



## **OPEN SESSION**

### **REGULAR OPEN MEETING OF THIRD LAGUNA WOODS MUTUAL ARCHITECTURAL AND CONTROL STANDARDS COMMITTEE**

**Monday, March 28, 2022: 9:30AM - 11:30AM  
HYBRID VIRTUAL/IN-PERSON MEETING**

Laguna Woods Village owners/residents are welcome to participate in all open committee meetings and submit comments or questions regarding virtual meetings using one of three options:

1. Via Zoom : <https://us06web.zoom.us/j/93156707417>
2. Via email to [meeting@vmsinc.org](mailto:meeting@vmsinc.org) any time before the meeting is scheduled to begin or during the meeting. Please use the name of the committee in the subject line of the email. Name and unit number must be included.
3. Attend the meeting in person and participate during discussions.

### **NOTICE and AGENDA**

*This Meeting May Be Recorded*

1. Call to Order
2. Acknowledgement of Media
3. Approval of Agenda
4. Approval of Meeting Report – February 28, 2022 (PDF Page 3)
5. Chair's Remarks
6. Member Comments - (Items Not on the Agenda)
7. Division Manager 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.*

8. Monthly Mutual Consent Report (Attachment 1, PDF Page 7)

### **Variance Requests:**

- A. 3456-A Bahia Blanca West (Navarro, Plan P302RC ) Patio Enclosure in "Grandfathered" Common Area (PDF Page 9)
- B. 2173-A Via Mariposa East (Monterey, Plan PQ12 ) Bathroom Addition in the Storage Closet (PDF Page 27)

### **Items for Discussion:**

None.

### **Items for Future Discussion & Agendas:**

- Variance Request Report



Concluding Business:

9. Committee Member Comments
10. Date of Next Meeting – April 25, 2022
11. Adjournment



**OPEN MEETING**

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

Monday, February 28 2022: 9:30AM-11:30AM  
Laguna Woods Village Community Center (Zoom)  
24351 El Toro Road, Laguna Woods, CA 92637

**REPORT**

**COMMITTEE MEMBERS PRESENT:** Robert Mutchnick, John Frankel, Ralph Engdahl, James Cook

**DIRECTORS PRESENT:**

**COMMITTEE MEMBERS ABSENT:** Craig Wayne

**ADVISORS PRESENT:** Michael Plean, Michael Butler

**STAFF PRESENT:** Robbi Doncost, Lauryn Varnum, Gavin Fogg, Bart Mejia, Manuel Gomez

**1. Call to Order**

Chair Mutchnick called the meeting to order at 9:30 AM.

**2. Acknowledgement of Media**

Zoom recording.

**3. Approval of Agenda**

Agenda was approved by consensus.

**4. Approval of Meeting Report for January 24, 2021**

Meeting report was approved by consensus.

**5. Chair's Remarks**

None.

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

Susan Smallwood spoke on behalf of Karen Feldstein stating that her understanding was Mrs. Felstein had attempted to proceed with a variance and was met with delays, inappropriate details being rejected, and frustrations. Mrs. Smallwood expressed concerns that the staff wasn't assisting residents effectively.

Tim Cooper expressed concern regarding the overreach of the variance process and the seemingly slow process of approvals. He discussed how the proposed variance of Mrs. Felstein seemed straightforward and a benefit to the community, thus there should be no reason for delays.



Carrie Eckert spoke regarding her proposed variance, expressing that her remodel process had begun in June 2021, had experienced multiple delays, and many comments seemed to run counter-intuitive to the standards she had found via the website. Mrs. Eckert expressed frustration and sought clarification on the variance procedures.

Karen Felstein voiced her confusion over the variance approval process, expressed her frustration with delays, and clarified she felt her proposed variance was very straightforward. If only one person is in charge of variances, she expressed frustration that no other person could be utilized to progress variances.

Chair Mutchnick questioned why the variance was so problematic, and how progress could be made. Mr. Doncost explained that there could be an option to assist in streamlining the process, namely through bifurcating the Mutual Consent and Variance, and offered to meet with Mrs. Felstein separately to facilitate this.

Discussion ensued as to how areas are classified between common area, exclusive-use common area, and the discrepancy between plat lines and revised footprints of manors. Director Cook reminded the committee there was a “like-for-like” resolution passed in 2018 and perhaps this could allow for the existing solarium to be grandfathered in. Director Mutchnick expressed that this would be dependent upon the dates of the original installation.

#### **7. Manor Alterations Division Update**

Staff Officer Robbi Doncost explained how the Variance Inspector had been out on sick leave, exposing a need for the variance process to adjust. Mr. Doncost also highlighted the efforts to increase communication to residents, and the need to streamline processes in order to better serve the members.

#### **Consent:**

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#### **8. Monthly Mutual Consent Report**

Mr. Doncost addressed the delays within the variance process, and highlighted that four staff members were absent for a week due to illness, but now that staff has returned he expects the average processing rate can begin to escalate. Chair Mutchnick expressed that within the next report, the quantity and timeline of the variances be highlighted. He claimed many residents seemed to never receive a response to their inquiries with variances.

Director Plean discussed how during his personal alteration, he made an appointment with the Inspector within Manor Alterations, highlighting how helpful it was. Staff Officer Lauryn Varnum informed the committee that the Manor Alterations office had been open to walk-ins and appointments for multiple months, and pledged to highlight this within the upcoming News Bulletin.

#### **Items for Discussion:**

#### **9. Staff Board Approved Policy Changes: Water Heater Enclosures, Alteration Fee Schedule, CVP**



Mr. Doncost explained that Manor Alterations had received the edits for the Staff Reports and they would be incorporated into the documents. He also highlighted the enactment date for the CVP, and the need for new documents to be available on the website.

#### **10. ACM: Legal Involvement Progress & Dual Mutual Involvement – United Actions**

Chair Mutchnick confirmed there was a meeting scheduled which United did not attend, and that United had elected to put off a meeting until they spoke with their legal counsel.

#### **11. Handrail Policy: Legal Counsel Update Forthcoming**

Chair Mutchnick said he had not seen any items go to legal counsel, while Advisor Butler highlighted the large email and attachments he had sent to Manor Alterations on the morning of the meeting. Mr. Doncost explained it would take at least 2-3 days to integrate all the comments before submitting to legal.

Advisor Butler also provided comments regarding the approval process experienced within the ACSC. He explained that based on his reading of the CC&Rs many processes should not require further Board approval if a decision is made within the ACSC. Chair Mutchnick requested that Advisor Butler distribute the articles which make this plain, and thanked him for his efforts regarding analysis.

#### **12. Technology Updates: Automated Reminders**

Ms. Varnum gave an update on the digital platform development and the future implementation of automated reminders sent to residents in order to keep them informed of status changes. Discussion ensued on the most effective way to inform members their permit remains open. Director Plean asked what capabilities VMS has to assist, and Mr. Doncost explained that nobody within the Manor Alterations division is an analyst, but progress was coming and more to be reported at the next meeting.

#### **Items for Future Agendas:**

- Variance Reports
- If necessary, Chair Mutchnick will sit in a special meeting in order to approve variances
- Discussion of cross-training within Manor Alterations

#### **Concluding Business:**

#### **13. Committee Member Comments:**

Advisor Butler highlighted the CC&R reference (Article 10, Page 25)

#### **14. Date of Next Meeting – March 28, 2022**

#### **15. Adjournment at 11:00 AM**

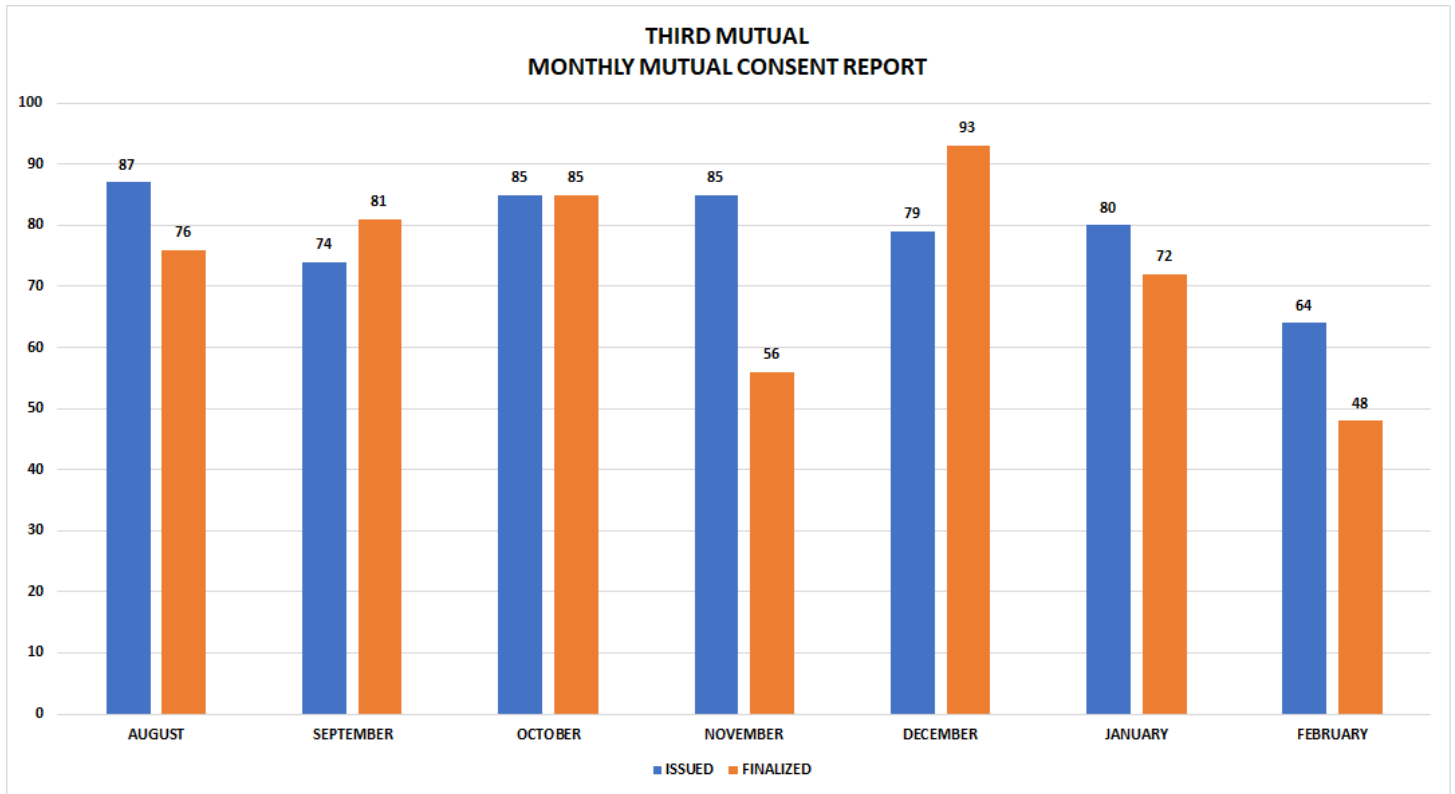
X\_\_\_\_\_

Robert Mutchnick, Chair

Robbi Doncost, Staff Officer

Telephone: (949) 268-2281

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	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	TOTAL
ISSUED	87	74	85	85	79	80	64	554
FINALIZED	76	81	85	56	93	72	48	511

**Average Numbers:**

Phone in-take: received per day / responded to per day =

**65 Received per day / 65 Responded per day**

E-mail in-take: received per day / responded to per day =

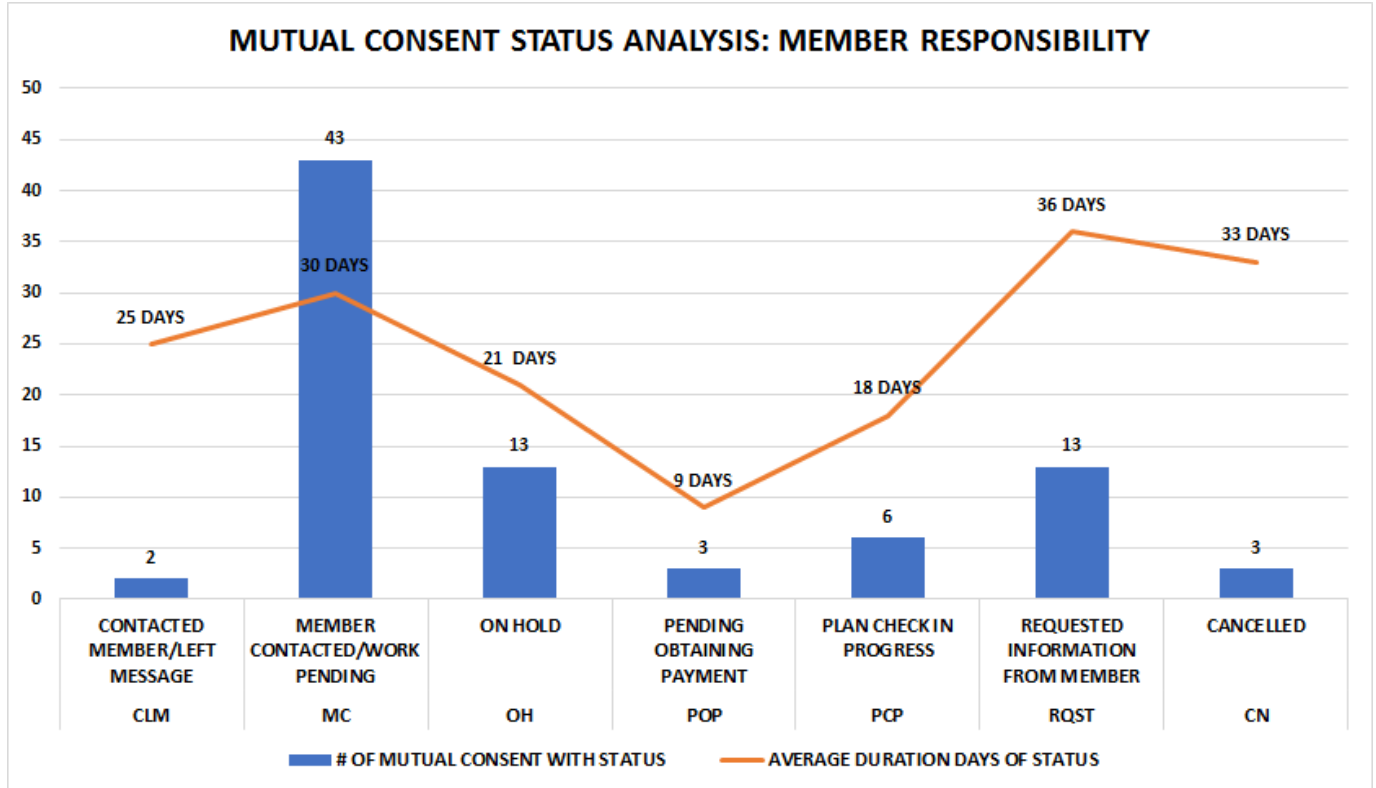
**35 Emails per day / 35 Responded per day**

**Permit Release Timeline:**

**Class I Permits = 5 - 10 Business Days**

**Class II Permits = 5 - 12 Business Days**

**Class III Permits = 45 - 90 Business Days**



CURRENT STATUS	
CLM	CONTACTED MEMBER/LEFT MESSAGE
FW	FINAL WALK
MC	MEMBER CONTACTED/WORK PENDING
OH	ON HOLD
POP	PENDING OBTAINING PAYMENT
PCP	PLAN CHECK IN PROGRESS
RQST	REQUESTED INFORMATION FROM MEMBER
CN	CANCELLED





## STAFF REPORT

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**DATE:** March 28, 2022  
**FOR:** Third Architectural Control and Standards Committee  
**SUBJECT:** Variance Request: Ms. Karen Felstein of 3456-A Bahia Blanca West (Navarro, Plan P302RC ) Patio Enclosure in “Grandfathered” Common Area

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### **RECOMMENDATION**

Staff recommends approval from the Architectural Control and Standards Committee for a variance for a patio enclosure in “grandfathered” common area with conditions stated in Appendix A.

### **BACKGROUND**

Ms. Karen Felstein of 3456-A Bahia Blanca West, a Navarro style manor, requests Architectural Control and Standards Committee approval of a variance for a patio enclosure in “grandfathered” Common Area.

Due to there being no existing Standard plan for the proposed alterations, Staff seeks Board approval prior to issuing a Mutual Consent for the alterations.

Plans and specifications have been submitted for review (Attachment 1).

### **DISCUSSION**

Ms. Karen Felstein is proposing to replace her existing previously approved covered patio with perimeter wall with a new 26’ x 12’ sunroom and 10’ x 12’ patio cover.

The existing covered patio currently extends beyond the original limits of the Exclusive-Use Common Area patio. The Mutual Consent from 1989 approved a low wall installation and patio cover to encompass an area of 36’ x 11’6”. Additionally, the sides were allowed glass windscreens in 2001 via Mutual Consent (Appendix B). Between the time of issuing Mutual Consents and the present, additional insect screen panels have been added. There is no record of consent for alteration screen panels.

Due to the unpermitted alteration and current Common Area Use Policy, Staff issued a preliminary denial letter, requiring any new construction to be limited to the original Exclusive-Use Common Area patio limits.

Upon further Committee deliberation, Staff revisited the request and determined that this could be considered a like-for-like replacement of the existing covered patio area. The submitted plans extend beyond the previously approved Common Area as part of the project (patio length request for 12 feet, while existing patio is 11 feet 6 inches) which is direct violation of existing Common Area policy, therefore, in order for the patio enclosure to be considered like-for-like, it will be required to be contained within the limits, 36’ x 11’6”, as defined by the Mutual Consent from 2001. Revised drawings will be required to comply with these limits.

Structural drawings and calculations will be required for the patio enclosure.

Currently, there are no Mutual Consents open for the manor, other than those that relate to this variance application.

Staff recommends approval from the Architectural Controls and Standards Committee regarding the variance request due to the project being considered a like-for-like replacement of the current covered patio and perimeter wall. Ms. Karen Felstein has submitted architectural drawings for the proposed alteration for review. The project will be limited to the originally approved area limits of 36' x 11'6". The patio enclosure should not cause a significant change to existing drainage, landscaping, or similar issues related to common area maintenance.

Structural drawings will be submitted for review prior to issuance of the Mutual Consents for Demolition and Alteration. Additionally, the structural tie-in of the patio enclosure shall be addressed on the structural drawings.

A City of Laguna Woods building permit final inspection would verify compliance with all applicable building codes.

A Neighbor Awareness Notice was sent to Units 3456-A, 3455-A, 3455-B, 3457-A, 3457-B, and 3457-C on March 21, 2022 due to sharing common walls, having line of sight, or being potentially affected during construction.

At the time of writing the report, there have been no responses to the Neighbor Awareness Notices.

All future costs and maintenance associated with the subject alterations are the responsibility of the Mutual member(s) at 3456-A.

**Prepared By:** Richard de la Fuente, Alterations Inspector II

**Reviewed By:** Gavin Fogg, Inspections Supervisor

Robbi Doncost, Manor Alterations Manager

Baltazar Mejia, Maintenance & Construction Assistant Director

## **ATTACHMENT(S)**

Appendix A: Conditions of Approval

Appendix B: Record Drawings

Attachment 1: Scope

Attachment 2: Variance Application

Attachment 3: Photos

Attachment 4: Aerials

APPENDIX A CONDITIONS OF APPROVAL
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**Manor:** 3456-A

**Variance Description:** Patio Enclosure in “Grandfathered” Common Area

A Variance for Alterations has been granted at the above manor, subject to the attached plans stamped approved and is subject to a 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 disciplinary action taken against the Member.

**Manor-Specific Conditions:**

A. General Comments:

- A.1. Dimensions approved for patio enclosure must be contained in its entirety within the originally approved patio dimensions of 36' x 11'6".
- A.2. This approval does not change the number of bedrooms or the original maximum occupants permitted in the Unit.
- A.3. This approval allows temporary permission for non-conforming patio slabs, patio wall, and patio enclosure per the attached approved drawings in common area.
- A.4. In no way does this approval allow for room additions to be built in common area at this time or in the future. No future room additions or patio enclosures shall be allowed or considered outside of the original limitation of the exclusive-use common area as shown on the tract map.
- A.5. A City of Laguna Woods Building Permit will be required and provided to Manor Alterations to verify all code requirements for new or modified structural components, and shoring have been satisfied.

B. Materials and Methods:

- B.1. Patio Slabs shall conform to Third Mutual Standard 21.
- B.2. Patio Walls shall conform to Third Mutual Standard 6.

- B.3. Prior to the issuance of a Mutual Consent for Alterations, a sample of the prefabricated enclosure to be installed shall be provided to Manor Alterations for review and approval.

C. Requirements for Mutual Consent for Alterations:

- C.1. Prior to the Issuance of a Mutual Consent for Alterations, a complete set of unit specific plans, specifications and calculations 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.
- C.2. Prior to the Issuance of a Mutual Consent for Alterations, the Member 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. All gutter drainage shall be directed away from structures, free standing walls, foundations, and pedestrian walkways.
- C.3. Prior to the Issuance of a Mutual Consent for Alterations, the Member shall request a Maintenance and Construction Department inspection to assure that Mutual property is appropriately addressed during construction.

D. Requirements for Final Inspection by Manor Alterations:

- D.1. Prior to Final Inspection by Manor Alterations, a scanned copy of the City-Approved and Stamped plan check drawing set shall be submitted to the Division office located in the Laguna Woods Village Community Center. The plans must depict the work as completed and approved by the City, including all structural and architectural modifications.
- D.2. Prior to Final Inspection by Manor Alterations, all altered exterior surfaces should match the Building texture and color; vinyl fence/gate will be either white or taupe, tubular steel or wrought iron fence/gate will be black or existing body color of the building; the approved colors and materials are identified as "Third Laguna Hills Mutual Color Selections" at Resident Services, located at the Community Center first floor.

*See next page for General Conditions.*

## **General Conditions:**

### **G. General Conditions**

- G.1. No improvement shall be installed, constructed, modified or altered at 3456-A, ("Property") within the Third Laguna Hills Mutual ("Mutual") without an approved Mutual Consent for Alterations application for the improvement has been made to, and approved, in writing, by, the Village Management Services, Inc. ("VMS, Inc."), Alterations Division ("Division"), or, in the event of a Variance from the Mutual's Alteration Standards, the Architectural Control and Standards Committee ("ACSC"). In the event written permission is given for the installation, construction, modification or alteration of any improvement(s) upon the Property, the Member or Members ("Member") 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.
- G.2. Member hereby consents to and grants to the Mutual and the Maintenance and Construction Department , 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 Department , 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.
- G.3. All costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Property's Member at 3456-A and all future Mutual Members at 3456-A.
- G.4. Member 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, damage to Mutual property, and use of Mutual property for storage of equipment or materials without prior approval. Member acknowledges and agrees that all such persons are his/her invitees. Member shall be responsible for informing all his/her invitees of the Mutual's Rules and Regulations.
- G.5. Member 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.

- G.6. Member is responsible for following the gate clearance process (<http://www.lagunawoodsvillage.com/residents/resident-services> and click on documents and Business Pass Application Instructions) in place to admit contractors and other invitees.
- G.7. Member's contractors and other invitees shall have business signage on vehicles and 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.
- G.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.
- G.9. The Member is responsible for the submission of a valid mutual consent no later than 2 weeks from the date of the Variance approval. The expiration date of the Variance will then match the expiration date of the issuance of the Manor Alterations Mutual Consent for the improvements. If a valid Mutual Consent application is not submitted within said 2 weeks, then this Variance shall expire 180 days following the date of the Board approval of the Variance.
- G.10. Member(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.
- G.11. All construction must be completed within 180 days or 6 months from the later date of Board approval of the Variance and issuance of the Mutual Consent for start of demolition or construction work.
- G.12. A City of Laguna Woods permit may be 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 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.

- G.13. Prior to the issuance of a Mutual Consent for 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.
- G.14. All improvements must be installed in accordance with the California State Building Code, and the published Mutual Architectural Alterations Standards, Policies and Guidelines. See <http://www.lagunawoodsvillage.com>.
- G.15. 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.
- G.16. During construction, both the Mutual Consent for Alterations and the City Building Permit must be on display for public view at all times in a location approved by the Division.
- G.17. 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.
- G.18. A dumpster is approved for placement at the location identified by Security Staff by calling 949-580-1400. All dumpsters must conform to the Policy for Temporary Containers. Dumpsters must be ordered from the approved City of Laguna Woods waste hauler and must be maintained at all times.
- G.19. Dumpsters must be ordered from the approved City of Laguna Woods waste hauler and must be maintained at all times.
- G.20. A portable bathroom is approved for placement at the location identified by Security Staff by calling 949-580-1400.
- G.21. The Mutual Consent for 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.

- G.22. Violations of the forgoing conditions or the Mutual's Governing Documents (See <http://www.lagunawoodsvillage.com>), including, but not limited to, unpaid assessments, 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 Member. Such fines left unpaid will result in forfeiture of a portion or all of the Conformance Deposit required above or other legal remedy.
- G.23. 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 Member's improvements and installation, construction, design and maintenance of same.



# APPENDIX B RECORD PLANS

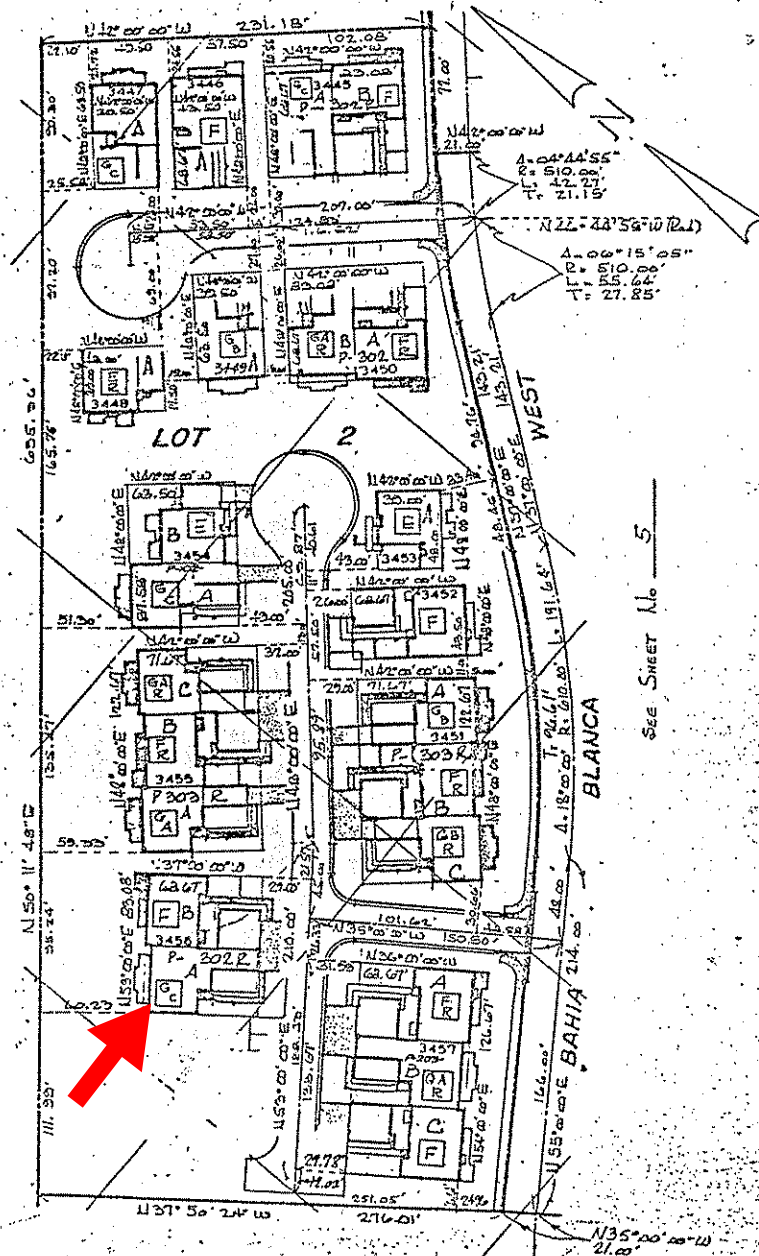
1404  
SHEET 2 OF 22 SHEETS

## CONDOMINIUM PLAN FOR LOT 1 AND 2 OF TRACT NO. 8258

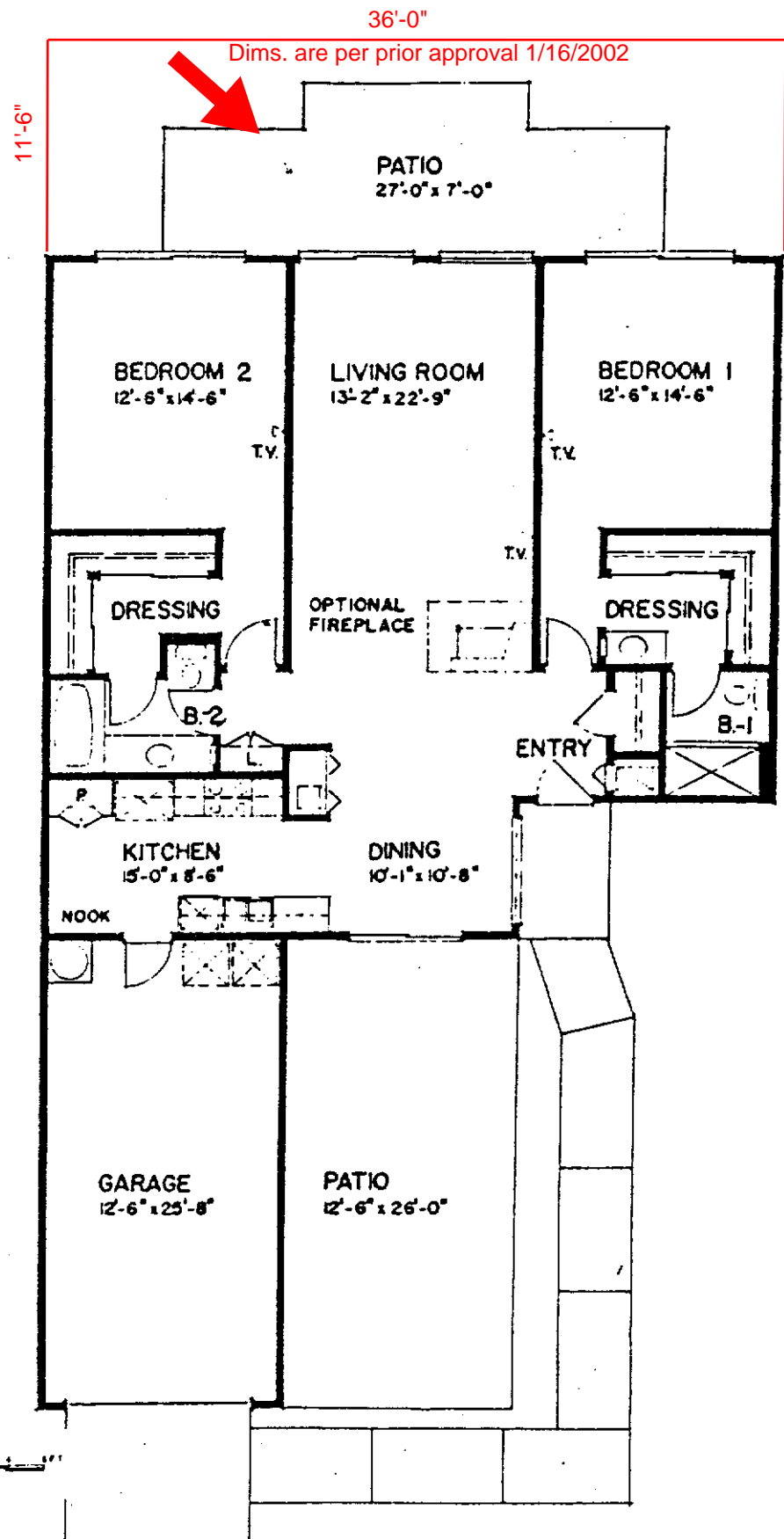
### NOTES AND DEFINITIONS

1. THE "COMMON AREA" OF THIS PROJECT IS THE LAND AND REAL PROPERTY INCLUDED WITHIN THE BOUNDARY LINES OF Lots 1 & 2 of Tract No. 8258, IN THE COUNTY OF ORANGE, STATE OF CALIFORNIA AS SHOWN ON A MAP RECORDED IN BOOK 341 PAGES 19 AND 20 OF MISCELLANEOUS MAPS, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, EXCEPT THOSE PORTIONS SHOWN AND DEFINED HEREIN AS AIR SPACE UNITS (DWELLING UNITS AND GARAGES.)
2. EACH OF SAID DWELLING UNIT IS AN AIR SPACE, THE LOCATION OF WHICH IS SHOWN HEREIN ON SHEETS 5 THROUGH 9 INCLUSIVE.
3. THE FOLLOWING ARE NOT A PART OF AN AIR SPACE UNIT: BEARING WALLS, COLUMNS, VERTICAL SUPPORTS, FLOORS, ROOFS, FOUNDATIONS, BALCONIES, PATIOS, PATIO WALLS AND FENCES, PIPES, DUCTS, FLUES, CONDUITS, WIRES AND OTHER UTILITY INSTALLATIONS, WHEREVER LOCATED, EXCEPT THE OUTLETS THEREOF WHEN LOCATED WITHIN THE UNIT.
4. EACH OF SAID DWELLING UNIT IS AN APARTMENT. THE BOUNDARIES OF EACH SUCH APARTMENT ARE AS FOLLOWS:
  - A. THE LOWER VERTICAL BOUNDARY IS THE SURFACE OF THE FINISHED FLOOR THEREOF.
  - B. THE UPPER VERTICAL BOUNDARY IS THE INTERIOR SURFACE OF THE FINISHED CEILING THEREOF, THE LARGEST SURFACE OF WHICH IS A HORIZONTAL PLANE AT 8.08 FEET ABOVE THE FINISHED FLOOR. THE ELEVATION FOR THIS HORIZONTAL PLANE IS SHOWN AND DESIGNATED "UPPER ELEV." IN THE TABLE OF VERTICAL LIMITS OF AIR SPACE UNITS" ON SHEETS 21 & 22 HEREIN. WHERE SAID CEILING IS AN INCLINED PLANE ABOVE OR A HORIZONTAL PLANE ABOVE SAID "UPPER ELEV.", A DIAGRAMMATIC AND ELEVATION IS SHOWN ON SHEET 12 DETAILING THE ADDITIONAL AIR SPACE ABOVE.
  - C. THE LATERAL BOUNDARIES ARE THE INTERIOR SURFACES OF THE PERIMETER WALLS, WINDOWS, AND DOORS THEREOF AND VERTICAL PLANES COINCIDENTAL WITH THE INTERIOR SURFACES OF THE PERIMETER WALLS THEREOF, EXTENDED UPWARDS TO INTERSECT THE UPPER VERTICAL BOUNDARY, OR INTERIOR SURFACE OF CEILING, IF HIGHER.
  - D. EACH SUCH APARTMENT INCLUDES THE SURFACES SO DESCRIBED, THE PORTIONS OF THE BUILDING AND IMPROVEMENTS (INCLUDING THE HEATING AND AIR CONDITIONING UNITS, RANGES, DISHWASHERS, GARBAGE DISPOSAL UNITS AND OTHER HOUSEHOLD APPLIANCES) LYING WITHIN SAID BOUNDARIES (EXCEPT AS STATED IN NOTE 3 ABOVE) AND THE AIR SPACE SO ENCOMPASSED.
5. EACH OF SAID GARAGE IS AN AIR SPACE.
6. THE BOUNDARIES OF EACH OF SAID GARAGE ARE THE INTERIOR SURFACES OF THE PERIMETER WALLS, FLOORS, DOORS AND WINDOWS, WHERE THEY EXIST AND THE UPPER VERTICAL BOUNDARY IS THE CEILING THEREOF, THE ELEVATION OF WHICH IS SHOWN IN THE "TABLE OF VERTICAL LIMITS OF AIR SPACE UNITS" ON SHEET 22 HEREIN. IF SAID CEILING IS A HORIZONTAL PLANE, THE ELEVATION IS DESIGNATED "UPPER ELEV." AND IF AN INCLINED PLANE IS DESIGNATED "HIGHEST UPPER ELEV." THEREIN.
7. PATIOS AND BALCONIES ARE LIMITED COMMON AREAS FOR THE EXCLUSIVE USE OF THE ADJACENT APARTMENT.
8. CARPORTS ARE LIMITED COMMON AREAS SUBJECT TO REGULATIONS ESTABLISHED BY THE LOCAL RESIDENT MUTUAL ASSOCIATION.
9. UNLESS OTHERWISE INDICATED, ALL AIR SPACE BOUNDARY LINES INTERSECT AT RIGHT ANGLES.
10. RECREATIONAL ROOMS ARE LIMITED COMMON AREAS FOR THE EXCLUSIVE USE OF THE RESIDENTS, AND THEIR GUESTS AND INVITES, IN THE BUILDINGS IN WHICH THE RECREATIONAL ROOMS ARE LOCATED.

CONDOMINIUM PLAN FOR LOTS 1 AND 2 OF SHEET E OF 22 SURVEY  
**TRACT NO. 8258**  
 BUILDING LOCATION PLAN  
 FIRST FLOOR







NAVARRO(P46)

SCALE



EXISTING  
36' X 11'-6"  
SCREENED  
PATIO

INSTALL 12' X 26' SUN ROOM  
INSTALL 12' X 10' SOLID COVER ATTACHED PATIO COVER  
INSTALL (10) CEILING LIGHTS  
INSTALL (1) CEILING FAN

ASSESSOR'S ID NO: 622-041-02  
ADDRESS: 3456 BAHIA BLANCA WEST #A BLDG 3456  
LAGUNA WOODS, CA 92637  
PROPERTY TYPE: SFR

PROPERTY DESCRIPTION:  
TR 8259 LOT 2 UNIT A BLDG 3456 OF PROJECT LOCATED ON AP 622-041-02  
TOGETHER WITH AN UND 1/100 INT INLOTS 1 & 2

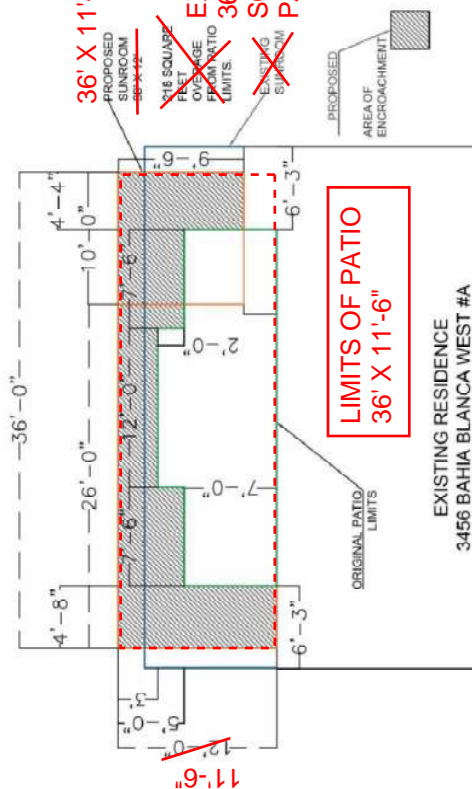
PROPERTY BOUNDARY DESCRIPTION:  
TRACT NO 8258 LOT 2

RFA & LOT COVERAGE:  
(E) RESIDENCE SQUARE FOOTAGE: 1,636 SF.  
(E) GARAGE: 324 SF.  
(N) ENCLOSED PATIO: 407 SF.

SUM OF STRUCTURES:	2,367 S.F.
(E) LOT:	56,066.14 S.F.
PROPOSED LOT COVERAGE:	4.22%

- ALL ELECTRICAL WORK TO COMPLY WITH ARTICLE 480, CEC, 2019.
- COMPLY WITH SECTION 301.3.2 REGARDING WASTE DIVERSION REQUIRED FOR WORK THAT REQUIRES BUILDING PERMIT.
- COMPLY WITH SECTION 5.408 REGARDING CONSTRUCTION WASTE REDUCTION DISPOSAL AND RECYCLING.

## VARIANCE DIMENSIONS



**SITE PLANS  
NOT TO SCALE**



LEAD DESIGNER:  
JONATHAN CARDENAS  
SR. PROJECT MANAGER  
KINGS OF CAD  
951-346-2095

**P-01**  
SITE PLAN

2019 CALIFORNIA RESIDENTIAL CODE  
2019 CALIFORNIA BUILDING CODE  
2019 CALIFORNIA MECHANICAL CODE  
2019 CALIFORNIA ELECTRICAL CODE  
2019 CALIFORNIA PLUMBING CODE  
2019 CALIFORNIA GREEN BUILDING STANDARDS CODE  
2019 CALIFORNIA ENERGY EFFICIENCY STANDARDS

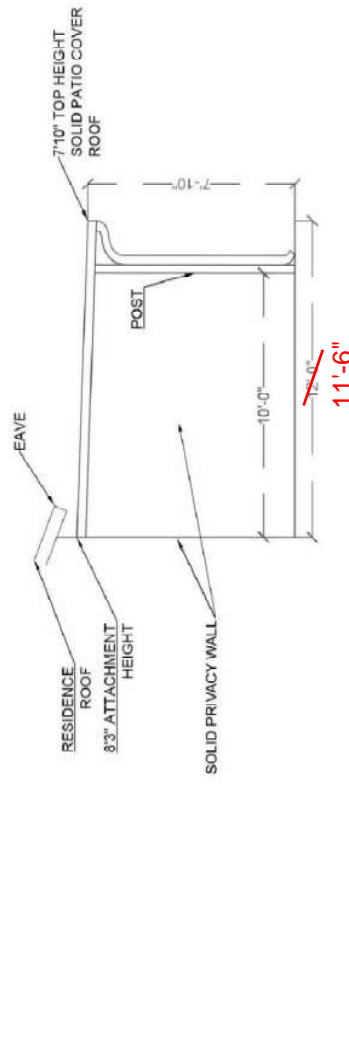
PROJECT INFORMATION:  
KAREN FELSTEIN RESIDENCE  
3456 BAHIA BLANCA WEST #A  
LAGUNA WOODS, CA 92637  
KFELSTEIN0808@GMAIL.COM  
949-966-1255

 Every Day  
WATER  
LICENSE # 1067198  
532 N MAGNOLIA AVE  
#515  
ANAHAIM, CA 92801  
310-880-5525  
EVERYDAYWATER@GMAIL.COM



LIMITS OF PATIO  
36' X 11'-6"

## ELEVATIONS



### SCOPE OF WORK:

INSTALL ~~12'-6"~~ SUN ROOM  
INSTALL ~~12'-6"~~ SOLID COVER ATTACHED PATIO COVER  
INSTALL (10) CEILING LIGHTS  
INSTALL (1) CEILING FAN

### PROPERTY INFORMATION:

ASSESSOR'S ID NO: 622-041-02  
ADDRESS: 3456 BAHIA BLANCA WEST #A BLDG 3456  
LAGUNA WOODS, CA 92637  
PROPERTY TYPE: SFR

PROPERTY DESCRIPTION:  
TR 8258 LOT 2 UNIT A BLDG 3456 OF PROJECT LOCATED ON AP 622-041-02  
TOGETHER WITH AN UND 1/100 INT LOTS 1 & 2

PROPERTY BOUNDARY DESCRIPTION:  
TRACT NO 8258 LOT 2

RFA & LOT COVERAGE:  
(E) RESIDENCE SQUARE FOOTAGE: 1,638 S.F.

(E) GARAGE: 324 S.F.

(N) ENCLOSED PATIO: ~~414~~ 414 S.F.

SUM OF STRUCTURES: 2,367 S.F.

(E) LOT: 596,066.14 S.F.

PROPOSED LOT COVERAGE: 4.22%

2019 CALIFORNIA RESIDENTIAL CODE  
2019 CALIFORNIA BUILDING CODE  
2019 CALIFORNIA MECHANICAL CODE  
2019 CALIFORNIA ELECTRICAL CODE  
2019 CALIFORNIA PLUMBING CODE  
2019 CALIFORNIA GREEN BUILDING STANDARDS CODE  
2019 CALIFORNIA ENERGY EFFICIENCY STANDARDS

PROJECT INFORMATION:  
KAREN FELSTEIN RESIDENCE  
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KFELSTEIN0808@GMAIL.COM  
949-966-1255

EVERYDAY PATIO  
EVERYDAY PATIO@GMAIL.COM  
310-880-6525  
ANAHEIM, CA 92801  
8115  
5322 N MAGNOLIA AVE  
LIC # 1067198

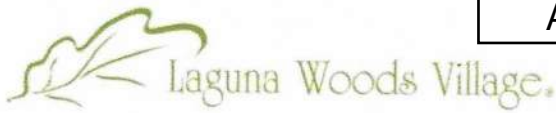
KING OF LAD  
LEAD DESIGNER  
JONATHAN CARDENAS  
SR PROJECT MANAGER  
916-444-0000  
991-148-2098

DATE: 1/17/22  
DRAWN BY: J.C.

P-02  
ELEVATIONS

EXISTING RESIDENCE  
3456 BAHIA BLANCA WEST #A

# ATTACHMENT 2 APPLICATION



MANOR # THIRD MUTUAL

☐ ULWM

☐ TLHM

## Variance Request Form

SA \_\_\_\_\_

<b>Model:</b> NAVARRO	<b>Plan:</b> P302RC	<b>Date:</b> 1/16/22
<b>Member Name:</b> KAREN FELSTEIN	<b>Signature</b> 	
<b>Phone:</b> [REDACTED]	<b>E-mail:</b> [REDACTED]	
<b>Contractor Name/Co:</b> EVERYDAY PATIO	<b>Phone:</b> [REDACTED]	<b>E-mail:</b> [REDACTED]
<b>Owner Mailing Address:</b> (to be used for official correspondence) 3456 BAHIA BLANCA W., #A, LAGUNA WOODS, CA 92367		

### Description of Proposed Variance Request ONLY:

Request for a variance to construct a patio enclosure beyond its exclusive use common area limit into common area.

"Remove & replace existing 25 year old severely deteriorating and potentially dangerous aluminum solarium style Patio Cover with new structure covering the exact same foot print as existing HOA approved structure.

Bordering neighbors have given their approval to this remove and replace aesthetically valued improvement and necessary upgrade."

### Dimensions of Proposed Variance Alterations ONLY:

Proposed Sunroom encroaches a total of 218 square feet into the encroachment area.

Please refer to attached Site Plans and Elevations for accurate dimensions and plan specifics.

### FOR OFFICE USE ONLY

RECEIVED BY: \_\_\_\_\_ DATE RECEIVED: \_\_\_\_\_ Check# \_\_\_\_\_ 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): \_\_\_\_\_

United M&C Committee: \_\_\_\_\_

Board Meeting: \_\_\_\_\_

☐ Denied

☐ Approved

☐ Tabled

☐ Other \_\_\_\_\_

v.1.18

ATTACHMENT 3  
PHOTOS



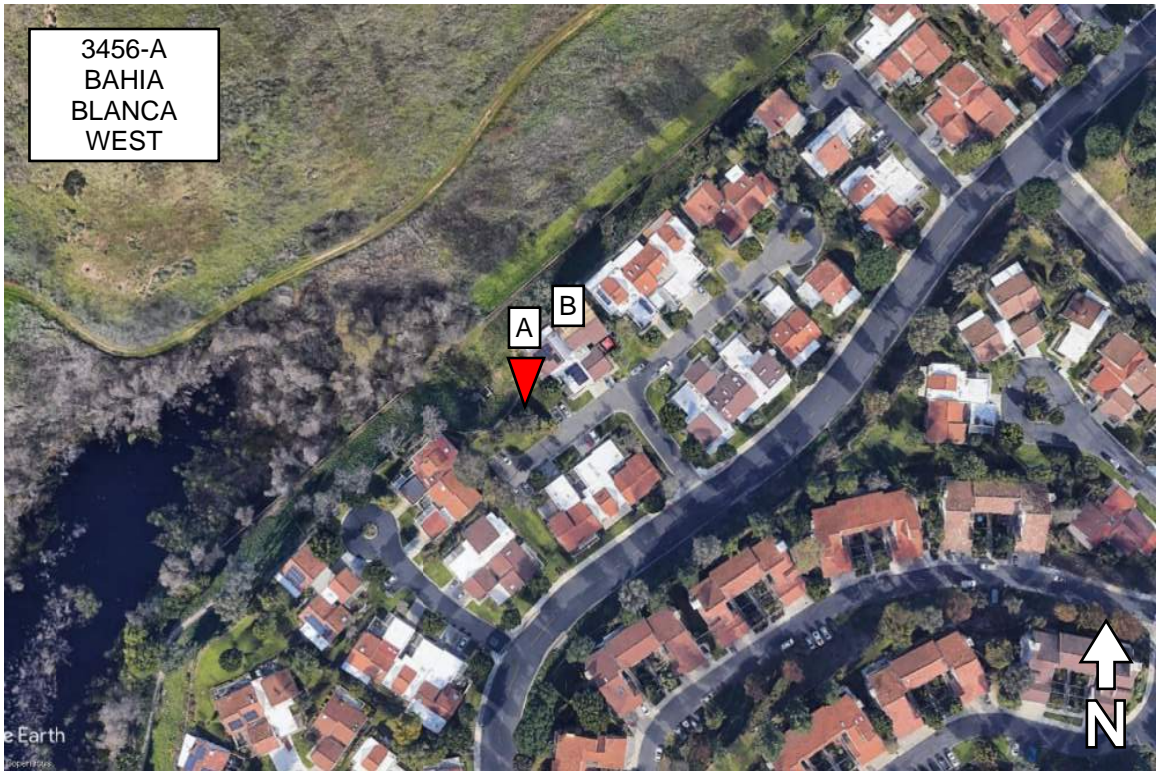
EXISTING COVERED PATIO WITH INSECT SCREENS - VIEW SOUTH



EXISTING COVERED PATIO WITH INSECT SCREENS - VIEW EAST



ATTACHMENT 4  
AERIALS



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## STAFF REPORT

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**DATE:** March 28, 2022  
**FOR:** Architectural Control and Standards Committee  
**SUBJECT:** Variance Request: Mr. James Cook of 2173-A Via Mariposa East  
(Monterey, Plan PQ12 ) Bathroom Addition in the Storage Closet

---

### **RECOMMENDATION**

Staff recommends approval from the Architectural Control and Standards Committee for a variance for a bathroom addition in the storage closet with conditions stated in Appendix A.

### **BACKGROUND**

Mr. James Cook of 2173-A Via Mariposa East, a Monterey style manor, requests Architectural Control and Standards Committee approval of a variance for a bathroom addition in the storage closet.

Due to there being no existing Standard plan for the proposed alterations, Staff seeks Board approval prior to issuing a Mutual Consent for the alterations.

Plans and specifications have been submitted for review (Attachment 1).

### **DISCUSSION**

Mr. James Cook is proposing to add a bathroom in the space currently occupied by the storage closet.

The existing storage closet is an integral portion of the exterior walls of the unit. The full height walls have an exterior stucco finish. However, the storage closet is located on Exclusive-Use Common Area per the original tract map (Appendix B), and is therefore not a part of the original manor square footage.

The doors of the storage closet will be removed and the stucco wall will be infilled and repaired to match the existing stucco. The wall between the storage closet and the living room will be opened up to provide a door into the new bathroom. The new bathroom will add approximately 21 square feet to the unit. There will be a window for natural light and ventilation facing into the patio. The walls facing the patio shall be repainted to match existing to provide a consistent finish appearance.

Structural drawings and calculations will be required for the patio enclosure.

Currently, there are no Mutual Consents open for the manor, other than those that relate to this variance application.

Staff recommends approval from the Architectural Controls and Standards Committee regarding the variance request due to the project not changing the exterior footprint of the unit's walls. The bathroom addition should not cause a significant change to existing drainage, landscaping, or similar issues related to Common Area maintenance.

Structural drawings and calculations will be required for the bathroom addition and will be submitted for review prior to issuance of the Mutual Consents for Demolition and Alteration.

All walls to be demolished shall be verified to be non-bearing prior to demolition.

The area of the existing storage closet to be occupied by the addition shall be demolished and replaced with a new slab, footings and moisture barrier per current building code, to match the existing interior floor slab elevation. An overpour will not be allowed. Additionally, no alterations shall be allowed beyond the original construction exclusive-use common area limitations per original tract map as shown in Appendix B.

A City of Laguna Woods building permit final inspection would verify compliance with all applicable building codes.

A Neighbor Awareness Notice was sent to Units 2040-B, 2040-C, 2043-A, 2043-B, 2173-B, 2173-N, 2173-C, 2173-O, 2173-D, 2173-P, 2173-Q, 2172-A, 2172-B, 2172-N and 2172-O on March 21, 2022 due to sharing common walls, having line of sight, or being potentially affected during construction.

At the time of writing the report, there have been no responses to the Neighbor Awareness Notices.

All future costs and maintenance associated with the subject alterations are the responsibility of the Mutual member(s) at 2173-A.

**Prepared By:** Richard de la Fuente, Alterations Inspector II

**Reviewed By:** Gavin Fogg, Inspections Supervisor

Robbi Doncost, Manor Alterations Manager

Baltazar Mejia, Maintenance & Construction Assistant Director

## **ATTACHMENT(S)**

Appendix A: Conditions of Approval

Appendix B: Record Drawings

Attachment 1: Scope

Attachment 2: Variance Application

Attachment 3: Photos

Attachment 4: Aerials

APPENDIX A CONDITIONS OF APPROVAL
---

**Manor:** 2173-A

**Variance Description:** Bathroom Addition in Storage Closet

A Variance for Alterations has been granted at the above manor, subject to the attached plans stamped approved and is subject to a 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 disciplinary action taken against the Member.

**Manor-Specific Conditions:**

A. General Comments:

- A.1. This approval does not change the number of bedrooms or the original maximum occupants permitted in the Unit.
- A.2. The Member shall provide plans, specifications, and calculations from a duly licensed structural engineer to conform to the Building Code for all foundation, framing, and beam additions for the work of this variance.
- A.3. A City of Laguna Woods Building Permit will be required and provided to Manor Alterations to verify all code requirements for new or modified structural components, and shoring have been satisfied.

B. Materials and Methods:

- B.1. Any piping in bathrooms with adjacent units shall be insulated for sound reduction, including penetrations through framing.
- B.2. All walls to be demolished shall be verified to be non-bearing prior to demolition.
- B.3. The area of the existing patio/storage slab to be occupied by the addition shall be demolished and replaced with a new slab, footings and moisture barrier per current building code, to match the existing interior floor slab elevation. An overpour will not be allowed.

- B.4. No alterations shall be allowed beyond the original construction exclusive-use common area limitations per original tract map as shown in Appendix B.

C. Requirements for Mutual Consent for Alterations:

- C.1. Prior to the Issuance of a Mutual Consent for Alterations, a complete set of unit specific plans, specifications and calculations 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.
- C.2. Prior to the Issuance of a Mutual Consent for Alterations, the Member 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. 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 Alterations staff to review.
- C.3. Prior to the Issuance of a Mutual Consent for Alterations, if required, the Member shall verify with Plumbing if the manor plumbing has been treated with an ePIPE Epoxy Barrier, to assure that Mutual property is appropriately addressed during construction. Any repair or connection to the epoxy coated pipe should be performed in such a manner that the repair or the remodel of the existing system does not damage the epoxy barrier. Before repairing or remodeling any ACE Duraflo epoxy barrier, call 800-359-6369 to ensure the proper technique is used for the specific repair or remodel.
- C.4. Prior to the Issuance of a Mutual Consent for Alterations, the Member shall request a Maintenance and Construction Department inspection to assure that Mutual property is appropriately addressed during construction.

D. Requirements for Final Inspection by Manor Alterations:

- D.1. Prior to Final Inspection by Manor Alterations, a scanned copy of the City-Approved and Stamped plan check drawing set shall be submitted to the Division office located in the Laguna Woods Village Community Center. The plans must depict the work as completed and approved by the City, including all structural and architectural modifications.

- D.2. Prior to Final Inspection by Manor Alterations, all altered exterior surfaces should match the Building texture and color; vinyl fence/gate will be either white or taupe, tubular steel or wrought iron fence/gate will be black or existing body color of the building; the approved colors and materials are identified as "Third Laguna Hills Mutual Color Selections" at Resident Services, located at the Community Center first floor.

*See next page for General Conditions.*



## **General Conditions:**

### **G. General Conditions**

- G.1. No improvement shall be installed, constructed, modified or altered at 2173-A, ("Property") within the Third Laguna Hills Mutual ("Mutual") without an approved Mutual Consent for Alterations application for the improvement has been made to, and approved, in writing, by, the Village Management Services, Inc. ("VMS, Inc."), Alterations Division ("Division"), or, in the event of a Variance from the Mutual's Alteration Standards, the Architectural Control and Standards Committee ("ACSC"). In the event written permission is given for the installation, construction, modification or alteration of any improvement(s) upon the Property, the Member or Members ("Member") 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.
- G.2. Member hereby consents to and grants to the Mutual and the Maintenance and Construction Department , 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 Department , 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.
- G.3. All costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Property's Member at 2173-A and all future Mutual Members at 2173-A.
- G.4. Member 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, damage to Mutual property, and use of Mutual property for storage of equipment or materials without prior approval. Member acknowledges and agrees that all such persons are his/her invitees. Member shall be responsible for informing all his/her invitees of the Mutual's Rules and Regulations.



- G.5. Member 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.
- G.6. Member is responsible for following the gate clearance process (<http://www.lagunawoodsvillage.com/residents/resident-services> and click on documents and Business Pass Application Instructions) in place to admit contractors and other invitees.
- G.7. Member's contractors and other invitees shall have business signage on vehicles and 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.
- G.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.
- G.9. The Member is responsible for the submission of a valid mutual consent no later than 2 weeks from the date of the Variance approval. The expiration date of the Variance will then match the expiration date of the issuance of the Manor Alterations Mutual Consent for the improvements. If a valid Mutual Consent application is not submitted within said 2 weeks, then this Variance shall expire 180 days following the date of the Board approval of the Variance.
- G.10. Member(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.
- G.11. All construction must be completed within 180 days or 6 months from the later date of Board approval of the Variance and issuance of the Mutual Consent for start of demolition or construction work.
- G.12. A City of Laguna Woods permit may be 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 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.

- G.13. Prior to the issuance of a Mutual Consent for 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.
- G.14. All improvements must be installed in accordance with the California State Building Code, and the published Mutual Architectural Alterations Standards, Policies and Guidelines. See <http://www.lagunawoodsvillage.com>.
- G.15. 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.
- G.16. During construction, both the Mutual Consent for Alterations and the City Building Permit must be on display for public view at all times in a location approved by the Division.
- G.17. 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.
- G.18. A dumpster is approved for placement at the location identified by Security Staff by calling 949-580-1400. All dumpsters must conform to the Policy for Temporary Containers. Dumpsters must be ordered from the approved City of Laguna Woods waste hauler and must be maintained at all times.
- G.19. Dumpsters must be ordered from the approved City of Laguna Woods waste hauler and must be maintained at all times.
- G.20. A portable bathroom is approved for placement at the location identified by Security Staff by calling 949-580-1400.

- G.21. The Mutual Consent for 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.
- G.22. Violations of the forgoing conditions or the Mutual's Governing Documents (See <http://www.lagunawoodsvillage.com>), including, but not limited to, unpaid assessments, 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 Member. Such fines left unpaid will result in forfeiture of a portion or all of the Conformance Deposit required above or other legal remedy.
- G.23. 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 Member's improvements and installation, construction, design and maintenance of same.

APPENDIX B  
RECORD PLANS

BOOK 8685 PAGE 586

SHEET 2 OF 11 SHEETS

CONDOMINIUM PLAN FOR LOT 1 OF

TRACT NO. 6605

IN UNINCORPORATED TERRITORY OF CALIFORNIA

THE COUNTY OF ORANGE OF THE

STATE OF CALIFORNIA.

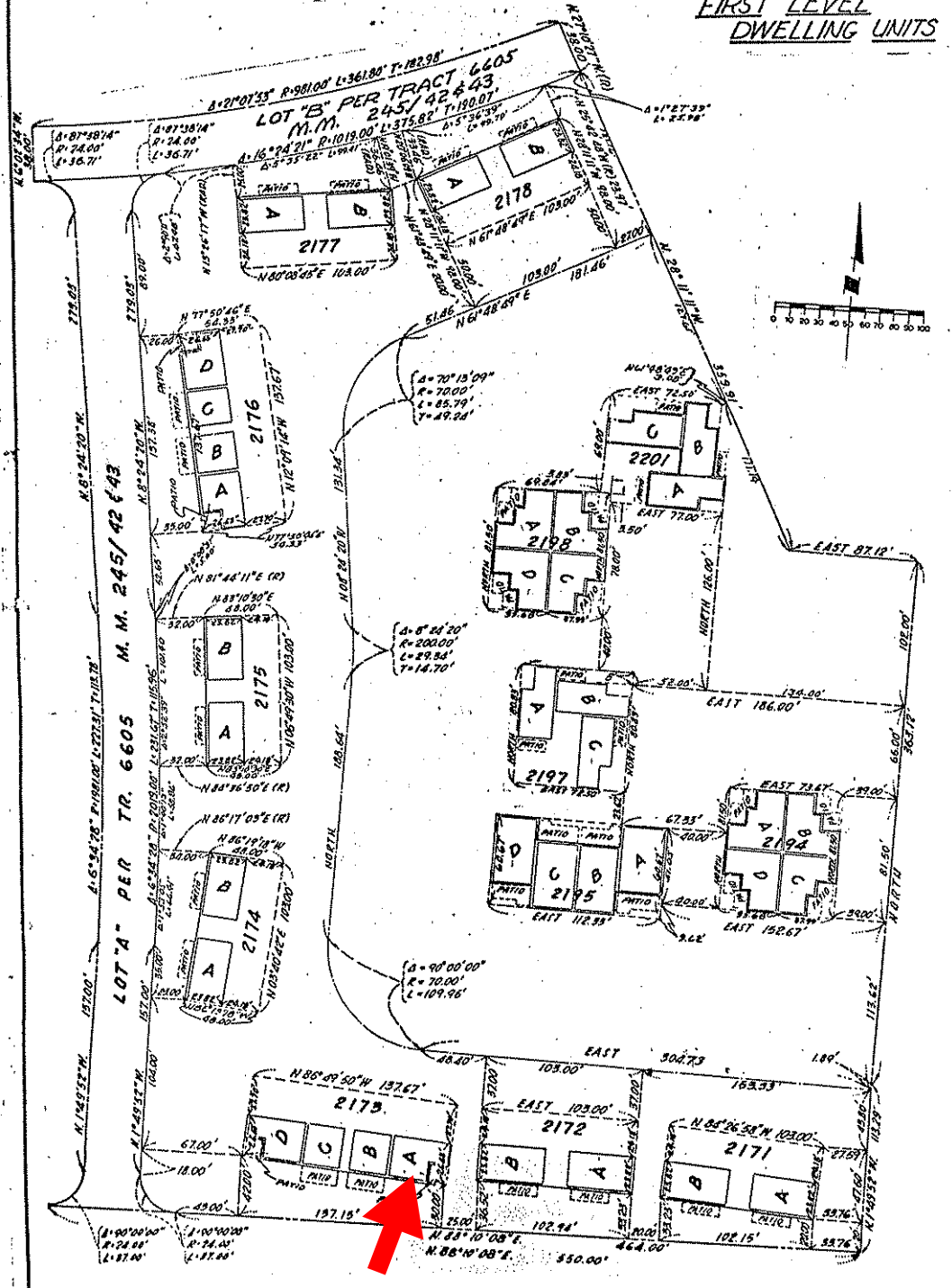
NOTES AND DEFINITIONS

1. The "Common Area" of this project is the land and real property included within the boundary lines of Lot 1 of Tract No. 6605, in the County of Orange, State of California, as shown on a map recorded in Book 245, pages 42 through 43 of Miscellaneous Maps, in the office of the County Recorder of said County, except those portions shown and defined herein as Dwelling Units within Buildings 2171 through 2178 inclusive, Buildings 2192 through 2201 inclusive.
2. Each of said Dwelling Units is an airspace, the location of which is shown herein on sheets 4 through 6.
3. The following are not part of a Unit:  
Bearing walls, columns, vertical supports, floors, roofs, foundations, balconies, patios, patio walls and fences, garages, pipes, ducts, flues, conduits, wires and other utility installations, wherever located, except the outlets thereof when located within the Unit.
4. Each of said Airspaces is an apartment. The boundaries of each such apartment are as follows:
  - a.) The lower vertical boundary is the surface of the finished floor thereof.
  - b.) The upper vertical boundary is a horizontal plane, the elevation of which coincides with the elevation of the surface of the highest finished ceiling thereof.
  - c.) The lateral boundaries are the interior surfaces of the perimeter walls, windows and doors thereof and vertical planes coincidental with the interior surfaces of the perimeter walls thereof, extended upwards to intersect the upper vertical boundary.Each such apartment includes the surfaces so described, the portions of the building and improvements (including the heating and air conditioning units, ranges, dishwashers, garbage disposal units and other household appliances) lying within said boundaries (except as stated in Note 3 above) and the airspace so encompassed.
5. Patios and Balconies are Limited Common Areas for the exclusive use of the adjacent apartment.
6. Garages are Limited Common Areas subject to regulations established by the Local Resident Mutual Association.
7. Unless otherwise indicated, all airspace boundary lines intersect at right angles.

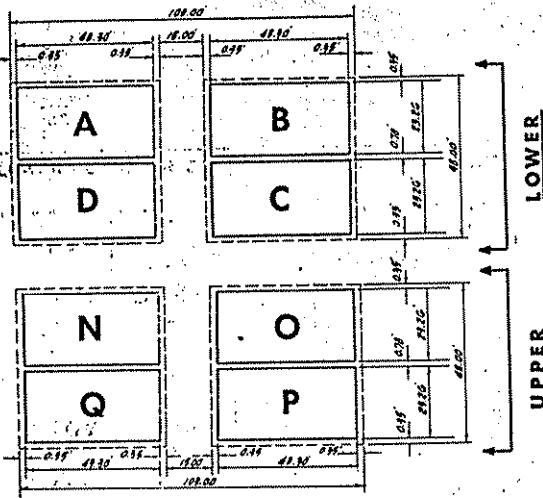
CONDOMINIUM PLAN FOR LOT 1 OF  
**TRACT No 6605**  
 IN UNINCORPORATED TERRITORY OF  
 THE COUNTY OF ORANGE STATE OF CALIFORNIA

SHEET 6 OF 11 SHEETS

FIRST LEVEL  
DWELLING UNITS

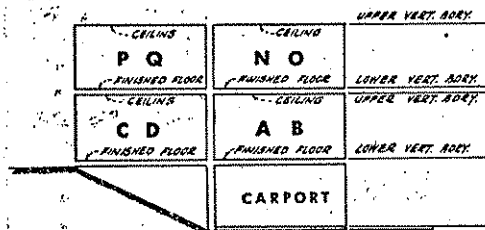


CONDOMINIUM PLAN FOR LOT 1 OF *SHEE*  
**TRACT No 6605**  
 IN UNINCORPORATED TERRITORY OF  
 THE COUNTY OF ORANGE STATE OF CALIFORNIA



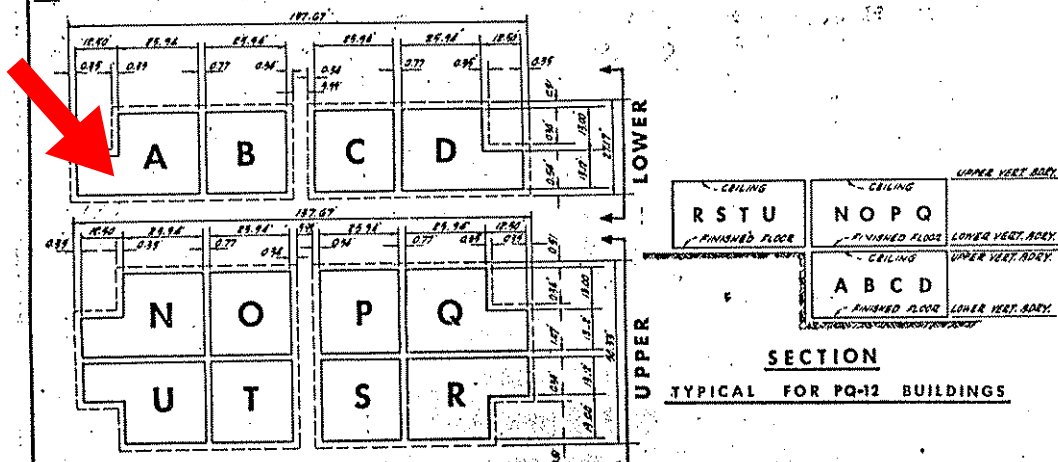
**KK-08**

TYPICAL FOR Bldgs: 2193, 2196, 2199,



## SECTION

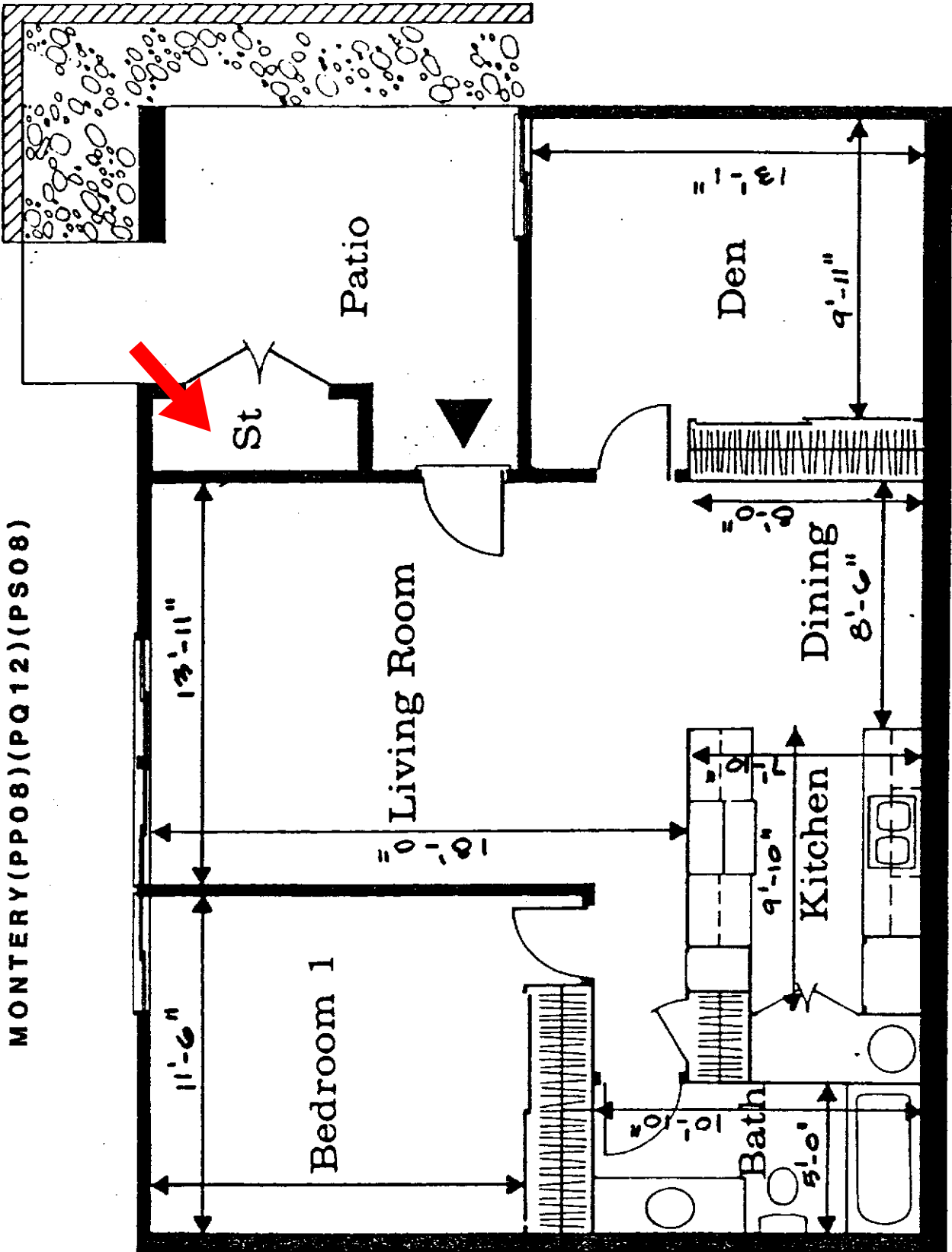
**TYPICAL FOR KK-08 BUILDINGS**



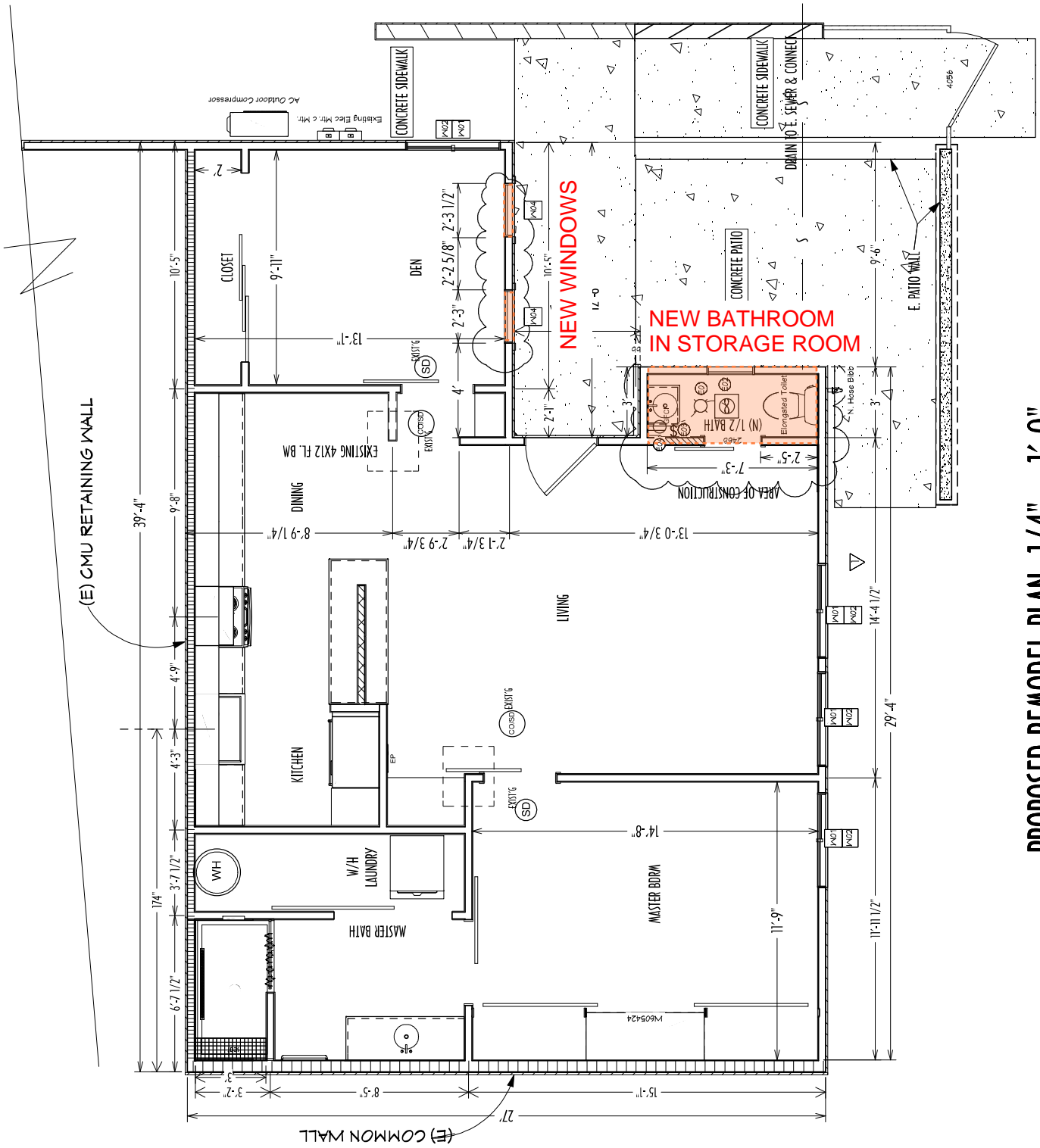
**PQ-12**

TYPICAL FOR Bldg 2173, 2176.

MONTERY (PP08) (PQ12) (PS08)



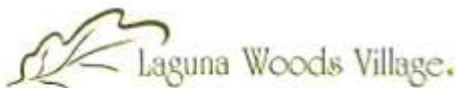
## ATTACHMENT 1 SCOPE OF WORK



**PROPOSED REMODEL PLAN 1/4" = 1'-0"**



# ATTACHMENT 2 APPLICATION



MANOR # **2173 A**

☐ ULWM

☒ TLHM

## Variance Request Form

SA \_\_\_\_\_

Model: <b>Monterey</b>	Plan:	Date: <b>11/24/2021</b>
Member Name: <b>James Cook</b>	Signature: <i>James C. Cook</i>	
Phone: [REDACTED]	E-mail: [REDACTED]	
Contractor Name/Co: <b>OWNER BUILDER</b>	Phone: [REDACTED]	E-mail: [REDACTED]
Owner Mailing Address: (to be used for official correspondence) <b>2173 Via Mariposa East, Unit A, Laguna Woods, CA 92637</b>		

### Description of Proposed Variance Request ONLY:

**Convert an existing storage area that is within the perimeter walls of the unit into a 1/2 bath by cutting a new interior door and sealing the existing exterior double door and adding a window to that area. Cut and install 2 new windows in the existing den. Structural work consists of only shear paneling of 2 walls and headers for 1 bath door and 2 den windows.**

### Dimensions of Proposed Variance Alterations ONLY:

**20 square feet. 88 1/2" X 32 1/2" rough floor space for proposed 1/2 bath.**

**Install one 24"x 30" window in proposed 1/2 bath.**

**Install two 27"x 42" windows in den.**

**Install one 28"x 80" barn door into proposed 1/2 bath.**

### FOR OFFICE USE ONLY

RECEIVED BY: \_\_\_\_\_ DATE RECEIVED: \_\_\_\_\_ Check# \_\_\_\_\_ BY: \_\_\_\_\_

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

v.1.15

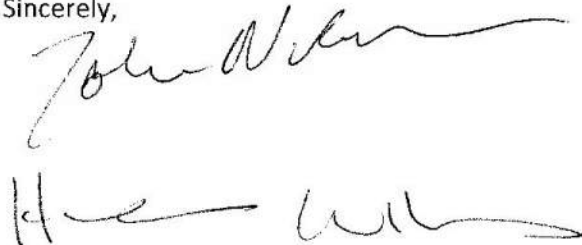
December 4, 2021

Alterations Department/Variance Request  
Laguna Woods Village  
24351 El Toro Road  
Laguna Woods, CA 92637

Re: Proposed remodel at 2173 Via Mariposa East, Unit A Laguna Woods

As the only neighbor above 2173 A , we have reviewed the structural variance to the 2 walls and the addition of the half bath and 3 exterior windows. We have no objections to these improvements.

Sincerely,

Two handwritten signatures are present. The top signature is in cursive and appears to read 'John Williams'. The bottom signature is also in cursive and appears to read 'Helen Williams'.

John and Helen Williams  
2173 Via Mariposa East, Unit N  
Laguna Woods, CA 92637

ATTACHMENT 3  
PHOTOS



ENCLOSED ENTRY PATIO



STORAGE CLOSET ON ENTRY PATIO



ATTACHMENT 4  
AERIALS

