



OPEN MEETING

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

**Monday, April 10, 2023 – 1:30 p.m.
Laguna Woods Village Board Room/Virtual Meeting
24351 El Toro Road, Laguna Woods, California**

REPORT

COMMITTEE MEMBERS PRESENT: Jim Cook – Chair, Ralph Engdahl, Nathaniel Ira Lewis, Cris Prince, Andy Ginocchio (Alternate),
Advisors: Michael Butler (arrived at 1:33 p.m.), Mike Plean

COMMITTEE MEMBERS ABSENT: Cush Bhada (excused), Lisa Mills (Advisor-excused)

STAFF PRESENT: Bart Mejia – Maintenance & Construction Assistant Director, Mike Horton – Manor Alterations Manager, Gavin Fogg – Manor Alterations Supervisor (arrived at 1:35 p.m. via Zoom), Abraham Ballesteros – Inspector II, Manor Alterations, Josh Monroy – Manor Alterations Coordinator

1. Call Meeting to Order

Chair Cook called the meeting to order at 1:30 p.m.

2. Approval of the Agenda

Hearing no objection, the agenda was approved by consent.

3. Approval of the Meeting Report for February 27, 2023

Hearing no objection, the meeting report was approved by consent.

4. Remarks of the Chair

None.

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

None.

6. Response to Member Comments

None.

7. Department Head Update

Mr. Mejia announced David Rudge the new Manor Alterations Inspector II. Mr. Mejia informed the committee that the requirement for asbestos testing and abatement process has been streamlined by not requiring an asbestos report to obtain a mutual consent; the City of Laguna Woods, as the enforcing agency, will determine the requirements for environmental testing and abatement.

8. Consent Calendar: All matters listed under the Consent Calendar are considered routine and will be enacted by the Committee by one motion. In the event that an item is removed from the Consent Calendar by members of the Committee, such item(s) shall be the subject of further discussion and action by the Committee.

a. **Over-The-Counter Variances** – None.

9. Variance Requests

a. 5569-B: Variance for a 13'-8" x 6'-4" laundry room addition on side patio common area

The variance was introduced by Mr. Ballesteros. Discussion ensued and staff answered questions from the committee.

A motion was made to approve the variance as described. The variance was approved by unanimous consent.

b. 3150-C: Variance to retain six vinyl posts, fence, and gate around the rear patio slab on common area

The variance was introduced by Mr. Ballesteros. Discussion ensued and staff answered questions from the committee.

A motion was made to approve the variance as described. The variance was approved by unanimous consent.

c. 3213-D: Variance for the front patio slab 16' extension and installation of a vinyl fence surrounding the extension

The variance was introduced by Mr. Ballesteros. Discussion ensued and staff answered questions from the committee.

A motion was made to approve the variance as described. The variance was approved by unanimous consent.

d. 3364-2F: Variance for installing condenser on balcony stucco wall

The variance was introduced by Mr. Ballesteros. Discussion ensued and staff answered questions from the committee.

- Two members asked questions regarding the variance and staff responded.

A motion was made to approve the variance with an added provision to allow for the removal of the existing air conditioner sleeve and install the new unit in its place. The variance was approved by unanimous consent.

10. Items for Discussion and Consideration

a. Revision to Architectural Standard 41: Solar Panels, 1 Story Buildings

Mr. Mejia introduced the item and answered questions from the Committee.

A motion was made to recommend the Third Board approve the standard with the suggested edits. Hearing no objection, the motion was approved by unanimous consent.

b. Reenact Architectural Standard 41A (Previously 45): Solar Panels, 2 Story Buildings and 3 Story Buildings

Mr. Mejia introduced the item and answered questions from the Committee. The Committee suggested an additional section addressing the reimbursement costs for the initial member that installs a new roof. Any new member that chooses to install a solar panel on that new roof should reimburse the initial member that installed it; with consideration for roof life expectancy. Additionally, notwithstanding the fact that there are already community wide solar panels, the standard will need to accommodate for roof space for individual members in three story buildings per state statues. Lastly, the Standards should be divided by buildings: Standard 41 (1 Story), Standard 41A (2 Story), and Standard 41B (3 Story).

It was the consensus of the committee that the item be postponed till next month for additional revisions.

c. Revision to Architectural Standard 31: Washer and Dryer Installations

Mr. Mejia introduced the item and answered questions from the Committee. The Committee suggested revisions to Section 2.6 "...but in no case should the washer exceed **73** db..." Additionally, the committee instructed staff to provide an education process to inform the membership how new washer models are safer and quieter. Highlighting the cost savings for the HOA with respects to electricity and the benefit for less use of community laundry rooms.

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

11. Items for Future Agendas

- a. Updated Resale Inspection Fees
- b. Updated Alteration Fees
- c. Contractor Violations Policy
- d. Change Contractor Work Hours to Monday-Saturday 8-5; only Holidays are Thanksgiving Day, Christmas Day, and New Year's Day
- e. Revise Mutual Consent Packet to be more User-Friendly and Create / Update Contractor Package
- f. Revise and/or Justify Levels of Contractor Certificate of Liability Insurance
- g. Work with City of Laguna Woods to Streamline all aspects of Alterations to lessen confusion
- h. Approve the variance request for solar panel installation at three story building at Manor 4002-2A Calle Sonora
- i. Reenact Architectural Standard 41A (Previously 45): Solar Panels, 2 Story Buildings
- j. Enact Architectural Standard 41B: Solar Panels, 3 Story Buildings
- k. Revision to Architectural Standard 4: Air Conditioning Units/Heat Pumps

12. Committee Member Comments

- Advisor Plean advised he will not be able to attend May's ACSC meeting.
- Chair Cook requested for a commitment to provide a schedule for future agenda items.

13. Date of Next Meeting: May 08, 2023 at 1:30 p.m.

14. Adjournment

The meeting was adjourned at 3:17 p.m.

JAMES CLAYTON COOK

JAMES CLAYTON COOK (Apr 17, 2023 11:42 PDT)

Jim Cook, Chair

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