT DRYER AND TO BE ON A SEPARATE CIRCUIT AND TO BE INSTALLED PER CODE
13. ONE SWITCHED LIGHT FIXTURE OR SWITCH LIGHTING OUTLET SHALL BE INSTALLED IN EVERY HABITABLE ROOM, BATHROOM, STAIRWAY, HALL GARAGE AND AT ALL OUTDOOR ENTRANCES AND TO BE ON A SEPARATE BRANCH CIRCUIT AND TO BE INSTALLED PER CODE
14. SURFACE MOUNTED LIGHTING FIXTURES IN WALKIN CLOSETS MUST BE 18" FROM STORAGE AREAS. FLUSH MOUNTED MUST BE 6" AWAY FROM STORAGE AND TO BE ON A SEPARATE BRANCH CIRCUIT AND TO BE INSTALLED PER CODE
15. ALL ELECTRONIC BALLAST SHALL BE RATED 15 WATTS OR GREATER SHALL BE ELECTRONIC AND SHALL HAVE AN OUTPUT FREQUENCY NO LESS THAN 20 KHZ AND TO BE ON A SEPARATE BRANCH CIRCUIT AND TO BE INSTALLED PER CODE
16. PROVIDE AT THE JOB SITE FOR THE ELECTRICAL INSPECTOR REVIEW AND APPROVAL, A SINGLE LINE DIAGRAM, A PANEL SCHEDULE AND A LOAD CALCULATION FOR ALL ELECTRICAL SYSTEM TO BE ON SEPARATE CIRCUITS, TO BE ARC-FAULT, CIRCUIT INTERRUPTER AND TO BE INSTALLED PER CODE AND CITY/COUNTY REQUIREMENTS
17. ALL TEMPERED GLASS TO BE ETCH MARKED AND TO BE INSTALLED PER CODE
18. ALL DEFERRED SUBMITTALS TO BE REVIEWED BY DESIGNER OR ENGINEER OF RECORD AND CERTIFIED PRIOR TO SUBMITTAL FOR PLAN REVIEW
19. SEE SHEET 6-1 SECTION 16 A FOR MORE ELECTRICAL NOTES
20. SEE THE CALIFORNIA ELECTRICAL CODE (CEC) FOR ADDITIONAL REQUIREMENTS AND ADDITIONAL NOTES NOT COVERED IN THESE NOTES
21. SEE TITLE 24 MANDATORY MEASURES SUMMARY FOR ADDITIONAL NOTES FOR RESIDENTIAL LIGHTING
22. PROVIDE SEPARATE BRANCH CIRCUIT FOR ALL ELECTRICAL BEING INSTALLED AND TO BE INSTALLED PER CODE

SMOKE DETECTORS AND CARBON MONOXIDE DETECTORS:
PROVIDE SMOKE DETECTORS AND CARBON MONOXIDE DETECTORS IN EACH HALLWAY LEADING TO SLEEPING ROOM ON TOP OF STAIRWAY AND IN EACH STORY.
PROVIDE SMOKE DETECTORS IN EACH SLEEPING ROOM OF NEW AND EXISTING CONSTRUCTION.
THE SMOKE DETECTORS AND CARBON MONOXIDE DETECTORS ARE TO BE HARD WIRED WITH BATTERY BACK UP PER CODE. DETECTORS SHALL BE INTERCONNECTED WITH EXISTING TO SOUND AT THE SAME TIME PER CODE.
SMOKE DETECTORS AND CARBON MONOXIDE DETECTORS ARE TO BE INSTALLED PER CODE AND A UL APPROVED PRODUCT

EMERGENCY WINDOW EGRESS NOTES
HABITABLE ROOMS SHALL HAVE AT LEAST ONE OPERABLE EMERGENCY ESCAPE AND RESCUE WINDOW
A. MINIMUM NET CLEAR OPENING OF 5.7 SQ IN
B. MINIMUM 5 SQUARE FEET FOR GRADE-LEVEL OPENING
C. MINIMUM NET CLEAR OPENING WIDTH OF 20 INCHES
D. MINIMUM NET CLEAR HEIGHT OF 24 INCHES
E. SILL HEIGHT OF NOT MORE THAN 44 INCHES ABOVE THE FLOOR

EXISTING CONDITION:
THE CONTRACTOR SHALL VERIFY ALL EXISTING DIMENSIONS. ALIGN ALL NEW WALLS WITH EXISTING EXTERIOR AND INTERIOR WALLS. ALL NEW WALLS ARE PLUS AND MINUS AND SHOULD BE VERIFIED WITH EXISTING CONDITIONS AND WALLS. ANY DISCREPANCIES OR OMISSIONS IN THE PLANS SHALL BE BROUGHT TO THE DESIGNER OR STRUCTURAL ENGINEER WITHIN A REASONABLE TIME OF DISCOVERY.
MATCH ALL MATERIALS WITH EXISTING, SIZE SHAPE, TEXTURE AND COLOR.

BATH NOTES:

ALL NON-COMPLIANCE PLUMBING FIXTURES MUST BE REPLACED WITH WATER CONSERVING FIXTURES PER SB 401 AND PER CODE

MAXIMUM FLOW RATES
WATER CLOSETS: 1.25 GPM
SHOWERHEADS: 2.00 GPM
SINK FAUCETS: 1.50 GPM

WATER CLOSET PROVIDE A MINIMUM 30" CLEAR WIDTH X 24" CLEAR IN FRONT OF THE WATER CLOSET PER CODE

CONTROL VALVES SHALL BE PRESSURE BALANCING/THERMOSTATIC PER CODE

(N) SHOWER IV TEMP GL TILE WALLS TO 6'-0"

SHOWER WALLS:
WALLS SHALL BE FINISHED WITH A SMOOTH, NONABSORBENT SURFACE TO 6'-0"

CEMENT, FIBER-CEMENT OR GLASS MAT GYPSUM BACKERS INSTALLED IN ACCORDANCE WITH MANUFACTURER RECOMMENDATIONS SHALL BE USED AS A BASE FOR WALL TILE IN TUB AND SHOWER AREAS AND WALL AND CEILING PANELS IN SHOWER AREAS.

EXHAUST FAN

REQUIREMENT NOTES

BATH EXHAUST FANS MUST BE ENERGY STAR AND BE CONTROLLED BY A HUMIDISTAT CONTROL WHICH SHALL BE READILY ACCESSIBLE. HUMIDISTAT CONTROLS SHALL BE CAPABLE OF ADJUSTMENT BETWEEN A RELATIVE HUMIDITY RANGE OF 50% TO 80 % PER CODE

KITCHEN EXHAUST SYSTEM VENTED TO OUTDOOR SHALL HAVE A MINIMUM EXHAUST RATE OF 100 CFM

ROOF VENT NOTES

TERMINATION OF AIR DUCTS
ALL AIR DUCTS EXHAUST SHALL TERMINATE A MINIMUM OF THREE FEET (9'-0") FROM PROPERTY LINE AND FROM ANY OPENING INTO THE BUILDING

CALIF. GREEN NOTES

SEE SHEET 6-2 FOR ALL CALIFORNIA GREEN NOTES FOR RESIDENTIAL MANDATORY MEASURES FOR WATER EFFICIENCY, MATERIAL CONSERVATION, CONSTRUCTION WASTE, POLLUTANT CONTROL, MOISTURE CONTROL AND ENVIRONMENTAL COMFORT

WALL LEGEND

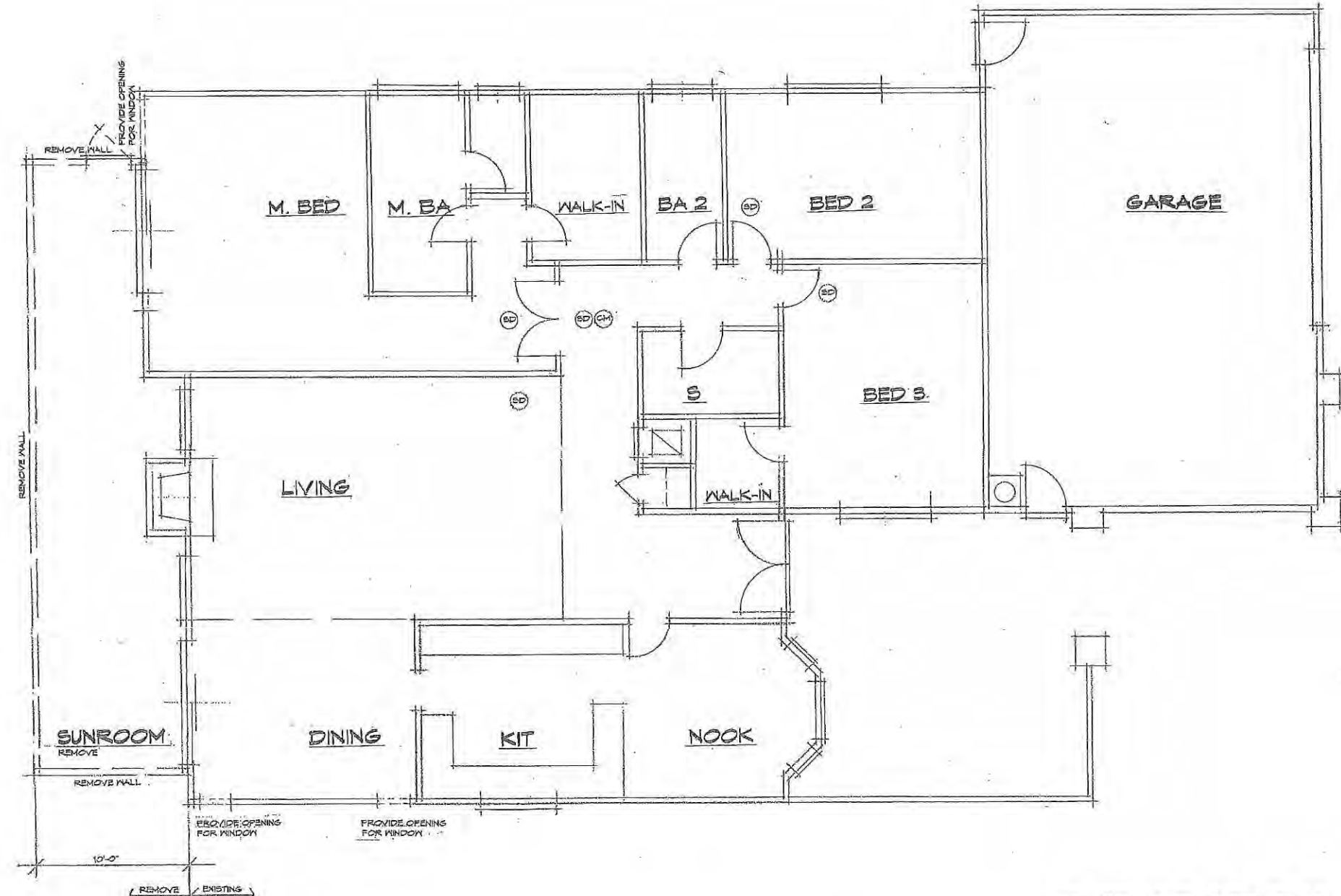
EXISTING WALLS

WALLS TO BE REMOVED

NEW WALLS

AREA CALCS

FLOOR	EXISTING	NEW	TOTAL
	2,269 SQ FT	512 SQ FT	2,683 SQ FT
GARAGE	729 SQ FT		



EXISTING FLOOR PLAN

1/4"=1'-0"

Agenda Item #12 Page 10 of 19

DESIGN BY:
PHILIP G. BUDOVIC

ADDITION FOR:
SUSAN HARGIS
5500 A RAYO DEL SOL
LAGUNA WOODS, CA 92651

A-2

ELECTRICAL/FLOOR PLAN NOTES:

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- ALL TEMPERED GLASS TO BE ETCH MARKED AND TO BE INSTALLED PER CODE
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- SEE SHEET G-1 SECTION 16 A FOR MORE ELECTRICAL NOTES
- SEE THE CALIFORNIA ELECTRICAL CODE (CEC) FOR ADDITIONAL REQUIREMENTS AND ADDITIONAL NOTES NOT COVERED IN THESE NOTES
- SEE TITLE 24 MANDATORY MEASURES SUMMARY FOR ADDITIONAL NOTES FOR RESIDENTIAL LIGHTING
- PROVIDE SEPARATE BRANCH CIRCUIT FOR ALL ELECTRICAL BEING INSTALLED AND TO BE INSTALLED PER CODE

SMOKE DETECTORS AND CARBON MONOXIDE DETECTORS: PROVIDE SMOKE DETECTORS AND CARBON MONOXIDE DETECTORS IN EACH HALLWAY LEADING TO SLEEPING ROOM ON TOP OF STAIRWAY AND IN EACH STORY. PROVIDE SMOKE DETECTORS IN EACH SLEEPING ROOM OF NEW AND EXISTING CONSTRUCTION. THE SMOKE DETECTORS AND CARBON MONOXIDE DETECTORS ARE TO BE HARD WIRED WITH BATTERY BACK UP PER CODE. DETECTORS SHALL BE INTERCONNECTED WITH EXISTING TO SOUND AT THE SAME TIME PER CODE. SMOKE DETECTORS AND CARBON MONOXIDE DETECTORS ARE TO BE INSTALLED PER CODE AND A UL APPROVED PRODUCT

EMERGENCY WINDOW EGRESS NOTES: HABITABLE ROOMS SHALL HAVE AT LEAST ONE OPERABLE EMERGENCY ESCAPE AND RESCUE WINDOW. A. MINIMUM NET CLEAR OPENING OF 5.7 SQ IN B. MINIMUM 5 SQUARE FEET FOR GRADE-LEVEL OPENING C. MINIMUM NET CLEAR OPENING WIDTH OF 20 INCHES D. MINIMUM NET CLEAR HEIGHT OF 24 INCHES E. BILL HEIGHT OF NOT MORE THAN 44 INCHES ABOVE THE FLOOR

EXISTING CONDITION: THE CONTRACTOR SHALL VERIFY ALL EXISTING DIMENSIONS. ALIGN ALL NEW WALLS WITH EXISTING EXTERIOR AND INTERIOR WALLS. ALL NEW WALLS ARE PLUS AND MINUS AND SHOULD BE VERIFIED WITH EXISTING CONDITIONS AND WALLS. ANY DISCREPANCIES OR OMISSIONS IN THE PLANS SHALL BE BROUGHT TO THE DESIGNER OR STRUCTURAL ENGINEER WITHIN A REASONABLE TIME OF DISCOVERY. MATCH ALL MATERIALS WITH EXISTING, SIZE SHAPE, TEXTURE AND COLOR.

WALL LEGEND

EXISTING WALLS
WALLS TO BE REMOVED
NEW WALLS

AREA CALCS

	EXISTING	NEW	TOTAL
FLOOR	2,269 SQ FT	372 SQ FT	2,641 SQ FT

BATH NOTES:

ALL NON-COMPLIANCE PLUMBING FIXTURES MUST BE REPLACED WITH WATER CONSERVING FIXTURES PER 55 401 AND PER CODE

MAXIMUM FLOW RATES
WATER CLOSETS: 1.28 GPM
SHOWERHEADS: 2.00 GPM
SINK FAUCETS: 1.50 GPM

WATER CLOSET PROVIDE A MINIMUM 50" CLEAR WIDTH X 24" CLEAR IN FRONT OF THE WATER CLOSET PER CODE

CONTROL VALVES SHALL BE PRESSURE BALANCING/THERMOSTATIC PER CODE

(N) SHOWER IV TEMP GL TILE WALLS TO 6'-0"

SHOWER WALLS: WALLS SHALL BE FINISHED WITH A SMOOTH, NONABSORBENT SURFACE TO 6'-0"

CEMENT, FIBER-CEMENT OR GLASS MAT GYPSUM BACKERS INSTALLED IN ACCORDANCE WITH MANUFACTURER RECOMMENDATIONS SHALL BE USED AS A BASE FOR WALL TILE IN TUB AND SHOWER AREAS AND WALL AND CEILING PANELS IN SHOWER AREAS.

EXHAUST FAN

REQUIREMENT NOTES

BATH EXHAUST FANS MUST BE ENERGY STAR AND BE CONTROLLED BY A HUMIDISTAT CONTROL WHICH SHALL BE READILY ACCESSIBLE. HUMIDISTAT CONTROLS SHALL BE CAPABLE OF ADJUSTMENT BETWEEN A RELATIVE HUMIDITY RANGE OF 50% TO 80 % PER CODE

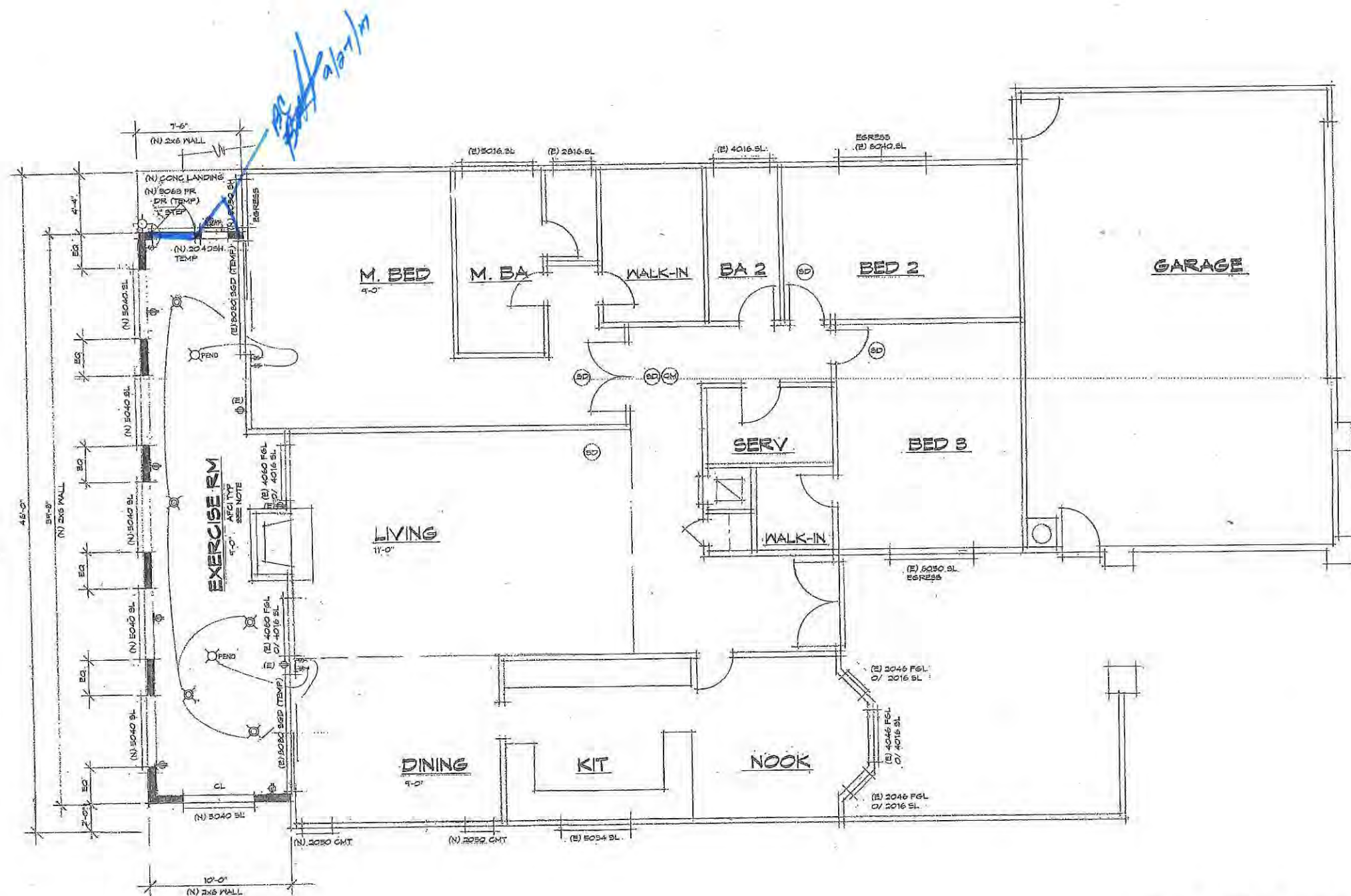
KITCHEN EXHAUST SYSTEM VENTED TO OUTDOOR SHALL HAVE A MINIMUM EXHAUST RATE OF 100 CFM

ROOF VENT NOTES

TERMINATION OF AIR DUCTS: ALL AIR DUCTS EXHAUST SHALL TERMINATE A MINIMUM OF THREE FEET (3'-0") FROM PROPERTY LINE AND FROM ANY OPENING INTO THE BUILDING

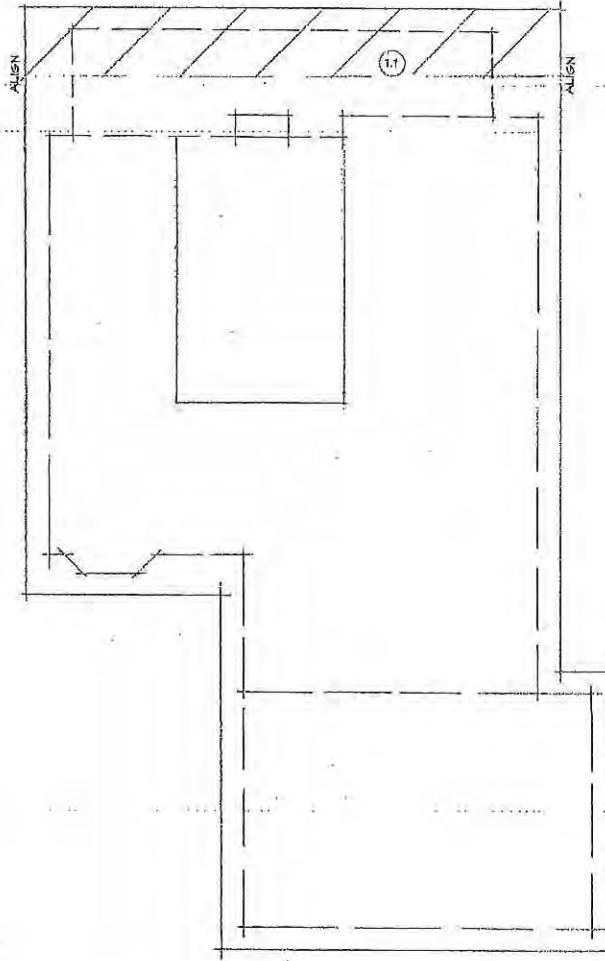
CALIF. GREEN NOTES

SEE SHEET G-2 FOR ALL CALIFORNIA GREEN NOTES FOR RESIDENTIAL MANDATORY MEASURES FOR WATER EFFICIENCY, MATERIAL CONSERVATION, CONSTRUCTION WASTE POLLUTANT CONTROL, MOISTURE CONTROL AND ENVIRONMENTAL COMFORT

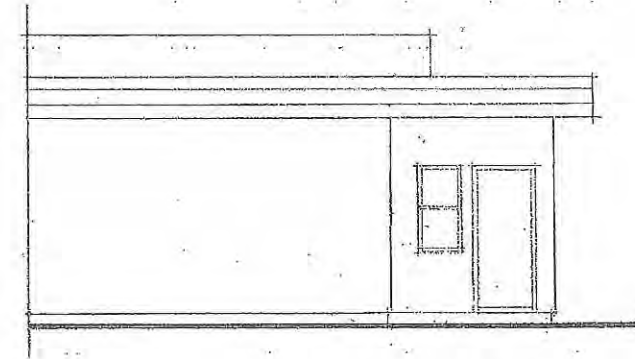


DESIGN BY:
PHILIP G. BUDOVEC

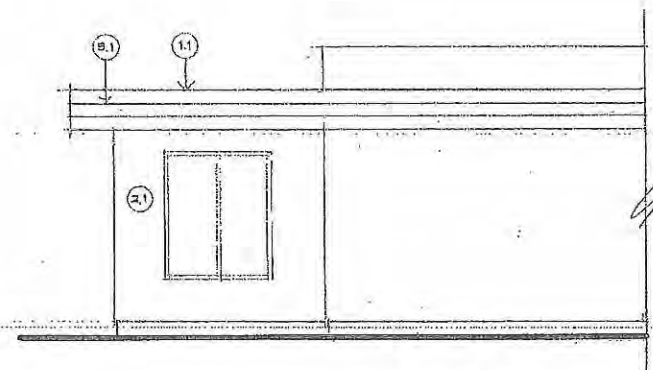
ADDITION FOR:
SUSAN HARGIS
5550 A RAYO DEL SOL
LAGUNA WOODS, CA 92651



ROOF PLAN
1/4"=1'-0"



RIGHT ELEVATION
1/4"=1'-0"



LEFT ELEVATION
1/4"=1'-0"

ELEVATION/SECTION NOTES

ROOFING:
1.1 BUILT-UP COMPOSITION ROOF CLASS 'A' RATED ROOF ASSEMBLY, FOUR LAYERS, 15 POUND FELT, 25 POUND HOT MOP BETWEEN LAYERS; PER GAP ROOFING (GAPGLAS) MANUFACTURER'S SPECIFICATIONS AND CBC. SEE ROOF PLAN FOR NOTES.
(ROOFING - ESR 1274, ASTM D-2179 Type IV)

EXTERIOR MATERIAL:
2.1 MIN 1/8" THICK THREE COAT STUCCO FINISH, PER MANUFACTURER'S SPECIFICATIONS AND CBC CHAPTER 14. MATCH EXISTING TEXTURE. PROVIDE MINIMUM ONE LAYER OF NO 15 BUILDING PAPER, FREE OF HOLES AND BREAKS OVER STUDS OF ALL EXTERIOR WALLS TO RECEIVE EXTERIOR LATH. PROVIDE 3 LAYERS OF BUILDING PAPER, GRADE D MIN OVER WOOD SHEATHING TO RECEIVE EXTERIOR LATH. PROVIDE A CONTINUOUS 6-1 STUCCO SCREED PER MANUFACTURE SPECIFICATION AND PER CBC MATCH EXISTING TEXTURE AND COLOR

TRIM:
3.1 STUCCO TRIM FASCIA, MATCH EXISTING FASCIA

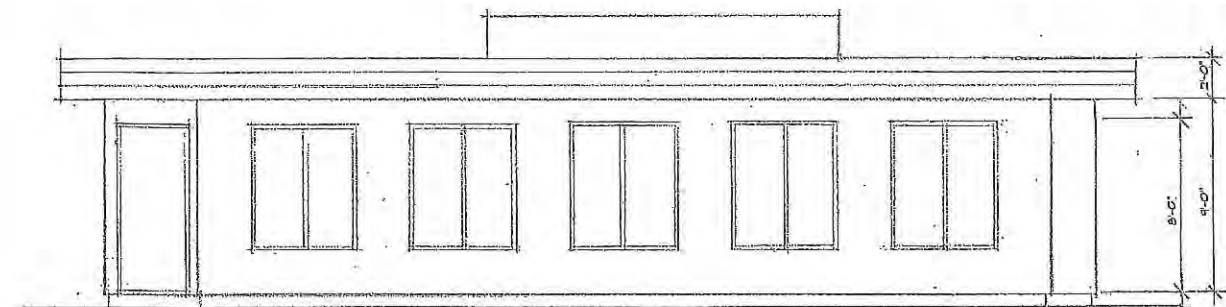
INTERIOR MATERIAL:
4.1 TYPICAL WALLS AND CEILINGS, 5/8" THICK GYPSUM BOARD THROUGHOUT UNLESS NOTED OTHERWISE

INSULATION:
5.1 EXTERIOR 2x6 WALLS WITH R-19
5.2 CEILING/ATTIC SPACE R-38

SLAB:
6.1 CONCRETE FOOTINGS/SLAB. SEE FOUNDATION PLAN FOR NEW STRUCTURAL

STRUCTURAL FRAMING:
7.1 SEE ROOF FRAMING PLAN FOR NEW STRUCTURAL

NOTE: MATCH ALL MATERIALS WITH EXISTING HOME, SIZE, TEXTURE AND COLOR, ETC.



REAR ELEVATION
1/4"=1'-0"

DESIGN BY:
PHILLIP G. BUDOVEC

ADDITION FOR:
SUSAN HARGIS
BEO A RAYO DEL SOL
LAGUNA WOODS, CA 92657

A-4

FOUNDATION NOTES

TYPICAL EXT. FOOTING
(N) 12" X 16" CONC. CONT. FOOTING W/
(1) #4 TOP AND BOT TYPICAL

TYPICAL INT. FOOTING
(N) 12" X 16" CONC. CONT. FOOTING W/
(1) #4 TOP AND BOT TYPICAL

NEW SLAB
(N) 4" MIN THICK CONC. SLAB #4 AT 16" O.C. BN
CENTERED IN SLAB O/ 2" SAND O/ 6 MIL VEGREEN O/ 2" SAND TYPICAL

NEW TYPICAL ANCHOR BOLTS
5/8" DIA X 10" AT 48" O.C., 12" MAX AT ENDS
W/ 0.324" THK X 3" SQ PL WASHER
TYPICAL UNO AT SHEAR WALLS

TYPICAL ANCHOR BOLTS
FOR (E) FOOTING
5/8" DIA A501 THREADED ROD EMBEDDED
5" INTO CONCRETE W/ SIMPSON SET-XP
EPOXY 48" O.C. W/ 0.324" THK X 3" SQ PL
WASHER TYPICAL UNO AT SHEAR WALL

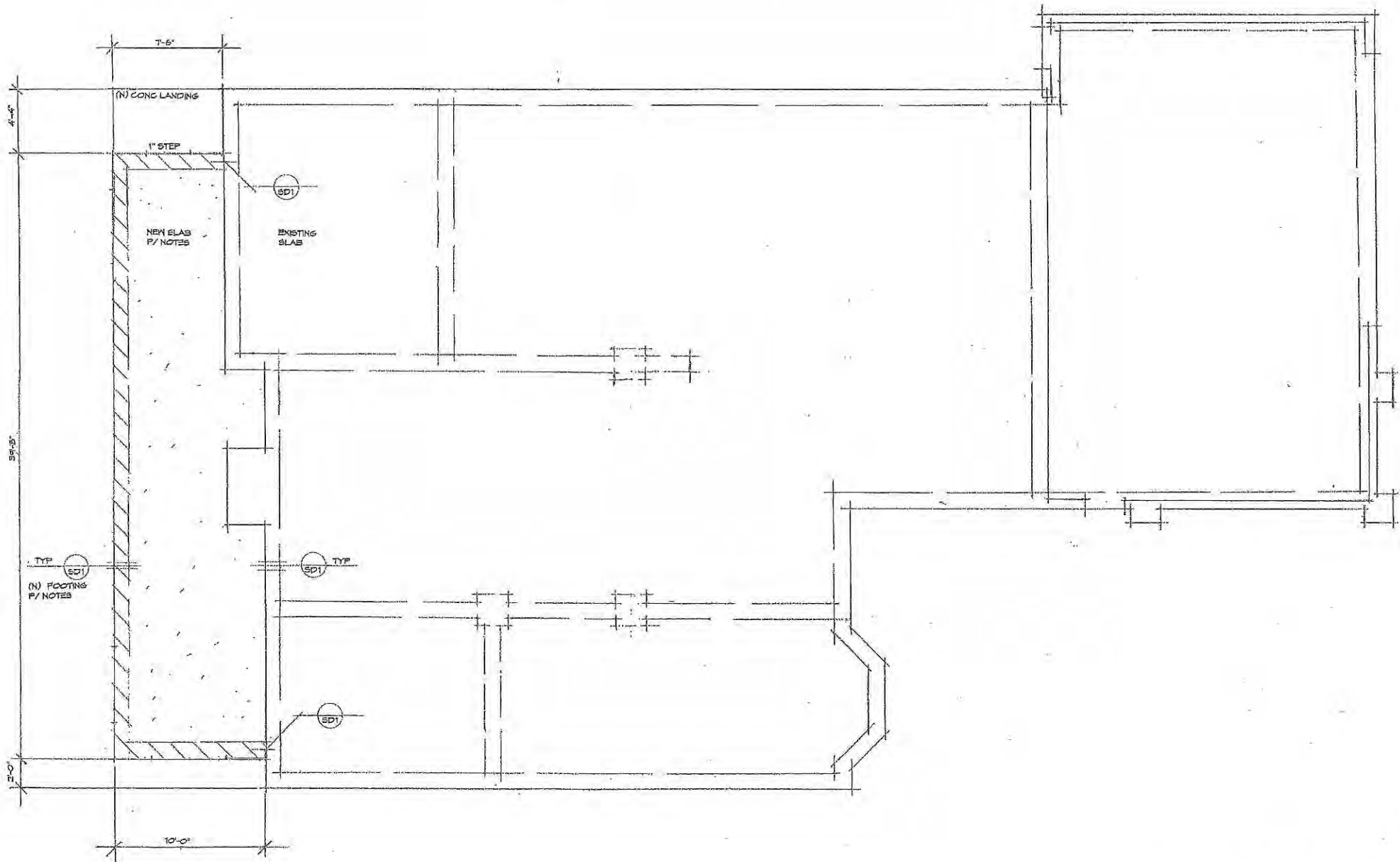
ALL SHEAR HARDWARE AND ANCHOR BOLTS W/
NON-STANDARD SPACING ARE TO BE FIXED IN
PLACE FOR THE FOUNDATION INSPECTION

NEW PAD FOOTING TO BE POURED BELOW
EXISTING FOOTINGS

SEE DETAIL SHEETS FOR ADDITIONAL FRAMING
NOTES, SHEAR WALL SCHEDULES AND
NAILING SCHEDULES

FOOTING LEGEND

EXISTING FOOTING
NEW FOOTING



FOUNDATION PLAN
1/4"=1'-0"

STRUCTURAL :
CHRISTINA R. SILVA

DESIGN BY:
PHILLIP G. BUDOVEC

ADDITION FOR:
SUSAN HARGIS
8850 A RAYO DEL SOL
LAGUNA WOODS, CA 92653

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FRAMING NOTES

TYPICAL ROOF SHEATHING (DOG, FS1, OR FS2)
18/32" THICK, STRUCTURAL RATED SHEATHING, EXPOSURES 1
WITH MIN PANEL INDEX 24/0 WITH 8d COMMON NAILS AT
5" O.C. AT BOUNDARY "EN" 6" O.C. AT EDGE "EN" AND
12" O.C. IN FIELD "FN"

(N) BEAMS
BEAMS ARE #2 DOUGLAS FIR LARCH

STRUCTURAL CONCRETE
ALL CONCRETE MATERIAL AND CONSTRUCTION SHALL
CONFORM TO CHAPTER 14 OF THE BUILDING CODE.
CONCRETE SHALL BE PROPORTION TO PROVIDE A MINIMUM
COMPRESSIVE STRENGTH f_c OF 4800 PSI AT 28 DAYS,
WATER - CEMENT RATIO OF 0.45, AND TYPE IV CEMENT.

SYMBOLS

- BEAM # PER CALCULATIONS
- △ SHEAR WALL PER SCHEDULE
- BEARING WALL

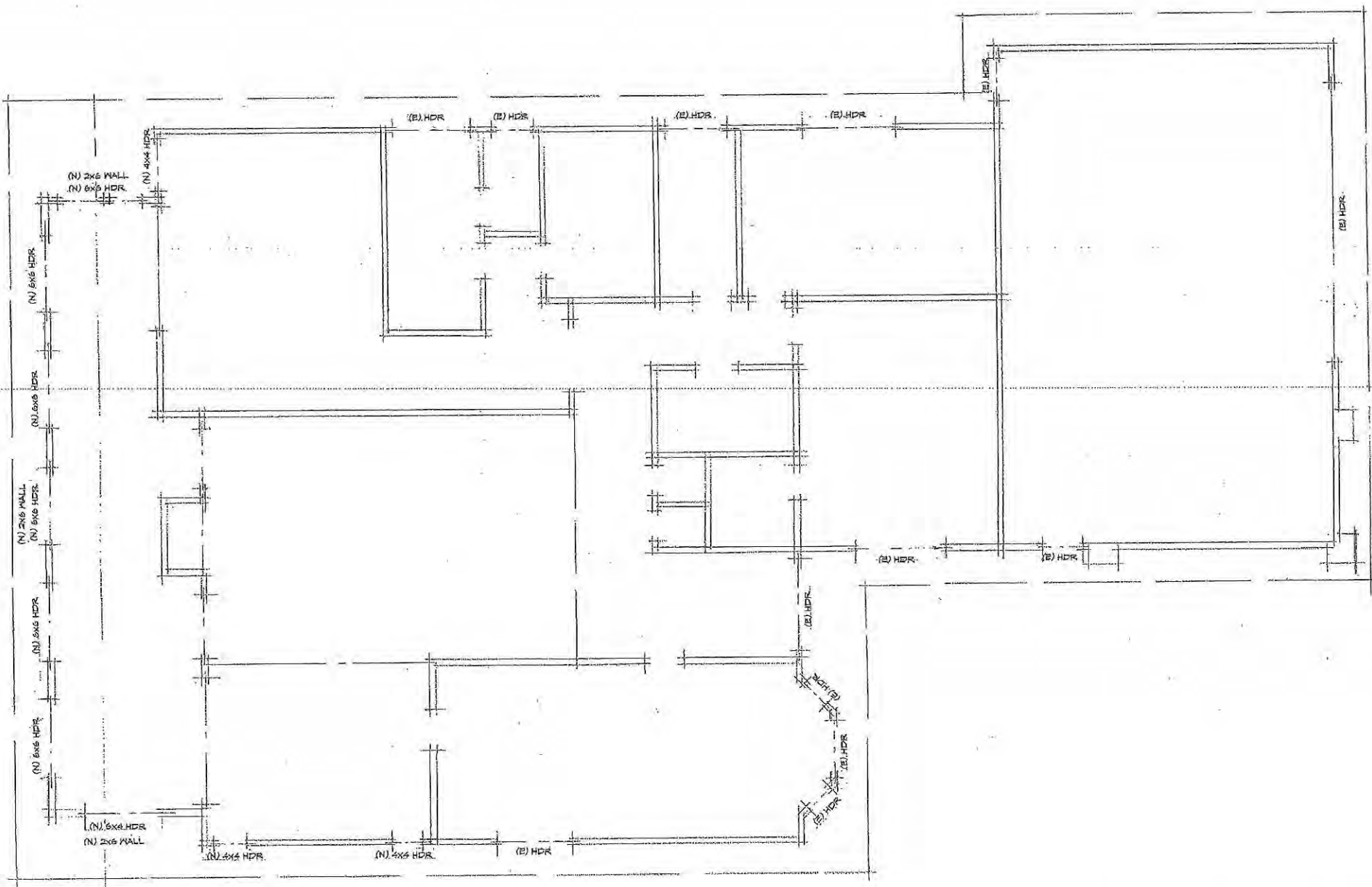
NOTES:
ANY EXISTING (E) FRAMING UNDER NEW (N) ADDITION
MUST BE FIELD VERIFIED DURING CONSTRUCTION.
NOTIFY ENGINEER OF ANY DISCREPANCIES
BETWEEN ASSUMED FRAMING AND ACTUAL FRAMING.

FASTENERS IN PRESSURE-TREATED AND FIRE-RETARDANT
TREATED WOOD SHALL BE OF HOT-DIPPED, ZINC-COATED
GALVANIZED STEEL, STAINLESS STEEL, SILICON BRONZE
OR COPPER. THE COATING WEIGHT FOR ZINC-COATED
FASTENER SHALL BE IN ACCORDANCE WITH ASTM A153

CONTRACTOR IS RESPONSIBLE FOR PROVIDING
ADEQUATE SHORING OF EXISTING FRAMING AS
NEEDED TO COMPLY WITH NEW FRAMING REQUIREMENTS

SEE DETAIL SHEETS FOR ADDITIONAL FRAMING NOTES,
SHEAR WALL SCHEDULE AND NAILING SCHEDULE

NOTE, SPECIAL INSPECTION P/ SECTION 1104
IS REQUIRED AT ALL EPOXY INSTALLATION
AT SHEAR PANEL, IV NAILING 4" OC OR LESS



ROOF FRAMING PLAN
1/4"=1'-0"

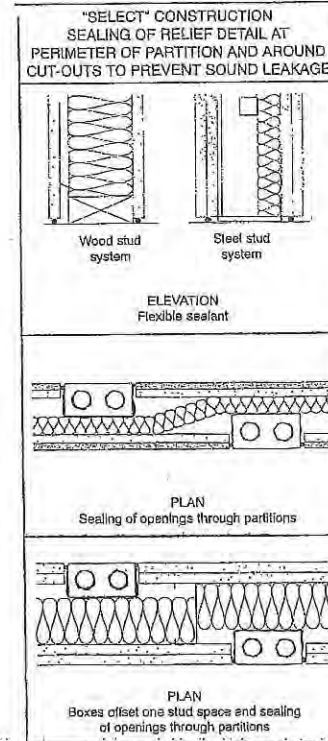
STRUCTURAL:
CHRISTINA R. SILVA

DESIGN BY:
PHILLIP G. EUDOVEC

ADDITION FOR:
SUSAN HARGIS
BBEO A RAYO DEL SOL
LAGUNA WOODS, CA 92657

A-6

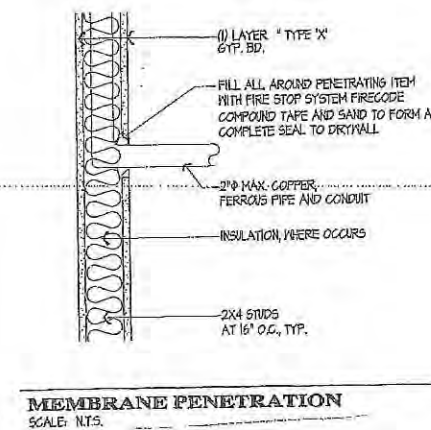
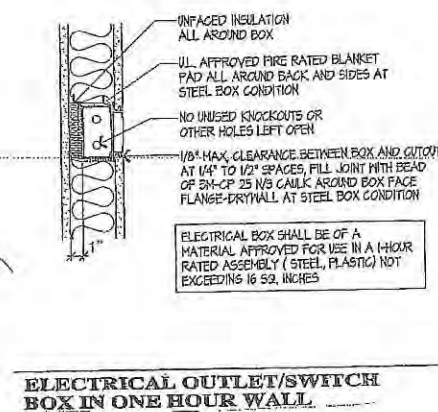
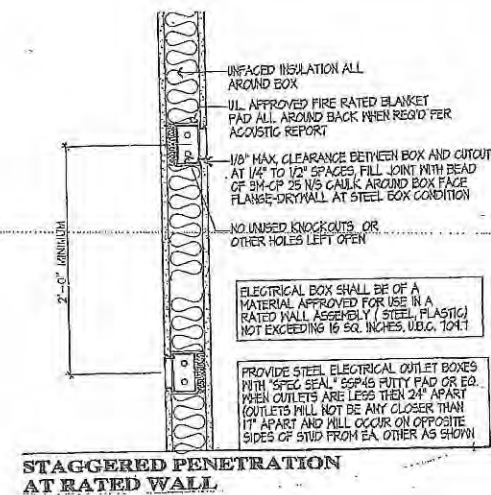
Sound Isolation Construction



FIRE PROTECTION NOTES

1. MATERIALS USED IN THE FIRE SAFETY SYSTEMS ARE TO BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S INSTRUCTION PROVIDED WITH THE MATERIALS AND SHALL BE UL LISTED AS A FIRE RATED PRODUCT.
2. THE F AND T RATINGS OF THROUGH PENETRATION FIRE STOPS SHALL NOT BE LESS THAN THE FIRE RESISTANCE OF THE ASSEMBLY AND SHALL BE SUITABLE FOR THE METHOD OF, AND MATERIALS SURROUNDING THE PENETRATION AND THE PENETRATING ITEM.
3. SEE THE CODE FOR MORE FIRE RESISTANT MATERIAL AND CONSTRUCTION INFORMATION.
4. ALL BUILDING ASSEMBLIES SHALL MEET THE SOUND TRANSMISSION COEFFICIENT (STC) VALUES DETERMINED IN ACCORDANCE WITH ASTM E 90.

WALLS AND INTERIOR PARTITIONS, WOOD-FRAMED		1 HOUR FIRE	1 HOUR SOUND
Gypsum wallboard, wood studs			
One layer 1/2" type X gypsum wallboard on system studs or bars applied parallel or at right angles to each side of double row of 2 x 4 wood studs 16" o.c. on separate plates 1" apart with 6d coated nails, 1 1/4" long, 0.0616" shank, 1/4" heads, 7" o.c. Joints staggered 16" on opposite sides. Horizontal bracing required at mid-height. (LOAD-BEARING)			
Thickness:	5/8"		
Approx. Weight:	8 psf		
Fire Test:	See WP 0605		
	UL R1312-4, 6, 8-17-32;		
	UL R217-39, 1-29-66;		
	UL R501-55, 3-16-66;		
	UL Design 11505;		
	ULC Design V1231		
Sound Test:	Estimated		



DESIGN BY:
PHILLIP G. BUDOVEC

ADDITION FOR:
SUSAN HARGIS
BEEB A RAYO DEL SOL
LAGUNA WOODS, CA 92657

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Variance Request Form

SA

Model: <u>CASA LORENZO</u>	Plan:	Date: <u>9-27-2017</u>
Member Name: <u>SUSAN HARGIS</u>	Signature: <u>[Signature]</u>	
Phone: [REDACTED]	[REDACTED]	
Applicant Name/Co:	Phone:	Email:

Description of Proposed Variance Request ONLY:

EXISTING 46' x 10' SUNROOM TO BE REMOVED AND REPLACED WITH NEW ROOM ADDITION.

Dimensions of Proposed Variance Alterations ONLY:

PROPOSED ROOM ADDITION TO REPLACE 46' x 10' SUNROOM IN EXACT FOOTPRINT.

RECEIVED
SEP 27 2017
Alterations Department

FOR OFFICE USE ONLY

RECEIVED BY: [Signature] DATE RECEIVED: 9/27/17 Check# 1315 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:

Meetings Scheduled:

Third AC&S Committee (TACSC): Nov. 27th

United M&C Committee: _____

Board Meeting: _____

- ☐ Denied
- ☐ Approved
- ☐ Tabled
- ☐ Other









SECTION 46 BATHROOM SPLITS

APPLICATIONS

Bathroom splits are prohibited in Manors with two bathrooms.

Manors with two bathrooms may reconfigure walls and doors within the same foot print only.

Manors with one full bathroom may split bathroom into two bathrooms as follows:

The original footprint may be extended up to three feet, in one direction.

The extension of a bathroom footprint may not involve a load bearing wall.

The extension of a bathroom footprint may not extend into adjacent hallways.

Prior to connecting into any plumbing work, the **waste line is to be inspected by the Mutual at the Member(s) expense.**

Detailed architectural or engineered plans, including plumbing plans for all piping for bathroom split alterations, shall be submitted to the Alterations Department for approval. These plans shall include: pipe penetrations, location of plumbing connections and vents, pipe sizes, and types. As-builts shall be submitted if any changes are made to the approved plans.

Sewer line connections will consist of a minimum 2" waste line tied into a minimum 2" waste line.

All water supply lines shall be of Type M copper; minimum 1/2" diameter.

All pressure lines shall be securely strapped to prevent movement or knocking.

All piping in bathrooms with adjacent units shall be insulated for sound reduction, including penetrations thorough framing.

The Mutual Member assumes all responsibility for any damage that may occur due to construction.

ADDITIONAL REQUIREMENTS FOR INSTALLATIONS

Alterations involving common walls shall be fire rated per current California Building Code.

All exhaust fans must be installed per the Exhaust Fan/Vent Installation Standard.

All penetrations through walls shall be properly sealed to prevent water intrusion.



The waterproof integrity of the roof, including the selection and use of appropriate flashing and sealers, must be maintained.

Roof tie-ins for vents on PVC Cool Roofs must be made by an approved roofing contractor. A Roofing Contractor Verification Form will be required prior to the issuance of a permit. A list of approved roofing contractors is available at the Laguna Woods Village Manor Alterations Department.

Cutting or altering roof trusses for the installation of vents in attic spaces are strictly prohibited.

OBLIGATIONS

Member is responsible for damages to roof or other structures that may be attributed to damage caused by the alteration.

The Mutual Member is responsible for, and will bear all costs associated with, clean-up or repair of mutual owned or controlled property made necessary by or resulting from the alteration.

Third Laguna Hills Mutual

Section 5A - Satellite Dishes: 1 Story Buildings

ADOPTED NOVEMBER 2006, RESOLUTION 03-06-57

REVISED APRIL 2007, RESOLUTION 03-07-31

GENERAL REQUIREMENTS REVISED APRIL 2011, RESOLUTION 03-11-49

REVISED NOVEMBER 2013, RESOLUTION 03-13-119

~~1.0 — GENERAL REQUIREMENTS~~

~~1.1 — **PERMITS AND FEES:** A Mutual permit is required for all alterations to the building. A City of Laguna Woods permit may be required. All fees for both Mutual and City permits shall be paid for by the Member and/or his or her contractor. Member and/or his or her contractor must provide the Permits and Inspections office with City permit number(s) prior to beginning work.~~

~~1.2 — **MEMBERS' RESPONSIBILITY:** The Member is solely responsible for the maintenance, repair, and/or removal of all alterations to the building.~~

~~1.3 — **CODES AND REGULATIONS:** All work shall comply with all applicable local, state, and federal requirements, including, but not limited to, the current edition of the National Electric Code (NEC).~~

~~1.4 — **WORK HOURS:** No work shall commence prior to 7:00a.m. and no work shall be permitted after 6:00p.m. Monday through Friday. Work on Saturday shall be permitted from 9:00a.m. — 2:00p.m. for work which results in construction-related noise (e.g. cutting tile, hammering, use of power tools). For work that does not result in excessive noise, such as painting and carpet installation, permitted hours are 7:00a.m. — 6:00p.m. No work whatsoever shall be permitted on Sunday.~~

~~1.5 — **PLANS:** The Member applying for a permit shall provide to the Permits and Inspections office a detailed plan(s) for approval indicating all work to be done, i.e., size, location, description and specifications.~~

~~1.6 — **DUMPSITES:** The premises shall be kept free of accumulation of waste materials and/or rubbish caused by construction work. The Member and/or his or her contractor is responsible for removal of debris and excess material and must leave work areas "**BROOM CLEAN**" daily. **USE OF COMMUNITY DUMPSITES FOR**~~

~~CONSTRUCTION RELATED DUMPING IS NOT PERMITTED.~~

~~Contractor's or Member's dumpsters, if required, must have location approved by the Permits and Inspections office.~~

~~**1.7 CONTRACTOR:** Installation must be performed by a California licensed contractor of the appropriate trade.~~

~~**1.8 CONTRACTOR'S CONDUCT:** Member's contractor's, their personnel, and sub-contractors shall refrain at all times from using profanity, abusive or loud language, and must wear shirts at all times. Radio, MP3, CD or cassette players are not permitted on the project site. Contractor personnel will, at all times, extend and exhibit a courteous demeanor to residents.~~

2.0 GENERAL GUIDELINES

- 2.1** Any installation permitted in Mutual Common Area at one story buildings must follow all guidelines set forth by the following Mutual Alteration Standard.
- 2.2** Prior to installation of any satellite dish, a plan and the specifications of all proposed work and equipment must be submitted for approval as specified in Section 1.5. The submitted plan must indicate all work to be done, i.e., type of dish, size, a full description, it's location on the building, anchoring, and method of sealing wall(s) and attachments. Site location will be contingent upon Mutual approval.
- 2.3** The Mutual Member assumes all responsibility for any damage including, but not limited to, roof or wall damage, or damage from moisture intrusion resulting from improper installation of the satellite dish.
- 2.4** No satellite dish will be permitted which may become hazardous to other residents or workmen due to its location or dimensions.
- 2.5** Any satellite dish must be made easily removable as required for performance of maintenance. In the event a satellite dish must be removed it shall be the Mutual Member's responsibility to remove and properly store the dish until such time that maintenance work has been completed. The cost of removal, storage and re-installation shall be borne by the Mutual Member.
- 2.6** Any satellite dish installation must follow all guidelines set forth by the Federal Communications Commission's Over-the-Air-Reception-Devices rule (OTARD).

- 2.7 Any installation violating these guidelines is subject to immediate removal at the sole cost of the Mutual Member, and the restoration of any Mutual property, at the Member's expense.
- 2.8 Should the proposed location of a satellite dish be in an area that is technically Common Area, e.g., the roof, then the applicant is required to execute and submit to Third Laguna Hills Mutual, prior to installation of a dish, the "Agreement Regarding Satellite Dish Installation on Common Area Property" or similarly titled document.

3.0 **INSTALLATION GUIDELINES**

- 3.1 Satellite dish installation is permitted on Exclusive Use Common Area, i.e., patios patio, atrium or courtyard. The dish must stay within the footprint of patios such areas.
- 3.2 Satellite dish installation is permitted on building fascias ~~of detached manors only~~. The resident Member shall make all efforts coordinate with and receive approval of from the Alterations Department for all satellite dish locations. All to install a satellite dish installation shall that will not be visible from neighboring street(s). Satellite dishes must be installed no less than twenty (20) feet from the corner of the building closest to the street, and cannot be attached on a side of the building that faces the street.
- 3.3 For satellite dish installations on building fascias of detached manors, the mounting bracket and its perimeter bolt pattern shall be clamp style and must fully fit onto the fascia, with no overhang.
- 3.4 Satellite dish installation is permitted on **flat roofs** when the location does not interfere with the overall visual continuity of the manor and/or surrounding area. No satellite dish or any portion of a satellite dish and its related Members shall be attached to any built-up roofing on a flat roof. See 2.2 for installation criteria.
- 3.5 To install a dish on a **flat roof**, mount the satellite dish on a non-penetrating satellite dish roof-mount weighted down by a minimum of four 8" x 8" x 16" cinder blocks concrete blocks (see Example 1 below).
- 3.6 For installation of a satellite dish onto a **flat PVC cool roof**, the member must install a 3' X 3' satellite dish pad provided by the Mutual's roofing contractor at the expense of the Member.
- 3.7 Only one (1) satellite dish per manor is allowed.

- 3.8 Any satellite dish installed on Common Area shall not exceed a diameter of 36".
- 3.9 No coaxial cable shall be larger than ½" in diameter.
- 3.10 Fasteners shall be properly sealed to prevent moisture intrusion. Sealants shall be specifically manufactured for the application for which it is used.
- 3.11 Drilling through a roof is prohibited.
- 3.12 Mounting a satellite dish on a chimney is prohibited.
- 3.13 Utilization of any GRF Broadband installation and/or equipment is prohibited.
- 3.14 Mounting of a satellite dish to PVC, ABS, or plumbing vent pipes is prohibited.
- 3.15 No modifications to any fascia, rain gutter or plumbing vent shall be permitted. A satellite dish installation shall not obstruct a rain gutter or plumbing vent in any way.
- ~~3.16 It is recommended that satellite dishes and installation materials be grounded in accordance with the National Electric Code.~~



Example 1: Non-Penetrating Satellite Dish Roof Mount

Third Laguna Hills Mutual

Section 5A - Satellite Dishes: 1 Story Buildings

ADOPTED NOVEMBER 2006, RESOLUTION 03-06-57

REVISED APRIL 2007, RESOLUTION 03-07-31

GENERAL REQUIREMENTS REVISED APRIL 2011, RESOLUTION 03-11-49

REVISED NOVEMBER 2013, RESOLUTION 03-13-119

2.0 GENERAL GUIDELINES

- 2.1** Any installation permitted in Mutual Common Area at one story buildings must follow all guidelines set forth by the following Mutual Alteration Standard.
- 2.2** Prior to installation of any satellite dish, a plan and the specifications of all proposed work and equipment must be submitted for approval as specified in Section 1.5. The submitted plan must indicate all work to be done, i.e., type of dish, size, a full description, it's location on the building, anchoring, and method of sealing wall(s) and attachments. Site location will be contingent upon Mutual approval.
- 2.3** The Mutual Member assumes all responsibility for any damage including, but not limited to, roof or wall damage, or damage from moisture intrusion resulting from improper installation of the satellite dish.
- 2.4** No satellite dish will be permitted which may become hazardous to other residents or workmen due to its location or dimensions.
- 2.5** Any satellite dish must be made easily removable as required for performance of maintenance. In the event a satellite dish must be removed it shall be the Mutual Member's responsibility to remove and properly store the dish until such time that maintenance work has been completed. The cost of removal, storage and re-installation shall be borne by the Mutual Member.
- 2.6** Any satellite dish installation must follow all guidelines set forth by the Federal Communications Commission's Over-the-Air-Reception-Devices rule (OTARD).
- 2.7** Any installation violating these guidelines is subject to immediate removal at the sole cost of the Mutual Member, and the restoration of any Mutual property, at the Member's expense.

- 2.8 Should the proposed location of a satellite dish be in an area that is technically Common Area, e.g., the roof, then the applicant is required to execute and submit to Third Laguna Hills Mutual, prior to installation of a dish, the "Agreement Regarding Satellite Dish Installation on Common Area Property" or similarly titled document.

3.0 **INSTALLATION GUIDELINES**

- 3.1 Satellite dish installation is permitted on Exclusive Use Common Area, i.e., patio, atrium or courtyard. The dish must stay within the footprint of such areas.
- 3.2 Satellite dish installation is permitted on building fascias.. The Member shall coordinate with and receive approval of from the Alterations Department for all satellite dish locations. All satellite dish installations shall not be visible from neighboring street(s). Satellite dishes must be installed no less than twenty (20) feet from the corner of the building closest to the street, and cannot be attached on a side of the building that faces the street.
- 3.3 For satellite dish installations on building fascias of detached manors, the mounting bracket shall be clamp style and must fully fit onto the fascia, with no overhang.
- 3.4 Satellite dish installation is permitted on **flat roofs** when the location does not interfere with the overall visual continuity of the manor and/or surrounding area. No satellite dish or any portion of a satellite dish and its related Members shall be attached to any built-up roofing on a flat roof. See 2.2 for installation criteria.
- 3.5 To install a dish on a **flat roof**, mount the satellite dish on a non-penetrating satellite dish roof-mount weighted down by a minimum of four 8" x 8" x 16" concrete blocks (see Example 1 below).
- 3.6 For installation of a satellite dish onto a **flat PVC cool roof**, the member must install a 3' X 3' satellite dish pad provided by the Mutual's roofing contractor at the expense of the Member.
- 3.7 Only one (1) satellite dish per manor is allowed.
- 3.8 Any satellite dish installed on Common Area shall not exceed a diameter of 36".
- 3.9 No coaxial cable shall be larger than ½" in diameter.

- 3.10** Fasteners shall be properly sealed to prevent moisture intrusion. Sealants shall be specifically manufactured for the application for which it is used.
- 3.11** Drilling through a roof is prohibited.
- 3.12** Mounting a satellite dish on a chimney is prohibited.
- 3.13** Utilization of any GRF Broadband installation and/or equipment is prohibited.
- 3.14** Mounting of a satellite dish to PVC, ABS, or plumbing vent pipes is prohibited.
- 3.15** No modifications to any fascia, rain gutter or plumbing vent shall be permitted. A satellite dish installation shall not obstruct a rain gutter or plumbing vent in any way.

.



Example 1: Non-Penetrating Satellite Dish Roof Mount

Third Laguna Hills Mutual

Section 5B - Satellite Dishes: 2 Story Buildings

ADOPTED NOVEMBER 2006, RESOLUTION 03-06-58

REVISED APRIL 2007, RESOLUTION 03-07-32

GENERAL REQUIREMENTS REVISED APRIL 2011, RESOLUTION 03-11-49

REVISED NOVEMBER 2013, RESOLUTION 03-13-120

~~1.1 — **PERMITS AND FEES:** A Mutual permit is required for all alterations to the building. A City of Laguna Woods permit may be required. All fees for both Mutual and City permits shall be paid for by the Member and/or his or her contractor. Member and/or his or her contractor must provide the Permits and Inspections office with City permit number(s) prior to beginning work.~~

~~1.2 — **MEMBERS' RESPONSIBILITY:** The Member is solely responsible for the maintenance, repair, and/or removal of all alterations to the building.~~

~~1.3 — **CODES AND REGULATIONS:** All work shall comply with all applicable local, state, and federal requirements including, but not limited to, the current edition of the National Electric Code (NEC).~~

~~1.4 — **WORK HOURS:** No work shall commence prior to 7:00a.m. and no work shall be permitted after 6:00p.m. Monday through Friday. Work on Saturday shall be permitted from 9:00a.m. — 2:00p.m. for work which results in construction related noise (e.g. cutting tile, hammering, use of power tools). For work that does not result in excessive noise, such as painting and carpet installation, permitted hours are 7:00a.m. — 6:00p.m. No work whatsoever shall be permitted on Sunday.~~

- ~~1.5 — **PLANS:** The Member applying for a permit shall provide to the Permits and Inspections office a detailed plan(s) for approval indicating all work to be done, i.e., size, location, description and specifications.~~
- ~~1.6 — **DUMPSITES:** The premises shall be kept free of accumulation of waste materials and/or rubbish caused by construction work. The Member and/or his or her contractor is responsible for removal of debris and excess material and must leave work areas "**BROOM CLEAN**" daily. **USE OF COMMUNITY DUMPSITES FOR CONSTRUCTION RELATED DUMPING IS NOT PERMITTED.** Contractor's or Member's dumpsters, if required, must have location approved by the Permits and Inspections office.~~
- ~~1.7 — **CONTRACTOR:** Installation must be performed by a California licensed contractor of the appropriate trade.~~
- ~~1.8 — **CONTRACTOR'S CONDUCT:** Member's contractor's, their personnel, and sub-contractors shall refrain at all times from using profanity, abusive or loud language, and must wear shirts at all times. Radio, MP3, CD or cassette players are not permitted on the project site. Contractor personnel will, at all times, extend and exhibit a courteous demeanor to residents.~~

2.0 GENERAL GUIDELINES

- 2.1** Any installation permitted in Mutual Common Area at two story buildings must follow all guidelines set forth by the following Mutual Alteration Standard.
- 2.2** Prior to installation of any satellite dish, a plan and the specifications of all proposed work and equipment must be submitted for approval as specified in Section 1.5. The submitted plan must indicate all work to be done, i.e., type of dish, size, a full description, it's location on the building, anchoring, and method of

sealing wall(s) and attachments. Site location will be contingent upon Mutual approval.

- 2.3** The Mutual Member assumes all responsibility for any damage including, but not limited to, roof or wall damage, or damage from moisture intrusion resulting from improper installation of the satellite dish.
- 2.4** No satellite dish will be permitted which may become hazardous to other residents or workmen due to its location or dimensions.
- 2.5** Any satellite dish must be made easily removable as required for performance of maintenance. In the event a satellite dish must be removed it shall be the Mutual Member's responsibility to remove and properly store the dish until such time that maintenance work has been completed. The cost of removal, storage and re-installation shall be borne by the Mutual Member.
- 2.6** Any satellite dish installation must follow all guidelines set forth by the Federal Communications Commission's Over-the-Air-Reception- Devices rule (OTARD).
- 2.7** Any installation violating these guidelines is subject to immediate removal at the sole cost of the Mutual Member, and restoration of any Mutual property, at the Member's expense.
- 2.8** Should the proposed location of a satellite dish be in an area that is technically Common Area, e.g., the roof, then the applicant is required to execute and submit to Third Laguna Hills Mutual, prior to installation of a dish, the "Agreement Regarding Satellite Dish Installation on Common Area Property" or similarly titled document.

3.0 INSTALLATION GUIDELINES

- 3.1 Satellite dish installation is permitted on Exclusive Use Common Area, e.g. patios or balconies. Dish must stay within footprint of patio or perimeter of balcony railing.
- 3.2 Only one (1) satellite dish per manor is allowed.
- 3.3 Any satellite dish installed on Common Area shall not exceed a diameter of 36", with the exception of manor types listed in paragraph 3.16 herein.
- 3.4 No coaxial cable shall be larger than 1/2" diameter.
- 3.5 Unless otherwise specified, coaxial cable shall be encased in 1/2", 26 gauge steel ~~wire mold~~wire mold -fastened to the surface of the wall with 1/2"- mounting clips and anchors, specified for stucco, attached every four feet. ~~Wire mold~~Wire mold -shall be painted to match the surface to which it is attached **prior to installation**. Fasteners shall be properly sealed to prevent moisture intrusion. Sealants shall be specifically manufactured for the application for which it is used.
- 3.6 Drilling through a roof is prohibited.
- 3.7 Utilization of any GRF Broadband installation and/or equipment is prohibited.
- 3.8 Mounting of a satellite dish to PVC, ABS, plumbing vent pipes is prohibited.
- 3.9 No satellite dish or any portion of a satellite dish and its related ~~members~~Members shall be attached to any built-up roofing on a flat roof.
- 3.10 Mounting a satellite dish on a chimney is prohibited.

3.11 No modifications to any fascia, rain gutter or plumbing vent shall be permitted. A satellite dish installation shall not obstruct a rain gutter or plumbing vent in any way.

3.12 It is recommended that satellite dishes and installation materials be grounded in accordance with the National Electric Code.

3.13 Buildings with flat roof and mansard roof

(a) Place the satellite dish approximately 15 feet from the edge of the flat roof above the manor for which the service is being provided. At no time can the dish be mounted on the side of the building or to existing fascias.

(b) For installation of a satellite dish onto a **flat PVC cool roof**, the member must install a 3' X 3' satellite dish pad provided by the Mutual's roofing contractor at the expense of the Member.

(c) Mount the satellite dish on a non-penetrating satellite dish roof-mount weighted down by a minimum of four, 8" x 8" x 16" cinderblocks (see Example 1 below).

(d) Extend the coaxial cable from the dish, across the surface of the roof, to the mansard roof. Continue over the mansard roof and rain gutter, firmly and without slack, until the coaxial cable reaches the overhang. (Do not alter or damage the tile or rain gutter in any way.

(e) Attach ~~wire~~wire mold to the overhang, continue in a straight line to the wall of the building, and down vertically and horizontally, as required, to provide entry to the manor 24" from the floor. Encase the coaxial cable in the attached ~~wire~~wire mold. Penetrate the wall to bring coaxial cable into the manor. (See 3.5)

- (f) Do not place ~~wire mold~~ wire mold within 18" of balconies, balcony railings or balcony overhangs. Do not place ~~wire mold~~ wire mold across any part of an overhang vent or near, or on, windows. Do not alter or damage wall-mounted air conditioners.

3.14 Buildings with flat roof and parapet

- (a) Place the satellite dish on the flat roof approximately 15 feet from the parapet above the manor for which the service is being provided. At no time can the dish be mounted on the side of the building or to existing fascias.
- (b) For installation of a satellite dish onto a **flat PVC cool roof**, the member must install a 3' X 3' satellite dish pad provided by the Mutual's roofing contractor at the expense of the Member.
- (c) Mount the satellite dish on a non-penetrating satellite dish roof-mount weighted down by a minimum of four 8" x 8" x 16" cinderblocks (see Example 1 below).
- (d) Extend the coaxial cable from the dish across the surface of the flat roof to the parapet. Continue the coaxial cable up the wall of the parapet, over the crown, and down until it is several inches below an existing wire- mold installation. (Do not attach the coaxial cable to the interior wall of the parapet with fasteners.) Attach new ~~wire mold~~ wire mold immediately immediately below the existing ~~wire mold~~ wire mold installation and continue vertically and horizontally as required to reach the manor 24" from the floor. Encase the coaxial cable in the attached ~~wire mold~~ wire mold. Penetrate the wall to bring coaxial cable into the manor. (See 3.5)
- (e) Do not use, alter or damage existing wire mold installation.

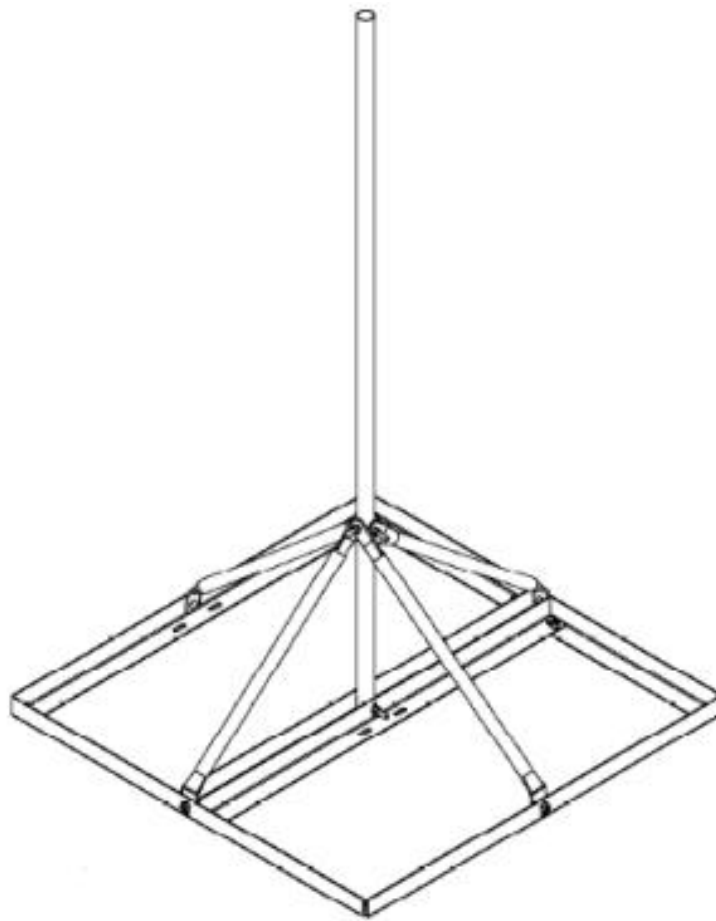
3.15 Seville

- (a) Place the satellite dish approximately 15 feet from the edge of the flat roof above the manor for which the service is being provided. At no time can the dish be mounted on the side of the building, existing fascias, or on roof beams.
- (b) For installation of a satellite dish onto a **flat PVC cool roof**, the member must install a 3' X 3' satellite dish pad provided by the Mutual's roofing contractor at the expense of the Member.
- (c) Mount the satellite dish on a non-penetrating satellite dish roof-mount weighted down by a minimum of four, 8" x 8" x 16" ~~cinder blocks~~ concrete blocks (see Example 1 below).
- (d) Extend the coaxial cable from the dish across the surface of the roof to the fascia. Attach the coaxial cable to the inside of the fascia and continue down to a location that is directly in line above the room selected for installation of the jack. Attach the coaxial cable to the overhang and continue to the wall of the building. Attach wire mold to the wall, vertically, in a straight line down to provide entry to the manor 24" from the floor. Encase the coaxial cable in the attached wire mold. Penetrate the wall to bring coaxial cable into the manor. (See 3.5)
- (e) Do not use, alter or damage existing ~~wire mold~~ wire mold installation. Do not alter or damage rain gutters.

3.16 ~~Catalina,~~ Casa Milano, La Quinta and Villa Lugano series

- (a) Mounting of satellite dishes on buildings is permitted only upon approval of Permits and Inspections office of a detailed plan indicating all work to be done, i.e., size, location, description and specifications.

- (b) Satellite dish installation is permitted on Exclusive Use Common Area, e.g., patios or balconies. Dish must stay within footprint of patio or perimeter of balcony railing.



Example 1: Non-Penetrating Satellite Dish Roof Mount

Third Laguna Hills Mutual

Section 5B - Satellite Dishes: 2 Story Buildings

ADOPTED NOVEMBER 2006, RESOLUTION 03-06-58

REVISED APRIL 2007, RESOLUTION 03-07-32

GENERAL REQUIREMENTS REVISED APRIL 2011, RESOLUTION 03-11-49

REVISED NOVEMBER 2013, RESOLUTION 03-13-120

2.0 GENERAL GUIDELINES

- 2.1** Any installation permitted in Mutual Common Area at two story buildings must follow all guidelines set forth by the following Mutual Alteration Standard.
- 2.2** Prior to installation of any satellite dish, a plan and the specifications of all proposed work and equipment must be submitted for approval as specified in Section 1.5. The submitted plan must indicate all work to be done, i.e., type of dish, size, a full description, it's location on the building, anchoring, and method of sealing wall(s) and attachments. Site location will be contingent upon Mutual approval.
- 2.3** The Mutual Member assumes all responsibility for any damage including, but not limited to, roof or wall damage, or damage from moisture intrusion resulting from improper installation of the satellite dish.
- 2.4** No satellite dish will be permitted which may become hazardous to other residents or workmen due to its location or dimensions.
- 2.5** Any satellite dish must be made easily removable as required for performance of maintenance. In the event a satellite dish must be removed it shall be the Mutual Member's responsibility to remove and properly store the dish until such time that maintenance work has been completed. The cost of removal, storage and re-installation shall be borne by the Mutual Member.
- 2.6** Any satellite dish installation must follow all guidelines set forth by the Federal Communications Commission's Over-the-Air-Reception- Devices rule (OTARD).

- 2.7 Any installation violating these guidelines is subject to immediate removal at the sole cost of the Mutual Member, and restoration of any Mutual property, at the Member's expense.
- 2.8 Should the proposed location of a satellite dish be in an area that is technically Common Area, e.g., the roof, then the applicant is required to execute and submit to Third Laguna Hills Mutual, prior to installation of a dish, the "Agreement Regarding Satellite Dish Installation on Common Area Property" or similarly titled document.

3.0 **INSTALLATION GUIDELINES**

- 3.1 Satellite dish installation is permitted on Exclusive Use Common Area, e.g. patios or balconies. Dish must stay within footprint of patio or perimeter of balcony railing.
- 3.2 Only one (1) satellite dish per manor is allowed.
- 3.3 Any satellite dish installed on Common Area shall not exceed a diameter of 36", with the exception of manor types listed in paragraph 3.16 herein.
- 3.4 No coaxial cable shall be larger than 1/2" diameter.
- 3.5 Unless otherwise specified, coaxial cable shall be encased in 1/2", 26 gauge steel wire mold fastened to the surface of the wall with 1/2" mounting clips and anchors, specified for stucco, attached every four feet. Wire mold shall be painted to match the surface to which it is attached **prior to installation**. Fasteners shall be properly sealed to prevent moisture intrusion. Sealants shall be specifically manufactured for the application for which it is used.
- 3.6 Drilling through a roof is prohibited.
- 3.7 Utilization of any GRF Broadband installation and/or equipment is prohibited.
- 3.8 Mounting of a satellite dish to PVC, ABS, plumbing vent pipes is prohibited.
- 3.9 No satellite dish or any portion of a satellite dish and its related Members shall be attached to any built-up roofing on a flat roof.
- 3.10 Mounting a satellite dish on a chimney is prohibited.
- 3.11 No modifications to any fascia, rain gutter or plumbing vent shall be permitted. A satellite dish installation shall not obstruct a rain gutter or plumbing vent in any way.
- 3.12 It is recommended that satellite dishes and installation materials be grounded in accordance with the National Electric Code.

3.13 Buildings with flat roof and mansard roof

- (a) Place the satellite dish approximately 15 feet from the edge of the flat roof above the manor for which the service is being provided. At no time can the dish be mounted on the side of the building or to existing fascias.
- (b) For installation of a satellite dish onto a **flat PVC cool roof**, the member must install a 3' X 3' satellite dish pad provided by the Mutual's roofing contractor at the expense of the Member.
- (c) Mount the satellite dish on a non-penetrating satellite dish roof-mount weighted down by a minimum of four, 8" x 8" x 16" cinderblocks (see Example 1 below).
- (d) Extend the coaxial cable from the dish, across the surface of the roof, to the mansard roof. Continue over the mansard roof and rain gutter, firmly and without slack, until the coaxial cable reaches the overhang. (Do not alter or damage the tile or rain gutter in any way.
- (e) Attach wire mold to the overhang, continue in a straight line to the wall of the building, and down vertically and horizontally, as required, to provide entry to the manor 24" from the floor. Encase the coaxial cable in the attached wire mold. Penetrate the wall to bring coaxial cable into the manor. (See 3.5)
- (f) Do not place wire mold within 18" of balconies, balcony railings or balcony overhangs. Do not place wire mold across any part of an overhang vent or near, or on, windows. Do not alter or damage wall-mounted air conditioners.

3.14 Buildings with flat roof and parapet

- (a) Place the satellite dish on the flat roof approximately 15 feet from the parapet above the manor for which the service is being provided. At no time can the dish be mounted on the side of the building or to existing fascias.
- (b) For installation of a satellite dish onto a **flat PVC cool roof**, the member must install a 3' X 3' satellite dish pad provided by the Mutual's roofing contractor at the expense of the Member.
- (c) Mount the satellite dish on a non-penetrating satellite dish roof-mount weighted down by a minimum of four, 8" x 8" x 16" cinderblocks (see Example 1 below).

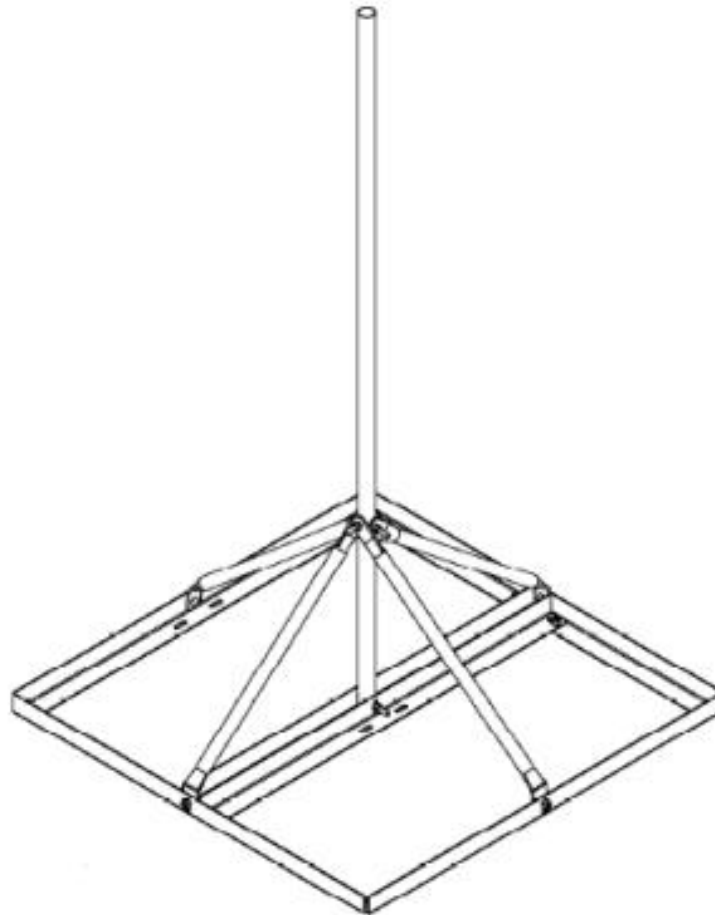
- (d) Extend the coaxial cable from the dish across the surface of the flat roof to the parapet. Continue the coaxial cable up the wall of the parapet, over the crown, and down until it is several inches below an existing wire- mold installation. (Do not attach the coaxial cable to the interior wall of the parapet with fasteners.) Attach new wire mold immediately below the existing wire mold installation and continue vertically and horizontally as required to reach the manor 24" from the floor. Encase the coaxial cable in the attached wire mold. Penetrate the wall to bring coaxial cable into the manor. (See 3.5)
- (e) Do not use, alter or damage existing wire mold installation.

3.15 Seville

- (a) Place the satellite dish approximately 15 feet from the edge of the flat roof above the manor for which the service is being provided. At no time can the dish be mounted on the side of the building, existing fascias, or on roof beams.
- (b) For installation of a satellite dish onto a **flat PVC cool roof**, the member must install a 3' X 3' satellite dish pad provided by the Mutual's roofing contractor at the expense of the Member.
- (c) Mount the satellite dish on a non-penetrating satellite dish roof-mount weighted down by a minimum of four, 8" x 8" x 16" concrete blocks (see Example 1 below).
- (d) Extend the coaxial cable from the dish across the surface of the roof to the fascia. Attach the coaxial cable to the inside of the fascia and continue down to a location that is directly in line above the room selected for installation of the jack. Attach the coaxial cable to the overhang and continue to the wall of the building. Attach wire mold to the wall, vertically, in a straight line down to provide entry to the manor 24" from the floor. Encase the coaxial cable in the attached wire mold. Penetrate the wall to bring coaxial cable into the manor. (See 3.5)
- (e) Do not use, alter or damage existing wire mold installation. Do not alter or damage rain gutters.

3.16 Casa Milano, La Quinta and Villa Lugano series

- (a) Mounting of satellite dishes on buildings is permitted only upon approval of Permits and Inspections office of a detailed plan indicating all work to be done, i.e., size, location, description and specifications.
- (b) Satellite dish installation is permitted on Exclusive Use Common Area, e.g., patios or balconies. Dish must stay within footprint of patio or perimeter of balcony railing.



Example 1: Non-Penetrating Satellite Dish Roof Mount

Third Laguna Hills Mutual

Section 5C - Satellite Dishes: 3 Story Buildings

ADOPTED NOVEMBER 2006, RESOLUTION 03-06-59

REVISED APRIL 2007, RESOLUTION 03-07-33

GENERAL REQUIREMENTS REVISED APRIL 2011, RESOLUTION 03-11-49

REVISED NOVEMBER 2013, RESOLUTION 03-13-121

~~1.0 — GENERAL REQUIREMENTS~~

- ~~1.1 — **PERMITS AND FEES:** A Mutual permit is required for all alterations to the building. A City of Laguna Woods permit may be required. All fees for both Mutual and City permits shall be paid for by the Member and/or his or her contractor. Member and/or his or her contractor must provide the Permits and Inspections office with City permit number(s) prior to beginning work.~~
- ~~1.2 — **MEMBERS' RESPONSIBILITY:** The Member is solely responsible for the maintenance, repair, and/or removal of all alterations to the building.~~
- ~~1.3 — **CODES AND REGULATIONS:** All work shall comply with all applicable local, state, and federal requirements including, but not limited to, the current edition of the National Electric Code (NEC).~~
- ~~1.4 — **WORK HOURS:** No work shall commence prior to 7:00a.m. and no work shall be permitted after 6:00p.m. Monday through Friday. Work on Saturday shall be permitted from 9:00a.m. — 2:00p.m. for work which results in construction-related noise (e.g. cutting tile, hammering, use of power tools). For work that does not result in excessive noise, such as painting and carpet installation, permitted hours are 7:00a.m. — 6:00p.m. No work whatsoever shall be permitted on Sunday.~~
- ~~1.5 — **PLANS:** The Member applying for a permit shall provide to the Permits and Inspections office a detailed plan(s) for approval indicating all work to be done, i.e., size, location, description and specifications.~~
- ~~1.6 — **DUMPSITES:** The premises shall be kept free of accumulation of waste materials and/or rubbish caused by construction work. The Member and/or his or her contractor is responsible for removal of debris and excess material and must leave work areas "**BROOM CLEAN**" daily. **USE OF COMMUNITY DUMPSITES FOR**~~

~~CONSTRUCTION RELATED DUMPING IS NOT PERMITTED.~~

~~Contractor's or Member's dumpsters, if required, must have location approved by the Permits and Inspections office.~~

~~**1.7 CONTRACTOR:** Installation must be performed by a California licensed contractor of the appropriate trade.~~

~~**1.8 CONTRACTOR'S CONDUCT:** Member's contractor's, their personnel, and sub-contractors shall refrain at all times from using profanity, abusive or loud language, and must wear shirts at all times. Radio, MP3, CD or cassette players are not permitted on the project site. Contractor personnel will, at all times, extend and exhibit a courteous demeanor to residents.~~

2.0 GENERAL GUIDELINES

2.1 Any installation permitted in Mutual Common Area at three story buildings must follow all guidelines set forth by the following Mutual Alteration Standard.

2.2 Prior to installation of any satellite dish, a plan and the specifications of all proposed work and equipment must be submitted for approval as specified in Section 1.5. The submitted plan must indicate all work to be done, i.e., type of dish, size, a full description, it's location on the building, anchoring, and method of sealing wall(s) and attachments. Site location will be contingent upon Mutual approval.

2.3 The Mutual Member assumes all responsibility for any damage including, but not limited to, roof or wall damage, or damage from moisture intrusion resulting from improper installation of the satellite dish.

2.4 No satellite dish will be permitted which may become hazardous to other residents or workmen due to its location or dimensions.

2.5 Any satellite dish must be made easily removable as required for performance of maintenance. In the event a satellite dish must be

removed it shall be the Mutual Member's responsibility to remove and properly store the dish until such time that maintenance work has been completed. The cost of removal, storage and re-installation shall be borne by the Mutual Member.

- 2.6 Any satellite dish installation must follow all guidelines set forth by the Federal Communications Commission's Over-the-Air-Reception- Devices rule (OTARD).
- 2.7 Any installation violating these guidelines is subject to immediate removal at the sole cost of the Mutual Member, and restoration of any Mutual property, at the Member's expense.
- 2.8 Should the proposed location of a satellite dish be in an area that is technically Common Area, e.g., the roof, then the applicant is required to execute and submit to Third Laguna Hills Mutual, prior to installation of a dish, the "Agreement Regarding Satellite Dish Installation on Common Area Property" or similarly titled document.

3.0 INSTALLATION GUIDELINES

- 3.1 Satellite dish installation is permitted on Exclusive Use Common Area, e.g. patios or balconies. Dish must stay within footprint of patio or perimeter of balcony railing.
- 3.2 Only one (1) satellite dish per manor is allowed.
- 3.3 Any satellite dish installed on Common Area shall not exceed a diameter of 36", with the exception of manor types listed in paragraph 3.15 herein.
- 3.4 No coaxial cable shall be larger than 1/2" in diameter.

3.5 Unless otherwise specified, coaxial cable shall be encased in ½", 26 gauge steel ~~wire mold~~wire mold fastened to the surface of the wall with ½" mounting clips and anchors, specified for stucco, attached every four feet. ~~Wire mold~~Wire mold shall be painted to match the surface to which it is attached **prior to installation**. Fasteners shall be properly sealed to prevent moisture intrusion. Sealants shall be specifically manufactured for the application for which it is used.

3.6 Drilling through a roof is prohibited.

3.7 Utilization of any GRF Broadband installation and/or equipment is prohibited.

3.8 Mounting of a satellite dish to PVC, ABS or plumbing vent pipes is prohibited.

3.9 No satellite dish or any portion of a satellite dish and its related members shall be attached to any built-up roofing on a flat roof.

3.10 No modifications to any fascia, rain gutter or plumbing vent shall be permitted. A satellite dish installation shall not obstruct a rain gutter or plumbing vent in any way.

3.11 It is recommended that satellite dishes and installation materials be grounded in accordance with the National Electric Code.

3.12 Garden Villa-type buildings with a mansard roof

- (a)** Place the satellite dish approximately 15 feet from the edge of the flat roof above the manor for which the service is being provided. Coaxial cable installation is permitted on exterior walls but is prohibited on interior walls facing the courtyard. At no time can the dish be mounted on the side of the building or to existing fascias.

- (b) For installation of a satellite dish onto a **flat PVC cool roof**, the member must install a 3' X 3' satellite dish pad provided by the Mutual's roofing contractor at the expense of the Member.
- (c) Mount the satellite dish on a non-penetrating satellite dish roof-mount weighted down by a minimum of four 8" x 8" x 16" ~~cinder blocks~~ concrete blocks -(see Example 1 below).
- (d) Extend the coaxial cable from the dish, across the surface of the roof, to the mansard roof. Continue over the mansard roof and rain gutter, firmly and without slack, until the coaxial cable reaches the overhang. Do not alter or damage the tile or rain gutter in any way.
- (e) Attach ~~wire mold~~ wire mold to the overhang, continue in a straight line to the wall of the building, and down vertically and horizontally as required to provide entry to the manor 24" from the floor. Encase the coaxial cable in the attached ~~wire mold~~ wire mold. Penetrate the wall to bring coaxial cable into the manor. (See 3.5).
- (f) Do not place ~~wire mold~~ wire mold within 18" of balconies, balcony railings or balcony overhangs. Do not place ~~wire mold~~ wire mold across any part of an overhang vent or near, or on, windows. Do not alter or damage wall-mounted air conditioners.

3.13 LH2Is with an overall flat roof and mansard roof

- (a) Place the satellite dish approximately 15 feet from the edge of the flat roof above the manor for which the service is being provided. Coaxial cable installation is permitted on the back and end walls but is prohibited on the front wall of the building. At no time can the dish be mounted on the side of the building or to existing fascias.

- (b) For installation of a satellite dish onto a **flat PVC cool roof**, the member must install a 3' X 3' satellite dish pad provided by the Mutual's roofing contractor at the expense of the Member.
- (c) Mount the satellite dish on a non-penetrating satellite dish roof-mount weighted down by a minimum of four 8" x 8" x 16" ~~cinder blocks~~ concrete blocks (see Example 1 below).
- (d) Extend the coaxial cable from the dish, across the surface of the flat roof and down the fascia. Continue over the mansard roof and rain gutter, firmly and without slack, until the coaxial cable reaches the wall of the building. Do not alter or damage the tile or rain gutter in any way.
- (e) Attach ~~wire mold~~ wire mold to the wall immediately below the rain gutter and continue down vertically and horizontally as required to provide entry to the manor 24" from the floor. Encase the coaxial cable in the attached ~~wire mold~~ wire mold. Penetrate the wall to bring coaxial cable into the manor. (See 3.5)
- (f) Do not place ~~wire mold~~ wire mold within 18" of balconies, balcony railings or balcony overhangs. Do not place ~~wire mold~~ wire mold across any part of an overhang vent or near, or on, windows. Do not alter or damage wall-mounted air conditioners.

3.14 LH2Is with flat elevated center roof and mansard roof

- (a) Place the satellite dish in the approximate center of the elevated flat roof above the manor for which the service is being provided. Coaxial cable installation is permitted on the back and end walls but is prohibited on the front of the building. At no time can the dish be mounted on the side of the building or existing fascias.

- (b) For installation of a satellite dish onto a **flat PVC cool roof**, the member must install a 3' X 3' satellite dish pad provided by the Mutual's roofing contractor at the expense of the Member.
- (c) Mount the satellite dish on a non-penetrating satellite dish roof-mount weighted down by a minimum of four 8" x 8" x 16" ~~cinder blocks~~ concrete blocks (see Example 1 below).
- (d) Extend the coaxial cable from the dish across the surface of the flat elevated roof, and continue downward, firmly and without slack, over the mansard roof until the coaxial cable reaches the rain gutter or fascia. Do not alter or damage the fascia or rain gutter in any way.
- (e) Attach ~~wire mold~~ wire mold to the overhang, continue in a straight line to the wall of the building, and down vertically and horizontally, as required, to provide entry to the manor 24" from the floor. Encase the coaxial cable in the attached ~~wire mold~~ wire mold. Penetrate the wall to bring coaxial cable into the manor. (See 3.5)
- (f) Do not place ~~wire mold~~ wire mold within 18" of balconies, balcony railings or balcony overhangs. Do not place ~~wire mold~~ wire mold across any part of an overhang vent or near, or on, windows. Do not alter or damage wall-mounted air conditioners.

3.15 LH2Is with sloping overall tile roof

Satellite dish installation on the roof, side of building, or fascias is prohibited. Satellite dish installation is permitted on Exclusive Use Common Area, e.g., patios or balconies. Dish must stay within footprint of patio or perimeter of balcony railing.



Example 1: Non-Penetrating Satellite Dish Roof Mount

Third Laguna Hills Mutual

Section 5C - Satellite Dishes: 3 Story Buildings

ADOPTED NOVEMBER 2006, RESOLUTION 03-06-59

REVISED APRIL 2007, RESOLUTION 03-07-33

GENERAL REQUIREMENTS REVISED APRIL 2011, RESOLUTION 03-11-49

REVISED NOVEMBER 2013, RESOLUTION 03-13-121

2.0 GENERAL GUIDELINES

- 2.1** Any installation permitted in Mutual Common Area at three story buildings must follow all guidelines set forth by the following Mutual Alteration Standard.
- 2.2** Prior to installation of any satellite dish, a plan and the specifications of all proposed work and equipment must be submitted for approval as specified in Section 1.5. The submitted plan must indicate all work to be done, i.e., type of dish, size, a full description, it's location on the building, anchoring, and method of sealing wall(s) and attachments. Site location will be contingent upon Mutual approval.
- 2.3** The Mutual Member assumes all responsibility for any damage including, but not limited to, roof or wall damage, or damage from moisture intrusion resulting from improper installation of the satellite dish.
- 2.4** No satellite dish will be permitted which may become hazardous to other residents or workmen due to its location or dimensions.
- 2.5** Any satellite dish must be made easily removable as required for performance of maintenance. In the event a satellite dish must be removed it shall be the Mutual Member's responsibility to remove and properly store the dish until such time that maintenance work has been completed. The cost of removal, storage and reinstallation shall be borne by the Mutual Member.
- 2.6** Any satellite dish installation must follow all guidelines set forth by the Federal Communications Commission's Over-the-Air-Reception- Devices rule (OTARD).
- 2.7** Any installation violating these guidelines is subject to immediate removal at the sole cost of the Mutual Member, and restoration of any Mutual property, at the Member's expense.
- 2.8** Should the proposed location of a satellite dish be in an area that is technically Common Area, e.g., the roof, then the applicant is

required to execute and submit to Third Laguna Hills Mutual, prior to installation of a dish, the "Agreement Regarding Satellite Dish Installation on Common Area Property" or similarly titled document.

3.0 INSTALLATION GUIDELINES

- 3.1** Satellite dish installation is permitted on Exclusive Use Common Area, e.g. patios or balconies. Dish must stay within footprint of patio or perimeter of balcony railing.
- 3.2** Only one (1) satellite dish per manor is allowed.
- 3.3** Any satellite dish installed on Common Area shall not exceed a diameter of 36", with the exception of manor types listed in paragraph 3.15 herein.
- 3.4** No coaxial cable shall be larger than ½" in diameter.
- 3.5** Unless otherwise specified, coaxial cable shall be encased in ½", 26 gauge steel wire mold fastened to the surface of the wall with ½" mounting clips and anchors, specified for stucco, attached every four feet. Wire mold shall be painted to match the surface to which it is attached **prior to installation**. Fasteners shall be properly sealed to prevent moisture intrusion. Sealants shall be specifically manufactured for the application for which it is used.
- 3.6** Drilling through a roof is prohibited.
- 3.7** Utilization of any GRF Broadband installation and/or equipment is prohibited.
- 3.8** Mounting of a satellite dish to PVC, ABS or plumbing vent pipes is prohibited.
- 3.9** No satellite dish or any portion of a satellite dish and its related members shall be attached to any built-up roofing on a flat roof.
- 3.10** No modifications to any fascia, rain gutter or plumbing vent shall be permitted. A satellite dish installation shall not obstruct a rain gutter or plumbing vent in any way.
- 3.11** It is recommended that satellite dishes and installation materials be grounded in accordance with the National Electric Code.
- 3.12 Garden Villa-type buildings with a mansard roof**
 - (a)** Place the satellite dish approximately 15 feet from the edge of the flat roof above the manor for which the service is being provided. Coaxial cable installation is permitted on exterior walls but is prohibited on interior walls facing the courtyard. At

no time can the dish be mounted on the side of the building or to existing fascias.

- (b) For installation of a satellite dish onto a **flat PVC cool roof**, the member must install a 3' X 3' satellite dish pad provided by the Mutual's roofing contractor at the expense of the Member.
- (c) Mount the satellite dish on a non-penetrating satellite dish roof-mount weighted down by a minimum of four 8" x 8" x 16" concrete blocks (see Example 1 below).
- (d) Extend the coaxial cable from the dish, across the surface of the roof, to the mansard roof. Continue over the mansard roof and rain gutter, firmly and without slack, until the coaxial cable reaches the overhang. Do not alter or damage the tile or rain gutter in any way.
- (e) Attach wire mold to the overhang, continue in a straight line to the wall of the building, and down vertically and horizontally as required to provide entry to the manor 24" from the floor. Encase the coaxial cable in the attached wire mold. Penetrate the wall to bring coaxial cable into the manor. (See 3.5).
- (f) Do not place wire mold within 18" of balconies, balcony railings or balcony overhangs. Do not place wire mold across any part of an overhang vent or near, or on, windows. Do not alter or damage wall-mounted air conditioners.

3.13 LH2Is with an overall flat roof and mansard roof

- (a) Place the satellite dish approximately 15 feet from the edge of the flat roof above the manor for which the service is being provided. Coaxial cable installation is permitted on the back and end walls but is prohibited on the front wall of the building. At no time can the dish be mounted on the side of the building or to existing fascias.
- (b) For installation of a satellite dish onto a **flat PVC cool roof**, the member must install a 3' X 3' satellite dish pad provided by the Mutual's roofing contractor at the expense of the Member.
- (c) Mount the satellite dish on a non-penetrating satellite dish roof-mount weighted down by a minimum of four 8" x 8" x 16" concrete blocks (see Example 1 below).
- (d) Extend the coaxial cable from the dish, across the surface of the flat roof and down the fascia. Continue over the mansard roof and rain gutter, firmly and without slack, until the coaxial cable reaches the wall of the building. Do not alter or damage the tile or rain gutter in any way.

- (e) Attach wire mold to the wall immediately below the rain gutter and continue down vertically and horizontally as required to provide entry to the manor 24" from the floor. Encase the coaxial cable in the attached wire mold. Penetrate the wall to bring coaxial cable into the manor. (See 3.5)
- (f) Do not place wire mold within 18" of balconies, balcony railings or balcony overhangs. Do not place wire mold across any part of an overhang vent or near, or on, windows. Do not alter or damage wall-mounted air conditioners.

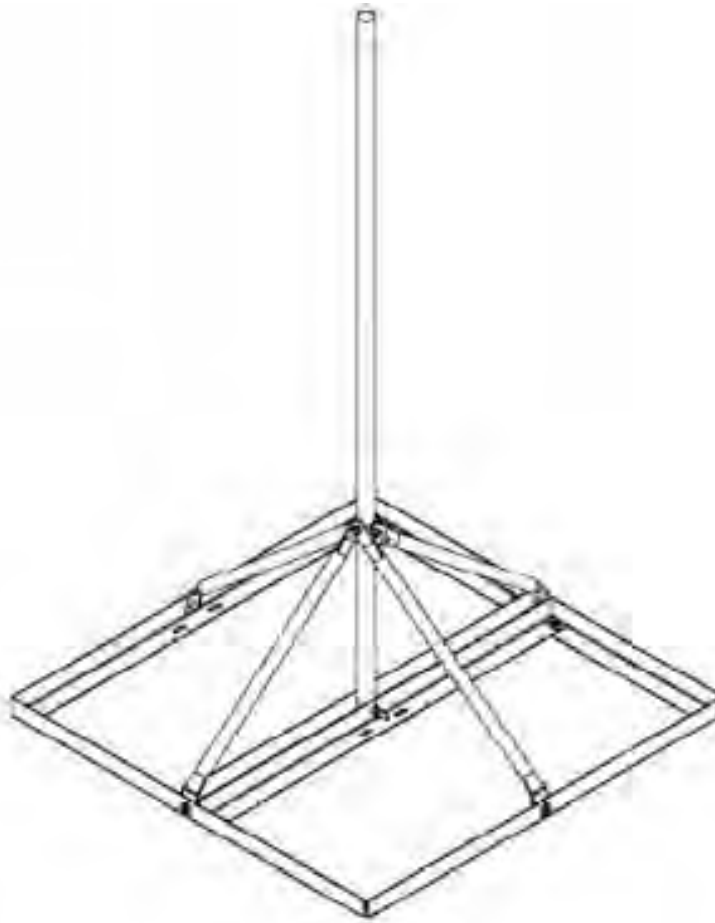
3.14 LH2Is with flat elevated center roof and mansard roof

- (a) Place the satellite dish in the approximate center of the elevated flat roof above the manor for which the service is being provided. Coaxial cable installation is permitted on the back and end walls but is prohibited on the front of the building. At no time can the dish be mounted on the side of the building or existing fascias.
- (b) For installation of a satellite dish onto a **flat PVC cool roof**, the member must install a 3' X 3' satellite dish pad provided by the Mutual's roofing contractor at the expense of the Member.
- (c) Mount the satellite dish on a non-penetrating satellite dish roof-mount weighted down by a minimum of four 8" x 8" x 16" concrete blocks (see Example 1 below).
- (d) Extend the coaxial cable from the dish across the surface of the flat elevated roof, and continue downward, firmly and without slack, over the mansard roof until the coaxial cable reaches the rain gutter or fascia. Do not alter or damage the fascia or rain gutter in any way.
- (e) Attach wire mold to the overhang, continue in a straight line to the wall of the building, and down vertically and horizontally, as required, to provide entry to the manor 24" from the floor. Encase the coaxial cable in the attached wire mold. Penetrate the wall to bring coaxial cable into the manor. (See 3.5)
- (f) Do not place wire mold within 18" of balconies, balcony railings or balcony overhangs. Do not place wire mold across any part of an overhang vent or near, or on, windows. Do not alter or damage wall-mounted air conditioners.

3.15 LH2Is with sloping overall tile roof

Satellite dish installation on the roof, side of building, or fascias is prohibited. Satellite dish installation is permitted on Exclusive Use

Common Area, e.g., patios or balconies. Dish must stay within footprint of patio or perimeter of balcony railing.



Example 1: Non-Penetrating Satellite Dish Roof Mount



~~THIRD LAGUNA HILLS MUTUAL~~

SECTION 10 DOORS, EXTERIOR

JANUARY 1989

REVISED AUGUST 2002, RESOLUTION M3-02-38

REVISED MARCH 2003, RESOLUTION 03-02-22

GENERAL REQUIREMENTS REVISED APRIL 2011, RESOLUTION 03-11-49

1.0 — GENERAL REQUIREMENTS

- 1.1 — PERMITS AND FEES:** ~~A Mutual permit is required for all alterations to the building. A City of Laguna Woods permit may be required. All fees for both Mutual and City permits shall be paid for by the Member and/or his or her contractor. Member and/or his or her contractor must provide the Permits and Inspections office with City permit number(s) prior to beginning work.~~
- 1.2 — MEMBERS' RESPONSIBILITY:** ~~The Member is solely responsible for the maintenance, repair, and/or removal of all alterations to the building.~~
- 1.3 — CODES AND REGULATIONS:** ~~All work shall comply with all applicable local, state, and federal requirements, including, but not limited to, the current edition of the National Electric Code (NEC).~~
- 1.4 — WORK HOURS:** ~~No work shall commence prior to 7:00a.m. and no work shall be permitted after 6:00p.m. Monday through Friday. Work on Saturday shall be permitted from 9:00a.m. — 2:00p.m. for work which results in construction-related noise (e.g. cutting tile, hammering, use of power tools). For work that does not result in excessive noise, such as painting and carpet installation, permitted hours are 7:00a.m. — 6:00p.m. No work whatsoever shall be permitted on Sunday.~~
- 1.5 — PLANS:** ~~The Member applying for a permit shall provide to the Permits and Inspections office a detailed plan(s) for approval indicating all work to be done, i.e., size, location, description and specifications.~~



- ~~1.6 — **DUMPSITES:** The premises shall be kept free of accumulation of waste materials and/or rubbish caused by construction work. The Member and/or his or her contractor is responsible for removal of debris and excess material and must leave work areas "**BROOM CLEAN**" daily. **USE OF COMMUNITY DUMPSITES FOR CONSTRUCTION RELATED DUMPING IS NOT PERMITTED.** Contractor's or Member's dumpsters, if required, must have location approved by the Permits and Inspections office.~~
- ~~1.7 — **CONTRACTOR:** Installation must be performed by a California licensed contractor of the appropriate trade.~~
- ~~1.8 — **CONTRACTOR'S CONDUCT:** Member's contractor's, their personnel, and sub-contractors shall refrain at all times from using profanity, abusive or loud language, and must wear shirts at all times. Radio, MP3, CD or cassette players are not permitted on the project site. Contractor personnel will, at all times, extend and exhibit a courteous demeanor to residents.~~

2.0 TYPES OF DOORS

- 2.1 All doors shall be of solid core 1-1/2" minimum thickness with exterior grade hardware.
- 2.2 Dutch doors, split doors and French doors may be allowed provided any and all required permits are obtained through the City of Laguna Woods and the Permits and Inspections office. All costs of maintenance shall be borne by the Mutual member. ~~The exterior of the doors shall match the Mutual's painting policy, be of natural or stained wood, or of vinyl material.~~



2.3 Glass in entry doors may be allowed provided it follows the standards set for such installation as required by the current California Building Code, the Uniform Building Code and complies in all respects with such standards.

2.4 Door trim shall not exceed 3" in width unless prior approval is obtained from the Alterations Department.

3.0 APPLICATIONS

3.1 All doors shall be painted or stained to maintain an appearance that conforms to the approved paint color criteria as dictated by the Mutual's Policy on Exterior Paint Colors and Procedures. Doors shall be of natural or stained wood, or of fiberglass or vinyl clad material. Painted doors shall be the body or trim color of the building, or be white.

3.2 Screen door additions are acceptable.

3.3 Exterior doors shall only be allowed in existing openings. For existing openings wider than 36", doors with accompanying sidelights may be used.

3.4 Existing header height must remain unchanged.



- 3.35** Exterior doors shall be compliant with the current edition of the Uniform-California Building Code.
- 3.46** Any required irrigation or landscaping modifications resulting from the door (or required steeplanding) installation must be performed by the PCM VMSAgent's Landscaping Division, at the Mutual member's expense.



SECTION 10 DOORS, EXTERIOR

JANUARY 1989

REVISED AUGUST 2002, RESOLUTION M3-02-38

REVISED MARCH 2003, RESOLUTION 03-02-22

GENERAL REQUIREMENTS REVISED APRIL 2011, RESOLUTION 03-11-49

2.0 TYPES OF DOORS

- 2.1** All doors shall be of solid core 1-1/2" minimum thickness with exterior grade hardware.
- 2.2** Dutch doors, split doors and French doors may be allowed provided any and all required permits are obtained through the City of Laguna Woods and the Permits and Inspections office. All costs of maintenance shall be borne by the Mutual member.
- 2.3** Glass in entry doors may be allowed provided it follows the standards set for such installation as required by the current California Building Code.
- 2.4** Door trim shall not exceed 3" in width unless prior approval is obtained from the Alterations Department.

3.0 APPLICATIONS

- 3.1** Doors shall be of natural or stained wood, or of fiberglass or vinyl clad material. Painted doors shall be the body or trim color of the building, or be white.
- 3.2** Screen door additions are acceptable.



- 3.3** Exterior doors shall only be allowed in existing openings. For existing openings wider than 36", doors with accompanying sidelights may be used.
- 3.4** Existing header height must remain unchanged.
- 3.5** Exterior doors shall be compliant with the current edition of the California Building Code.
- 3.6** Any required irrigation or landscaping modifications resulting from the door (or required landing) installation must be performed by the Agent's Landscaping Division, at the Mutual member's expense.



~~THIRD LAGUNA HILLS MUTUAL~~

SECTION 11 EXTERIOR FLOOR COVERINGS

JANUARY 1989

REVISED MARCH 2003, RESOLUTION 03-03-23

GENERAL REQUIREMENTS REVISED APRIL 2011, RESOLUTION 03-11-49

1.0 — GENERAL REQUIREMENTS

- 1.1 — PERMITS AND FEES:** A Mutual permit is required for all alterations to the building. A City of Laguna Woods permit may be required. All fees for both Mutual and City permits shall be paid for by the Member and/or his or her contractor. Member and/or his or her contractor must provide the Permits and Inspections office with City permit number(s) prior to beginning work.
- 1.2 — MEMBERS' RESPONSIBILITY:** The Member is solely responsible for the maintenance, repair, and/or removal of all alterations to the building.
- 1.3 — CODES AND REGULATIONS:** All work shall comply with all applicable local, state, and federal requirements including, but not limited to, the current edition of the National Electric Code (NEC).
- 1.4 — WORK HOURS:** No work shall commence prior to 7:00a.m. and no work shall be permitted after 6:00p.m. Monday through Friday. Work on Saturday shall be permitted from 9:00a.m. — 2:00p.m. for work which results in construction-related noise (e.g. cutting tile, hammering, use of power tools). For work that does not result in excessive noise, such as painting and carpet installation, permitted hours are 7:00a.m. — 6:00p.m. No work whatsoever shall be permitted on Sunday.
- 1.5 — PLANS:** The Member applying for a permit shall provide to the Permits and Inspections office a detailed plan(s) for approval indicating all work to be done, i.e., size, location, description and specifications.
- 1.6 — DUMPSITES:** The premises shall be kept free of accumulation of waste materials and/or rubbish caused by construction work. The Member and/or his or her contractor is responsible for removal of



~~debris and excess material and must leave work areas "**BROOM CLEAN**" daily. **USE OF COMMUNITY DUMPSITES FOR CONSTRUCTION RELATED DUMPING IS NOT PERMITTED.** Contractor's or Member's dumpsters, if required, must have location approved by the Permits and Inspections office.~~

~~**1.7 CONTRACTOR:** Installation must be performed by a California licensed contractor of the appropriate trade.~~

~~**1.8 CONTRACTOR'S CONDUCT:** Member's contractor's, their personnel, and sub-contractors shall refrain at all times from using profanity, abusive or loud language, and must wear shirts at all times. Radio, MP3, CD or cassette players are not permitted on the project site. Contractor personnel will, at all times, extend and exhibit a courteous demeanor to residents.~~

2.0 APPLICATIONS

2.1 Floor coverings are installed by the Mutual members at their own risk. Any building activity which may damage any type of floor covering shall be the resident's responsibility.

2.2 Attaching substances shall encompass glues or adhesive strips for carpeting on concrete patio slabs only. Carpeting for balconies shall utilize adhesive strips only. Mortar, cements, etc., for tile only.

2.3. No screws, nails, or any type of penetrating attachments shall be permitted.

2.4 Floor coverings shall not be installed on any non-entry walk.

2.5 Color, style, fashion, or design of any floor covering shall be optional.

2.6 Glazed tile, due to its slippery surface, is not recommended for use as a floor covering.

2.7 Concrete stain may be applied to patio, atrium, and courtyard slabs only.



- 2.78** A four inch mow strip will be left (set back) on all patio slab coverings. For all walkway coverings, a four inch mow strip will be installed along the entire alteration.

3.0 MAINTENANCE

- 3.1** Mutual members must maintain and/or replace, as needed, all floor coverings installed.
- 3.2** Mutual members shall be responsible to remove any floor covering for access to the subsurface for purposes of repairs as may be required.
- 3.3** Mutual members assume all responsibility for tile that cracks or become loose due to the building movement or other causes.
- 3.4** Mutual members assume responsibility for any building damage occurred due to the installation of a floor covering.



SECTION 11 EXTERIOR FLOOR COVERINGS

JANUARY 1989

REVISED MARCH 2003, RESOLUTION 03-03-23

GENERAL REQUIREMENTS REVISED APRIL 2011, RESOLUTION 03-11-49

2.0 APPLICATIONS

- 2.1** Floor coverings are installed by the Mutual members at their own risk. Any building activity which may damage any type of floor covering shall be the resident's responsibility.
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~~THIRD LAGUNA HILLS MUTUAL~~

SECTION 11A INTERIOR HARD-SURFACE FLOORING

Adopted July 20, 2010, RESOLUTION 03-10-97

Revised December 21, 2010, RESOLUTION 03-10-188

1.0 GENERAL REQUIREMENTS

1.1. PERMITS, FIIC TESTS AND FEES: ~~Neither a Mutual permit nor an FIIC test shall be required prior to the installation of any interior hard surface flooring. A City of Laguna Woods permit may be required. All fees for City permits shall be paid for by the member and/or his contractor. For purposes of this Section, "hard surface flooring" shall mean any flooring which is composed of hard surface materials such as wood, linoleum, tile, bamboo, slate, laminates or stone.~~

1.2 MEMBERS' RESPONSIBILITY: ~~The Member is solely responsible for the maintenance, repair, and/or removal of all alterations to the building.~~

1.3 CODES AND REGULATIONS: ~~All work shall comply with all applicable local, state, and federal requirements including, but not limited to, the current edition of the National Electric Code (NEC).~~

1.4 WORK HOURS: ~~No work shall commence prior to 7:00a.m. and no work shall be permitted after 6:00p.m. Monday through Friday. Work on Saturday shall be permitted from 9:00a.m. — 2:00p.m. for work which results in construction-related noise (e.g. cutting tile, hammering, use of power tools). For work that does not result in excessive noise, such as painting and carpet installation, permitted hours are 7:00a.m. — 6:00p.m. No work whatsoever shall be permitted on Sunday. [revised April 2011, Res 03-11-49]~~

1.5 PLANS: ~~The Member applying for a permit shall provide to the Permits and Inspections office a detailed plan(s) for approval indicating all work to be done, i.e., size, location, description and specifications.~~

1.6 DUMPSITES: ~~The premises shall be kept free of accumulation of waste materials and/or rubbish caused by construction work. The Member and/or his or her contractor is responsible for removal of debris and excess material and must leave work areas "BROOM CLEAN" daily. **USE OF COMMUNITY DUMPSITES FOR CONSTRUCTION RELATED DUMPING IS NOT PERMITTED.**~~



~~Contractor's or Member's dumpsters, if required, must have location approved by the Permits and Inspections office.~~

~~1.7 **CONTRACTOR:** Installation must be performed by a California licensed contractor of the appropriate trade.~~

~~1.8 **CONTRACTOR'S CONDUCT:** Member's contractor's, their personnel, and sub-contractors shall refrain at all times from using profanity, abusive or loud language, and must wear shirts at all times. Radio, MP3, CD or cassette players are not permitted on the project site. Contractor personnel will, at all times, extend and exhibit a courteous demeanor to residents. [revised April 2011, Res 03-11-49]~~

A City of Laguna Woods permit may be required. All fees for City permits shall be paid for by the member and/or his contractor. For purposes of this Section, "hard-surface flooring" shall mean any flooring which is composed of hard-surface materials such as wood, linoleum, tile, bamboo, slate, laminates or stone.

2.0 APPLICATIONS

2.1 FIIC AND CC&R STANDARDS: All interior hard-surface flooring (including but not limited to new, different or replacement flooring) which is installed in a room within a second or third floor Condominium that is located above an area where there is no dropped ceiling immediately below, must at all times meet a field impact insulation class (FIIC) rating of 50 as defined in the American Society for Testing and Materials (ASTM) E 1007 standard, and the utilization of same by the occupants of the aforesaid Condominium must not cause any violation of Article III section 6 of the Amended and Restated Declaration of Covenants, Conditions and Restrictions. FIIC testing on interior hard-surface flooring shall only be required pursuant to the procedures described in the Interior Hard-Surface Flooring Complaint Rules. Floor coverings such as area rugs, may be included to obtain the required FIIC 50 rating; provided that these coverings must be retained as a permanent part of the interior flooring and may be replaced only by other floor coverings that provide the required 50 FIIC rating.

2.2 OWNER RESPONSIBILITIES. The Owner(s) of a Condominium (including the Condominium Owner(s) on the date of the installation and all successor Owners) where interior hard-surface flooring subject to paragraph 2.1 has been installed shall be responsible for ensuring that the utilization of said flooring at all times meets a 50 FIIC rating, and for ensuring that said flooring does not cause any violation of Article III section 6 of the Amended and Restated Declaration of Covenants, Conditions and Restrictions.



**THIRD LAGUNA HILLS MUTUAL
INTERIOR HARD-SURFACE FLOORING COMPLAINT RULES
July 20, 2010, RESOLUTION 03-10-98
REVISED AUGUST 2013, RESOLUTION 03-13-85**

1. APPLICABILITY. These Interior Hard-Surface Flooring Complaint Rules (“Rules”) shall govern complaints by any Owner or resident of a first or second floor Condominium that the interior hard-surface flooring in the Condominium immediately above is in violation of Article III section 6 of the Amended and Restated Declaration of Covenants, Conditions and Restrictions and/or Section 11A of the Third Laguna Hills Mutual Alteration Standards.

2. WRITTEN COMPLAINTS. Any Owner or resident of a first or second floor Condominium who alleges that the existence of and/or utilization of the interior hard-surface flooring in the Condominium immediately above it is in violation of Article III section 6 of the Amended and Restated Declaration of Covenants, Conditions and Restrictions and/or Section 11A of the Third Laguna Hills Mutual Alteration Standards, must submit a written complaint to the Mutual on a form provided by the Mutual (the “Hard-Surface Flooring Complaint Form” or “Complaint”). Upon receipt of said Complaint, the Mutual will forward a packet to the complaining Condominium Owner(s), the Owner(s) of the Condominium against which the Complaint has been lodged, and the residents of same (if different from the Owners), which packet will include the Complaint, these Rules, and a written demand that all affected parties meet and confer in person in a good faith effort to resolve the Complaint (collectively the “Meet and Confer Packet”).

3. MEET AND CONFER PROCESS. Upon receipt of the Meet and Confer Packet, all affected parties shall meet and confer in person in a good faith effort to resolve the Complaint between themselves. If the affected parties resolve the



Complaint, they shall notify the Mutual in writing of the terms and conditions of such resolution. If the affected parties are unable to resolve the Complaint between themselves, then the complaining Owner or resident must so notify the Mutual in writing on a form provided by the Mutual (the “Notice of Failure To Resolve Hard-Surface Flooring Complaint” or “Notice”).

4. INVESTIGATION OF COMPLAINTS. Upon the Mutual’s receipt of the Notice of Failure To Resolve Hard-Surface Flooring Complaint from the complaining Owner or resident, then the Mutual shall: a) forward a copy of said Notice to the Owners and residents of the Condominium which is the subject of the Complaint, and b) select, retain and advance the costs for an acoustical testing and engineering expert, who shall perform FIIC testing on interior hard-surface flooring located in bedroom(s), the living room, and hallway(s), whichever is the subject of the Complaint. Testing shall not necessarily be required on interior hard-surface flooring located in the dining room, kitchen, nook, or bathroom(s). The Mutual’s payment of such expert costs shall be subject to its right to obtain reimbursement of such costs by imposition and levy of a Reimbursement Assessment upon the appropriate Condominium and Condominium Owners pursuant to the Governing Documents and these Rules.

5. FIIC TESTING. All FIIC testing which is conducted under these Rules shall be performed by an expert selected by the Mutual in its sole discretion. The expert shall be experienced in the field of acoustical testing and engineering. Said expert shall promptly forward to the Mutual a written report which shall include all test results as well as his, her or its findings, opinions and recommendations. The Mutual shall forward copies of the report to the complaining Condominium Owners and residents, and to the Owners and residents of the Condominium wherein the interior hard-surface flooring at issue is located.

6. OWNER AND RESIDENT COOPERATION. All Condominium Owners and residents involved shall fully cooperate with the Mutual, its agents and experts in connection with FIIC testing. Said cooperation shall include allowing the Mutual, its agents and experts to enter, inspect, photograph, and test all Condominiums which are identified in the Complaint. If entry into a Condominium is required, such entry shall be done at reasonable times, upon reasonable prior notice, and with as little inconvenience to the Condominium Owners and residents as possible. The Board shall impose and levy a Reimbursement Assessment against the appropriate Condominium Owners and their respective Condominiums in order to reimburse the Mutual for all costs, expenses and attorney’s fees which the Mutual incurs in connection with the Complaint or the enforcement of these Rules.



7. BOARD HEARINGS AND ORDERS.

i) As soon as reasonable after the Mutual receives the expert's test results and report, a hearing shall be held before the Board of Directors. At the hearing, the Board shall consider all relevant matters, including whether there has been any violation of Article III section 6 of the Amended and Restated Declaration of Covenants, Conditions and Restrictions and/or Section 11A of the Third Laguna Hills Mutual Alteration Standards.

ii) After the hearing has concluded, the Board of Directors shall determine such actions, remedies, fines, penalties, suspensions, Reimbursement Assessments, and other orders that the Board in its discretion deems appropriate to be taken, including, but not limited to:

(1) Imposing and levying a Reimbursement Assessment against either the Owner of the Condominium where the interior hard-surface flooring at issue is located or the Owner of the Condominium which originated the Complaint (even if the Complaint was made by a non-Owner resident in the Condominium) to reimburse the Mutual for all costs, expenses and attorney's fees that the Mutual has incurred in connection with the Complaint or its enforcement of these Rules, including the costs of FIIC testing, expert consultations, and expert reports;

(2) Directing the Owner(s) and/or resident(s) of the Condominium where the interior hard-surface flooring at issue is located to take remedial action to correct the situation that resulted in the Complaint, submit documents verifying that such remedial action has been completed, and/or allow an expert selected by the Mutual and paid for in advance by said Owners to perform follow-up FIIC testing to verify the effectiveness of the remedial action; and

(3) Making such other and further orders as it deems appropriate, including imposing monetary penalties and fines, imposing and levying Reimbursement Assessments, suspending the right to use any facilities owned, operated or managed by the Mutual, suspending the right to vote in Mutual elections, recommending to GRF that it take disciplinary action against the Owner(s) and/or resident(s) with respect to the Owner(s) and/or resident(s) use of GRF provided facilities and amenities, and/or setting additional hearings.



SECTION 11A INTERIOR HARD-SURFACE FLOORING

Adopted July 20, 2010, RESOLUTION 03-10-97

Revised December 21, 2010, RESOLUTION 03-10-188

A City of Laguna Woods permit may be required. All fees for City permits shall be paid for by the member and/or his contractor. For purposes of this Section, “hard-surface flooring” shall mean any flooring which is composed of hard-surface materials such as wood, linoleum, tile, bamboo, slate, laminates or stone.

2.0 APPLICATIONS

2.1 FIIC AND CC&R STANDARDS: All interior hard-surface flooring (including but not limited to new, different or replacement flooring) which is installed in a room within a second or third floor Condominium that is located above an area where there is no dropped ceiling immediately below, must at all times meet a field impact insulation class (FIIC) rating of 50 as defined in the American Society for Testing and Materials (ASTM) E 1007 standard, and the utilization of same by the occupants of the aforesaid Condominium must not cause any violation of Article III section 6 of the Amended and Restated Declaration of Covenants, Conditions and Restrictions. FIIC testing on interior hard-surface flooring shall only be required pursuant to the procedures described in the Interior Hard-Surface Flooring Complaint Rules. Floor coverings such as area rugs, may be included to obtain the required FIIC 50 rating; provided that these coverings must be retained as a permanent part of the interior flooring and may be replaced only by other floor coverings that provide the required 50 FIIC rating.

2.2 OWNER RESPONSIBILITIES. The Owner(s) of a Condominium (including the Condominium Owner(s) on the date of the installation and all successor Owners) where interior hard-surface flooring subject to paragraph 2.1 has been installed shall be responsible for ensuring that the utilization of said flooring at all times meets a 50 FIIC rating, and for ensuring that said flooring does not cause any violation of Article III section 6 of the Amended and Restated Declaration of Covenants, Conditions and Restrictions.



THIRD LAGUNA HILLS MUTUAL
INTERIOR HARD-SURFACE FLOORING COMPLAINT RULES
July 20, 2010, RESOLUTION 03-10-98
REVISED AUGUST 2013, RESOLUTION 03-13-85

1. APPLICABILITY. These Interior Hard-Surface Flooring Complaint Rules (“Rules”) shall govern complaints by any Owner or resident of a first or second floor Condominium that the interior hard-surface flooring in the Condominium immediately above is in violation of Article III section 6 of the Amended and Restated Declaration of Covenants, Conditions and Restrictions and/or Section 11A of the Third Laguna Hills Mutual Alteration Standards.

2. WRITTEN COMPLAINTS. Any Owner or resident of a first or second floor Condominium who alleges that the existence of and/or utilization of the interior hard-surface flooring in the Condominium immediately above it is in violation of Article III section 6 of the Amended and Restated Declaration of Covenants, Conditions and Restrictions and/or Section 11A of the Third Laguna Hills Mutual Alteration Standards, must submit a written complaint to the Mutual on a form provided by the Mutual (the “Hard-Surface Flooring Complaint Form” or “Complaint”). Upon receipt of said Complaint, the Mutual will forward a packet to the complaining Condominium Owner(s), the Owner(s) of the Condominium against which the Complaint has been lodged, and the residents of same (if different from the Owners), which packet will include the Complaint, these Rules, and a written demand that all affected parties meet and confer in person in a good faith effort to resolve the Complaint (collectively the “Meet and Confer Packet”).

3. MEET AND CONFER PROCESS. Upon receipt of the Meet and Confer Packet, all affected parties shall meet and confer in person in a good faith effort to resolve the Complaint between themselves. If the affected parties resolve the Complaint, they shall notify the Mutual in writing of the terms and conditions of such resolution. If the affected parties are unable to resolve the Complaint between themselves, then the complaining Owner or resident must so notify the Mutual in writing on a form provided by the Mutual (the “Notice of Failure To Resolve Hard-Surface Flooring Complaint” or “Notice”).

4. INVESTIGATION OF COMPLAINTS. Upon the Mutual’s receipt of the Notice of Failure To Resolve Hard-Surface Flooring Complaint from the complaining Owner or resident, then the Mutual shall: a) forward a copy of said Notice to the Owners and residents of the Condominium which is the subject of the Complaint,



and b) select, retain and advance the costs for an acoustical testing and engineering expert, who shall perform FIIC testing on interior hard-surface flooring located in bedroom(s), the living room, and hallway(s), whichever is the subject of the Complaint. Testing shall not necessarily be required on interior hard-surface flooring located in the dining room, kitchen, nook, or bathroom(s). The Mutual's payment of such expert costs shall be subject to its right to obtain reimbursement of such costs by imposition and levy of a Reimbursement Assessment upon the appropriate Condominium and Condominium Owners pursuant to the Governing Documents and these Rules.

5. FIIC TESTING. All FIIC testing which is conducted under these Rules shall be performed by an expert selected by the Mutual in its sole discretion. The expert shall be experienced in the field of acoustical testing and engineering. Said expert shall promptly forward to the Mutual a written report which shall include all test results as well as his, her or its findings, opinions and recommendations. The Mutual shall forward copies of the report to the complaining Condominium Owners and residents, and to the Owners and residents of the Condominium wherein the interior hard-surface flooring at issue is located.

6. OWNER AND RESIDENT COOPERATION. All Condominium Owners and residents involved shall fully cooperate with the Mutual, its agents and experts in connection with FIIC testing. Said cooperation shall include allowing the Mutual, its agents and experts to enter, inspect, photograph, and test all Condominiums which are identified in the Complaint. If entry into a Condominium is required, such entry shall be done at reasonable times, upon reasonable prior notice, and with as little inconvenience to the Condominium Owners and residents as possible. The Board shall impose and levy a Reimbursement Assessment against the appropriate Condominium Owners and their respective Condominiums in order to reimburse the Mutual for all costs, expenses and attorney's fees which the Mutual incurs in connection with the Complaint or the enforcement of these Rules.

7. BOARD HEARINGS AND ORDERS.

i) As soon as reasonable after the Mutual receives the expert's test results and report, a hearing shall be held before the Board of Directors. At the hearing, the Board shall consider all relevant matters, including whether there has been any violation of Article III section 6 of the Amended and Restated Declaration of Covenants, Conditions and Restrictions and/or Section 11A of the Third Laguna Hills Mutual Alteration Standards.

ii) After the hearing has concluded, the Board of Directors shall determine such actions, remedies, fines, penalties, suspensions, Reimbursement Assessments,



and other orders that the Board in its discretion deems appropriate to be taken, including, but not limited to:

- (1) Imposing and levying a Reimbursement Assessment against either the Owner of the Condominium where the interior hard-surface flooring at issue is located or the Owner of the Condominium which originated the Complaint (even if the Complaint was made by a non-Owner resident in the Condominium) to reimburse the Mutual for all costs, expenses and attorney's fees that the Mutual has incurred in connection with the Complaint or its enforcement of these Rules, including the costs of FIIC testing, expert consultations, and expert reports;
- (2) Directing the Owner(s) and/or resident(s) of the Condominium where the interior hard-surface flooring at issue is located to take remedial action to correct the situation that resulted in the Complaint, submit documents verifying that such remedial action has been completed, and/or allow an expert selected by the Mutual and paid for in advance by said Owners to perform follow-up FIIC testing to verify the effectiveness of the remedial action; and
- (3) Making such other and further orders as it deems appropriate, including imposing monetary penalties and fines, imposing and levying Reimbursement Assessments, suspending the right to use any facilities owned, operated or managed by the Mutual, suspending the right to vote in Mutual elections, recommending to GRF that it take disciplinary action against the Owner(s) and/or resident(s) with respect to the Owner(s) and/or resident(s) use of GRF provided facilities and amenities, and/or setting additional hearings.



~~THIRD LAGUNA HILLS MUTUAL~~

SECTION 12 EXTERIOR WALL ATTACHMENTS

MARCH 1983

REVISED APRIL 1996, RESOLUTION M3-96-28

GENERAL REQUIREMENTS REVISED APRIL 2011, RESOLUTION 03-11-49

1.0 GENERAL REQUIREMENTS

- 1.1 PERMITS AND FEES:** A Mutual permit is required for all alterations to the building. A City of Laguna Woods permit may be required. All fees for both Mutual and City permits shall be paid for by the Member and/or his or her contractor. Member and/or his or her contractor must provide the Manor Alterations Department with City permit number(s) prior to beginning work.
- 1.2 MEMBERS' RESPONSIBILITY:** The Member is solely responsible for the maintenance, repair, and/or removal of all alterations to the building.
- 1.3 CODES AND REGULATIONS:** All work shall comply with all applicable local, state, and federal requirements.
- 1.4 WORK HOURS:** No work shall commence prior to 7:00a.m. and no work shall be permitted after 6:00p.m. Monday through Friday. Work on Saturday shall be permitted from 9:00a.m. — 2:00p.m. for work which results in construction-related noise (e.g. cutting tile, hammering, use of power tools). For work that does not result in excessive noise, such as painting and carpet installation, permitted hours are 7:00a.m. — 6:00p.m. No work whatsoever shall be permitted on Sunday.
- 1.5 PLANS:** The Member applying for a permit shall provide to the Permits and Inspections office a detailed plan(s) for approval indicating all work to be done, i.e., size, location, description and specifications.
- 1.6 DUMPSITES:** The premises shall be kept free of accumulation of waste materials and/or rubbish caused by construction work. The Member and/or his or her contractor is responsible for removal of debris and excess material and must leave work areas **"BROOM**



~~CLEAN" daily. USE OF COMMUNITY DUMPSITES FOR CONSTRUCTION RELATED DUMPING IS NOT PERMITTED. Contractor's or Member's dumpsters, if required, must have location approved by the Permits and Inspections office.~~

~~1.7 **CONTRACTOR:** Installation must be performed by a California licensed contractor of the appropriate trade.~~

~~1.8 **CONTRACTOR'S CONDUCT:** Member's contractor's, their personnel, and sub-contractors shall refrain at all times from using profanity, abusive or loud language, and must wear shirts at all times. Radio, MP3, CD or cassette players are not permitted on the project site. Contractor personnel will, at all times, extend and exhibit a courteous demeanor to residents.~~

2.0 **APPLICATIONS**

2.1 No attachments may cover any electrical outlets or junction boxes.

2.2 No attachments may cover over plumbing access covers, cleanouts, or shutoffs.

2.3 No attachments may cover any vents, openings, or related items that will violate building code or hinder access in any way.

2.4 All attachments must be permanent in nature and not subject to extreme weathering or deterioration.



- 22.5** Any exterior wall attachment will be limited to only those walls which face limited common areas, such as patios or atriums.

3.0 TILE AND VENEER-PAVERS

- 3.1** Tile ~~pavers and veneer~~ used on a vertical surface exterior wall must be attached with thin set/epoxy mortar mixes.
- 3.2** Tile and veneer used ~~as a brick veneer~~ will be limited to use on stucco covered exterior chimneys and entryway columns.
- 3.3** Tile must match in color, design, and size as close as possible any brickwork on building existing.

4.0 TRELLIS AND WROUGHT IRON DESIGNS

- 4.1** All trellis and wrought iron shall be mounted vertically.
- 4.12** Any -trellis attached to a wall must be painted the same color as the wall.



4.23 Trellis and wrought iron shall be within 12" of walls and not used as screens, shades, or shields, nor higher than wall to which it is attached~~to~~.

4.34 Wrought iron shall be easily removable for access to the wall for painting purposes.

4.45 All lags or screws into walls must be sealed prior to installation to prevent water penetration.

5.0 MURALS AND WALL HANGINGS

5.1 Any installation of murals or wall hangings shall be limited to patio and atrium locations. No installation will protrude above the height of a patio wall.

5.2 Visual access through a wrought iron gate will be considered to be within the above statement and not a factor.



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