



OPEN MEETING

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

**Monday, April 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 March 11, 2024
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. 5232: Variance to Install 30' x 10' Aluminum Trellis on CAUA Patio with 2-Foot Overhang
10. Items for Discussion and Consideration

Third Architectural Control and Standards Committee
Regular Open Meeting
April 08, 2024
Page 2 of 2

- a. Revision to Standard 37: Patio and Balcony Awnings
 - b. Mutual Consent Process Presentation
- 11. Items for Future Agendas
 - a. Revisions to Standard 11A: Flooring for Second and Third Floor Manors & the Elimination of the Third Laguna Hills Mutual Interior Hard-Surface Flooring Complaint Rules
 - b. Enact Standard 41C: Solar Panels, Carports and Patio Covers
 - c. Revision to Standard 34: Windows & Window Attachments
- 12. Committee Member Comments
- 13. Date of Next Meeting: Monday, May 13, 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

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

**Monday, March 11, 2024 – 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, Reza Karimi, Brad Rinehart, Andy Ginocchio (Alternate for Ralph Engdahl), Advisors: Michael Butler, Lisa Mills

COMMITTEE MEMBERS ABSENT: Nathaniel Ira Lewis (Excused), Mike Plean (Advisor-Excused)

OTHERS PRESENT: S.K. Park

STAFF PRESENT: Bart Mejia – Maintenance & Construction Assistant Director, Alan Grimshaw – Manor Alterations Manager, Gavin Fogg – Manor Alterations Supervisor, Laurie Chavarria – Senior Management Analyst, David Rudge – Inspector II, 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 unanimous consent.

3. Approval of the Meeting Report for February 12, 2024

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

None.

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 unanimous consent.

3351-A: Request to Extend Rear 7'-0"x 27'-0" on Exclusive Use Common Area.

5308: Request to Extend Rear 6'-0"x 11'-0", 8'-0"x 14'-8", and 6'-0"x 11'- 0", and Side 12'-0"x 18'-8" on Exclusive Use Common Area.

9. Variance Requests

- a. 5207: Variance to Replace 8'-0"x6'-8" Living Room Sliding Glass Door with 7'- 9½"x9'-0" Bi-fold Doors and Replace 3'-0"x6'-8" Entry door with 3'-6"x6'-8" Entry Door

The variance was introduced by Mr. Rudge. 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.

10. Items for Discussion and Consideration

- a. Revision to Resale Inspection Fees

The committee requested the following revisions: that the inspection fees be calculated as the product of the estimated number of hours and the adopted bill rates, then rounded up to the

nearest ten dollars; and that it be automatically updated annually using the new labor rates.

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

b. Elimination of Standard 8: Porch Lift/Elevators

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

11. Items for Future Agendas

- Enact Standard 41C: Solar Panels, Carports, and Patio Covers
- Revision to Standard 11A: Interior Hard-Surface Flooring
- Revision to Standard 37: Patio Cover, Awnings
- Revision to Standard 34: Windows and Window Attachments

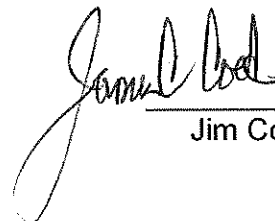
12. Committee Member Comments

- Advisor Mills commented on the processing of Exclusive Use Revocable Licenses.

13. Date of Next Meeting: Monday, April 08, 2024 at 1:30 p.m.

14. Adjournment

The meeting was adjourned at 2:46 p.m.

 03/15/2024

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 April 2024	Description of Variance	Previously Approved Resolution #
3382-O	<ul style="list-style-type: none"> Wall Mount Condenser at PTAC Sleeve Location Below Top of Balcony Rail 	03-23-41; 03-23-96;
3451-C	<ul style="list-style-type: none"> Build Laundry Room in Garage 	03-22-114, 03-23-97

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Variance Requests

Agenda Item #9	Manor Address	Description of Request	Summary of Request and Staff Recommendation (*)
A	5232	Install 30' x 10' Aluminum Trellis on CAUA Patio with 2-Foot Overhang	<p><u>GENERAL NOTES:</u></p> <ul style="list-style-type: none"> • 5232 is a one-unit Manor. • Install 30' x 10' Aluminum Trellis on CAUA Patio with 2-Foot Overhang <p>Staff Recommendation: Approve</p>

(*) The following attachments are included for your review and reference.

1. Variance Request Form
2. Photos
3. Location Map
4. Plan(s)
5. Draft Conditions of Approval
6. Draft Resolution

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Manor 5232



Laguna Woods Village

PAID

MANOR # 5232

☐ ULWM☒ TLHM

Variance Request Form

SA 21908333

Model: Villa Paraisa	Plan: C13RA_1	Date: 3/8/2024
Member Name: [REDACTED]	Signature: [REDACTED]	
Phone: [REDACTED]	Email: [REDACTED]	
Contractor Name/Co: Altera Landscape	Phone: 949-981-2002	Email:

Description of Proposed Variance Request ONLY:
Install Aluminum Trellis on the rear Patio.

Dimensions of Proposed Variance Alterations ONLY: 30'-0" x 12'-0"

FOR OFFICE USE ONLY

RECEIVED BY: _____ DATE RECEIVED: _____ Payment CC BY: SH.

Alteration Variance Request	Complete Submittal Cut Off Date:
Check Items Received: <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: _____	Meetings Scheduled: 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 _____

ATTACHMENT 2
PHOTOS

5232 Moya

30' x 10' Aluminum Trellis on County Recorded CAUA Patio with 2 foot overhang



ATTACHMENT 2 PHOTOS

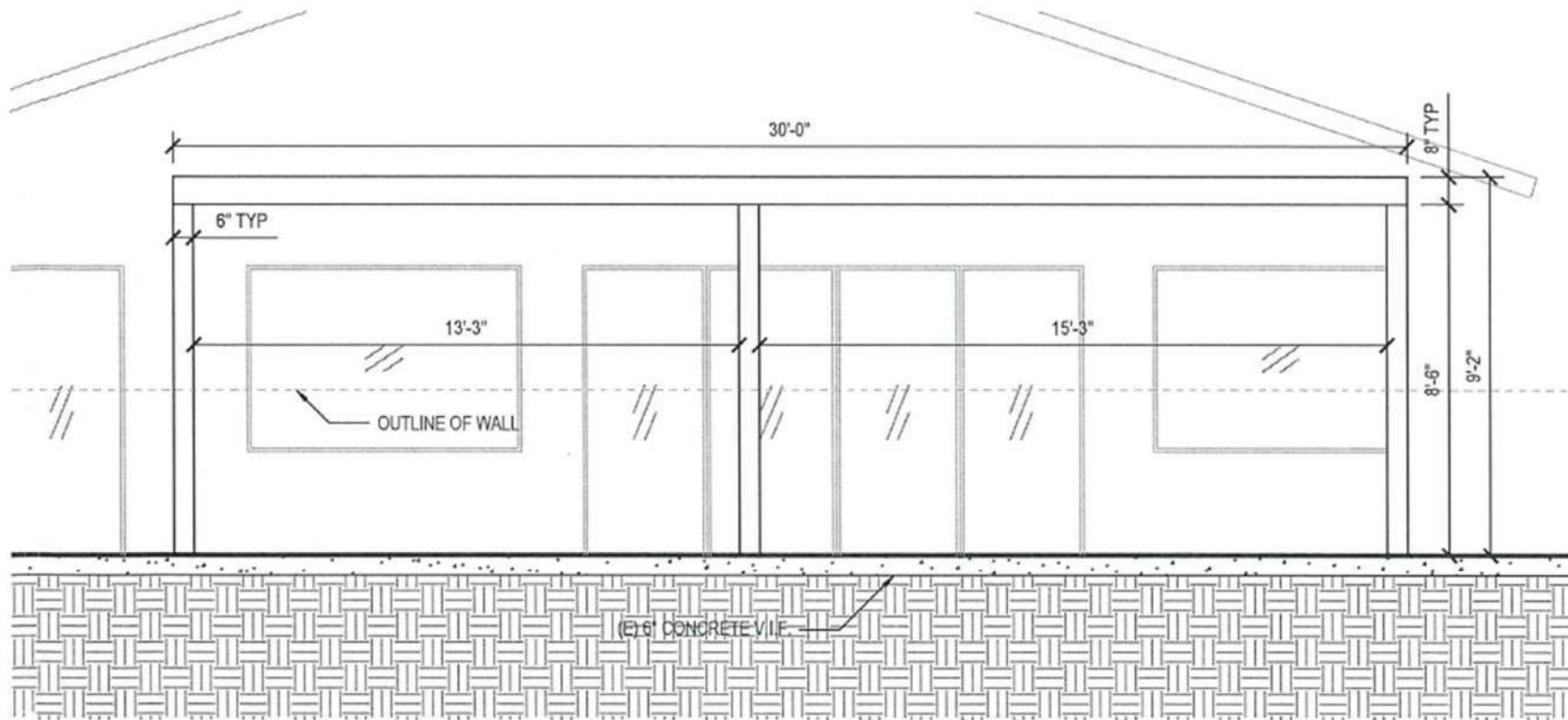
5232 Moya - Example of Aluminum Trellis attached to building with posts



ATTACHMENT 2 PHOTOS

5232 Moya

30' x 10' Aluminum Trellis on County Recorded CAUA Patio with 2 foot overhang



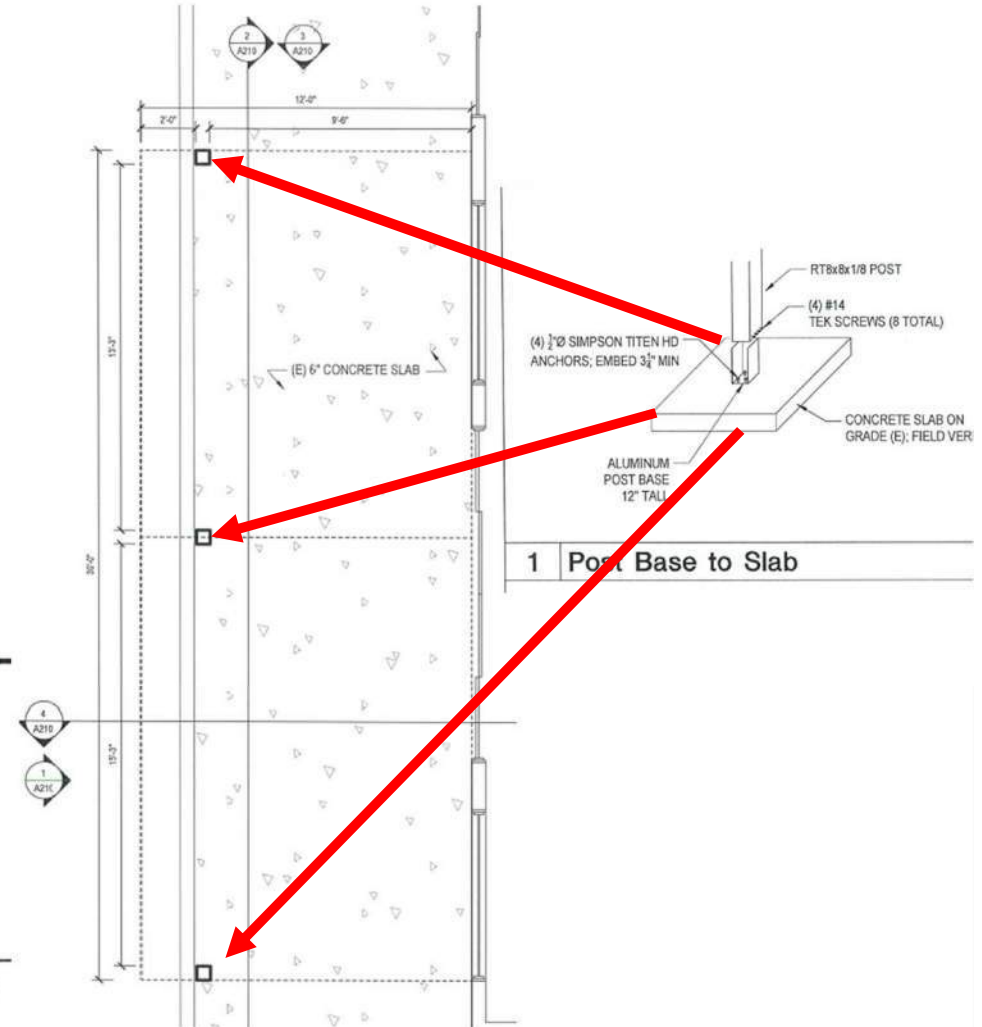
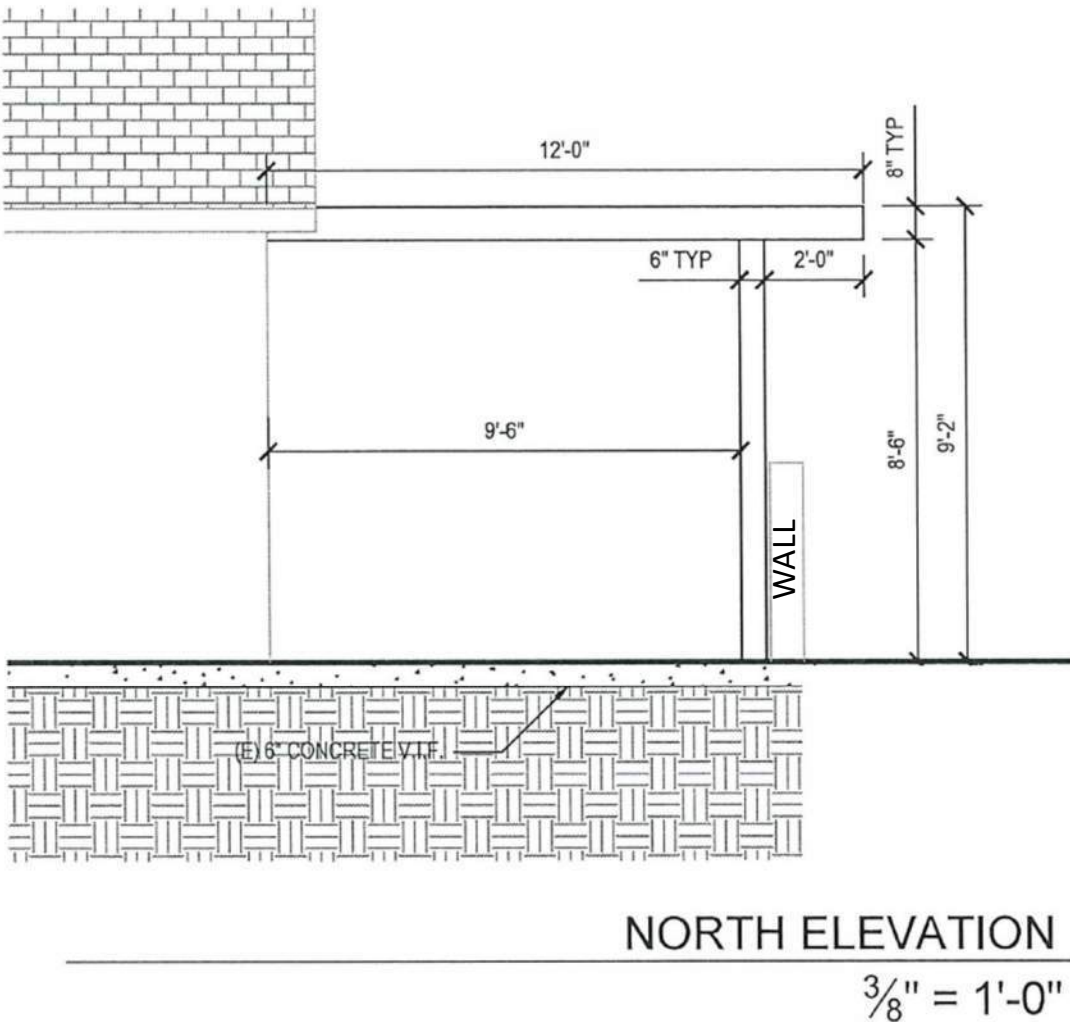
WEST ELEVATION

$\frac{3}{8}" = 1'-0"$

1

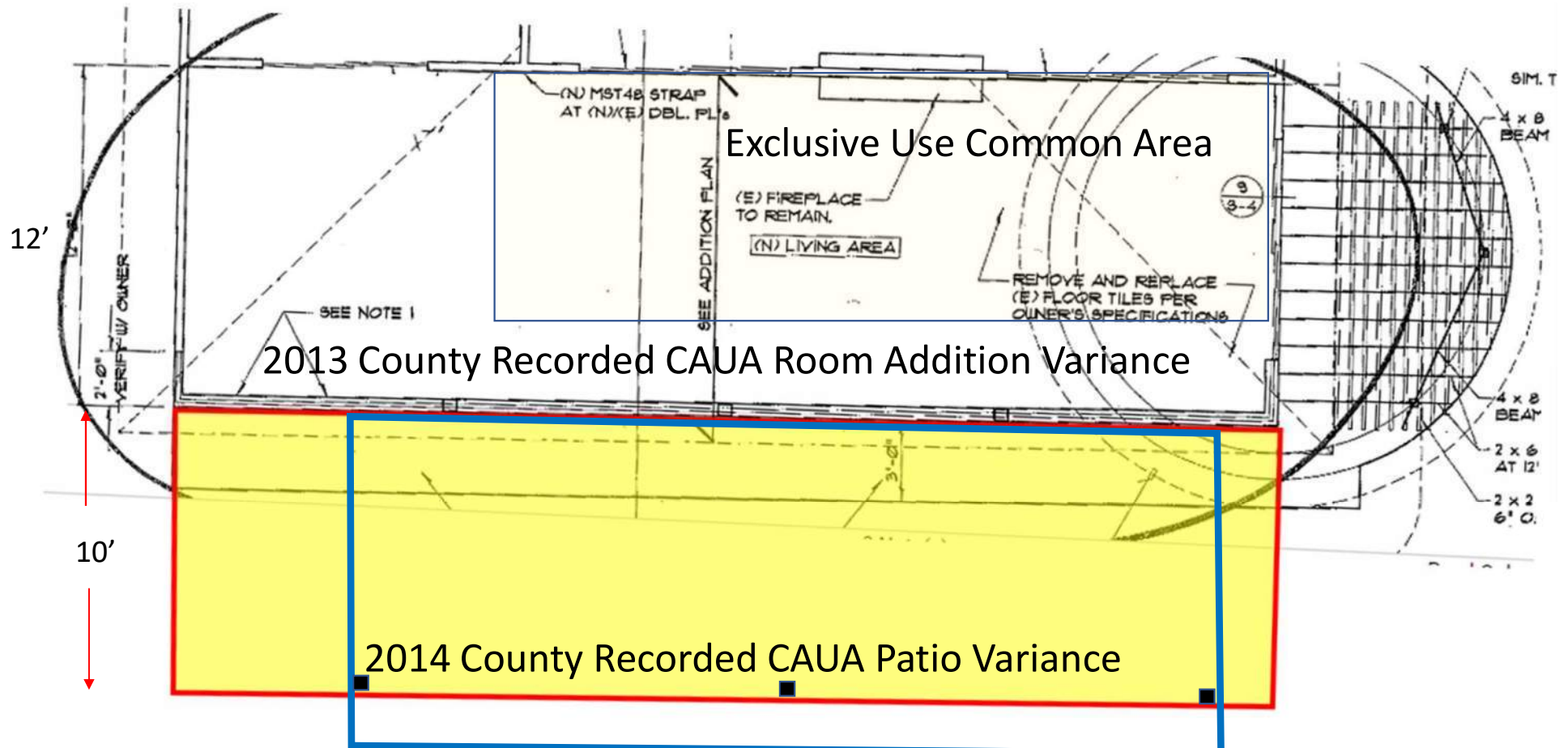
ATTACHMENT 2 PHOTOS

5232 Moya - 30' x 10' with 2 foot overhang Post anchored to CAUA Patio



ATTACHMENT 2 PHOTOS

5232 Moya – Install Aluminum Trellis on County Recorded CAUA Patio

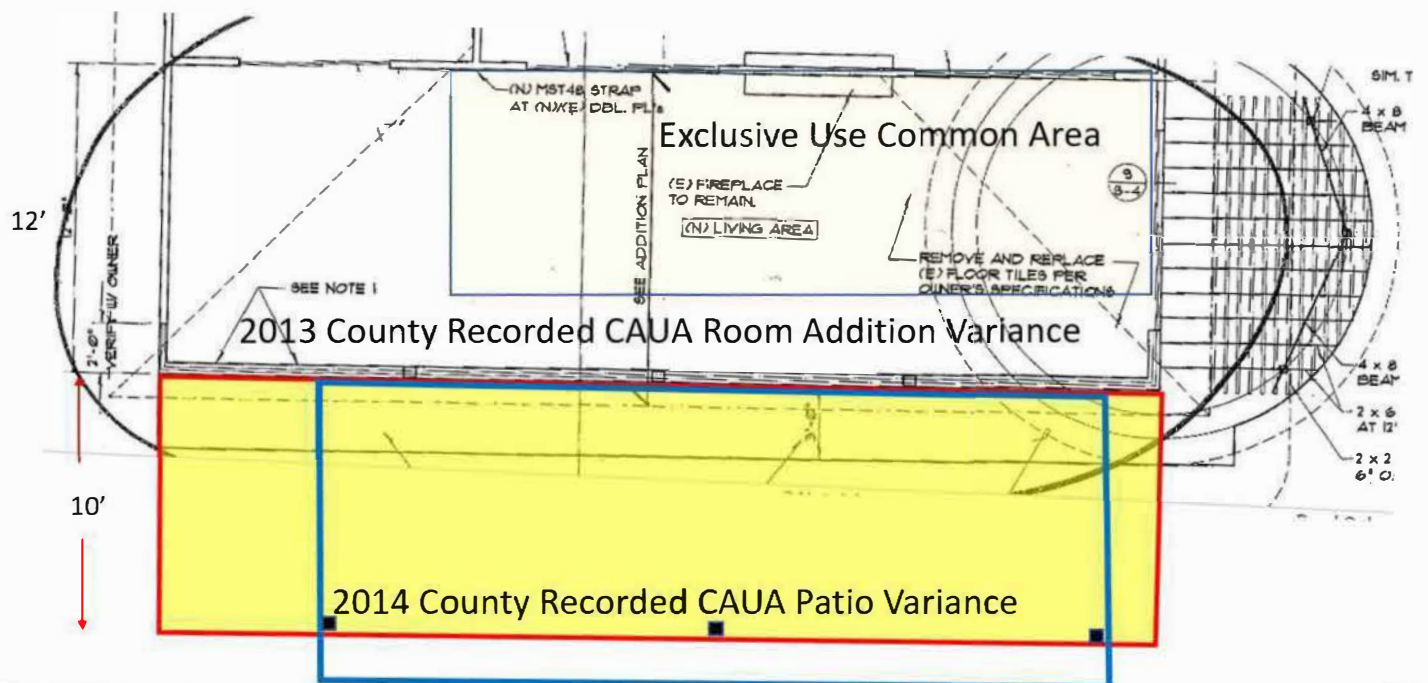


ATTACHMENT 3 AERIAL



ATTACHMENT 3
LOCATION MAP

Aluminum
Trellis on
CAUA Patio



ABBREVIATIONS

AFF	ABOVE FINISH FLOOR
AFG	ABOVE FINISH GRADE
AL	ALUMINUM
ANCH	ANCHOR
APPROX	APPROXIMATE
BLDG	BUILDING
BM	BEAM
CMU	CONCRETE MASONRY UNIT
CAB	CABINET
CEM	CEMENT
CJ	CONTROL JOINT
CA	COLUMN ABOVE
CB	COLUMN BELOW
CL	CENTER LINE
CLG	CEILING
CLR	CLEAR
CONT	CONTINUOUS
DIA	DIAMETER
DW	DISH WASHER
DWG	DRAWING
EA	EACH
EL(EV)	ELEVATION
ELEC	ELECTRICAL
EQ	EQUAL
FAU	FORCED AIR UNIT
FEC	FIRE EXTINGUISHER CABINET
FD	FLOOR DRAIN
FF	FINISH FACE
FIN	FINISH
FLR	FLOOR
FO	FACE OF
FR	FIRE RATED
FT	FOOT, FEET
FTG	FOOTING
GC	GENERAL CONTRACTOR
GYP	BO GYPSUM BOARD
HD	HEAD
HORIZ	HORIZONTAL
HR	HOUR
HT	HEIGHT
HVAC	HEATING, VENTILATION, AIR CONDITIONING
HW	HOT WATER
IN	INCH
INSUL	INSULATION
MAX	MAXIMUM
MECH	MECHANICAL
MEP	MECHANICAL, ELECTRICAL, PLUMBING
MFR	MANUFACTURER
MIN	MINIMUM
MISC	MISCELLANEOUS
NIC	NOT IN CONTRACT
NO	NUMBER
NCM	NOMINAL
NTS	NOT TO SCALE
OC	ON CENTER
OD	OUTSIDE DIAMETER
OPP	OPPOSITE
PLWD	PLYWOOD
RCP	REFLECTED CEILING PLAN
RD	ROOF DRAIN
REC	RECESSED
R	REFRIGERATOR
RM	ROOM
RO	ROUGH OPENING
SC	SOLID CORE
SF	SQUARE FEET
SQ	SQUARE
SPEC	SPECIFICATIONS
SS	STAINLESS STEEL
STD	STANDARD
STL	STEEL
STC	SOUND TRANSMISSION CLASSIFICATION
SUSPS	SUSPENDED
T&B	TOP AND BOTTOM
T&G	TONGUE AND GROOVE
TEL	TELEPHONE
TEMP	TEMPERED
THK	THICK
TO	TOP OF
TOW	TOP OF WALL
TYP	TYPICAL
UNO	UNLESS NOTED OTHERWISE
VERT	VERTICAL
VIF	VERIFY IN FIELD
W/	WITH
W/O	WITHOUT
WF	WIDE FLANGE
WP	WATERPROOFING

DIRECTORY

OWNER
GEORGE WATKINS
5232 MOYA
LAGUNA WOODS, CA 92637

ARCHITECTURAL DESIGNER
NATIONAL PERMIT GROUP
310-951-5314
DANIEL@NATIONALPERMITGROUP.COM
8981 SUNSET BLVD, SUITE 502
WEST HOLLYWOOD, CA 90069

ENGINEER
JEFF GUH
310-899-3112
JG@JEFFGUH.COM

SITE INFO

PROJECT ADDRESS:
5232 MOYA, LAGUNA WOODS, CA 92637

LEGAL DESCRIPTION:
APN
FULL LEGAL DESCRIPTION

TRACT #
LOT #:

932-79-232
TR 7388 BLDG 5232 LOT 9 UNIT 5232 OF PROJECT
LOCATED ON AP 616-351-01 TOGETHER WITH AN
UND 1/145 INT IN LOTS 7 & 9 - 13 INC
7388
9

PLANNING AND ZONING INFORMATION:
ZONING:
YEAR BUILT
DOC NO
MAP NO
LANDUSE

RC (RESIDENTIAL COMMUNITY)
1973
MM 308/11-14
TR 7388
112

(E) BUILDING AREA (ACCESSOR):
2,556 SF

PROJECT DESCRIPTION

PROJECT DESCRIPTION:
NEW 30'-0" x 12'-0" 360 SF NON-COMBUSTIBLE ALUMINUM TRELLIS TO ATTACH TO THE REAR OF AN
EXISTING SINGLE-FAMILY RESIDENCE.

CONSTRUCTION TYPE:
2B

AREA CALCULATIONS:
NEW TRELLIS:
360 SF

ATTACHMENT 4
FLOOR PLANS

SHEET INDEX

A001	TITLE SHEET
A110	TRELLIS PLANS
A210	ELEVATIONS & SECTIONS
S-1	TRELLIS FRAMING & FOUNDATION PLANS
S-2	STRUCTURAL DETAILS

5232 MOYA,
LAGUNA WOODS,
CA 92637

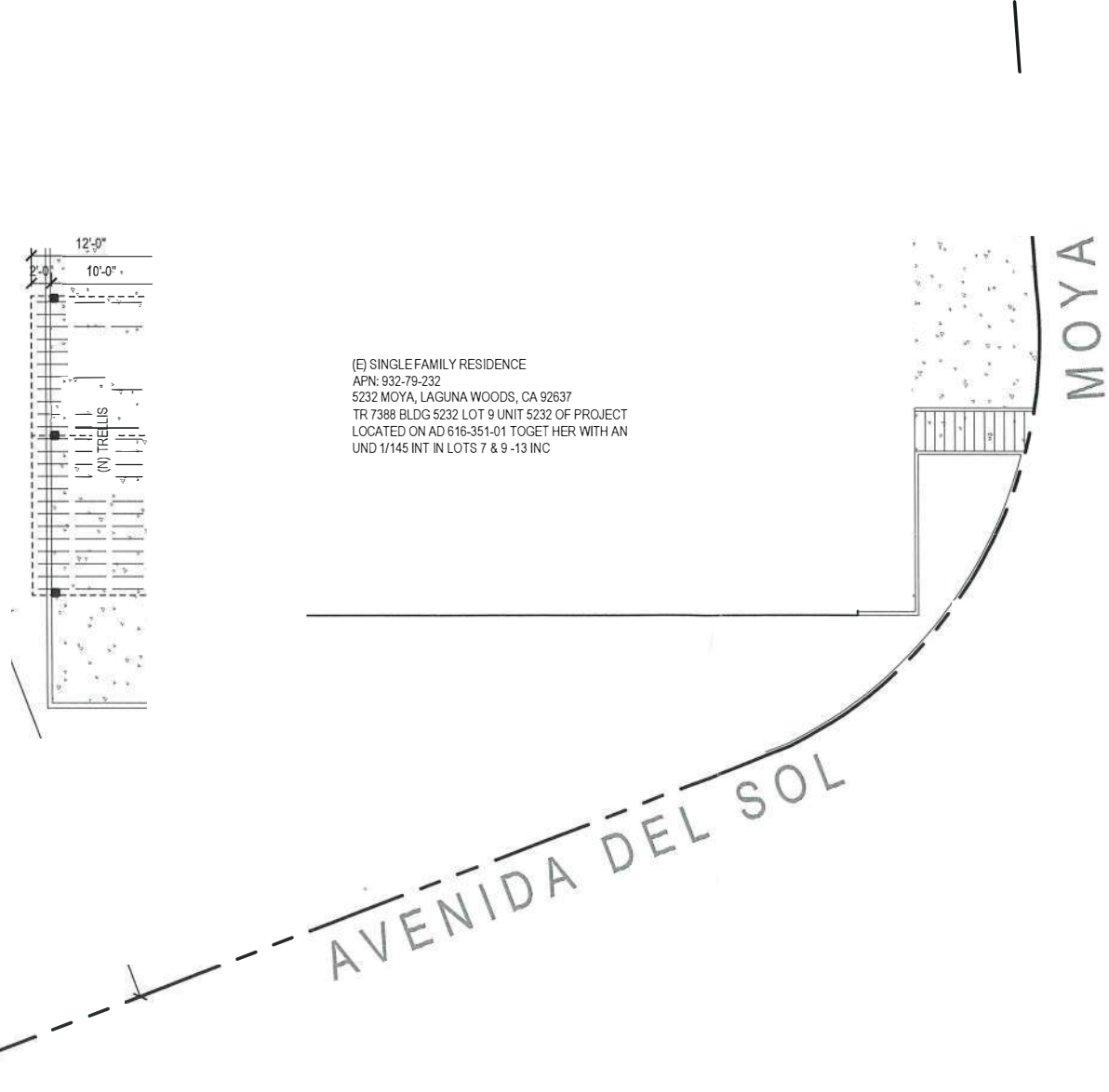
WATKINS
TRELLIS



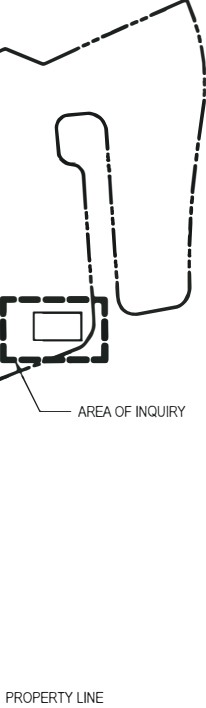
5232
24-0096

PLOT PLAN 1/8" = 1'-0"

SITE LEGEND 1/128" = 1'-0"



Attachment 4
Site Plans and notes



APPLICABLE CODES

ALL WORK SHALL CONFORM TO THE REQUIREMENTS OF THE FOLLOWING CODES AND LOCAL AMENDMENTS.

-2022 (CRC)	CA RESIDENTIAL CODE;
-2022 (CPC)	CA PLUMBING CODE;
-2022 (CMC)	CA MECHANICAL CODE;
-2022 (CBC)	CA BUILDING CODE;
-2022 (CEC)	CA ELECTRICAL CODE;
-2022 (CEHC)	CA ENERGY CODE;
-2022 (CalGreen)	CA GREEN BUILDING STANDARDS CODE.

VICINITY MAP



NPG
NATIONAL PERMIT GROUP

1/16/2024
2:48 PM

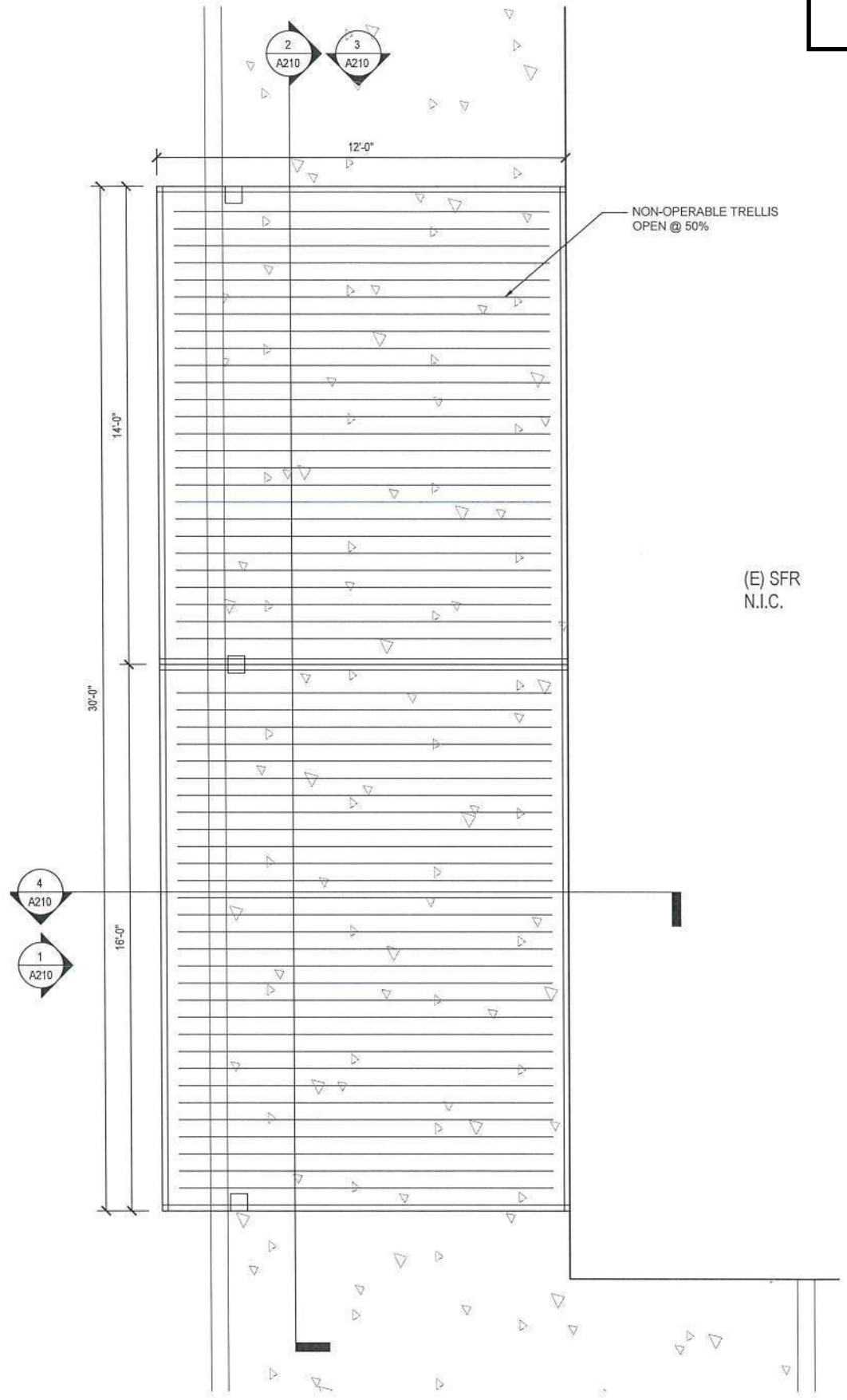
TITLE SHEET

A001

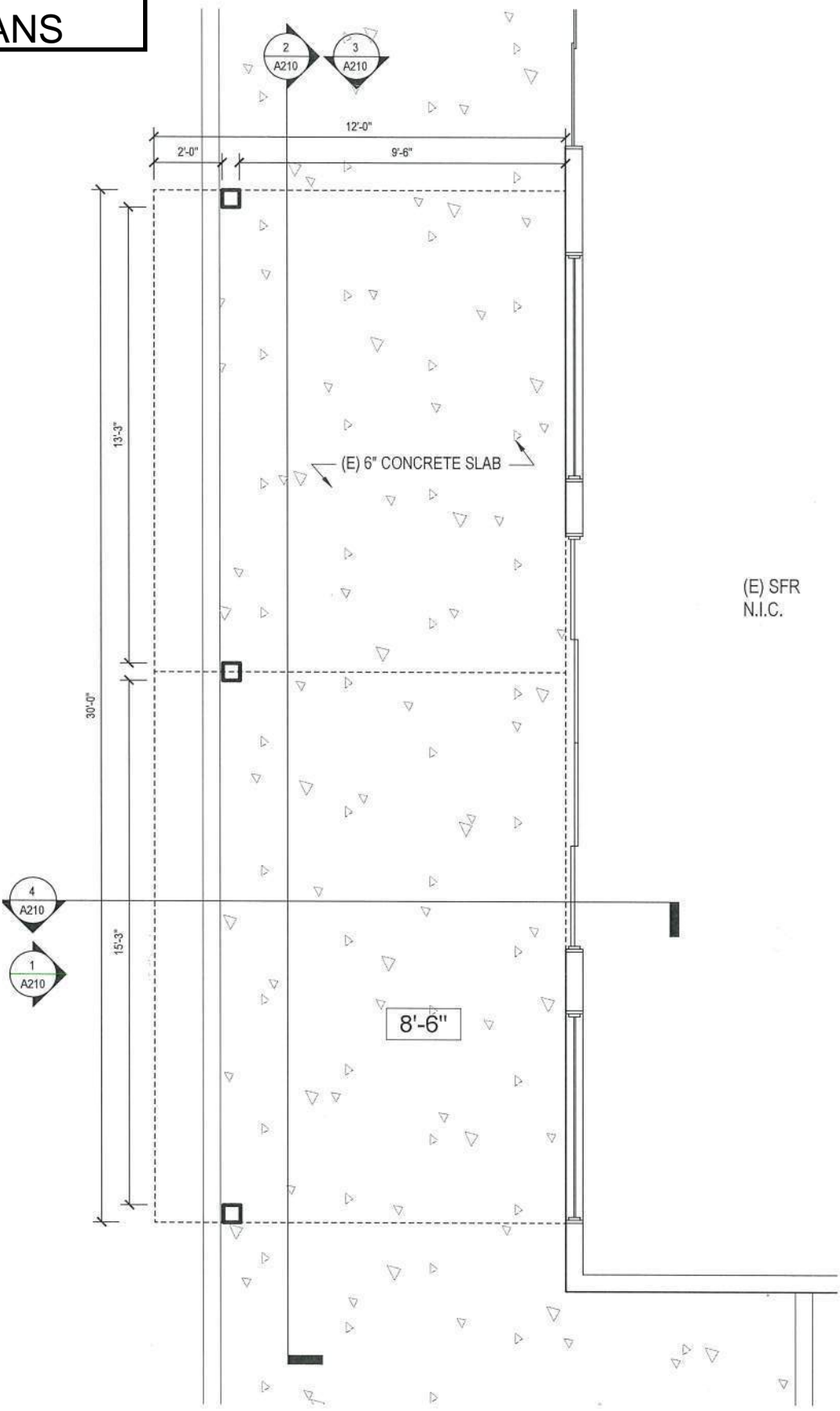
ATTACHMENT 4
FLOOR PLANS

5232 MOYA,
LAGUNA WOODS,
CA 92637

WATKINS
TRELLIS



TRELLIS ROOF PLAN 2
1/2" = 1'-0"



TRELLIS FLOOR PLAN 1
1/2" = 1'-0"

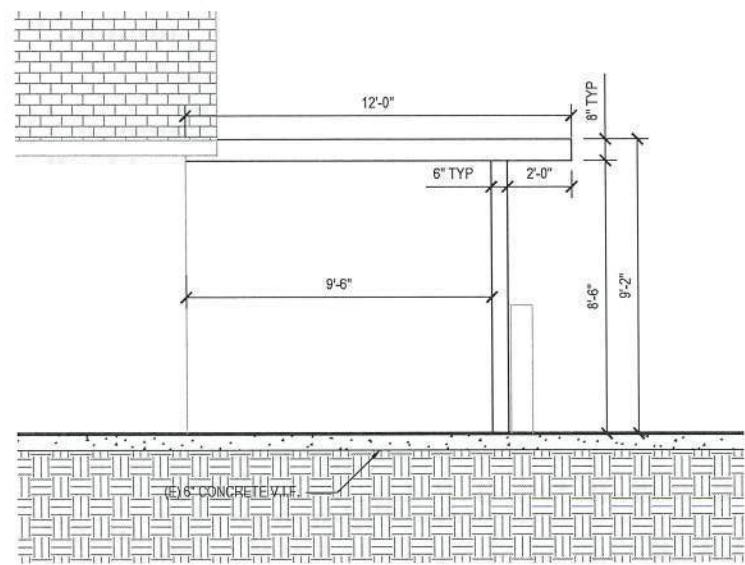
NPG
NATIONAL PERMIT GROUP
DRAWN BY: MGD
1/16/2024
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TRELLIS PLAN

A110

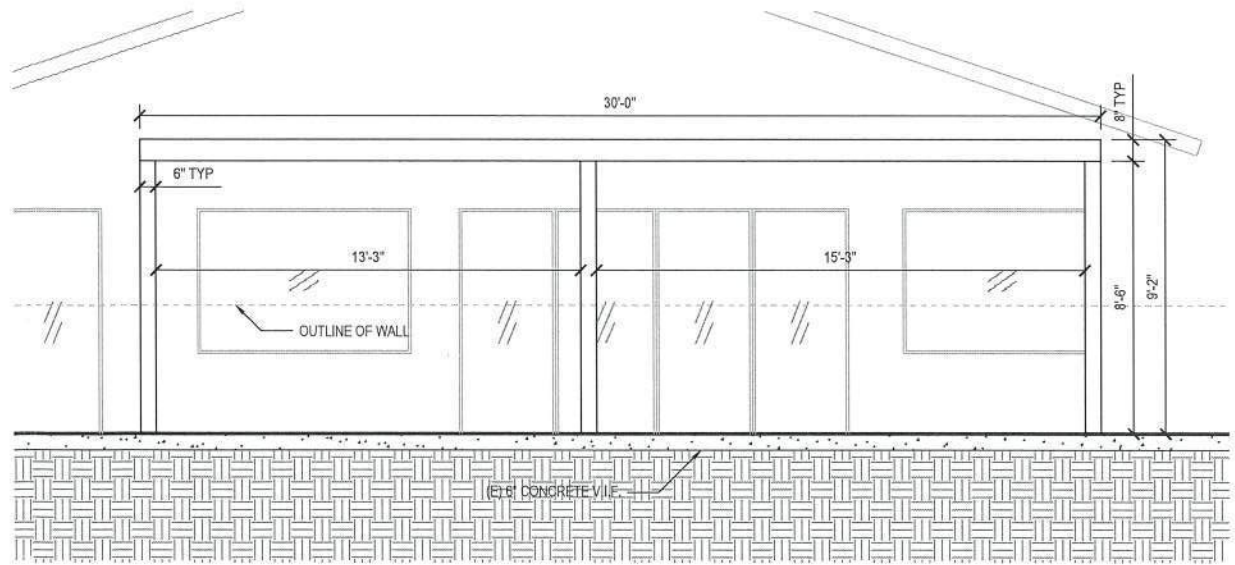
ATTACHMENT 4
FLOOR PLANS

5232 MOYA,
LAGUNA WOODS,
CA 92637

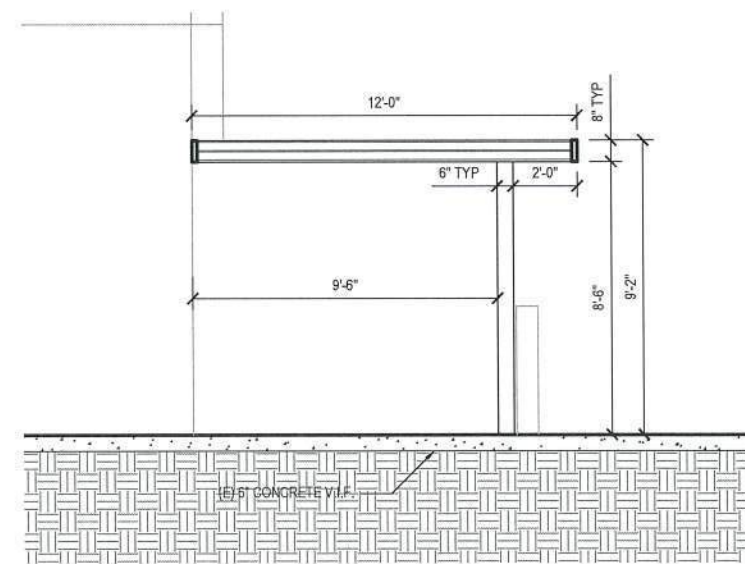
WATKINS
TRELLIS



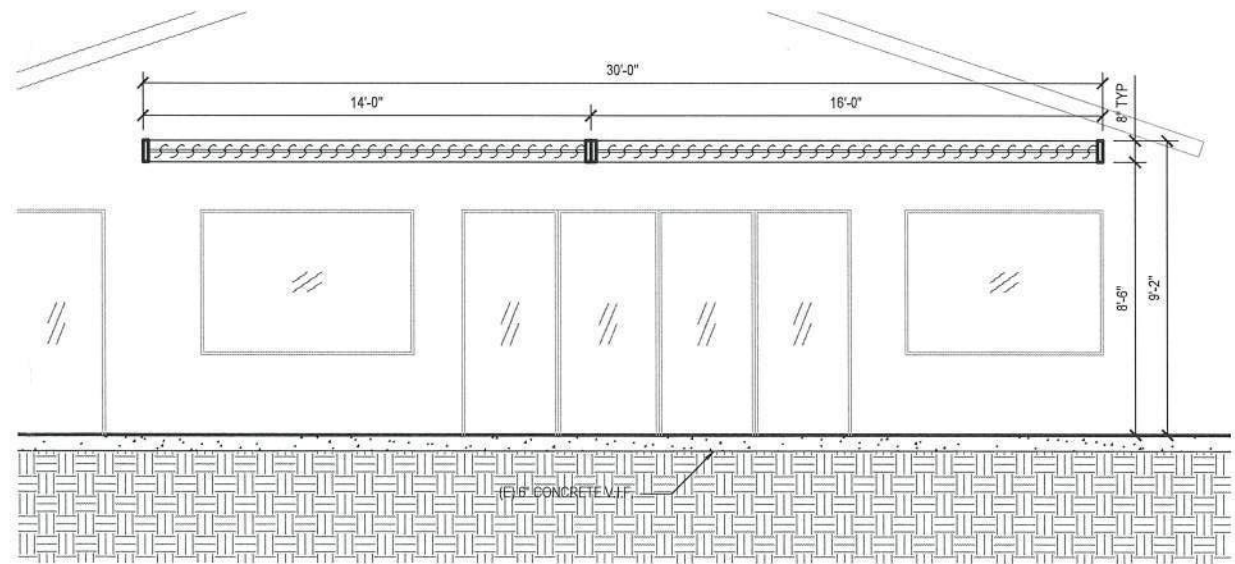
NORTH ELEVATION ③
 $\frac{3}{8}'' = 1'-0''$



WEST ELEVATION ①
 $\frac{3}{8}'' = 1'-0''$



SECTION B ④
 $\frac{3}{8}'' = 1'-0''$



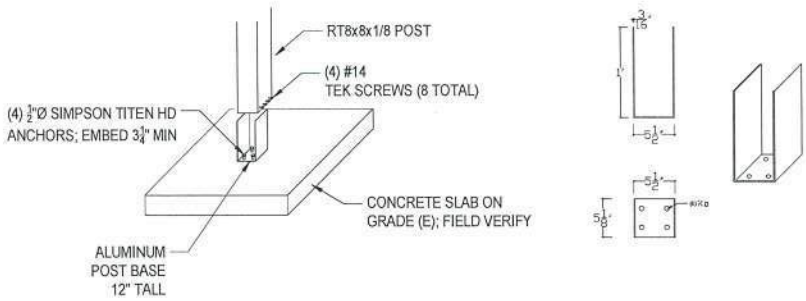
SECTION A ②
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NATIONAL PERMIT GROUP
DRAWN BY: MGD
1/16/2024
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ELEVATIONS
& SECTIONS

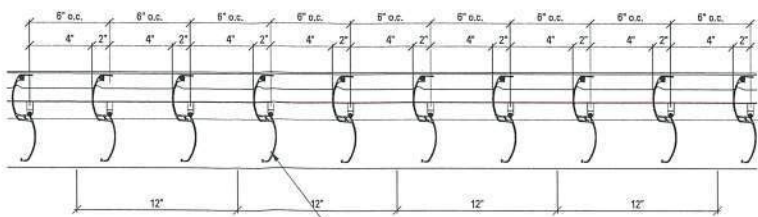
A210

ATTACHMENT 4
FLOOR PLANS



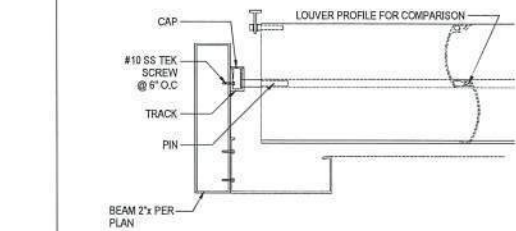
1 Post Base to Slab

N.T.S.



NOTE:
MATERIAL & INSTALLATION PER ARCHITECTURAL DRAWINGS & MANUFACTURER.

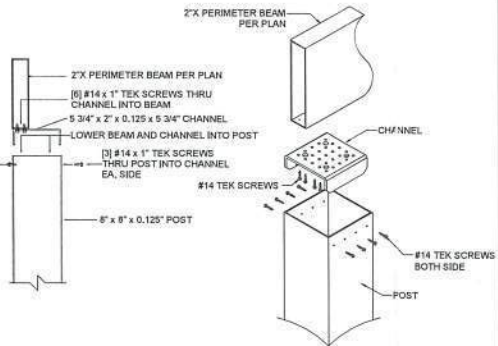
2 Non Operable Louver



NOTE:
MATERIAL & INSTALLATION PER ARCHITECTURAL DRAWINGS & MANUFACTURER.

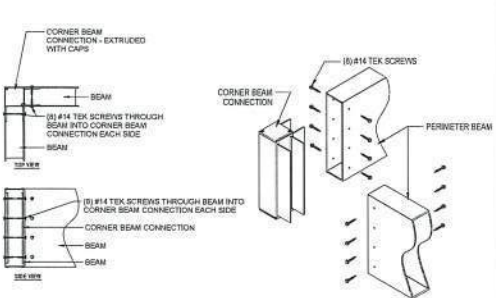
3 Louver to Beam

N.T.S.



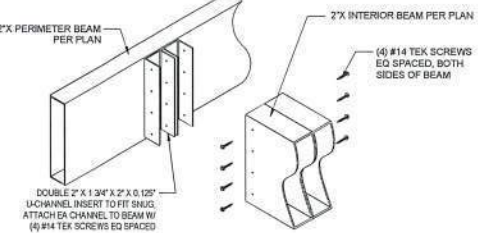
4 Beam to Post

N.T.S.



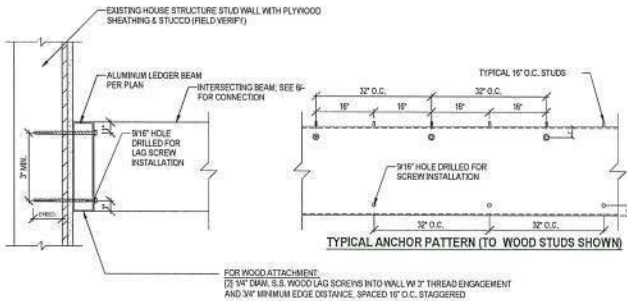
5 Corner Beam

N.T.S.



6 Interior Beam

N.T.S.



8 Aluminum Ledger to Existing Wall

N.T.S.



DISCLAIMER

These drawings are the instruments of service and are the property of T. Jeff Guh, Ph.D., S.E. All designs and other information contained on these drawings are for use on the specified project and shall not be used on other projects, or for additions to this project, or for completion of this project by others without first obtaining expressed written permission and consent of T. Jeff Guh, Ph.D., S.E. These drawings shall not be reproduced, changed, copied or altered in any form or manner whatsoever without first obtaining expressed written permission and consent from T. Jeff Guh, Ph.D., S.E. nor are they to be assigned to any third party without said written permission and consent.

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All Rights Reserved.

STAMP



PROJECT

SINGLE FAMILY
RESIDENTIAL TRELLIS

5232 Moya
Laguna Woods, CA 92637

ARCHITECT

National Permit Group
8981 Sunset Blvd, Suite 502
West Hollywood, CA 90069
(323)507-0501

SUBMITTALS

01-18-24 Plan Check Set

REVISIONS

SHEET TITLE

Structural Details

PROJECT NUMBER

23-1158

ISSUE DATE

01-18-2024

SHEET NUMBER

S-2

CONDITIONS OF APPROVAL

Manor: **5232**

Variance Description: **Install Aluminum Trellis on CAUA Patio**

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. Due to this approval involving the use of Common Area, the member shall provide to Manor Alterations a copy of the Grant Deed and Legal Description for the unit, prior to application for Mutual Consent for Demolition and Alteration, for use in preparation of the "Recordable Exclusive Use of Common Area Revocable License" as mentioned in Section G General Conditions.
- A.2. The Member shall provide plans, specifications, and calculations from a duly licensed architect or 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. Aluminum Trellis to be installed per Manufacturers Installation Instructions.

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.

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 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 available at Resident Services, located at the Community Center first floor.

General Conditions:

G. General Conditions

- G.1. No improvement shall be installed, constructed, modified or altered at **5232 Moya**, ("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, with reasonable notice, to inspect the permitted improvements, and for their representatives and contractors to remedy any violation upon the Property, including, but not limited to, unauthorized disturbance of regulated materials, removing trash from common areas, removing any improvement

installed without approval or modifying an improvement to bring the same into compliance with the terms of the approval. Any remedial work performed on behalf of the manor owner as a result of violations to Mutual policy and/or regulatory violations will be processed as a chargeable service.

- 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 5232 Moya and all future Mutual Members at 5232 Moya.
- 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. Must obtain an approved Mutual Consent application within 180 days or 6 months of the variance approval before it is expired.

- G.10. Member(s) of the Property must pay a fee of \$750.00, 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 Exclusive Use Revocable License" 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 Exclusive Use of Common Area Revocable License" must be filed with the Orange County Clerk/Recorder.
- G.11. 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 City of Laguna Woods permit an applicant must present the appropriate Mutual Consent issued by Manor Alterations to the City. Please complete this step with Manor Alterations prior to submitting an application to the City. Once the City issues a Building Permit, you must submit a copy of the permit with the permit number to Manor Alterations. 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.12. 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.13. 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.14. 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.15. 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.16. 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.17. 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.18. Dumpsters must be ordered from the approved City of Laguna Woods waste hauler and must be maintained at all times.
- G.19. A portable bathroom is approved for placement at the location identified by Security Staff by calling 949-580-1400.
- G.20. The Mutual Consent for Alterations expires six months after the date of Notice of Approval issued by Manor Alterations, 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.21. 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.22. Member shall indemnify, defend and hold harmless Third Laguna Hills Mutual 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.



RESOLUTION 03-24-XX

Variance Request

WHEREAS, Member located at 5232 Moya, a Villa Paraisa style manor, requests Architectural Control and Standards Committee approval of a variance to install 30' x 10' aluminum trellis on CAUA patio with 2-foot overhang; and

WHEREAS, a Neighborhood Awareness Notice was sent to Members of affected units notifying them that an application to make an alteration to a neighboring unit had been made and that comments or objections could be made in writing to the Architectural Control and Standards Committee or in person at the Architectural Control and Standards Committee Meeting on April 08, 2024; and

WHEREAS, the Architectural Control and Standards Committee reviewed the variance and moved for approval of the variance to install 30' x 10' aluminum trellis on CAUA patio with 2-foot overhang;

NOW THEREFORE BE IT RESOLVED, on April 16, 2024, the Third Laguna Hills Mutual Board hereby approves the request to install 30' x 10' aluminum trellis on CAUA patio with 2-foot overhang; and

RESOLVED FURTHER, all costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Property's Member at 5232 Moya and all future Mutual Members at 5232 Moya; 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.

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STAFF REPORT

DATE: April 8, 2024
FOR: Architectural Control and Standards Committee
SUBJECT: Revision to Standard 37: Patio and Balcony Awnings

RECOMMENDATION

Staff recommends that the Third Architectural Control and Standards Committee (ACSC) endorse the revised Standard 37: Patio and Balcony Awnings.

BACKGROUND

The ACSC initiated a review of the current Standard 37: Patio Covers, Awnings (Attachment 1) and proposed revisions to the Standard intended to bring it up to current industry standards and improved designs. Standard 37 was last revised in February 2019, via Resolution 03-19-18 (Attachment 2).

DISCUSSION

The suggested modifications to this standard are recommended in order to allow for updates in material selections. Clarify definitions, attachment modifications, drainage conditions; maintenance and cost responsibilities.

FINANCIAL ANALYSIS

There are no direct added costs to the Mutual.

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 37: Patio Covers, Awnings
Attachment 2 – Current Resolution 03-19-18
Attachment 3 – Redlined Revised Standard 37: Patio and Balcony Awnings
Attachment 4 – Final Draft Standard 37: Patio and Balcony Awnings
Attachment 5 – Proposed Resolution 03-24-XX



STANDARD 37: PATIO COVERS: AWNINGS

FEBRUARY 2006, RESOLUTION 03-06-11

GENERAL REQUIREMENTS REVISED APRIL 2011, RESOLUTION 03-11-49

REVISED SEPTEMBER 2015, RESOLUTION 03-15-128

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

REVISED FEBRUARY 2019, RESOLUTION 03-19-18

1.0 GENERAL REQUIREMENTS

See Standard Section 1: General Requirements

2.0 APPLICATIONS

- 2.1** An awning is defined as an architectural projection that provides weather protection or decoration and is partially or wholly supported by the building to which it is attached. An awning is comprised of a lightweight frame structure over which a covering is attached. Awnings are limited to single story buildings.
- 2.2** The awning may be either fixed or retractable. Awning fabric shall meet all local, state, and federal fire safety requirements. Sufficient documentation shall be submitted to the Alterations Division prior to installation.
- 2.3** New awnings may cover only the original patio area as defined by original patio slab, wall or as indicated on the standard drawing. Patio is defined as a paved, cement or tile area that adjoins the manor at ground level, which does not serve as a walkway or landing. Replacement awnings shall match the originally approved awnings in size.
- 2.4** The color of the awnings shall be Desert Sand, or equivalent, in color.
- 2.5** Comprehensive plans shall be submitted to the Manor Alterations Department at the time of application, including awning material to be used, dimensions of awning, dimensions of patio, and color swatch of material to be used.
- 2.6** The Mutual Member must maintain the awning in good condition.

RESOLUTION 03-19-18

REVISE ALTERATION STANDARD 37: PATIO COVERS; AWNINGS

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

WHEREAS, the Architectural Control and Standard Committee recognizes the need to create Alteration Standard 37: Patio Covers; Awnings.

NOW THEREFORE BE IT RESOLVED, February 19, 2019, that the Board of Directors of this Corporation hereby adopts Alteration Standard 37: Patio Covers; Awnings as attached to the official meeting minutes;

RESOLVED FURTHER, that Resolution 03-15-128 adopted September 2015, is hereby superseded in its entirety and no longer in effect;

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



STANDARD 37: PATIO ~~COVERS: AWNINGS AND BALCONY AWNINGS~~

FEBRUARY 2006, RESOLUTION 03-06-11

GENERAL REQUIREMENTS REVISED APRIL 2011, RESOLUTION 03-11-49

REVISED SEPTEMBER 2015, RESOLUTION 03-15-128

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

REVISED FEBRUARY 2019, RESOLUTION 03-19-18

REVISED [DATE], RESOLUTION 03-24-XX

1.0 GENERAL REQUIREMENTS

See Standard Section 1: General Requirements

2.0 DEFINITIONS

2.1 Balcony: A platform that projects from the wall of a manor and is enclosed by a parapet or railing.

2.2 Patio: A paved area that adjoins the manor at ground level which does not serve as a walkway or landing.

2.3 Awning: An architectural projection that provides weather protection or decoration and is wholly supported by the building – fully open on three sides. The structural components are lightweight over which a covering is attached. An awning can be fixed or retractable.

2.4 Cover: An architectural projection that provides weather protection or decoration and is supported at one end by the building and the opposite end by posts – fully open on three sides. All the structural components are lightweight over which a covering is attached. A cover is fixed in place.

2.03.0 APPLICATIONS

2.13.1 All covering materials shall meet all local, state and federal requirements. An awning is defined as an architectural projection that provides weather protection or decoration and is partially or wholly supported by the building to which it is attached. An awning is comprised of a lightweight frame structure over which a covering is attached. Awnings are limited to single story buildings.

2.23.2 Alterations to existing roof structure and drainage/guttering systems are prohibited. The awning may be either fixed or retractable. Awning fabric shall meet all local, state, and federal fire safety requirements. Sufficient documentation shall be submitted to the Alterations Division prior to installation.

2.33.3 Structural components to be aluminum; factory prefinished or vinyl

clad. New awnings may cover only the original patio area as defined by original patio slab, wall or as indicated on the standard drawing. Patio is defined as a paved, cement or tile area that adjoins the manor at ground level, which does not serve as a walkway or landing. Replacement awnings shall match the originally approved awnings in size.

2.43.4 Color options for aluminum awnings are white, almond or must blend with immediate building surroundings. Color options for vinyl materials are white, beige, adobe or must blend with immediate building surroundings. The color of the awnings shall be Desert Sand, or equivalent, in color.

2.53.5 All plans must be submitted to Manor Alterations and include proper engineering approvals and be compliant with current California Building Codes. Comprehensive plans shall be submitted to the Manor Alterations Department at the time of application, including awning material to be used, dimensions of awning, dimensions of patio, and color swatch of material to be used.

3.6 Awnings/covers to enclose only the balcony or patio areas as defined by the patio slab, patio wall, balcony railing or as detailed on building standard plans. The Mutual Member must maintain the awning in good condition.

3.7 The mutual member must maintain the awning/cover in good condition replacing broken or worn components as needed.

3.8 Should removal of the awning/cover become necessary for building maintenance, the mutual member is responsible for all removal and reinstallation costs.

4.0 COVERS

4.1 Covers that come with a built-in gutter system are acceptable only when the covers own runoff is diverted. The downspout must work in conjunction with existing drainage system.

4.2 All posts must be anchored directly to the patio slab or original balcony flooring.

4.3 Premanufactured skylights are allowed in covers. Manufacturer specifications and installation guidelines for skylights, to be included with mutual consent submittal.

2.64.4 Covers are not allowed directly under existing balconies above.



STANDARD 37: PATIO AND BALCONY AWNINGS

FEBRUARY 2006, RESOLUTION 03-06-11
 GENERAL REQUIREMENTS REVISED APRIL 2011, RESOLUTION 03-11-49
 REVISED SEPTEMBER 2015, RESOLUTION 03-15-128
 GENERAL REQUIREMENTS REVISED JANUARY 2018, RESOLUTION 03-18-12
 REVISED FEBRUARY 2019, RESOLUTION 03-19-18
 REVISED [DATE], RESOLUTION 03-24-XX

1.0 GENERAL REQUIREMENTS

See Standard Section 1: General Requirements

2.0 DEFINITIONS

- 2.1** Balcony: A platform that projects from the wall of a manor and is enclosed by a parapet or railing.
- 2.2** Patio: A paved area that adjoins the manor at ground level which does not serve as a walkway or landing.
- 2.3** Awning: An architectural projection that provides weather protection or decoration and is wholly supported by the building – fully open on three sides. The structural components are lightweight over which a covering is attached. An awning can be fixed or retractable.
- 2.4** Cover: An architectural projection that provides weather protection or decoration and is supported at one end by the building and the opposite end by posts – fully open on three sides. All the structural components are lightweight over which a covering is attached. A cover is fixed in place.

3.0 APPLICATIONS

- 3.1** All covering materials shall meet all local, state and federal requirements.
- 3.2** Alterations to existing roof structure and drainage/guttering systems are prohibited.
- 3.3** Structural components to be aluminum; factory prefinished or vinyl clad.
- 3.4** Color options for aluminum awnings are white, almond or must blend with immediate building surroundings. Color options for vinyl materials are white, beige, adobe or must blend with immediate building surroundings.

- 3.5** All plans must be submitted to Manor Alterations and include proper engineering approvals and be compliant with current California Building Codes.
- 3.6** Awnings/covers to enclose only the balcony or patio areas as defined by the patio slab, patio wall, balcony railing or as detailed on building standard plans.
- 3.7** The mutual member must maintain the awning/cover in good condition replacing broken or worn components as needed.
- 3.8** Should removal of the awning/cover become necessary for building maintenance, the mutual member is responsible for all removal and reinstallation costs.

4.0 COVERS

- 4.1** Covers that come with a built-in gutter system are acceptable only when the covers own runoff is diverted. The downspout must work in conjunction with existing drainage system.
- 4.2** All posts must be anchored directly to the patio slab or original balcony flooring.
- 4.3** Premanufactured skylights are allowed in covers. Manufacturer specifications and installation guidelines for skylights, to be included with mutual consent submittal.
- 4.4** Covers are not allowed directly under existing balconies above.

RESOLUTION 03-24-XX

REVISE STANDARD 37: PATIO AND BALCONY AWNINGS

WHEREAS, the Third Laguna Hills Mutual recognizes the need to amend Standards and create new Standards as necessary; and

WHEREAS, the Mutual recognizes the need to revise Standard 37: Patio Covers, Awnings;

NOW THEREFORE BE IT RESOLVED, [DATE], that the Board of Directors of this Corporation hereby adopts revision and amendments to Standard 37: Patio and Balcony Awnings; and

RESOLVED FURTHER, that Resolution 03-19-18 adopted February 19, 2019, is hereby superseded in its entirety and no longer in effect; and

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

APRIL 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.