



OPEN MEETING

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

**Monday, September 26, 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, Ralph Engdahl, Nathaniel Ira Lewis, Cris Prince, Mark Laws

OTHERS PRESENT: Michael Butler, Advisor

MEMBERS ABSENT: Michael Plean, Advisor

STAFF PRESENT: Robbi Doncost-Manor Alterations Manager
Gavin Fogg – Manor Alterations Supervisor
Abraham Ballesteros-Inspector II, Manor Alterations
Manuel Gomez-Maintenance & Construction Director
Kristen Valdovinos-Manor Alterations Coordinator
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 August 22, 2022

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

4. Chair's Remarks

Chair Cook remarked that Director Frankel has retired from the committee and thanked him for his time, efforts and service. Mark Laws will be filling in on the committee until a new member is assigned.

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

None.

6. Response to Member Comments

None.

7. Division Manager Update

Mr. Doncost updated the committee on staffing issues in Manor Alterations; the number of phone calls received daily by the department; and introduced Kristen Valdovinos as the new Manor Alterations Coordinator.

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. 3467-B: Retain Patio Extension into Common Area

The variance was introduced by Mr. Ballesteros. Discussion ensued and staff answered questions from the committee regarding the prior-approved canopy; safe access to the electrical panel; and the original design of the slab being problematic with regard to drainage.

- Two members emailed comments in support of the variance request.

A motion was made to approve the variance to retain the patio extension into common area. Hearing no objection, the variance was approved by unanimous consent.

b. 5458: Slab Extension from Driveway

The variance was introduced by Mr. Ballesteros. Discussion ensued regarding a similar request being approved at a prior ACSC committee meeting; the relocation of planting material to screen the extension from the street; the space between the adjacent driveway and manor; fire department access; and the possibility of members creating golf cart parking spots on their properties.

Ultimately, no vote was taken and the committee directed staff to clarify the measurements and to obtain input from the members on the cul-de-sac for discussion and consideration at the next committee meeting.

c. 3415-A: Remove and Support 3 Structural Kitchen Walls

The variance was introduced by Mr. Ballesteros. The committee asked questions regarding the complexities of such a variance request. Staff clarified that the member would still need to obtain a permit from the City of Laguna Woods; the Conditions of Approval require a shoring plan; and who would be responsible should any damage occur to the manor above. Advisor Butler suggested exceptions should this variance become an Over-the-Counter Variance.

- A member emailed comments on structural integrity and voiced opposition to this variance.
- A member emailed questions concerning other members' requests for load bearing walls being denied by the committee; earthquake safety; and insurance rates.

A motion was made to approve the variance and passed by a 5/1/0 vote. (Advisor Plean opposed, via email.)

11. Items Open for Discussion and Consideration

a. Develop Policy for Incidental Work Related to an Approved Variance

Chair Cook introduced the item and answered questions from the committee. Staff was directed to draft a policy whereby incidental work relating to an approved variance be simultaneously approved and that no further approval by the committee or board be required for such incidental work.

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. Review of the Stepping Stones Removal Policy

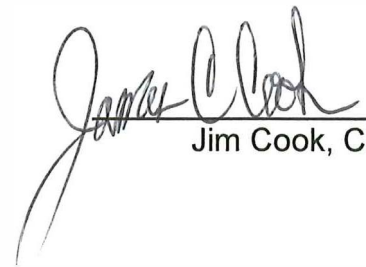
13. Committee Member Comments

- Chair Cook commented that all the standards will be revisited as time permits; that some alterations may be the reason a new member may buy a specific manor and that those alterations should not necessarily always be required to be removed; dryer ventilation duct cleaning and inspection schedule; breaker panel inspection schedule.
- Director Lewis commented that clarification is needed on policies related to potentially removable alterations as there is confusion between departments and that real estate agents are also confused about the policies.
- Advisor Butler commented that a buyer should be able to work with the seller to keep the alterations they wish to keep.

14. Date of Next Meeting – Monday, October 24, 2022 at 9:30 a.m.

15. Adjournment

The meeting was adjourned at 10:41 a.m.



Jim Cook, Chair

Jim Cook, Chair
Robbi Doncost, Staff Officer
Telephone: 949-597-4616