



OPEN MEETING

REPORT OF THE REGULAR OPEN MEETING OF THE THIRD LAGUNA HILLS MUTUAL ARCHITECTURAL CONTROLS AND STANDARDS COMMITTEE

**Monday, October 24, 2022 – 9:30 a.m.
Laguna Woods Village Board Room/Virtual Meeting
24351 El Toro Road, Laguna Woods, California**

REPORT

MEMBERS PRESENT: Jim Cook – Chair, Cush Bhada, Ralph Engdahl, Nathaniel Ira Lewis, Cris Prince

OTHERS PRESENT: Michael Butler, Lisa Mills, Michael Plean - Advisors

STAFF PRESENT: Bart Mejia – Maintenance & Construction Assistant Director
Gavin Fogg – Manor Alterations Supervisor
Abraham Ballesteros - Inspector II, Manor Alterations
Sandra Spencer - Administrative Assistant

1. Call Meeting to Order / Establish Quorum

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

2. Approval of the Agenda

Hearing no objection, the agenda was unanimously approved as written.

3. Approval of Meeting Reports for September 26, 2022

Hearing no objection, the meeting report was unanimously approved as written.

4. Chair's Remarks

Chair Cook welcomed Lisa Mills to the committee as an advisor.

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

None.

6. Response to Member Comments

None.

7. Division Manager Update

Mr. Mejia updated the committee regarding the staffing vacancies in Manor Alterations and the departments continued efforts to provide excellent customer service. Robbi Doncost has vacated the position of Manager and Gavin Fogg is filling in as Interim Manager.

Director Cook requested that the following pending issues be addressed by the new department manager: holiday work hours; Saturday work hours; insurance requirements for contractors; and the water heater replacement policy.

8. 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.*

No items on the consent calendar for review.

9. Over-The-Counter Variances

None.

10. Variance Requests:

a. 5458: Slab Extension From Driveway

The variance was introduced by Mr. Ballesteros. Discussion ensued and staff answered questions from the committee regarding the dimensions of the extension; and the visibility from the street.

A motion was made to approve the variance the slab extension at 5458. Hearing no objection, the variance was approved by a vote of 3/1/0 (Director Engdahl opposed).

b. 3207-D: Remove Patio Enclosure and Replace with Room Addition, Bathroom, Closet

The variance was introduced by Mr. Ballesteros. Discussion ensued and staff answered questions from the committee regarding potentially converting this into a 2-bedroom manor;

and the number of cars that would fit in the garage. Staff clarified that the number of bedrooms is not being changed.

- A member emailed comments on the potential parking issue if this manor is converted to a two-bedroom floorplan.

A motion was made to approve the variance to remove the patio enclosure and replace with a room addition, bathroom and closet. Hearing no objection, the variance was approved by unanimous consent.

c. 3507-A: Extend Bedroom 1, Bedroom 2 and Living Room and Install Patio Gate

The variance was introduced by Mr. Ballesteros. Discussion ensued and staff answered questions from the committee regarding the patio slab extension; and added gate leading to common area.

A motion was made to approve the variance to extend two bedrooms and the living room with staff's recommendation to exclude the addition of a gate leading to common area. Hearing no objection, the variance was approved by unanimous consent.

d. 3212-D: Install Family Room with a Laundry Room Between Master Bedroom and Garage

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

A motion was made to approve the variance to install a family room and laundry room. Hearing no objection, the variance was approved by unanimous consent.

11. Items for Discussion and Consideration

a. Date of Next Meeting

Staff was directed to keep the November 28, 2022 meeting date.

12. Items for Future Agendas

- a. Under 32 SF and Under 100 SF Asbestos Abatement To Be Performed As a Chargeable Service
- b. Revised Resale Inspection Fee Schedule
- c. Revise Standards Relating to Skylights
- d. Holiday Work Hour Policy/Saturday Work Schedule
- e. Insurance Requirements for Contractors

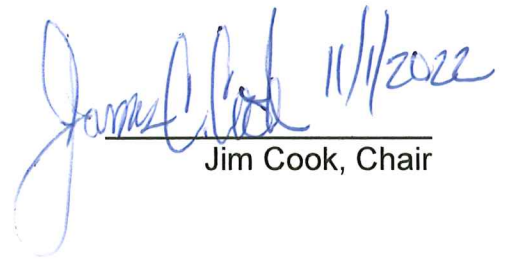
13. Committee Member Comments

- Advisor Mills commented on the variance application process.
- Advisor Lewis commented on the variance application process.
- Director Bhada thanked the chair for the concise committee meeting.

14. Date of Next Meeting – November 28, 2022

15. Adjournment

The meeting was adjourned at 10:28 a.m.



11/1/2022
Jim Cook, Chair