



OPEN MEETING

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

**Monday, January 08, 2024 – 1:30 p.m.
Laguna Woods Village Board Room/Virtual Meeting
24351 El Toro Road, Laguna Woods, California**

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

1. Join the committee meeting via a Zoom link at: <https://us06web.zoom.us/j/93156707417> or by calling 669-900-6833 Webinar ID:93156707417.
2. Via email to 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. Your name and unit number must be included.

NOTICE AND AGENDA

This Meeting May Be Recorded

1. Call Meeting to Order
2. Approval of the Agenda
3. Approval of the Meeting Report for December 11, 2023
4. Remarks of the Chair
5. Member Comments - *(Items Not on the Agenda)*
6. Response to Member Comments
7. Department Head Update
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
9. Variance Requests
 - a. None.

10. Items for Discussion and Consideration
 - a. Elimination of Low-Flow Toilet Statement of Compliance
 - b. Revision to Architectural Standard 8: Porch Lift/Elevators
 - c. Revision to Architectural Standard 21: Patio Slabs
 - d. Discussion on Flooring on 2nd and 3rd Floors
11. Items for Future Agendas
 - a. Revision to Resale Inspections Policy
 - b. Proposed Architectural Standard 41B: Solar Panels, 3 Story Buildings
 - c. Proposed Architectural Standard 41C: Solar Panels, Carports and Patio Covers
12. Committee Member Comments
13. Date of Next Meeting: Monday, February 12, 2024 at 1:30 p.m.
14. Adjournment

*A quorum of the Third Board or more may also be present at the meeting.

Jim Cook, Chair
Alan Grimshaw, Manor Alterations Manager
Telephone: 949-597-4616



OPEN MEETING

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

**Monday, December 11, 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, Brad Rinehart, Advisors: Michael Butler, Lisa Mills

COMMITTEE MEMBERS ABSENT: Andy Ginocchio (Alternate-Excused), Mike Plean (Excused)

STAFF PRESENT: Bart Mejia – Maintenance & Construction Assistant Director, Ian Barnette – Maintenance & Construction Assistant Director, Alan Grimshaw – Manor Alterations Manager, Gavin Fogg – Manor Alterations Supervisor, 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 November 13, 2023

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

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 wished the committee Happy Holidays.

- 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** – Hearing no objection, the Over-The-Counter Variance report was approved by majority vote. (Director Engdahl abstained).

5538-B: Request for Rear Room Extension and Front Bedroom Extension.

9. Variance Requests

None.

10. Items for Discussion and Consideration

- a. Discussion Interior Inspections

Mr. Mejia asked the committee for input on increasing the scope of resale inspections, and with it a re-assessment of the fee. The committee suggested that with interior inspections, if a resident has record of their mutual consent and or city permit; no further investigation needs to be done by Manor Alterations. Discussion ensued regarding the need for the mutual to conduct interior inspections, impacts to resources and the potential of bringing additional liability to the mutual. It was concluded that the members will be better served if the member or buyer retains the services of a third-party inspector. Staff to present revisions to current resale policy.

- b. Discussion Proposed Elimination of Resolution 03-16-07: Low-Flow Toilet Statement of Compliance

A motion was made to recommend that staff look into removing the requirement for low-flow toilets. Hearing no objection, the motion was approved by unanimous consent.

c. Discussion Revision to Architectural Standard 8: Porch Lift/Elevators

Mr. Mejia informed the committee that in Third Mutual, lift/elevators are installed by the member at their expense for their exclusive use. The members retain responsibility for its maintenance, provide liability insurance to the mutual and are responsible for restoring the building back to its original state when the lift/elevator is no longer needed or when the manor is sold if the new buyer does not want to be responsible for it. Staff was asked to revise the standard to allow for a transfer of responsibility from owner to buyer if they intend to keep the lift/elevator.

11. Items for Future Agendas

- a. Revision to Resale Inspections
- b. Elimination of Resolution 03-16-07: Low-Flow Toilet Statement of Compliance
- c. Revision to Architectural Standard 8: Porch Lift/Elevators


12. Committee Member Comments

- Advisor Mills thanked the committee and staff for their efforts to reduce fees and expedite variances.
- Director Lewis reminded the committee of the AQMD Speaker Townhall taking place at Clubhouse 5 on February 22, 2024 from 10:00 a.m. to 12:00 p.m.

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

14. Adjournment

The meeting was adjourned at 2:16 p.m.


JIM COOK (Dec 14, 2023 13:44 PST)
Jim Cook, Chair

Jim Cook, Chair
Alan Grimshaw, Manor Alterations Manager
Telephone: 949-597-4616

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	Over-The Counter Variances	
Approved Variances in January 2024	Description of Variance	Previously Approved Resolution #
5189	<ul style="list-style-type: none"> Extend Entry into EUCA 5'-3" x 8'-2". extend Rear Patio with installation of Interlocking Pavers per Standard 21 on <u>Rear Common Area 4'-0" x 27'-8", 12'-4" x 15'-0" and 8'-0" x 27'-8"</u> EUCA Area. Extend Master Bedroom into Private Garden 6'-0" x 12'-9" EUCA Area 	03-23-65

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STAFF REPORT

DATE: January 8, 2024
FOR: Architectural Control and Standards Committee
SUBJECT: Elimination of Low Flow Toilet Statement of Compliance

RECOMMENDATION

Staff recommends that the Third Architectural Control and Standards Committee (ACSC) endorse the elimination of the Low-Flow Toilet Statement of Compliance.

BACKGROUND

The ACSC initiated a review of the current Low-Flow Toilet Statement of Compliance (Attachment 1) and its associated resolution titled Replacement Toilet at Manor Transfer (Resolution 03-16-07) which was last revised in January 2016, (Attachment 2).

DISCUSSION

The requirement for water conserving plumbing fixtures is a state requirement for existing homes and by the City of Laguna Woods for new installs and change-outs and requires obtaining a city permit.

While there is no requirement to replace/convert an existing non-compliant toilet to a low flow 1.28gpf (gallon per flush) at resale, any non-compliant toilets are required to be disclosed as non-compliant to current state law by the seller during escrow. Note: Toilets installed after 2015 shall be considered compliant.

Due to Third Mutual being made up of condominiums, whereby the Member is the owner of the separate interest (interior) including the fixtures, it would be appropriate and reduce delay from the resale process for the Mutual to relinquish the enforcement of State regulations to the proper regulatory agency and allow the Member/Owner to retain full responsibility to ensure they meet State requirements.

FINANCIAL ANALYSIS

There is no fiscal impact for this recommendation.

Prepared By: Alan Grimshaw, Manor Alterations Manager

Reviewed By: Baltazar Mejia, Maintenance & Construction Assistant Director
Gavin Fogg, Manor Alterations Supervisor

ATTACHMENT(S)

Attachment 1 – Current Low-Flow Toilet Statement of Compliance

Attachment 2 – Current Resolution 03-16-07

Attachment 3 – Proposed Resolution 03-24-XX

Low-Flow Toilet Statement of Compliance

With resolution 03-16-07

Required upon manor transfer

-Include this form with Resale package-

Manor number: _____ **Print member name:** _____

Low-flow toilets installed prior to January 1, 2012:

- ☐ Low-flow toilet(s) were installed in all bathrooms of subject manor prior to January 1, 2012. Each toilet does not exceed 1.6 gallons per flush.

Low-flow toilets installed after January 1, 2012, and before May 19, 2015:

- ☐ Low-flow toilet(s) have been installed in all bathrooms of subject manor. Each toilet does not exceed 1.6 gallons per flush, is able to flush 600 grams of solid waste as outlined in the MaP Standards, and has at least a 3-inch tank outlet. For more information on MaP standards, see <http://www.map-testing.com>. Please see the bottom of page for an illustration of a tank outlet.

Low-flow toilets Installed on or after May 19, 2015:

- ☐ Low-flow toilet(s) have been installed in all bathrooms of subject manor. Each toilet does not exceed 1.28 gallons per flush, is able to flush 600 grams of solid waste as outlined in the MaP Standards, and has at least a 3-inch tank outlet. For more information on MaP standards see <https://www.map-testing.com>. Please see the bottom of page for an illustration of a tank outlet.

Contractor signature

Date

Print name and license number

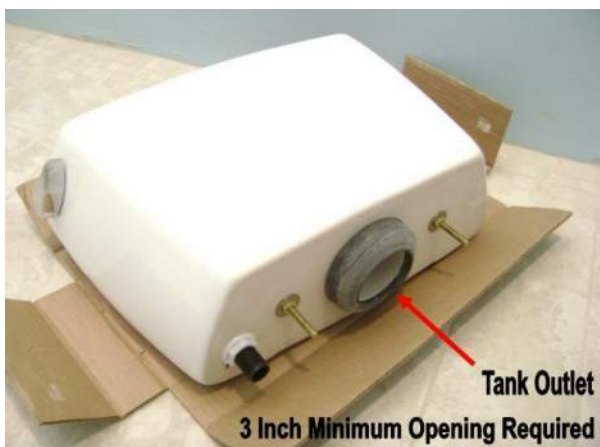
- or -

Member signature

Date

Print name and Laguna Woods Village ID Number

Note: An invoice/receipt showing the toilet make and model and/or toilet specification sheet(s) must be attached; this statement will be accepted only upon receipt of these document(s).



CURRENT RESOLUTION 03-16-07
REPLACEMENT TOILET AT MANOR TRANSFER

WHEREAS, recent changes to the California Civil Code and the Uniform Plumbing Code have mandated that all high-water usage toilets in commercial property as well as single and multi-family residential properties be replaced with water-conserving plumbing fixtures; and

WHEREAS, California Civil Code 1101.4 requires that on or before **January 1, 2017**, noncompliant plumbing fixtures in any *single-family* residential real property shall be replaced with water-conserving plumbing fixtures; and

WHEREAS, California Civil Code 1101.5 requires that on or before **January 1, 2019**, all noncompliant plumbing fixtures in any *multifamily* residential real property shall be replaced with water-conserving plumbing fixtures; and

WHEREAS, California Civil Code 1101.3.1 defines water conserving toilets as any toilet manufactured to use 1.6 gallons or less of water per flush; and

WHEREAS, California *Plumbing* Code 402.2.2.1 requires that single flush toilets installed on or after July 1, 2011 shall have an effective flush volume that does not exceed 1.28 gallons (4.8 liters) when tested in accordance with ASME A112.19.2, Standard for Vitreous China; and

NOW THEREFORE BE IT RESOLVED, January 19, 2016, that the Board of Directors of this Corporation hereby requires that prior to the date any record fee title to a Manor is transferred, the Manor Owner must replace all noncompliant toilets within their Manor with toilets which meet or exceed the applicable California Civil and Building Code requirements for toilets and have a 3 inch flush valve, are ADA and WaterSense qualified, and at Manors where no waste line drainage problems exist the compliant toilets may have a greater than or equal to 600 grams per flush MaP rating and Manors where waste line drainage problems do exist the compliant toilets must have greater than or equal to 1000 grams per flush MaP rating; and

RESOLVED FURTHER, that any 1.6 gallon per flush or lower toilets installed in a manor prior to May 19, 2015 are considered compliant with California Civil requirements for toilets and will not require replacement under this resolution; and

RESOLVED FURTHER, that resolution 03-15-134, adopted September 15, 2015, is superseded and cancelled; and

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

RESOLUTION 03-24-XX
REPLACEMENT TOILET AT MANOR TRANSFER

WHEREAS, on January 19, 2016, the Board of Directors adopted the Replacement Toilet at Manor Transfer requirement to set forth requirements for the replacement of all noncompliant toilets prior to the date any record fee title to a manor is transferred; and

WHEREAS, the Manor Alterations Committee has recognized the need to re-evaluate the Replacement Toilet at Manor Transfer requirement and determined that, in an effort to expedite these real estate transactions, that such requirement be enforced by the City of Laguna Woods at the time the member processes the required building permit and should be rescinded in its entirety;

NOW THEREFORE BE IT RESOLVED, [DATE], the Board of Directors of this Corporation hereby rescinds Resolution 03-16-07, adopted January 19, 2016; and

RESOLVED FURTHER, that a mutual consent will not be required; instead, the member will be required to submit and comply with the online no-fee Toilet Replacement form to Manor Alterations. Note that this form only applies to the replacement of existing toilets. Relocations and new installations follow the normal Mutual Consent process.

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

JANUARY INITIAL NOTIFICATION: Should the Board endorse the proposed revisions, Staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the Board. Staff then recommends that a Board Member postpones the resolution to the next available Board Meeting no less than 28-days from the postponement to comply with Civil Code §4360

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STAFF REPORT

DATE: January 8, 2024
FOR: Architectural Control and Standards Committee
SUBJECT: Revision to Architectural Standard 8: Porch Lift/Elevators

RECOMMENDATION

Staff recommends that the Third Architectural Control and Standards Committee (ACSC) endorse the revised Standard 8: Porch Lift/Elevators.

BACKGROUND

The ACSC initiated a review of the current Standard 8: Porch Lift/Elevators (Attachment 1) and proposed revisions to the Standard are intended to bring it up to current standards and improved designs. Standard 8 was last revised in April 1996, via Resolution M3-96-25 (Attachment 2).

DISCUSSION

The porch lift/elevator is to be for the exclusive use of the requesting member(s). In the event of a resale, a contingency plan should be established, whereby if the buyer does not actively accept the responsibility of the lift along with the additional insurance and maintenance requirements, then the seller should be required to have a contingency fee established in escrow for the removal of the lift.

FINANCIAL ANALYSIS

In the event of a resale, if the Buyer accepts all responsibilities for the Porch Lift / Elevator there will be no financial impact. If the resale results in the removal of the Porch Lift / Elevator, the costs for removal and area restoration should be borne by the Seller. The Mutual should select the vendor(s) and the related costs should be included in the Escrow documents.

Prepared By: Alan Grimshaw, Manor Alterations Manager

Reviewed By: Baltazar Mejia, Maintenance & Construction Assistant Director
Gavin Fogg, Manor Alterations Supervisor

ATTACHMENT(S)

Attachment 1 – Current Standard 8: Porch Lift/Elevators
Attachment 2 – Current Resolution M3-96-25
Attachment 3 – Redlined Revised Standard 8: Porch Lift/Elevators
Attachment 4 – Final Draft Standard 8: Porch Lift/Elevators
Attachment 5 – Proposed Resolution 03-24-XX



SECTION 8 PORCH LIFT/ELEVATORS

APRIL 1996, RESOLUTION M3-96-25

GENERAL REQUIREMENTS REVISED JANUARY 2018, RESOLUTION 03-18-12

Before a porch lift/elevator can be installed onto Mutual property, the following requirements must be agreed to by the requesting member(s) and his/her Mutual:

1.0 GENERAL REQUIREMENTS

See Standard Section 1: General Requirements

- 2.0** Each requesting member must provide to the Mutual a letter from his/her doctor verifying that the member or member's spouse is disabled and requires that the porch lift be installed to assist that Member or Member's spouse in obtaining access to the second floor.
- 3.0** Requesting member(s) must agree to purchase and install the lift at their own expense and in accordance with all terms and conditions contained herein. Requesting member(s) represent that they shall own the lift as their own personal property and that no lien or encumbrance shall attach to the lift at any time.
- 4.0** Requesting member(s) must submit to and receive approval from their Mutual, through the Permits and Inspections office, detailed site specific plans and specifications for the lift and its installation.

Because of the varying building types and site conditions, the plan requirements may vary. The following should assist you and or/your architect, engineer, or contractor in providing the plans and specifications required to clearly show what, where and how you intend to install the lift on and into your Mutual's property:

- 1. Site plan
- 2. Floor Plans
- 3. Roof Plan
- 4. Electrical Plan
- 5. Elevations
- 6. Section(s)
- 7. Details

Structural modifications and/or requirements will be by a California licensed civil or structural engineer. All Modifications and/or additions to existing Mutual property must clearly be shown. In no event shall the Permits and Inspection office require a standard greater than that required by any governmental agency.

- 5.0** Installation of the lift must be by a licensed contractor who possesses adequate liability insurance in commercially reasonable amounts covering the installation of the lift and any subcontractors who may be employed to assist in the installation of the lift.
- 6.0** Requesting member(s) must agree that the installation and operation of the lift shall comply with all applicable governmental regulations. Regulatory agencies with jurisdiction include but are not limited to, the County of Orange Environmental Management Agency and the State of California Department of Industrial Relations, Division of Occupational Safety and Health, Elevator Unit.
- 7.0** Requesting member(s) must agree at their own expense to obtain all permits or licenses necessary for the installation and operation of the lift, prior to installation and operation.
- 8.0** Prior to commencing installation of the lift, requesting member(s) must agree to purchase liability insurance or add a rider to their existing comprehensive general liability policy through an A-rated, California admitted liability insurance carrier covering the liability associated with the purchase, installation, maintenance, and operation of the lift.

The liability insurance must have a total liability limit of not less than \$1,000,000.00 or \$500,000.00 per each requesting member, whichever is greater, for risk arising out of the presence, maintenance, and/or operation of the lift. Each requesting member must deliver to their Mutual, certificates of insurance setting forth and confirming the identity of the insurance carrier, the limits of coverage and the type of coverage. Each requesting member must provide the Mutual with certificates of insurance setting forth this information at the commencement of each new policy period hereafter. In no event, shall the total liability insurance coverage for the lift ever be less than \$1,000,000.00 regardless of the number of requesting member(s) participating in the cost of said insurance coverage.

The requesting member(s) must agree that regardless of the original number of members involved in the lift, the remaining member(s) must continue to provide the above described liability insurance coverage at the same \$1,000,000.00 policy limit for the presence, maintenance and operation of the lift.

- 9.0** The requesting member(s) must agree to purchase an annual lift maintenance contract, for any period not covered by a manufacturers or installers maintenance and repair warranty, from a company authorized and licensed to perform said maintenance and to maintain said maintenance contract in place at the member(s) own expense throughout the existence of the lift on Mutual property. The requesting member(s) must agree that regardless of the original number of members involved in the lift, the remaining member(s) must continue to provide the above-described maintenance contract throughout the existence agree to provide their Mutual with an executed copy of said maintenance agreement at the commencement of the maintenance agreement which shall in any event be within two (2) months of completion of installation of said lift and, again, at thereafter. In any event, at all times the cost and the responsibility of the lift will be exclusively that of the remaining requesting member(s).
- 10.0** The requesting member(s) may propose a particular color for factory painting of a factory prefabricated metal frame lift, including the enclosure and-other parts, using a durable process, such as electrostatic polyester powder coating. However, the Mutual reserves the right to reject the member(s) selection and to specify another color to be matched by the powder coating used at the factory. The responsibility and cost for the initial and all future painting of the lift will be exclusively that of the remaining requesting member(s).
- 11.0** The requesting member(s) must agree to pay into an interest bearing escrow account at a federally insured financial institution designated by the Mutual the total sum of \$1,500.00 prior to the installation of the lift. Said escrow account will be for the express purpose of paying for the actual cost of the removal of the porch lift, the cost of patching, painting and repairing the building and lift installation site following its removal and the cost of replacing the guardrail or wall at all floor stops above the ground floor of the building. In the event that the reasonable actual cost of removing the lift and restoring the premises to the condition as it existed prior to the installation of the lift exceeds \$1,500.00, then the remaining requesting member(s) will be liable for the cost of said removal and repair. Upon removal of the lift, any unused escrow funds shall be promptly refunded to each contributing member and/or their successor-in-interest. An automatic rollover certificate of deposit escrow account may be set up to require signatures of both VMS, Inc. officials and the requesting member(s) and/or their successor-in-interest in order to end the automatic rollover and close the account.

- 12.0** Each requesting member will have a key for the operation of the lift and provide written agreement that they, their family members and companions are the only persons authorized to operate the lift.

Rights to use the lift are transferable on the conveyance of a manor to a successor-in-interest, regardless of handicap, who agrees in writing to fully assume the responsibilities imposed herein.

- 13.0** Requesting member(s) agree that the cost of installing and hooking up electricity to the lift shall be borne exclusively by the requesting member(s). The electricity used in the operation of the lift must be limited to one member's residence. The electrical hookup will be installed by a licensed electrical contractor and comply with all governmental regulations. All permits and licenses necessary for the electrical shall be obtained by requesting member(s) and a copy of any such licenses or permits must be provided to their Mutual prior to start of any work. It is the intent of the Mutual to require that all electrical wiring and conduit be concealed, from view so as not to detract from the existing aesthetics of the building. However, should conditions require external mounting of conduit in order to preserve the structural integrity of walls or ceiling then the P.C.M. the Permits and Inspections office may permit the installation of said conduit. In this event, the Permits and Inspections office shall designate the reasonable placement and color of the conduit so as to interfere as little as possible with the existing aesthetics of the building.

- 14.0** Requesting member(s) must execute an Agreement to be Bound by Porch Lift/Elevator Requirements substantially in the form attached hereto as Exhibit A, and incorporated herein by reference, pursuant to which said member agrees to perform and be bound by all terms and conditions contained herein. A copy of the porch lift/elevator standards shall be attached to this Agreement and shall be made a part thereof.



AGREEMENT TO BE BOUND BY PORCH LIFT/ELEVATOR STANDARDS

This Agreement to Be Bound by Porch Lift/Elevator Standards (hereinafter the "Agreement") is made and effective as of this ____ day of _____, 20____, by the undersigned member (hereinafter the "Member") of Third Laguna Hills Mutual, a California nonprofit mutual benefit corporation (hereinafter the "Mutual") for the benefit of said Mutual.

1.0 CONSENT TO BE BOUND AND COVENANT TO PERFORM THE MUTUAL'S STANDARDS. In consideration for the Mutual's consent to the Member's installation of a porch lift or elevator or similar improvement, the Member hereby covenants and agrees to perform, observe, and be bound by all terms and conditions contained in those certain Porch Lift/Elevator Standards attached hereto as Exhibit "A" and which are incorporated by reference in this Agreement as though set forth in full herein.

2.0 NO CHANGE TO MUTUAL'S GOVERNING DOCUMENTS. This Agreement does not alter, but only supplements, all terms and conditions contained in the existing governing documents of the Mutual, as the same may from time to time be amended.

3.0 SUCCESSORS AND ASSIGNS. This Agreement shall be binding upon the heirs, administrators, executors, successors and assigns of the Member, unless the Member's manor is conveyed to a new Member who chooses not to have lift/elevator rights and consequently does not wish to execute this Agreement. Then the remaining Member(s) who also use the lift or elevator, if any, must assume the added responsibilities required by the Porch Lift/Elevator Standards set forth on Exhibit "A," or else the lift/elevator be removed as provided therein.

IN WITNESS WHEREOF, the Member has executed this Agreement as of the date first set forth above.

MEMBER: _____

Lifts and Elevators

Porch Lift Standards

[M3-96-25](#)

Adopted at the Tuesday, April 16, 1996 Open Meeting

RESOLVED, that the board of directors hereby adopts the Porch Lift/Elevator Standards dated March 12, 1996; and

RESOLVED FURTHER, that applicants for a Porch/Lift Elevator installation shall be required to execute the Agreement to be Bound by the Porch/Lift Elevator Requirements prior to receiving a permit for said installation; and

RESOLVED FURTHER, that the officers and agents of this corporation are hereby authorized on behalf of the corporation to carry out the purpose of this resolution



STANDARD ~~SECTION~~ 8 PORCH LIFT/ELEVATORS

APRIL 1996, RESOLUTION M3-96-25

~~GENERAL REQUIREMENTS REVISED JANUARY 2018, RESOLUTION 03-18-12~~
[DATE], RESOLUTION 03-24-XX

Before a porch lift/elevator can be installed onto Mmutual property, the following requirements must be agreed to by the requesting member(s) and his/her Mmutual:

1.0 GENERAL REQUIREMENTS

See Standard ~~Section~~-1: General Requirements

- 2.0** Each requesting member must provide to the Mmutual a letter from his/her doctor verifying that the member, ~~or~~ member's spouse or dependent is disabled and requires that the porch lift be installed to assist ~~that Member or Member's spouse~~ in obtaining access to the second floor.
- 3.0** Requesting member(s) must agree to purchase and install the lift at their own expense and in accordance with all terms and conditions contained herein. Requesting member(s) represent that they shall own the lift as their own personal property and that no lien or encumbrance shall attach to the lift at any time.
- 4.0** Requesting member(s) must submit to and receive approval from their Mmutual, through the Permits and Inspections-Manor Alterations office, detailed site specific plans and specifications for the lift and its installation.

Because of the varying building types and site conditions, the plan requirements may vary. The following documents should assist you and or/your architect, engineer, or contractor in providing the plans and specifications required to clearly show what, where and how you intend to install the lift on and into your Mmutual's property:

1. Site plan
2. Floor Plans
3. Roof Plan
4. Electrical Plan
5. Elevations
6. Section(s)

7. Details

Structural modifications and/or requirements will be by a California licensed civil or structural engineer. All ~~M~~modifications and/or additions to existing ~~M~~mutual property must clearly be shown. In no event shall the ~~Permits and Inspection-Manor Alterations~~ office require a standard greater than that required by any governmental agency.

- 5.0 Initial installation of the lift must be by a licensed contractor who possesses adequate liability insurance in commercially reasonable amounts covering the installation of the lift ~~st~~ and any subcontractors who may be employed to assist in the installation of the lift.
- 6.0 Requesting member(s) must agree that the installation and operation of the lift shall comply with all applicable governmental regulations. Regulatory agencies with jurisdiction include but are not limited to; ~~the County of Orange Environmental Management Agency and the State of California Department of Industrial Relations, Division of Occupational Safety and Health, Elevator Unit.~~ California Department of Industrial Relations, The Division of Occupational Safety and Health (Cal OSHA) – Elevator Unit.
- 7.0 Requesting member(s) must agree at their own expense to obtain all mutual consents, permits or licenses necessary for the installation and operation of the lift, prior to installation and operation.
- 8.0 Prior to commencing installation of the lift, requesting member(s) must also agree to purchase liability insurance or add a rider to their existing comprehensive general liability policy through an A-rated, California admitted liability insurance carrier covering the liability associated with the purchase, installation, maintenance, and operation of the lift.

The liability insurance must have a total liability limit of not less than \$1,000,000.00 or \$500,000.00 per each requesting member, whichever is greater, for risk arising out of the presence, maintenance, and/or operation of the lift. Each requesting member must deliver to their ~~M~~mutual, certificates of insurance setting forth and confirming the identity of the insurance carrier, the limits of coverage and the type of coverage. Each requesting member must provide the ~~M~~mutual with certificates of insurance setting forth this information at the commencement of each new policy period hereafter. In no event, shall the total liability insurance coverage for the lift ever be less than \$1,000,000.00 regardless of the number of requesting member(s) participating in the cost of said insurance coverage.

The requesting member(s) must agree that regardless of the original number of members involved in the lift, the remaining member(s) must continue to provide the above described liability insurance coverage at the same \$1,000,000.00 policy limit for the presence, maintenance and operation of the lift.

- 9.0** The requesting member(s) must agree to purchase an annual lift maintenance contract, for any period not covered by a manufacturers or installers maintenance and repair warranty, from a company authorized and licensed to perform said maintenance and to maintain said maintenance contract in place at the member(s) own expense throughout the existence of the lift on ~~M~~mutual property. The requesting member(s) must agree that regardless of the original number of members involved in the lift, the remaining member(s) must continue to provide the above-described maintenance contract throughout the existence and agree to provide their ~~M~~mutual with an executed copy of said maintenance agreement at the commencement of the maintenance agreement which shall in any event be within two (2) months of completion of installation of said lift and, again, at thereafter. In any event, at all times the cost and the responsibility of the lift will be exclusively that of the remaining requesting member(s).
- 10.0** The requesting member(s) may propose a particular color for factory painting of a factory prefabricated metal frame lift, including the enclosure and other parts, using a durable process, such as electrostatic polyester powder coating. However, all finish selections must be approved by the mutual. ~~the Mutual reserves the right to reject the member(s) selection and to specify another color to be matched by the powder coating used at the factory.~~ The responsibility and cost for the initial and all future painting of the lift will be exclusively that of the remaining requesting member(s).
- 11.0** The requesting member(s) must agree to pay into a contingency an interest-bearing escrow account at a federally insured financial institution designated by the ~~M~~mutual the total sum of \$3,500.00 ~~1,500.00~~ prior to the installation of the lift. Said escrow account will be for the express purpose of paying for the actual cost of the removal of the porch lift, the cost of patching, painting and repairing the building and lift installation site following its removal and the cost of replacing the guardrail or wall at all floor stops above the ground floor of the building. In the event that the reasonable actual cost of removing the lift and restoring the premises to the condition as it existed prior to the installation of the lift exceeds \$3,500.00 ~~1,500.00~~, then the remaining requesting member(s) will be liable for the cost of said removal and repair. Upon removal of the lift, any unused escrow funds shall be promptly refunded to each contributing member and/or their successor-in-interest. An automatic rollover certificate of deposit escrow account may be set up to require signatures of both VMS, Inc. officials and the requesting member(s) and/or their successor-in-interest in order to end the automatic rollover and close the account.

~~12.0 Each requesting member will have a key for the operation of the lift and provide written agreement that they, their family members and companions are the only persons authorized to operate the lift.~~

~~_____ Rights to use the lift are transferable on the conveyance of a manor to a successor in interest, regardless of handicap, who agrees in writing to fully assume the responsibilities imposed herein.~~

12.0 Requesting member(s) agree that the cost of installing and hooking up electricity to the lift shall be borne exclusively by the requesting member(s). The electricity used in the operation of the lift must be limited to one member's residence. The electrical hookup will be installed by a licensed electrical contractor and comply with all governmental regulations. All permits and licenses necessary for the electrical shall be obtained by requesting member(s) and a copy of any such licenses or permits must be provided to their Mmutual prior to start of any work. It is the intent of the Mmutual to require that all electrical wiring and conduit be concealed, from view so as not to detract from the existing aesthetics of the building. However, should conditions require external mounting of conduit in order to preserve the structural integrity of walls or ceiling, ~~then the P.C.M. the Permits and Inspections Manor Alterations office may permit the installation of said conduit. In this event, the Permits and Inspections office shall designate the reasonable placement and color of the conduit so as to interfere as little as possible with the existing aesthetics of the building.~~ must review and approve for conformance with mutual architectural standards.

13.0

~~14.0 Requesting member(s) must execute an Agreement to be Bound by Porch Lift/Elevator Requirements substantially in the form attached hereto as Exhibit A, and incorporated herein by reference, pursuant to which said member agrees to perform and be bound by all terms and conditions contained herein. A copy of the porch lift/elevator standards shall be attached to this Agreement and shall be made a part thereof. The porch lift/elevator is to be for the exclusive use of the requesting member(s).~~

14.0 Conditions of property resale: As a condition of a property resale, buyer must agree to assume all conditions associated with the daily operation of the porch lift/elevator including but not limited to all maintenance costs and insurance requirements. If the conditions of the resale exclude the porch lift/elevator the seller is required to have a 'removal' contingency fee per section 11.0.

~~AGREEMENT TO BE BOUND BY PORCH-
LIFT/ELEVATOR STANDARDS~~

~~This Agreement to Be Bound by Porch Lift/Elevator Standards (hereinafter the "Agreement") is made and effective as of this ____ day of ____ 20____, by the undersigned member (hereinafter the "Member") of Third Laguna Hills Mutual, a California nonprofit mutual benefit corporation (hereinafter the "Mutual") for the benefit of said Mutual.~~

~~1.0 ____ CONSENT TO BE BOUND AND COVENANT TO PERFORM THE MUTUAL'S STANDARDS. In consideration for the Mutual's consent to the Member's installation of a porch lift or elevator or similar improvement, the Member hereby covenants and agrees to perform, observe, and be bound by all terms and conditions contained in those certain Porch Lift/Elevator Standards attached hereto as Exhibit "A" and which are incorporated by reference in this Agreement as though set forth in full herein.~~

~~2.0 ____ NO CHANGE TO MUTUAL'S GOVERNING DOCUMENTS. This Agreement does not alter, but only supplements, all terms and conditions contained in the existing governing documents of the Mutual, as the same may from time to time be amended.~~

~~3.0 ____ SUCCESSORS AND ASSIGNS. This Agreement shall be binding upon the heirs, administrators, executors, successors and assigns of the Member, unless the Member's manor is conveyed to a new Member who chooses not to have lift/elevator rights and consequently does not wish to execute this Agreement. Then the remaining Member(s) who also use the lift or elevator, if any, must assume the added responsibilities required by the Porch Lift/Elevator Standards set forth on Exhibit "A," or else the lift/elevator be removed as provided therein.~~

~~IN WITNESS WHEREOF, the Member has executed this~~

~~Agreement as of the date first set forth above.~~

~~MEMBER: ____~~



STANDARD 8 PORCH LIFT/ELEVATORS

APRIL 1996, RESOLUTION M3-96-25

[DATE], RESOLUTION 03-24-XX

Before a porch lift/elevator can be installed onto mutual property, the following requirements must be agreed to by the requesting member(s) and his/her mutual:

1.0 **GENERAL REQUIREMENTS**

See Standard 1: General Requirements

- 2.0 Each requesting member must provide to the mutual a letter from his/her doctor verifying that the member, member's spouse or dependent is disabled and requires that the porch lift be installed to assist in obtaining access to the second floor.
- 3.0 Requesting member(s) must agree to purchase and install the lift at their own expense and in accordance with all terms and conditions contained herein. Requesting member(s) represent that they shall own the lift as their own personal property and that no lien or encumbrance shall attach to the lift at any time.
- 4.0 Requesting member(s) must submit to and receive approval from their mutual, through the Manor Alterations office, detailed site specific plans and specifications for the lift and its installation.

Because of the varying building types and site conditions, the plan requirements may vary. The following documents should assist you and or/your architect, engineer, or contractor in providing the plans and specifications required to clearly show what, where and how you intend to install the lift on and into your mutual's property:

- 1. Site plan
- 2. Floor Plans
- 3. Roof Plan
- 4. Electrical Plan
- 5. Elevations
- 6. Section(s)
- 7. Details

Structural modifications and/or requirements will be by a California licensed civil or structural engineer. All modifications and/or additions to existing mutual property must clearly be shown. In no event shall the

Manor Alterations office require a standard greater than that required by any governmental agency.

- 5.0** Initial installation of the lift must be by a licensed contractor who possesses adequate liability insurance in commercially reasonable amounts covering the installation of the lift and any subcontractors who may be employed to assist in the installation of the lift.
- 6.0** Requesting member(s) must agree that the installation and operation of the lift shall comply with all applicable governmental regulations. Regulatory agencies with jurisdiction include but are not limited to the California Department of Industrial Relations, The Division of Occupational Safety and Health (Cal OSHA) – Elevator Unit.
- 7.0** Requesting member(s) must agree at their own expense to obtain all mutual consents, permits or licenses necessary for the installation and operation of the lift, prior to installation and operation.
- 8.0** Prior to commencing installation of the lift, requesting member(s) must also agree to purchase liability insurance or add a rider to their existing comprehensive general liability policy through an A-rated, California admitted liability insurance carrier covering the liability associated with the purchase, installation, maintenance, and operation of the lift.

The liability insurance must have a total liability limit of not less than \$1,000,000.00 or \$500,000.00 per each requesting member, whichever is greater, for risk arising out of the presence, maintenance, and/or operation of the lift. Each requesting member must deliver to their mutual, certificates of insurance setting forth and confirming the identity of the insurance carrier, the limits of coverage and the type of coverage. Each requesting member must provide the mutual with certificates of insurance setting forth this information at the commencement of each new policy period hereafter. In no event, shall the total liability insurance coverage for the lift ever be less than \$1,000,000.00 regardless of the number of requesting member(s) participating in the cost of said insurance coverage.

The requesting member(s) must agree that regardless of the original number of members involved in the lift, the remaining member(s) must continue to provide the above described liability insurance coverage at the same \$1,000,000.00 policy limit for the presence, maintenance and operation of the lift.

- 9.0** The requesting member(s) must agree to purchase an annual lift maintenance contract, for any period not covered by a manufacturers or installers maintenance and repair warranty, from a company authorized and licensed to perform said maintenance and to maintain said maintenance contract in place at the member(s) own expense throughout the existence of the lift on mutual property. The requesting member(s) must agree that regardless of the original number of members involved in the lift, the remaining member(s) must continue to provide the above-described maintenance contract throughout the existence and agree to provide their mutual with an executed copy of said maintenance agreement at the commencement of the maintenance agreement which shall in any event be within two (2) months of completion of installation of said lift and, again, at thereafter. In any event, at all times the cost and the responsibility of the lift will be exclusively that of the remaining requesting member(s).
- 10.0** The requesting member(s) may propose a particular color for factory painting of a factory prefabricated metal frame lift, including the enclosure and other parts, using a durable process, such as electrostatic polyester powder coating. However, all finish selections must be approved by the mutual. The responsibility and cost for the initial and all future painting of the lift will be exclusively that of the remaining requesting member(s).
- 11.0** The requesting member(s) must agree to pay into a contingency interest-bearing escrow account at a federally insured financial institution designated by the mutual the total sum of \$3,500.00 prior to the installation of the lift. Said escrow account will be for the express purpose of paying for the actual cost of the removal of the porch lift, the cost of patching, painting and repairing the building and lift installation site following its removal and the cost of replacing the guardrail or wall at all floor stops above the ground floor of the building. In the event that the reasonable actual cost of removing the lift and restoring the premises to the condition as it existed prior to the installation of the lift exceeds \$3,500.00, then the remaining requesting member(s) will be liable for the cost of said removal and repair. Upon removal of the lift, any unused escrow funds shall be promptly refunded to each contributing member and/or their successor-in-interest. An automatic rollover certificate of deposit escrow account may be set up to require signatures of both VMS, Inc. officials and the requesting member(s) and/or their successor-in-interest in order to end the automatic rollover and close the account.

- 12.0** Requesting member(s) agree that the cost of installing and hooking up electricity to the lift shall be borne exclusively by the requesting member(s). The electricity used in the operation of the lift must be limited to one member's residence. The electrical hookup will be installed by a licensed electrical contractor and comply with all governmental regulations. All permits and licenses necessary for the electrical shall be obtained by requesting member(s) and a copy of any such licenses or permits must be provided to their mutual prior to start of any work. It is the intent of the mutual to require that all electrical wiring and conduit be concealed, from view so as not to detract from the existing aesthetics of the building. However, should conditions require external mounting of conduit in order to preserve the structural integrity of walls or ceiling, Manor Alterations must review and approve for conformance with mutual architectural standards.
- 13.0** The porch lift/elevator is to be for the exclusive use of the requesting member(s).
- 14.0** Conditions of property resale: As a condition of a property resale, buyer must agree to assume all conditions associated with the daily operation of the porch lift/elevator including but not limited to all maintenance costs and insurance requirements. If the conditions of the resale exclude the porch lift/elevator the seller is required to have a 'removal' contingency fee per section 11.0.

RESOLUTION 03-24-XX
REVISED STANDARD 8: PORCH LIFTS/ELEVATORS

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

WHEREAS, the Architectural Controls and Standards Committee recognized the need to revise Standard: 8 Porch Lifts/Elevators;

NOW THEREFORE BE IT RESOLVED, [DATE], the Board of Directors of this Corporation hereby adopts revision and amendments to Standard 8: Porch Lifts/Elevators; and

RESOLVED FURTHER, Resolution M3-96-25 adopted March 12, 1996, is hereby superseded and canceled; and

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

JANUARY INITIAL NOTIFICATION: Should the Board endorse the proposed revisions, Staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the Board. Staff then recommends that a Board Member postpones the resolution to the next available Board Meeting no less than 28-days from the postponement to comply with Civil Code §4360

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STAFF REPORT

DATE: January 8, 2024
FOR: Architectural Control and Standards Committee
SUBJECT: Revision to Architectural Standard 21: Patio Slabs

RECOMMENDATION

Staff recommends that the Third Architectural Control and Standards Committee (ACSC) endorse the revised Standard 21: Patio Slabs, Walkways and Pavers.

BACKGROUND

The ACSC initiated a review of the current Standard 21: Patio Slabs (Attachment 1) and proposed revisions to the Standard intended to bring it up to current industry standards and improved designs. Standard 21 was last revised in March 2018, via Resolution 03-18-44 (Attachment 2).

DISCUSSION

A review of current trends and new materials becoming readily available resulted in the inclusion of walkways and pavers to the scope of work.

The slab construction methods, materials and the overall size of the patio slabs were also reviewed and taken into consideration. A section detail showing the various layers and components was developed as a means to best clarify the construction process.

Any landscaping alterations should be performed only by the managing agent's landscape crews with the cost of any revisions to be the responsibility of the member.

FINANCIAL ANALYSIS

There are no direct added costs to the Mutual. Any potential landscaping costs incurred by the Mutual will be the responsibility of the Member.

Prepared By: Alan Grimshaw, Manor Alterations Manager

Reviewed By: Baltazar Mejia, Maintenance & Construction Assistant Director
Gavin Fogg, Manor Alterations Supervisor

ATTACHMENT(S)

Attachment 1 – Current Standard 21: Patio Slabs
Attachment 2 – Current Resolution 03-18-44
Attachment 3 – Redlined Revised Standard 21: Patio Slabs
Attachment 4 – Final Draft Standard 21: Patio Slabs
Attachment 5 – Proposed Resolution 03-24-XX



SECTION 21 PATIO SLABS

FEBRUARY 1985
REVISED FEBRUARY 2003, RESOLUTION 03-03-17
GENERAL REQUIREMENTS REVISED APRIL 2011, RESOLUTION 03-11-49
GENERAL REQUIREMENTS REVISED JANUARY 2018, RESOLUTION 03-18-12
REVISED MARCH 2018, RESOLUTION 03-18-44

1.0 GENERAL REQUIREMENTS

See Standard Section 1: General Requirements

2.0 PREPARATIONS

- 2.1 In each case, the site will be inspected prior to work for adjustments pertaining to this section.
- 2.2 No slab will be allowed that will hinder yard drainage.
- 2.3 No slab will be allowed in areas where access for maintenance is required.
- 2.4 In no case will concrete cover over sprinklers, sprinkler lines, or other related items.

3.0 APPLICATIONS

- 3.1 Patios may be constructed of a concrete slab or interlocking concrete pavers only.
- 3.2 Planting or dirt areas inside the defined patio walls may be paved over with concrete or interlocking pavers providing the paving does not extend beyond the wall.
- 3.3 Concrete slabs will be 4" minimum in thickness and will be constructed of 520-C-2500 concrete. Wire mesh or #3 rebar and a vapor barrier with minimum of 1" sand cover are required.
- 3.4 All installations must have a minimum slope of ¼" per foot and drain to drain inlets or landscaping.

- 3.5 Interlocking paver installations must use treated wood, redwood, or plastic edging. Edging shall be secured in place per manufacturer's specifications.
- 3.6 Interlocking paver installations must use a "Class 2" subbase of a minimum of 4 inches deep and must use a coarse sand layer of at least 1 inch thick as bedding for pavers. Paved area must be compacted with a vibrating flat plate to lock pavers into place.
- 3.7 Pavers may be 7/8 of an inch to one inch thick if overlayed on an existing concrete slab. Otherwise pavers must be 2 3/8-inches thick.
- 3.8 Pavers may not form or contain any pictures, symbols or wording.
- 3.9 Refer to Section 11 – Exterior Floor Coverings for specifications regarding covering patio slabs.
- 3.10 Patio slab extensions shall not encroach into Common Area.

4.0 SPRINKLER REVISIONS

- 4.1 Any required landscape or irrigation revisions will be performed only by the managing agent's landscape crews, and the cost of such revisions shall be at the cost of the Mutual member performing the alteration.
- 4.2 No sprinklers will be placed inside any patio area by the managing agent's landscape crews. Any systems added shall not be connected to the Mutual-owned system.

RESOLUTION 03-18-44

Revise Alteration Standard Section 21 Patio Slabs

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 Alteration Section 21 Patio Slabs.

NOW THEREFORE BE IT RESOLVED, March 23, 2018, that the Board of Directors of this Corporation hereby adopts revisions and amendments to Alteration Section 21 Patio Slabs;

RESOLVED FURTHER, Resolution 03-03-17 adopted February 18, 2003, is hereby superseded and canceled; and

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



SECTION STANDARD 21 PATIO SLABS, WALKWAYS & PAVERS

FEBRUARY 1985

REVISED FEBRUARY 2003, RESOLUTION 03-03-17

GENERAL REQUIREMENTS REVISED APRIL 2011, RESOLUTION 03-11-49
GENERAL REQUIREMENTS REVISED JANUARY 2018, RESOLUTION 03-18-12

REVISED MARCH 2018, RESOLUTION 03-18-44

REVISED [DATE], RESOLUTION 03-24-XX

1.0 GENERAL REQUIREMENTS

See Standard ~~Section~~ 1: General Requirements

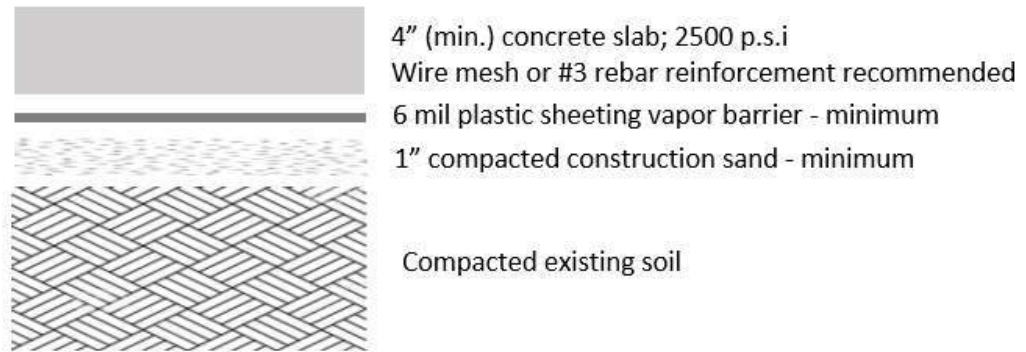
2.0 PREPARATIONS

- 2.1 All proposed locations will be reviewed by Manor Alterations for conformance to existing guidelines. In each case, the site will be inspected prior to work for adjustments pertaining to this section.
- 2.2 In each case, sufficient detail of the existing area must be provided in the application submission. A site inspection may be required, if deemed necessary by Manor Alterations, prior to approval. 'Sufficient detail' refers to any existing components within or adjacent to the proposed alteration area that would require modification (i.e. sprinklers, drainage) affected by the installation of a patio slab (i.e. walkways, landscape/hardscape, adjacent buildings or structures). No slab will be allowed that will hinder yard drainage.
- 2.3 If the proposed slab is adjoined to an existing slab, detail of how the slab will be doveled to existing must be shown. No slab will be allowed in areas where access for maintenance is required.
- 2.4 In no case will concrete cover over sprinklers, sprinkler lines, or other related items.

3.0 APPLICATIONS

- 3.1 Patios & walkways may be constructed of a concrete slab or interlocking concrete pavers. ~~only.~~
- 3.2 Plantings or dirt areas inside the defined patio squared off perimeters ~~walls~~ may be paved over with concrete or interlocking pavers providing the paving does not extend beyond the wall.
- 3.3 Concrete slabs to be constructed as per section detail. will be 4"

~~minimum in thickness and will be constructed of 520-G-2500 concrete. Wire mesh or #3 rebar and a vapor barrier with minimum of 1" sand cover are required.~~



PATIO SLAB SECTION

3.3

- 3.4 All installations must have a minimum slope ~~of 1/4" per foot~~ and be able to drain to ~~drain~~ inlets or landscaping.
- 3.5 Concrete stamping to be reviewed and approved by Manor Alterations. Color, style, fashion or design shall be optional. Interlocking paver installations must use treated wood, redwood, or plastic edging. Edging shall be secured in place per manufacturer's specifications.
- 3.6 Interlocking paver installations must use treated wood, redwood, or plastic edging if required by manufacturer. Edging shall be secured in place per manufacturer's specifications. Edging not required when abutting to walls or concrete slabs or walkways. a "Class 2" subbase of a minimum of 4 inches deep and must use a coarse sand layer of at least 1 inch thick as bedding for pavers. Paved area must be compacted with a vibrating flat plate to lock pavers into place.
- 3.7 Interlocking paver installations must use a "Class 2" subbase of a minimum of 4 inches deep and must use a coarse sand layer of at a minimum 1 inch thick as bedding for pavers. Paved area must be compacted with a vibrating flat plate or hand tamper to lock pavers into place.
- ~~3.7.3.8~~ Pavers may be 7/8 of an inch to one inch thick if overlaid ~~dyed~~ on an existing concrete slab. Otherwise pavers must be a minimum of 2 3/8-inches thick.
- ~~3.8 Pavers may not form or contain any pictures, symbols or wording.~~
- 3.9 Refer to Section Standard 11 – Exclusive Use Common Area Exterior Floor Coverings for specifications regarding covering of patio slabs.

3.10 Patio slab extensions shall not encroach into Common Area.

3.103.11 Paver extensions shall not encroach into Common Area unless a variance is granted.

4.0 SPRINKLER REVISIONS

4.1 Any required landscape or irrigation revisions will be performed only by the managing agent's landscape crews, and the cost of such revisions shall be at the cost of the ~~M~~mutual member performing the alteration.

4.2 ~~No sprinklers will be placed inside any patio area by the managing agent's landscape crews. Any systems added shall not be connected to the Mutual-owned system.~~



STANDARD 21 PATIO SLABS, WALKWAYS & PAVERS

FEBRUARY 1985
 REVISED FEBRUARY 2003, RESOLUTION 03-03-17
 GENERAL REQUIREMENTS REVISED APRIL 2011, RESOLUTION 03-11-49
 GENERAL REQUIREMENTS REVISED JANUARY 2018, RESOLUTION 03-18-12
 REVISED MARCH 2018, RESOLUTION 03-18-44
 REVISED [DATE], RESOLUTION 03-24-XX

1.0 GENERAL REQUIREMENTS

See Standard 1: General Requirements

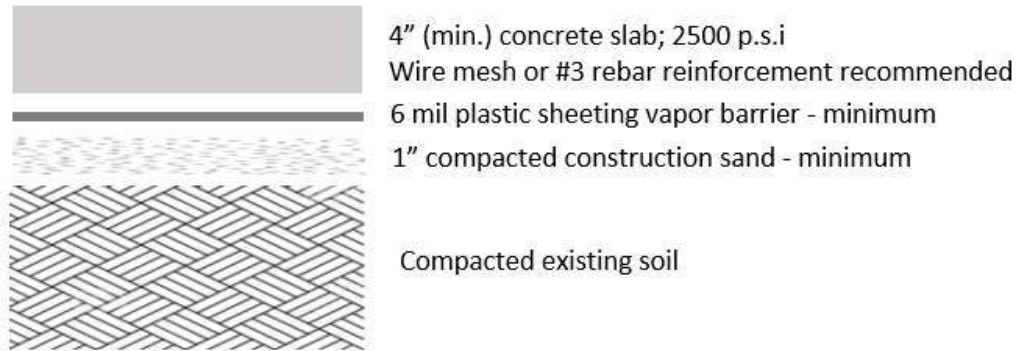
2.0 PREPARATIONS

- 2.1** All proposed locations will be reviewed by Manor Alterations for conformance to existing guidelines.
- 2.2** In each case, sufficient detail of the existing area must be provided in the application submission. A site inspection may be required, if deemed necessary by Manor Alterations, prior to approval. 'Sufficient detail' refers to any existing components within or adjacent to the proposed alteration area that would require modification (i.e. sprinklers, drainage) affected by the installation of a patio slab (i.e. walkways, landscape/hardscape, adjacent buildings or structures).
- 2.3** If the proposed slab is adjoined to an existing slab, detail of how the slab will be doveled to existing must be shown.
- 2.4** In no case will concrete cover over sprinklers, sprinkler lines, or other related items.

3.0 APPLICATIONS

- 3.1** Patios & Walkways may be constructed of a concrete slab or interlocking concrete pavers.
- 3.2** Plantings or dirt areas inside the defined patio squared off perimeters may be paved over with concrete or interlocking pavers providing the paving does not extend beyond the wall.

3.3 Concrete slabs to be constructed as per section detail.



PATIO SLAB SECTION

- 3.4** All installations must have a minimum slope and be able to drain to inlets or landscaping.
- 3.5** Concrete stamping to be reviewed and approved by Manor Alterations. Color, style, fashion or design shall be optional.
- 3.6** Interlocking paver installations must use treated wood, redwood, or plastic edging if required by manufacturer. Edging shall be secured in place per manufacturer's specifications. Edging not required when abutting to walls or concrete slabs or walkways.
- 3.7** Interlocking paver installations must use a "Class 2" subbase of a minimum of 4 inches deep and must use a coarse sand layer of at a minimum 1 inch thick as bedding for pavers. Paved area must be compacted with a vibrating flat plate or hand tamper to lock pavers into place.
- 3.8** Pavers may be 7/8 of an inch to one inch thick if overlaid on an existing concrete slab. Otherwise pavers must be a minimum of 2 3/8-inches thick.
- 3.9** Refer to Standard 11 – Exclusive Use Common Area Floor Coverings for specifications regarding covering of patio slabs.
- 3.10** Patio slab extensions shall not encroach into Common Area.
- 3.11** Paver extensions shall not encroach into Common Area unless a variance is granted.

4.0 SPRINKLER REVISIONS

- 4.1** Any required landscape or irrigation revisions will be performed only by the managing agent's landscape crews, and the cost of such revisions shall be at the cost of the Mutual member performing the alteration.

RESOLUTION 03-24-XX**REVISE STANDARD 21: PATIO SLABS, WALKWAYS AND PAVERS**

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

WHEREAS, the Architectural Controls and Standards Committee recognized the need to update and clarify the construction methods and materials of patio slabs, walkways and pavers;

NOW THEREFORE BE IT RESOLVED, [DATE], that the Board of Directors of this Corporation hereby adopts revision and amendments to Standard 21: Patio Slabs; and

RESOLVED FURTHER, Resolution 03-18-44 adopted March 23, 2018, is hereby superseded and canceled; and

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

JANUARY INITIAL NOTIFICATION: Should the Board endorse the proposed revisions, Staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the Board. Staff then recommends that a Board Member postpones the resolution to the next available Board Meeting no less than 28-days from the postponement to comply with Civil Code §4360