



OPEN MEETING

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

**Thursday, August 14, 2023 – 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 July 06, 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. 3010-C: Variance to Retain a Non-Standard Patio Storage Cabinet
 - b. 4013-1D: Variance to Remove Original Railing and Gate from Patio
 - c. 5079: Variance to Add Second Condenser Unit to Manor at Garage

Third Architectural Controls and Standards Committee
Regular Open Meeting
August 14, 2023
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- d. 5487-B: Variance to Replace Structural Wall with Steel Beam between Kitchen and Living Room

10. Items for Discussion and Consideration

- a. Revision to Alteration Fee Schedule
- b. Discussion Appeal of Unauthorized Alteration Fee

11. Items for Future Agendas

- a. Proposed Architectural Standard 41B: Solar Panels, 3 Story Buildings
- b. Revision to Architectural Standard 31: Washer and Dryer Installation
- c. Revision to Architectural Standard 8: Porch Lift/Elevators

12. Committee Member Comments

13. Date of Next Meeting: Monday, September 11, 2023 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
Baltazar Mejia, Maintenance & Construction Assistant Director
Telephone: 949-597-4616



OPEN MEETING

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

**Thursday, July 06, 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, Cush Bhada, Cris Prince, Andy Ginocchio (Alternate), Advisors: Michael Butler, Lisa Mills, Mike Plean,

STAFF PRESENT: Bart Mejia – Maintenance & Construction Assistant Director, Ian Barnette – Maintenance & Construction Assistant Director (**via Zoom**), Mike Horton – Manor Alterations Manager, Gavin Fogg – Manor Alterations Supervisor (**via Zoom**), David Rudge – Manor Alterations Inspector II, Sandra Spencer – Maintenance & Construction Administrative Assistant, Heather Ziemba – Projects Administrative Coordinator

OTHER DIRECTORS PRESENT: S.K. Park

1. Call Meeting to Order

Chair Cook called the meeting to order at 1:31 p.m.

2. Approval of the Agenda

The agenda was amended by postponing Item 10b. Revision to Architectural Standard 8: Porch Lift/ Elevators to next month. Hearing no objection, the agenda was approved as amended.

3. Approval of the Meeting Report for June 12, 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. Horton advised members that on Monday, July 10th from 3:00 p.m.-4:30 p.m. in Clubhouse 5 there will be a Contractor Townhall. Additionally, on Wednesday, July 19th from 1:30 p.m.-3:30 p.m. in Clubhouse 5 there will be a Summer Real Estate Forum. Lastly, he introduced David Rudge as the new variance inspector.

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

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

9. Variance Requests

None.

10. Items for Discussion and Consideration

- a. Revision to Architectural Standard 42: Ramps

During the Committee Member Comments portion of the agenda, Advisor Butler suggested a revision to Standard 42: Ramps Section 2.2.2. "Ramps for wheelchair access must meet current Americans with Disabilities Act (ADA) requirements, **where applicable**".

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

- b. Revision to Architectural Standard 8: Porch Lift/Elevators

Postponed until August.

c. Revision to Architectural Standard 16: Garage Doors, Sectional or One Piece

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

d. Contractor Violation Policy

The Committee suggested revisions to Exhibit A – Construction Rules & Obligations Section 3 and 10 to better align with what was inscribed in Standard 1 General Requirements.

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

e. Revision to Alteration Fee Schedule

Staff advised that a separate sheet will be provided to members defining alteration types (e.g. floor differences between laminate and vinyl). The Committee suggested looking into revising the alteration fee based on evaluation in the next six months.

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

f. Revised Resale Inspection Fee

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

11. Items for Future Agendas

- a. Revise Mutual Consent Packet to be more User-Friendly and Create / Update Contractor Package – **In Process**
- b. Proposed Architectural Standard 41B: Solar Panels, 3 Story Buildings
- c. Revision to Architectural Standard 31: Washer and Dryer Installation
- d. Revision to Architectural Standard 8: Porch Lift/Elevators
- e. Revision to Alteration Fee Schedule – based on evaluation.

12. Committee Member Comments

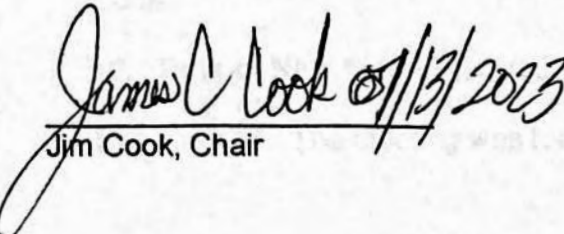
- Advisor Director Plean informed the committee that he will not be present at next month's ACSC meeting.
- Advisor Mills thanked staff for making progress on the Alteration Fee Schedule.

13. Date of Next Meeting: Monday, August 14, 2023 at 1:30 p.m.

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July 06, 2023
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14. Adjournment

The meeting was adjourned at 3:00 p.m.


Jim Cook, Chair

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

	Over-The Counter Variances	
Approved Variances in August 2023	Description of Variance	Previously Approved Resolution #
3156-B	<ul style="list-style-type: none"> • Install Pavers, Fence and Gate on Common Area at Entry 	03-22-112
4001-2E	<ul style="list-style-type: none"> • Install Wall Mounted Mini-Split-System Heat Pump on Balcony 	03-23-41
5119	<ul style="list-style-type: none"> • Install Side Patio Room Addition and Roofline Extension with Vaulted Ceilings 	03-22-10
5140	<ul style="list-style-type: none"> • Install Master Bedroom, Dining Room and Living Room Extension on Rear Patio and Laundry Room in Garage 	03-22-130
5303	<ul style="list-style-type: none"> • Install Entry Extension, Roofline Extension, Two New Construction Windows on Rear, Vaulted Ceiling and Faux Stacked Stone at Exterior 	03-22-130; 03-17-138; 03-23-35; 03-22-10

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Third ACSC – August 14, 2023

Variance Requests

Agenda Item #9	Manor Address	Description of Request	Summary of Request and Staff Recommendation (*)
A	3010-C	Retain a Non-Standard Patio Storage Cabinet	<p>1. 3010-C is one of three manors at building 3010.</p> <p>2. Original patio wall lowered with mutual consent as part of patio enclosure which was removed in 2023.</p> <p>3. Closet is located on exclusive use common area patio space.</p> <p>4. No additional common area is being utilized.</p> <p>Staff Recommendation: Approve</p> <p>1. 4013-1D is one of 21 units in the Villa Nueva building.</p> <p>2. Variance is to remove rail and gate on first floor patio.</p> <p>3. The step from the Patio varies from 6 to 9 inches.</p> <p>4. Code requirement is that a rail is required at 30”.</p>
B	4013-1D	Remove Original Railing and Gate from Patio	<p>Staff Recommendation: Approve</p> <p>1. 5079 is a stand-alone unit.</p> <p>2. Variance is to add additional condenser to condition garage where climate sensitive art will be stored.</p> <p>3. View of the condenser will be blocked by a wall in the front and visible from a few areas from the sidewalk.</p> <p>4. Restrictions will apply that the garage is for storage only and not living space</p>
C	5079	Add Second Condenser Unit to Manor at Garage	<p>Staff Recommendation: Approve</p> <p>1. 5478-B is in a six-unit building.</p> <p>2. Variance is to remove wood beam and replace with steel beam to remove wall between Kitchen and Living Room.</p> <p>3. Shoring was requested and 2x4 shoring was provided by Architect. A request was made for shoring jacks with a shoring contractor to manage shoring process to maintain the structural integrity by licensed engineers and contractors.</p> <p>4. Work was started without approval and stopped to begin the variance process to ensure an engineered result.</p>
D	5487-B	Replace Structural Wall with Steel Beam between Kitchen and Living Room	<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

Manor 3010-C

JUL 24 2023

ATTACHMENT 1

VARIANCE REQUEST FORM

MANOR # 3010 C

☐ ULWM☐ TLHM

SA

Model: San Clemente	Plan: R0032	Date: July 8, 2023
Member Name:	Signature	
Phone:	E-mail:	
Contractor Name/Co: Nader/Payless Carpeting & Flooring	Phone: 714 681 4140 / 714 635 6679	E-mail: Paylesscarpetfloors@gmail.com
Mailing Address: (to be used for official correspondence)		

Description of Proposed Variance Request ONLY: On this model there is a closet at the end of the patio where the step-up is. The previous owners removed it to build a large solarium room. When we bought the property, we tore the solarium down because it leaked. Our contractor suggested a closet to store our patio furniture in, since we are not full time residents in L.W. Since we had never seen the original closet, we did not know it should have been a 3/4 high closet.

Dimensions of Proposed Variance Alterations ONLY: 9 1/2' W x 32' D x 7.5' high. They started building a taller closet (7 1/2') in the same footprint as the original closet (9 1/2' W x 32' D) before an inspector came and said we needed a variance. We stopped work except for painting the closet doors and wall (which the previous owners painted white). We had it painted the right tan color and put the brown trim around the windows to match the entire building.

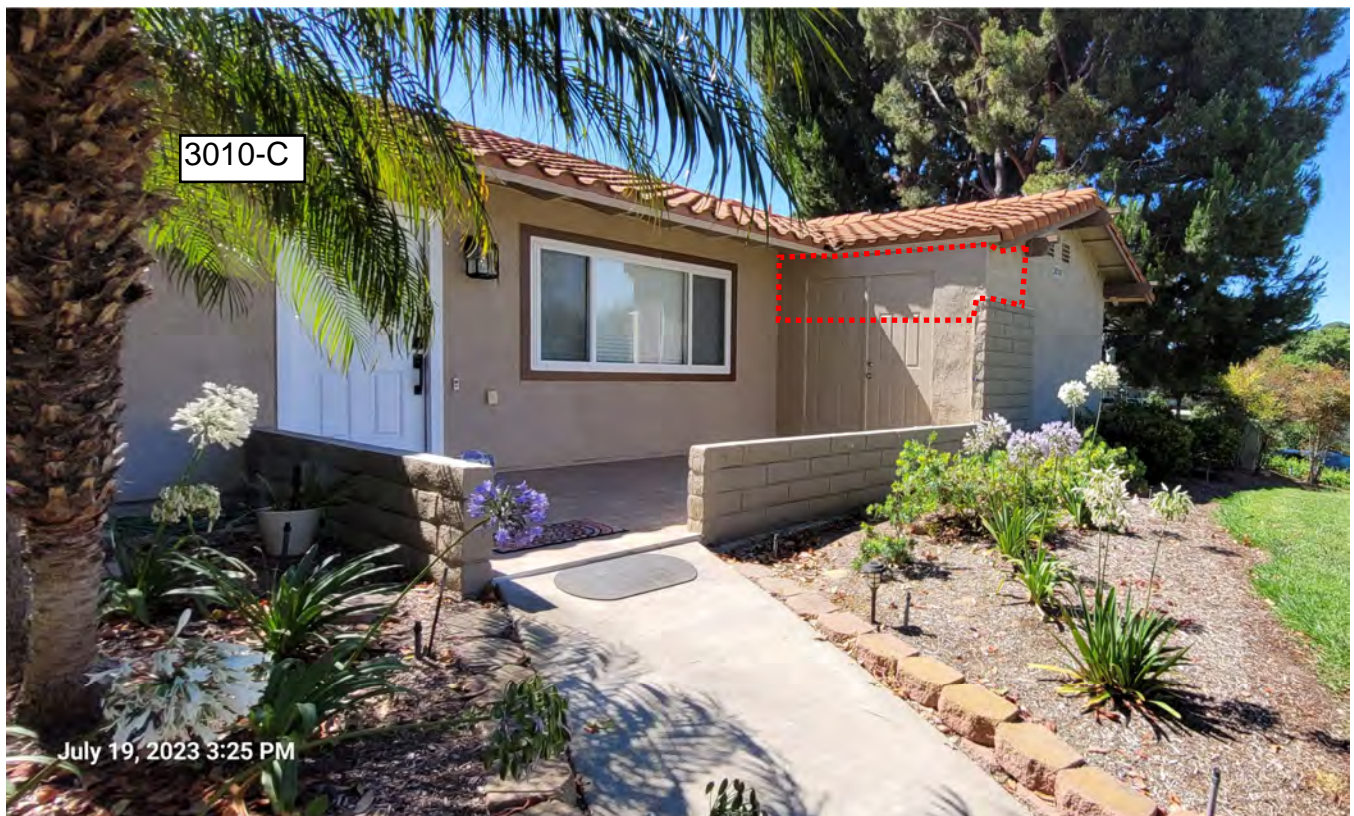
FOR OFFICE USE ONLY (See pictures)

RECEIVED BY: _____ DATE RECEIVED: _____ Check# _____ BY: _____

Alteration Variance Request 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: _____	Complete Submittal Cut Off Date: Meetings Scheduled: Third AC&S Committee (TACSC): _____ United AC&S Committee: _____ Board Meeting: _____ <input type="checkbox"/> Denied <input type="checkbox"/> Approved <input type="checkbox"/> Tabled <input type="checkbox"/> Other: _____
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ATTACHMENT 2

PHOTOS





3010-C

July 19, 2023 3:26 PM



Example of
original style
patio closet

Neighboring
unit

July 19, 2023 3:27 PM

ATTACHMENT 3

AERIAL

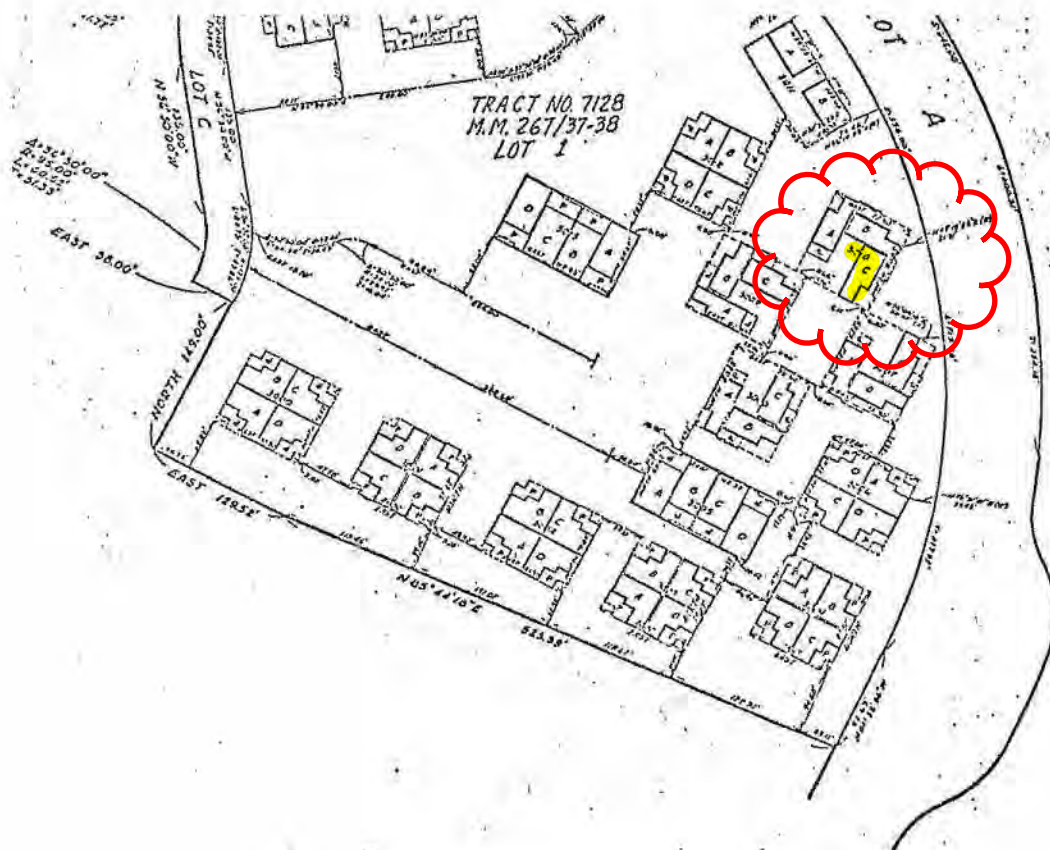
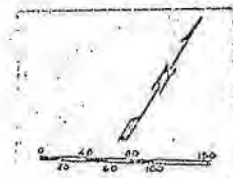


ATTACHMENT 3

LOCATION MAP

ATTACHMENT 3

LOCATION MAP



ATTACHMENT 3

TRACT MAP

ATTACHMENT 3

TRACT MAP

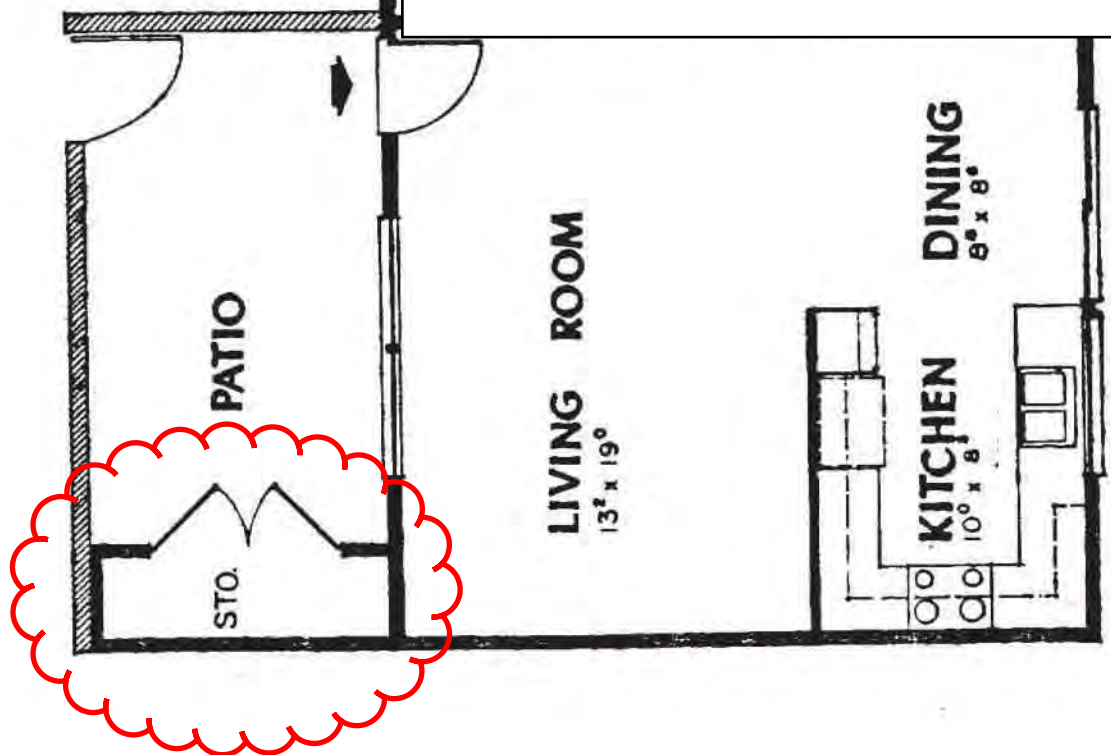


TYPICAL FOR Didos, 3009, 3010

SAN CLEMENTE(0003)

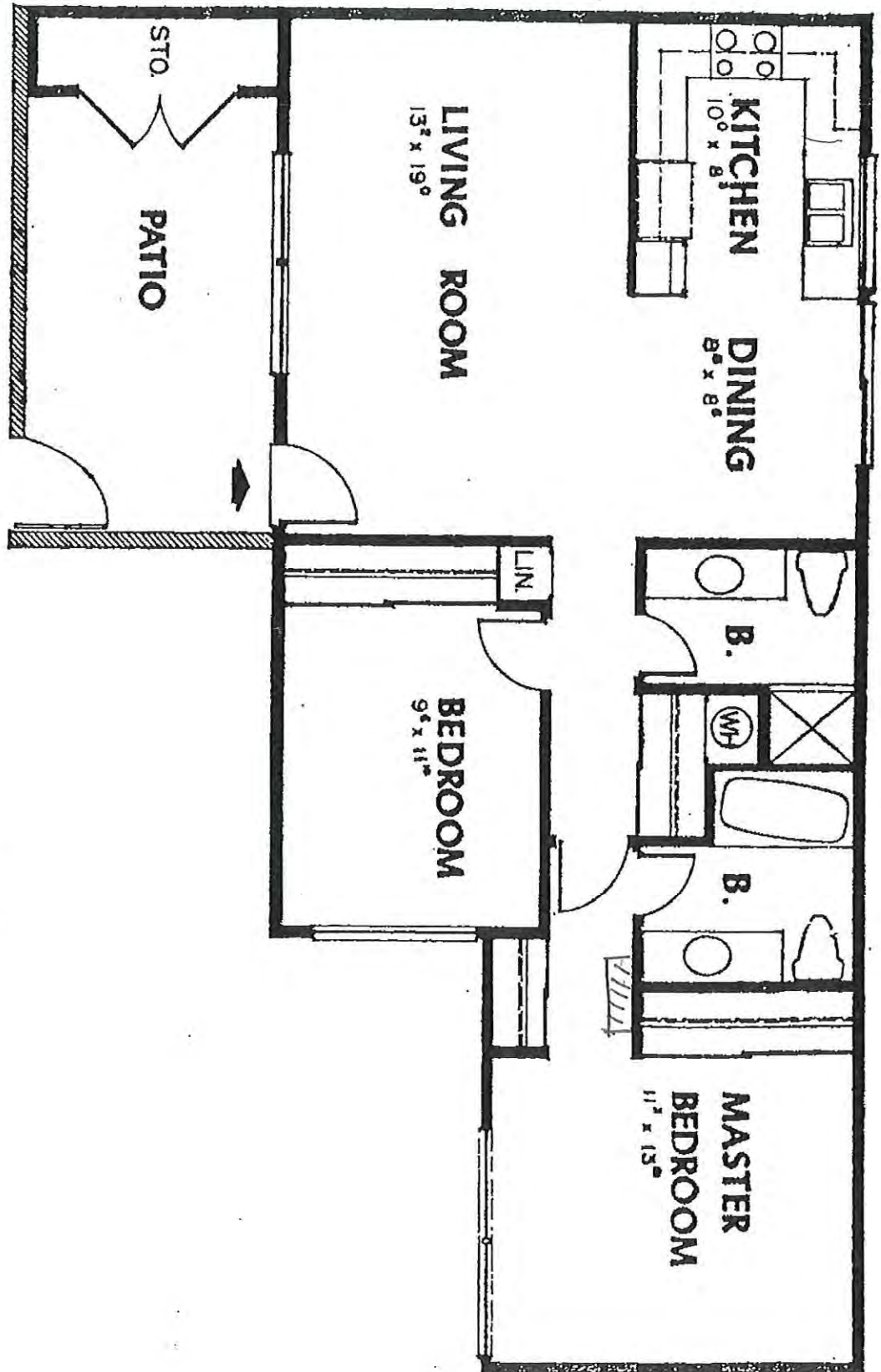
General Notes:

1. 3010-C is one of three manors at building 3010.
2. Original patio wall lowered with mutual consent as part of patio enclosure which was removed in 2023.
3. Closet is located on exclusive use common area patio space.
4. No additional common area is being utilized.



ATTACHMENT 4
APPLICATION PLANS

CLOSE T
SPACE
↓



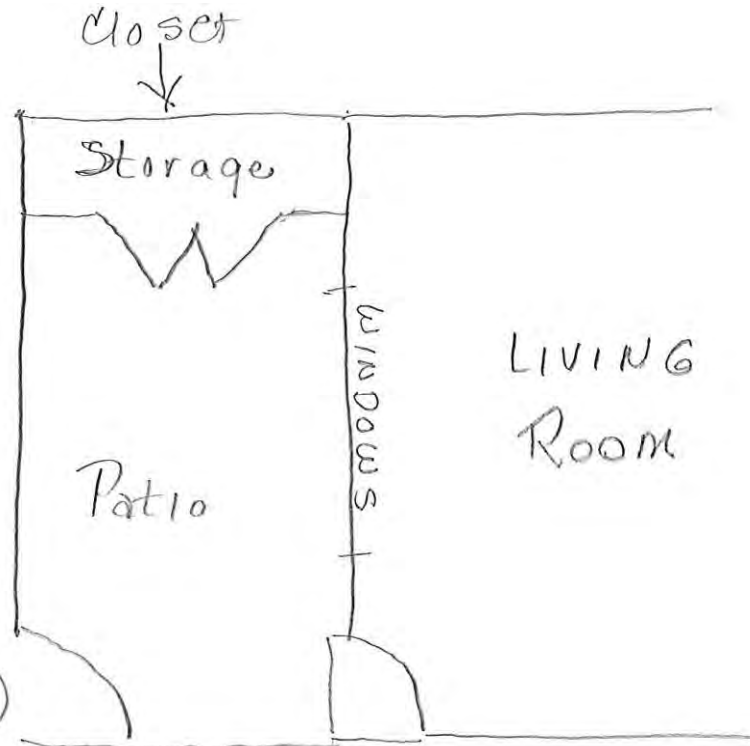
SAN CLEMENTE(0003)

BEGINNING

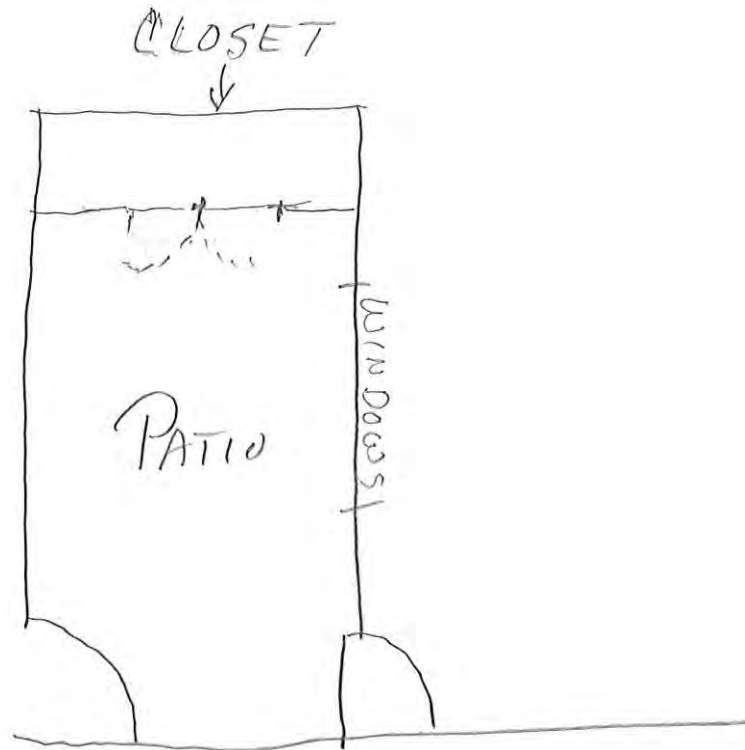
FLOOR

PLAN

(Standard plan)



Taken from floor plan of San CLEMENTE MODEL



Proposed
Variance

same floor space but taller ($7\frac{1}{2}'$)
(see pictures)

DOORS will be where the doors
were originally, 1 - 1, 1 - 1



Manor with old solarium



Manor with Solarium removed



New paint on wall and brown trim
around window.



New closet doors



Work stopped on interior of closet. Closet will be textured and painted and will be an empty space.

ATTACHMENT 5
CONDITIONS OF APPROVAL DRAFT

CONDITIONS OF APPROVAL

Manor: 3010-C

Variance Description: Retain a Non-Standard Patio Storage Cabinet

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. An Unauthorized Alteration fee of \$300 will be required to be paid along with the existing application for Mutual Consent as per existing Fee Schedule.
- A.2. 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.3. 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.4. 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:

N/A

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.
- C.2. Prior to the issuance of a Mutual Consent for Alterations, if required, a Mutual Roof Alteration Notification ("Tie-In Form") must be submitted to the Division. All roof tie-ins must be performed by a C-39 Licensed Contractor. The Member may hire a C-39 Licensed Contractor of his/her own choice to perform roof tie-ins for the installation of solar panels on all roof types except PVC Cool Roofs. For PVC Cool Roofs, regardless of the roof type, all tie-ins must be performed by the Mutual's roofing contractor at the Member's expense. All tie-ins may only be made to sound structural elements. Existing structural elements proposed to be tied to, which exhibit signs of dry rot or other structural defects, must first be replaced or repaired at the Member's expense during construction of the 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 3010-C, ("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 3010-C and all future Mutual Members at 3010-C.
- 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 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.

DRAFT

ATTACHMENT 6
RESOLUTION DRAFT

RESOLUTION 03-23-XX

Variance Request

WHEREAS, Member located at 3010-C Via Buena Vista, a San Clemente style manor, requests Architectural Controls and Standards Committee approval of a variance to Retain a Non-Standard Patio Storage Cabinet; 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 Controls and Standards Committee or in person at the Architectural Controls and Standards Committee Meeting August 14, 2023; and

WHEREAS, the Architectural Controls and Standards Committee reviewed the variance and moved for approval of the variance to Retain a Non-Standard Patio Storage Cabinet;

NOW THEREFORE BE IT RESOLVED, on September 19, 2023, the Third Laguna Hills Mutual Board hereby approves the request to Retain a Non-Standard Patio Storage Cabinet; 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 3010-C Via Buena Vista and all future Mutual Members at 3010-C Via Buena Vista; 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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Manor 4013-1D

Variance Request Form

SA _____

Model: Villa Nueva	Plan: Plan 3	Date: 6/29/2023
Member Name: [REDACTED]	Signature	
Phone: [REDACTED]	E-mail: [REDACTED]	
Contractor Name/Co: Owner	Phone:	E-mail:
Mailing Address: (to be used for official correspondence)		

Description of Proposed Variance Request ONLY:

We propose to permanently remove the existing railing and gate from our first floor patio. The railing is not needed for safety reasons as the patio is on the first floor just 6 inches above the soil. The railing limits the amount of usable space and sits right at eye level when looking at our incredible view as shown in attached photos.

The other photos show that the first floor is not even visible from any other location or buildings. They also show existing and proposed railing views.

As far as conformity, many units have been enclosed and none of the enclosures look alike. That applies everywhere.

Dimensions of Proposed Variance Alterations ONLY:

14' long railing and 7' long gate

FOR OFFICE USE ONLY

RECEIVED BY: _____ DATE RECEIVED: _____ Check# _____ BY: _____

Alteration Variance Request	Complete Submittal Cut Off Date:
Check Items Received: <ul style="list-style-type: none"> <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: <p>Third AC&S Committee (TACSC): _____</p> <p>United AC&S Committee: _____</p> <p>Board Meeting: _____</p> <p> <input type="checkbox"/> Denied <input type="checkbox"/> Approved <input type="checkbox"/> Tabled <input type="checkbox"/> Other _____ </p>

4013-1D Remove rail



4013-1D Remove rail



4013-1D Remove rail



July 21, 2023 9:57 AM

4013-1D Remove rail



4013-1B and 1A



July 21, 2023 9:56 AM

4013-1C and 1B

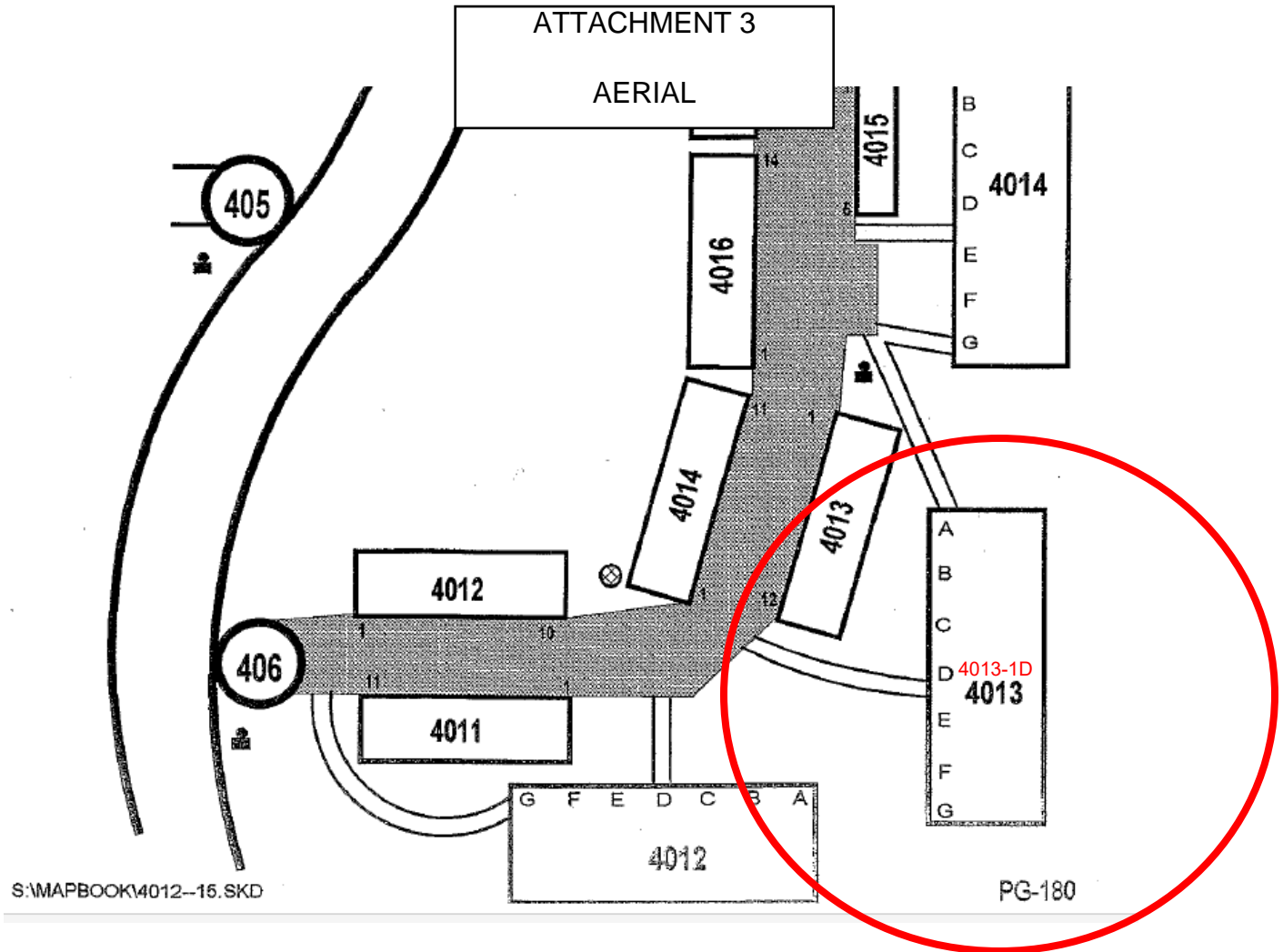


July 21, 2023 9:57 AM

4013-1F and 1G

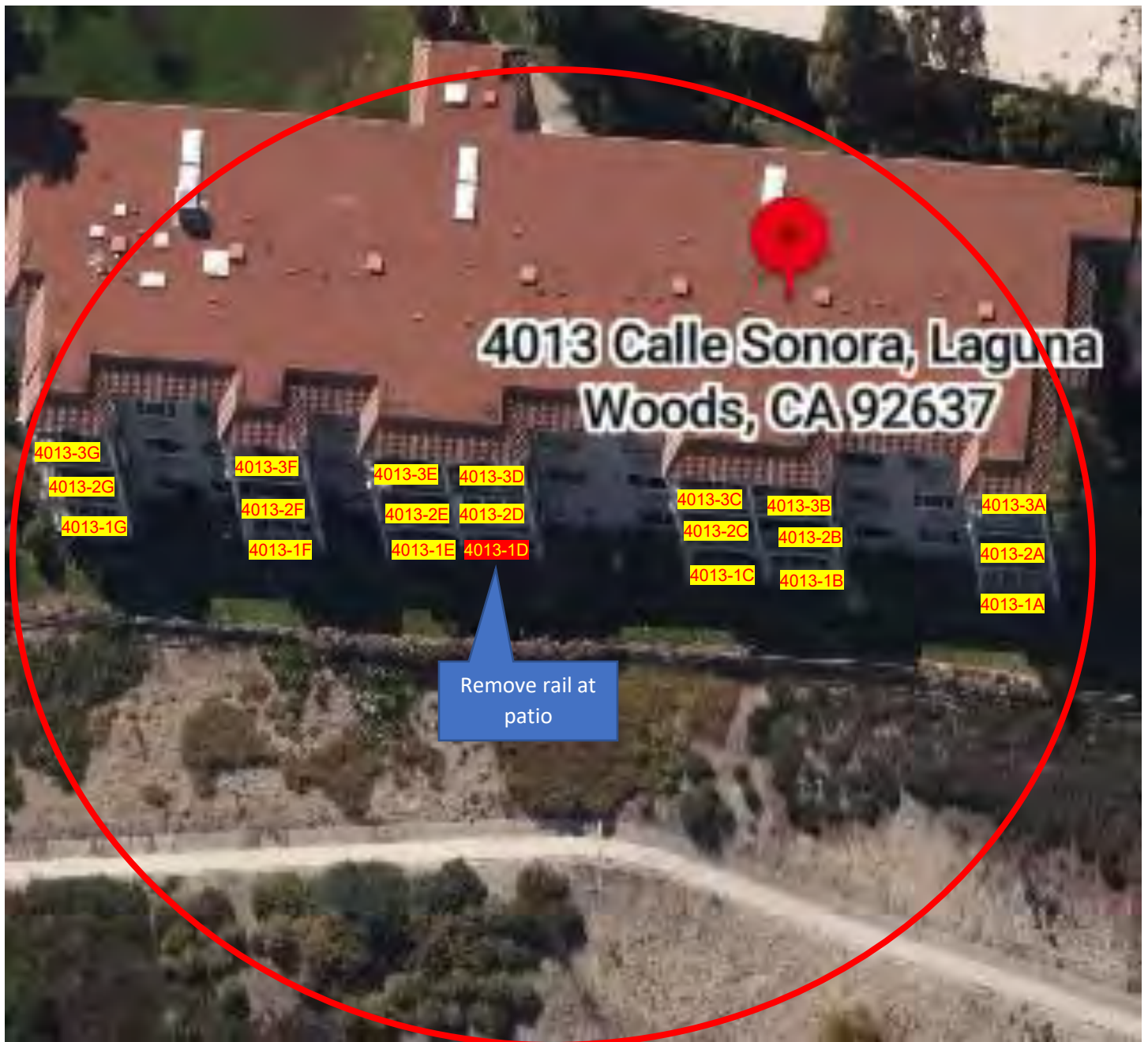


July 21, 2023 9:57 AM

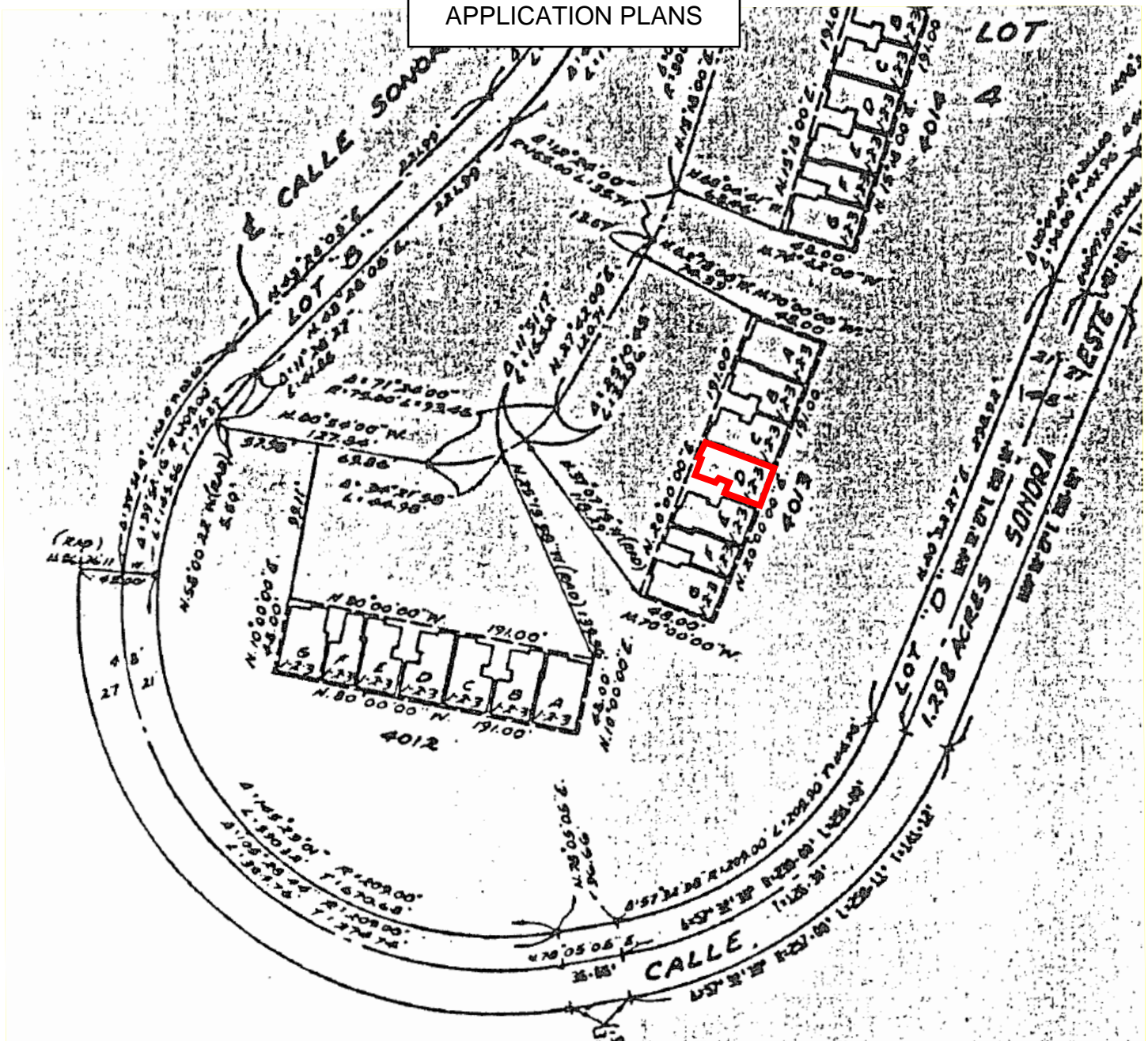


4013-1D

Calle Sonora Oeste



APPLICATION PLANS

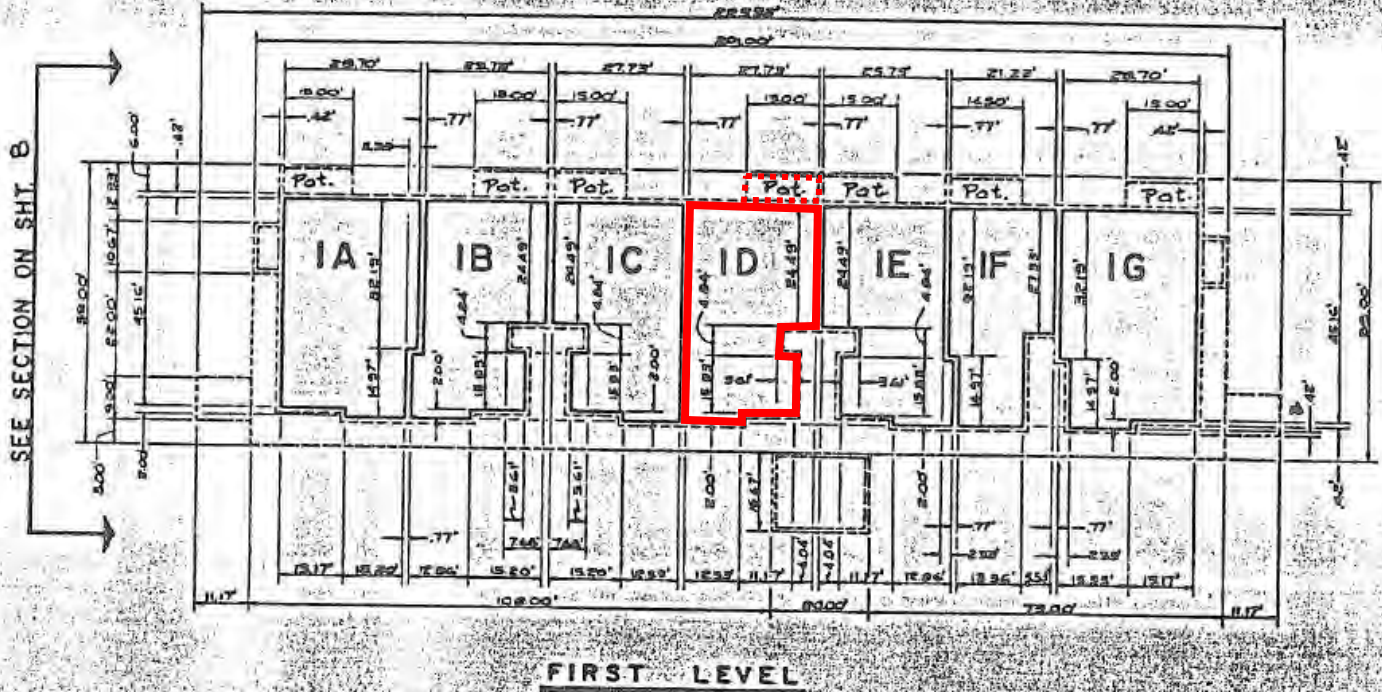


LH-21

TYPICAL FOR BLDGS.

4012, 4013, 4014, 4015

4013-1D Remove rail at 6' x 15' Patio



ATTACHMENT 5
CONDITIONS OF APPROVAL DRAFT

CONDITIONS OF APPROVAL

Manor: 4013-1D

Variance Description: Remove Original Railing and Gate from 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:

N/A

B. Materials and Methods:

- B.1. Any openings caused from railing/gate/post removals shall be filled in and finished to match remaining exterior surfaces.

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 (as needed) 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 4013-1D, ("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 4013-1D and all future Mutual Members at 4013-1D.

- 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 180days or 6 months of the variance approval before it is expired.
- G.10. 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.11. 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.12. 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.13. 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.14. 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.15. 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.16. 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.17. Dumpsters must be ordered from the approved City of Laguna Woods waste hauler and must be maintained at all times.
- G.18. A portable bathroom is approved for placement at the location identified by Security Staff by calling 949-580-1400.
- G.19. 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.20. 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.21. 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.

ATTACHMENT 6
RESOLUTION DRAFT

RESOLUTION 03-23-XX

Variance Request

WHEREAS, Member located at 4013-1D Calle Sonora Oeste, a Villa Nueva style manor, requests Architectural Controls and Standards Committee approval of a variance to Remove Original Railing and Gate from Patio; 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 Controls and Standards Committee or in person at the Architectural Controls and Standards Committee Meeting on August 14, 2023; and

WHEREAS, the Architectural Controls and Standards Committee reviewed the variance and moved for approval of the variance to Remove Original Railing and Gate from Patio;

NOW THEREFORE BE IT RESOLVED, on September 19, 2023, the Third Laguna Hills Mutual Board hereby approves the request to Remove Original Railing and Gate from Patio; 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 4013-1D Calle Sonora Oeste and all future Mutual Members at 4013-1D Calle Sonora Oeste; 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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Manor 5079



Laguna Woods Village

MANOR # 5079☐ ULWM☐ TLHM

Variance Request Form

SA _____

Model: <u>VILLA SERENA</u>	Plan: _____	Date: <u>7-13-23</u>
Member Name: _____	Signature: _____	
Phone: _____	E-mail: _____	
Contractor Name/Co: <u>COASTAL RISK MGT / CONSTRUCTION</u>	Phone: <u>949-279-1558</u>	E-mail: <u>FRED@COASTALRISKMANAGEMENT.COM</u>
Owner Mailing Address: _____ (to be used for official correspondence)		

Description of Proposed Variance Request ONLY: PREFER EMAILING DOCUMENT REQUEST CONSENT TO ADD A SECOND CONDENSER TO PROVIDE CLIMATE CONTROL EQUIPMENT FOR THE GARAGE. THE EXISTING CONDENSER CANNOT BE USED DUE TO FIRE WALL.

THE GARAGE CEILING AND WALLS WERE INSULATED IN 2022,

Dimensions of Proposed Variance Alterations ONLY:

PROPOSE ADDITION OF A DAIKIN MINI-SPLIT HEAT PUMP SYSTEM (SPECIFICATION INFORMATION INCLUDED AS ATTACHMENT 3. SIZE: 25¹¹/₁₆"H x 33¹¹/₁₆"W x 12⁵/₁₆"D

DETAILED INFORMATION INCLUDED IN ATTACHED LETTER

FOR OFFICE USE ONLY

RECEIVED BY: _____ DATE RECEIVED: _____ Check# _____ BY: _____

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 _____

5079 Ovalo

ATTACHMENT 2

PHOTOS



July 21, 2023 9:24 AM

Photo taken from sidewalk



July 21, 2023 9:25 AM

Photo taken from sidewalk



Photo taken from sidewalk



Condenser on wall
behind plant

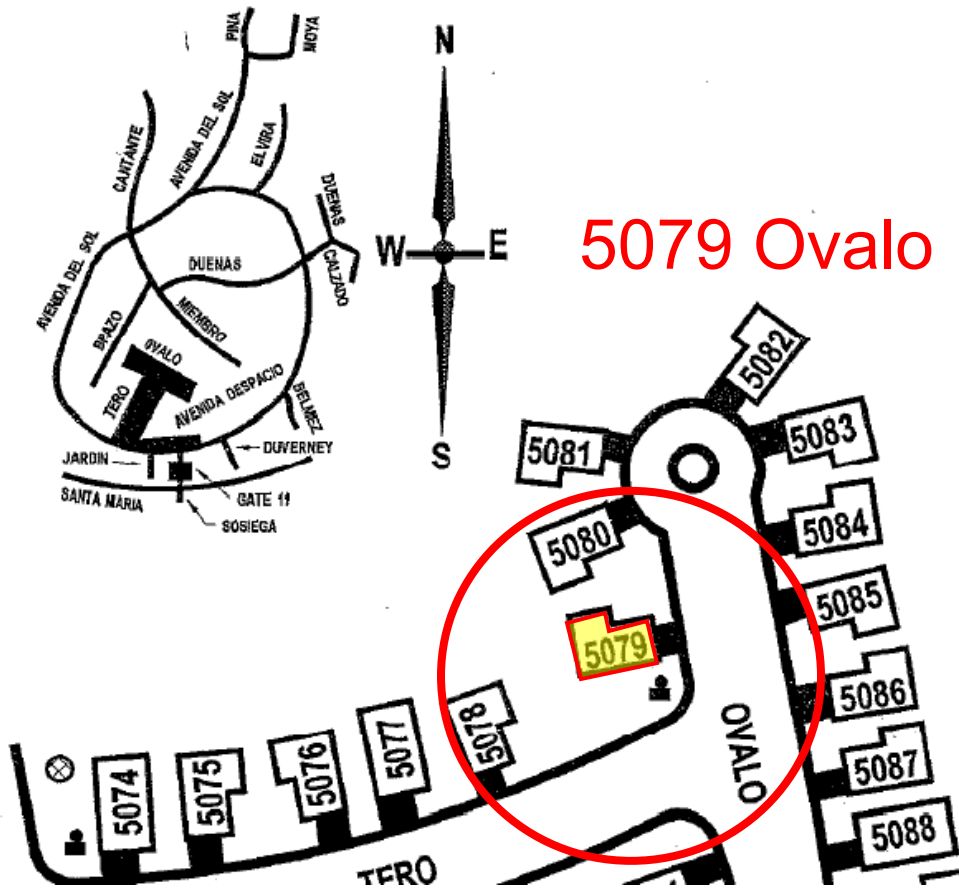
July 21, 2023 9:26 AM

Photo taken from sidewalk



Photo taken from across the street





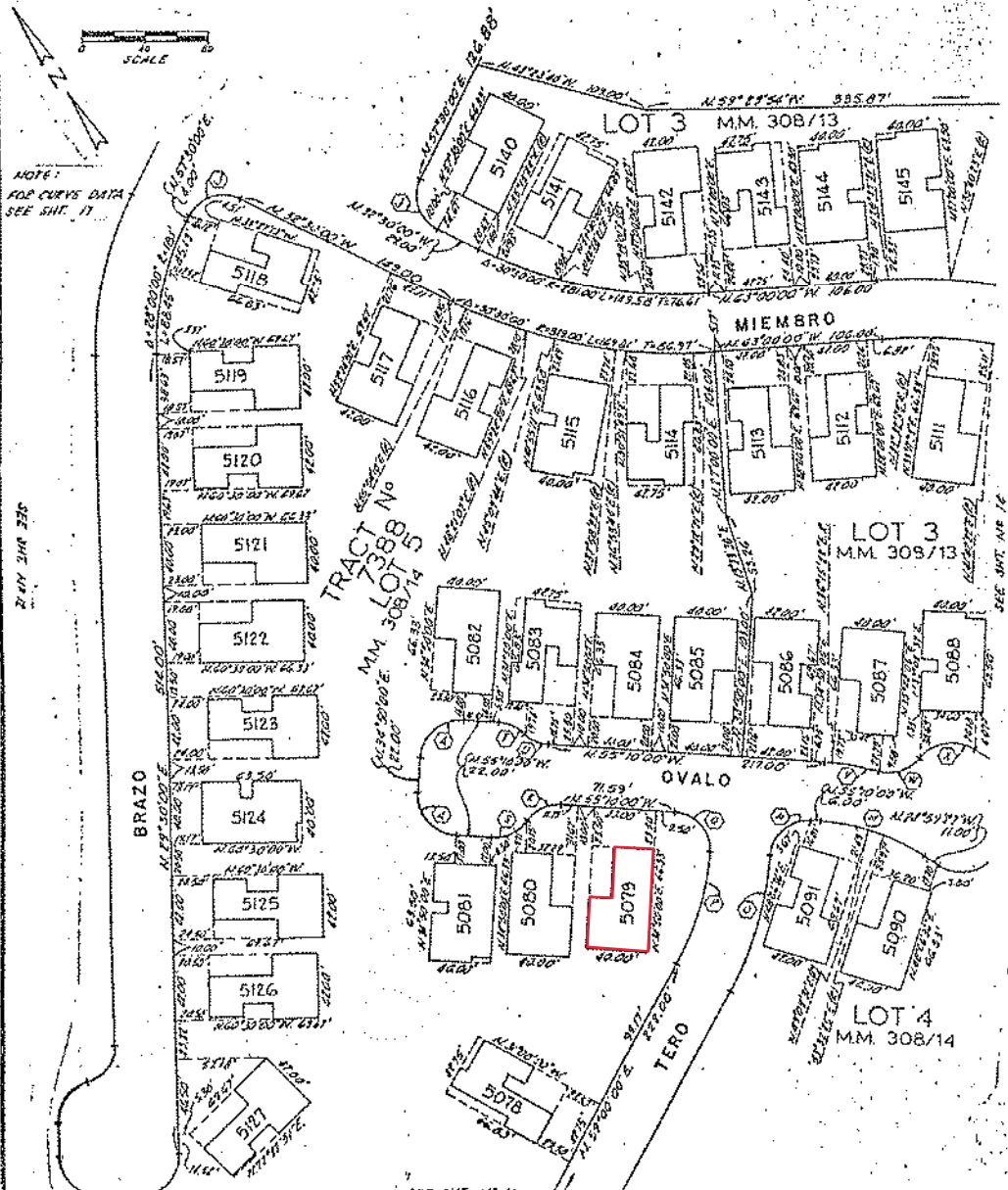
PG-191
BLDG:515C



CONDOMINIUM PLAN FOR LOTS 1 THRU 6 OF
TRACT NO. 7388
 IN UNINCORPORATED TERRITORY OF
 THE COUNTY OF ORANGE, STATE OF CALIFORNIA

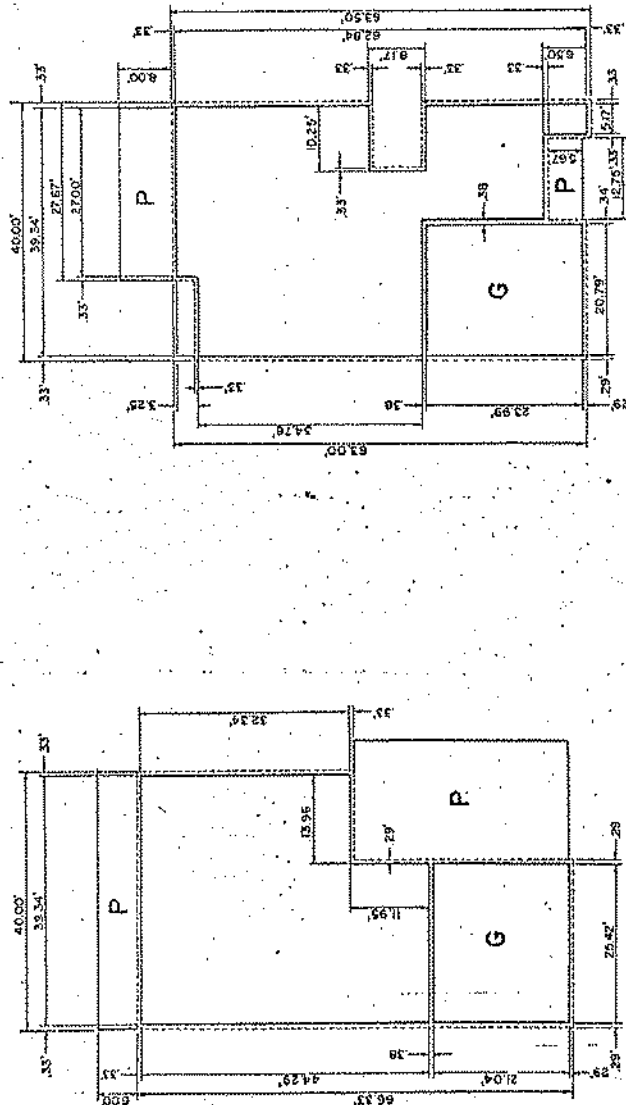
SHEET 13 OF 24

BLK 10530 PAGE 879



SHEET 19 OF 24

BOOK 10530 PAGE 885



PLAN C-13

TYPICAL FOR BIDS: R5002, R5007, 5013, R5014, 5018, R5019, R5023, 5028, 5029, 5033, 5038, R5040, R5044, 5045, 5048, 5054, R5061, R5064, R5068, 5069, 5073, R5074, R5077, 5081, R5088, R5094, R5097, 5098, R5100, 501, R5105, R5107, R5109, 5115, R5124, R5130, 5139, 5144, 5145, R5150, 5152, R5158, 5163, 5168, R5169.

PLAN C-12

TYPICAL FOR Bldg. R5001, R5003, R5006, R5009, R5012, R5016, R5017, R5022, R5024, R5032, R5036, R5039, R5042, R5048, R5061, R5057, R5069, R5067, R5068, R5068, R5072, R5076, R5079, R5080, R5082, R5084, R5085, R5087, R5089, R5090, R5093, R502, R5104, R5109, R5110, R5111, R5121, R5122, R5129, R5140, R5146, R5147, R5149, R5153, R5154, R5156, R5157, R5162, R5163, R5164.

ATTACHMENT 4

FLOOR PLANS

July 13, 2023

To: Third Laguna Hills Mutual
Variance Coordinator

From: Sharon Yonashiro
Manor 5079 (B)
5079 Ovalo



Request for: Variance/Mutual Consent to Install Mini-Split Heat Pump

My home currently has a traditional single speed Heating/Air Cooling system to provide climate controls for my house.

The following information is provided in support of my request. In addition, I have prepared a series of documents, photos, and other data to assist in the evaluation of my request.

I am requesting this Variance because I believe there are significant differences between my unique site situation and other typical units in the Third Laguna Hills Mutual Homeowners Association.

Installation of the requested Mini-Split Heat Pump System will update my Manor and provide a much-needed addition to my house.

I purchased Manor 5079 in December 2021.

1. In 2022, I received Mutual Consent to refurbish my garage. This was one step in the renovation plan for my house before I move to Laguna Woods. Part of this project was to install an insulated 8-foot ceiling in the garage which would allow me to build a new laundry area and provide energy efficient LED lighting. Due to the size of my Manor, I plan to use the refurbished garage for climate-controlled overflow storage of my collections of blown glass Christmas ornaments, crystal figurines, and books. I will use the laundry counters for my flower arranging hobby.
2. The climate control features of a heat pump system are needed to protect the collections and the new cabinets and laundry appliances from damage.
3. I/we propose to install the Outdoor Condenser in a "nook" along the side of the garage; the Indoor Air Handler will be placed in the middle of the wall inside the garage adjacent to where the Condenser is located outside.
4. The proposed mini-split unit condenser would fit on the Tero side of the garage and would only require minor, if any, shrub pruning next to the house to fit in the proposed site.

5. Since my house is on the corner of Ovalo and Tero, my next-door neighbor is on the other side of Tero. Because of the decorative wall at the side of my garage, the unit will not be visible from the houses across the street on Ovalo. Due to the substantial Bottle Brush hedge along Tero, the unit will not be visible to anyone walking along Tero.
6. The proposed site is near the electrical box (circuit breakers) should any modification be required as may be recommended by the City of Laguna Woods.
7. The mini-split unit is substantially below the 71 db rating requirement of Standard 4

Although the attached information on the Specifications for the Daikin Mini-Split Heat Pump System have been taken from the internet this month, I/we cannot guarantee that this exact unit will be available to install if the Variance is approved. Any substitution would conform to the intent of the materials submitted here as to size, appearance, and noise levels.

The following photos and charts are provided of my side yard to illustrate this description and provide materials to support my request.

- Attachment 1 is a floor plan of the Villa Serena model which shows how my garage wall has been built to create a "nook" on the side of the house.
- Attachment 2 is a series of photos which show the side of the house, the location of the existing condenser, the distance to my next-door neighbor, and the location of the proposed condenser and the electrical box.
- Attachment 3 is a photo and Specification Sheets for the proposed Daikin Model #: RXB18AXVJU Mini-Split Outdoor Heat Pump System

Thank you for your review of this request.

ATTACHMENT 1

Villa Serena

Villa Serena

Approximate Gross Internal Area = 167.2 sq m / 1800 sq ft
(Including Garage)

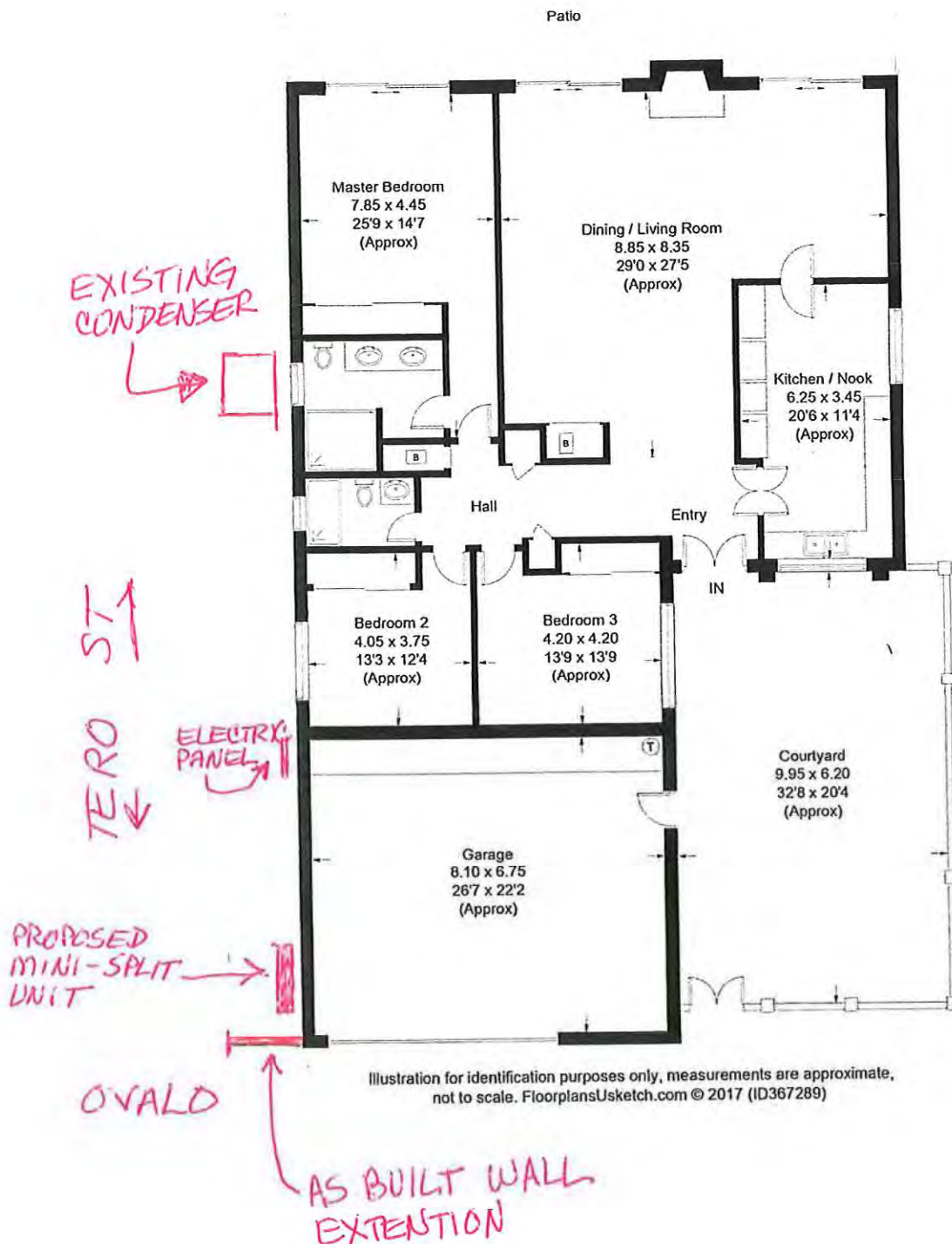


Illustration for identification purposes only, measurements are approximate, not to scale. FloorplansUsketch.com © 2017 (ID367289)

ATTACHMENT 2

VIEW FROM OVALO ALONG GARAGE SIDE
OF 5079 OVALO



VIEW OF "AS BUILT"
GARAGE WALL
EXTENSION



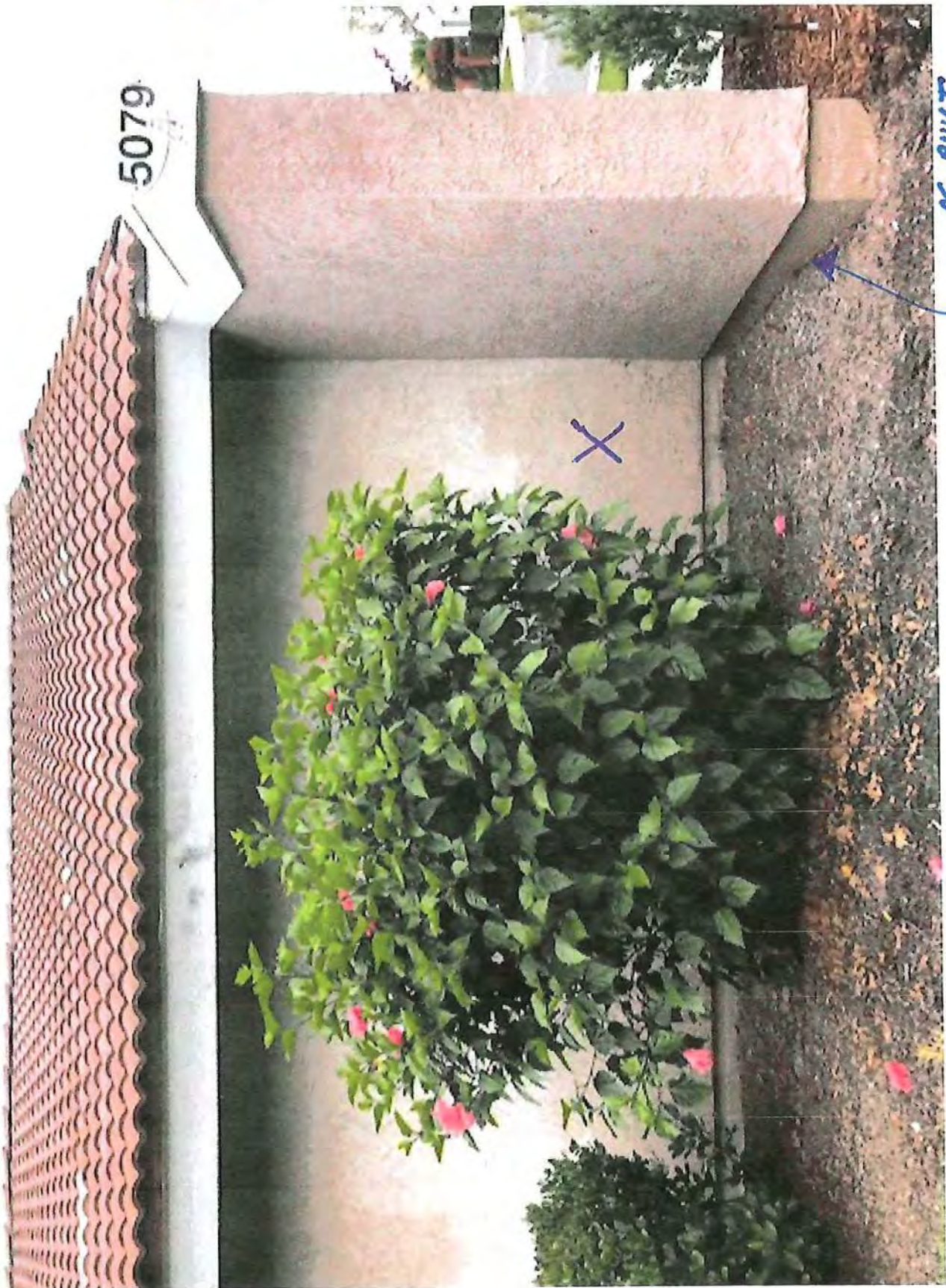
VIEW OF NEXT DOOR NEIGHBOR'S HOUSE



VIEW FROM BACK OF 5079 LOT
LOOKING TOWARD OVALO



X = PREFERRED PLACEMENT FOR
THE MINI-SPLIT



AS BUILT
GARAGE WALL
EXTENSION



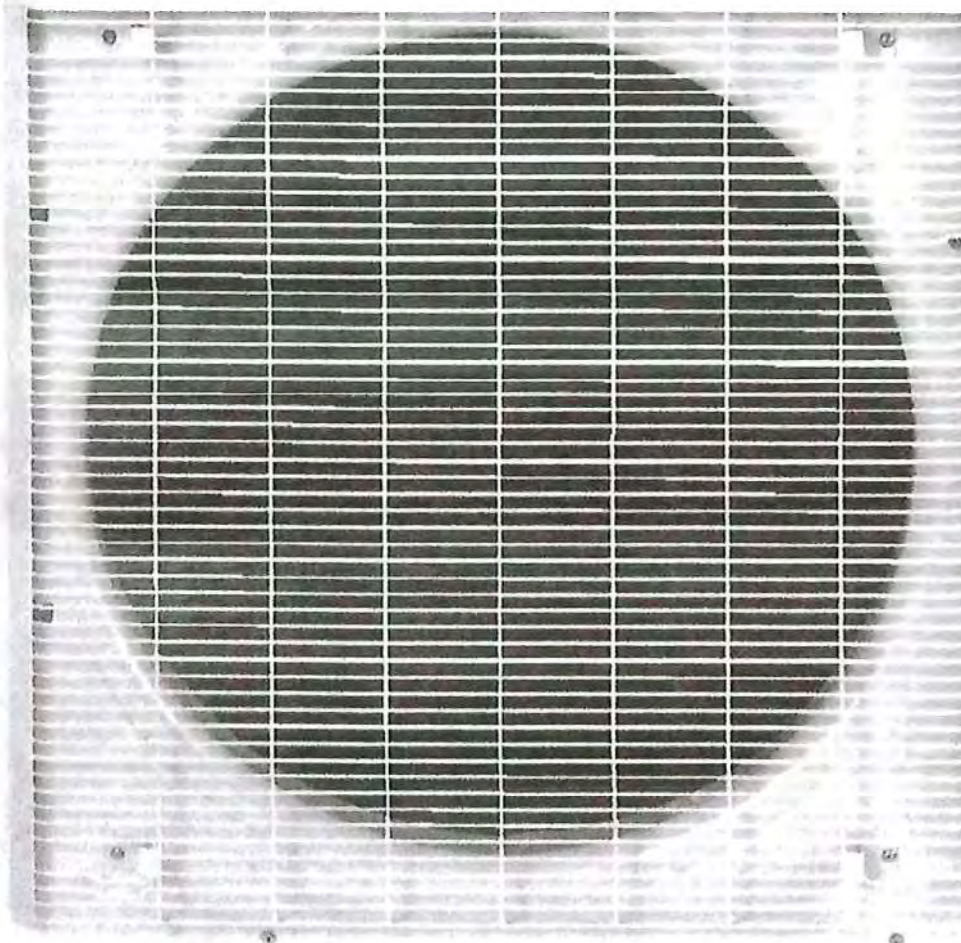
ATTACHMENT 3

DAIKIN®

Daikin® RXB18AXVJU 17 Seer Wall Mount 18000 BTU Mini Split Outdoor Heat Pump System

Item #: DAIRXB18AXVJU Brand: Daikin®

Sign in to see current pricing and availability.



DAIKIN

Specs

Condensate Drain Size	3/4 in
Cooling BTU	18,000
Dimensions	25-11/16 in H x 33-11/16 in W x 12-15/16 in D *
Flow Rate	1690 cfm
Gas Connection Type	3/8 in
Heating BTU	17,900
Liquid Connection Size	1/4 in
Manufacturer	Daikin
Manufacturer #	RXB18AXVJU
Mounting Type	Outdoor Unit
Refrigerant Type	R-410A
Series	17-Series

Documents

- [Specification Sheet](#)
- [Brochure](#)
- [Service Manual](#)

Related Products

Specifications for Daikin RXB18AXVJU 17 Seer Wall Mount 18000 BTU
Mini Split Outdoor Pump


SYSTEM SPECIFICATIONS

Certifications	Ahri
Cooling Capacity (BTU)	18,000
EER (Energy Efficiency Ratio)	10.5
Electrical	208-230 V; 1 Phase; 60 Hz
Heating Capacity (BTU)	17,900
HSPF (Heating Seasonal Performance Factor)	9
Manufacturer Limited Warranty (text)	10-Year Parts Limited
Mounting Type	Wall Mount
Indoor Model Number	FTXB18AXVJU
Outdoor Model Number	RXB18AXVJU
MOP (Maximum Overcurrent Protection-Breaker)	20 Amp
Number of Zones (Rooms)	1
Must ship freight	Yes
Refrigerant	R410A
Efficiency (SEER)	17

Efficiency (SEER)	17
SEER (Left Filter)	17+
Shipping Time	24 to 72 hours
Shipping Weight	168 lbs
System Total Weight	128 lbs
System Shipping Weight	113 lbs
Technology	Inverter
Unit Type (Selector)	Wall Mounted
Voltage	208/230 Volt

SPECIFICATIONS FOR MODEL: FTXB18AXVJU

Auto Restart	Yes
Automatic Swing	Yes
Certifications	AHRI Performance Certified
Colors	White
Convenience Features	Humidistat
DC Inverter Technology	Yes
Dehumidification	Yes
Depth	9.5 In

EER (Energy Efficiency Ratio)	10.5
Electrical	208-230 V; 1 Phase; 60 Hz
Filter Cleaning Methods	Washable
Height	12.625 In
Liquid Line Size	1/4"
Manufacturer Limited Warranty (text)	10 Year Parts Limited
Matching Outdoor Unit	RXB18AXVJU
MCA (Minimum Circuit Ampacity)	16.2 amps
Memory	Yes
Mounting Style	Wall Mounted
Noise Level Hi/Med/Low (dB)	40 / 38 / 35 
Remote Control Temperature Sensor	Yes
Suction Line Size	1/2"
Thermostat Type	Wireless Remote
Turbo	Yes
Unit Type (Selector)	Standard
Weight	31 lbs
Width	48.125 In

SPECIFICATIONS FOR MODEL: RXB18AXVJU

Certifications	AHRI Performance Certified
Depth	33.69 In
Electrical	208-230 V; 1 Phase; 60 Hz
Heating Capacity (Nominal)	17900 Btu
Height	12.94 In
Manufacturer Limited Warranty (text)	10-Year Parts Limited
Suction Line Size	5/8"
Unit Type (Selector)	Standard
Weight	82 lbs
Width	25.69 In

ATTACHMENT 5 CONDITIONS OF APPROVAL DRAFT
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CONDITIONS OF APPROVAL

Manor: 5079

Variance Description: Add Second Condenser Unit to Manor at Garage

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. This approval does not change the number of bedrooms or the original maximum occupants permitted in the Unit.
- A.2. No future modifications can be made to the garage to create a “habitable space” as defined by International Resident Code (IRC).
- A.3. The Member shall provide plans and specifications to conform to the Building Code for the work of this variance.

B. Materials and Methods:

- B.1. All sections of Mutual Standard 4: Air Conditioning Units/Heat Pumps must be followed where there are no direct conflicts with variance approved alteration.

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 5079, ("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 5079 and all future Mutual Members at 5079.
- 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.
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- 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. 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.
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- G.13. 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.14. 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.15. 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.16. 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.17. Dumpsters must be ordered from the approved City of Laguna Woods waste hauler and must be maintained at all times.

- G.18. A portable bathroom is approved for placement at the location identified by Security Staff by calling 949-580-1400.
- G.19. 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.20. 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.21. 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.

ATTACHMENT 6

RESOLUTION DRAFT

RESOLUTION 03-23-XX

Variance Request

WHEREAS, Member located at 5079 Ovalo, a Villa Serena style manor, requests Architectural Controls and Standards Committee approval of a variance to Add Second Condenser Unit to Manor at Garage; 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 Controls and Standards Committee or in person at the Architectural Controls and Standards Committee Meeting on August 14, 2023; and

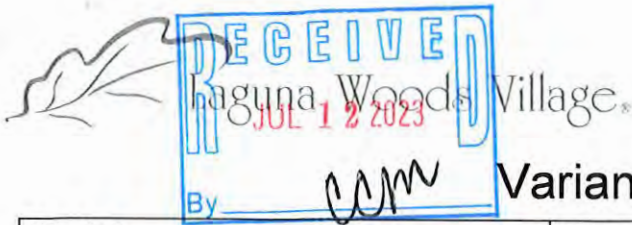
WHEREAS, the Architectural Controls and Standards Committee reviewed the variance and moved for approval of the variance to Add Second Condenser Unit to Manor at Garage;

NOW THEREFORE BE IT RESOLVED, on September 19, 2023, the Third Laguna Hills Mutual Board hereby approves the request to Add Second Condenser Unit to Manor at Garage; 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 5079 Ovalo and all future Mutual Members at 5079 Ovalo; 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.

Manor 5487-B



MANOR # 5487-B

☐ ULWM ☐ TLHM

Variance Request Form

SA _____

Model: LA QUINTA	Plan:	Date: 7-12-23
Member Name: [REDACTED]	Signature [REDACTED]	
Phone: [REDACTED]	E-mail: [REDACTED]	
Contractor Name/Co: OXFORD CONSTRUCTION	Phone: 949 606-2233	E-mail: mansour.jahanbin@yahoo.com
Mailing Address: (to be used for official correspondence) [REDACTED]		

Description of Proposed Variance Request ONLY:

DEMOLISH STRUCTURAL WALL BETWEEN KITCHEN AND LIVING ROOM
ADD FLUSH STEEL BEAM ABOVE DEMOLISHED WALL
ADD CONCRETE FOOTINGS AND COLUMNS BELOW ENDS OF NEW BEAM
ADD PLYWOOD SHEAR PANEL TO EXISTING WALL AT BEDROOM 2

Dimensions of Proposed Variance Alterations ONLY:

31'-4" TOTAL LENGTH

FOR OFFICE USE ONLY

RECEIVED BY: _____ DATE RECEIVED: _____ Check# _____ BY: _____

Alteration Variance Request

Check Items Received:

- ☐ Drawing of Existing Floor Plan
- ☐ Drawing of Proposed Variance
- ☐ Dimensions of Proposed Variance
- ☐ Before and After Pictures
- ☐ Other: _____

Complete Submittal Cut Off Date:

Meetings Scheduled:

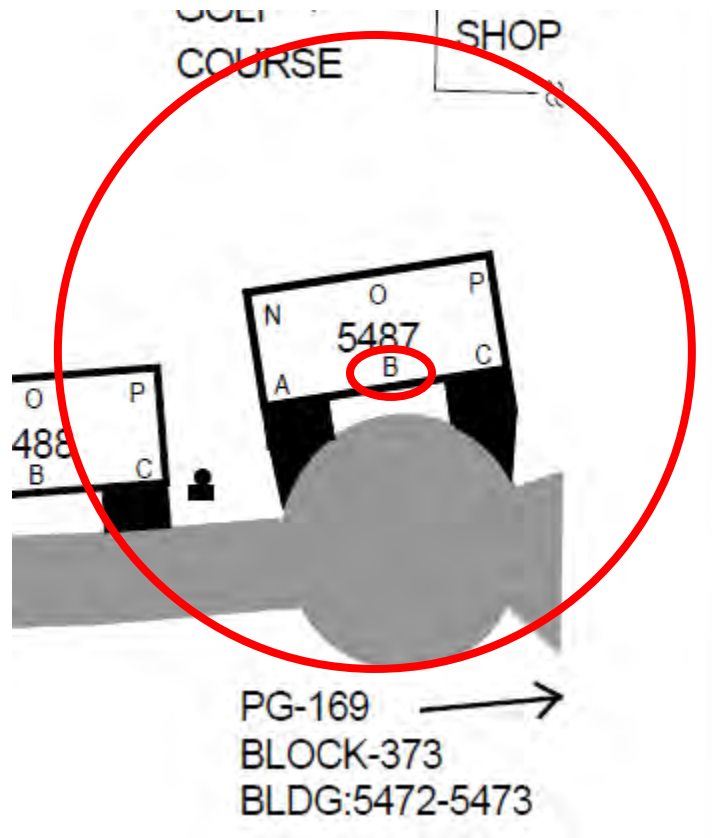
Third AC&S Committee (TACSC): _____

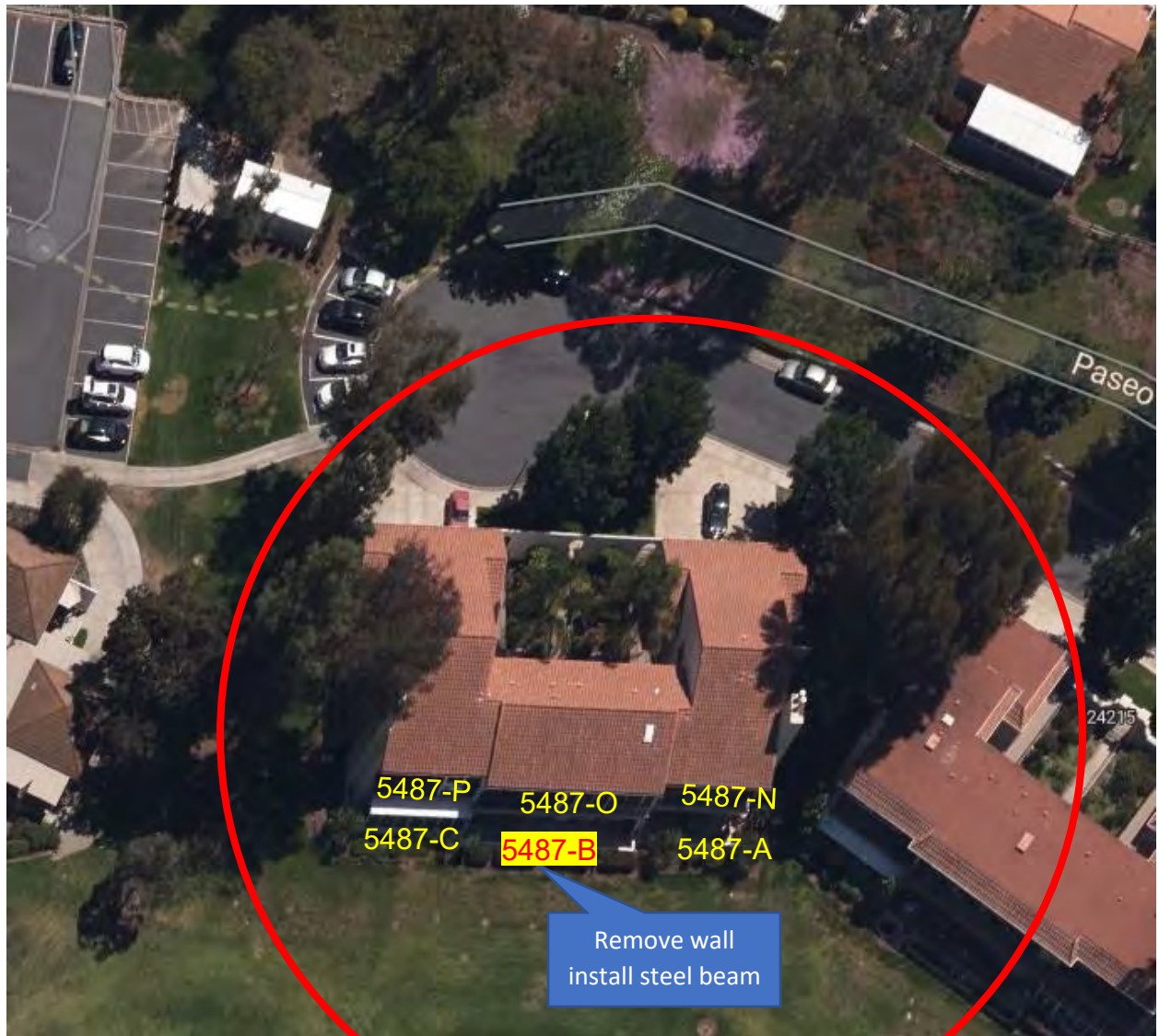
United AC&S Committee: _____

Board Meeting: _____

☐ Denied☐ Approved☐ Tabled☐ Other _____

5487-B Paseo Del Lago West





SCOPE OF WORK

REMODEL KITCHEN
 REPLACE ALL KITCHEN CABINETS AND LIGHTING
 DEMOLISH STRUCTURAL WALL BETWEEN KITCHEN AND LIVING ROOM*
 ADD FLUSH STEEL BEAM ABOVE DEMOLISHED WALL*
 EXISTING FLUSH WOOD BEAM TO REMAIN IN PLACE
 ADD CONCRETE FOOTINGS AND COLUMNS BELOW ENDS OF NEW BEAM*
 ADD PLYWOOD SHEAR PANEL TO EXISTING WALL AT BEDROOM 2*

NOTE:

* INDICATES VARIANCE REQUIRED

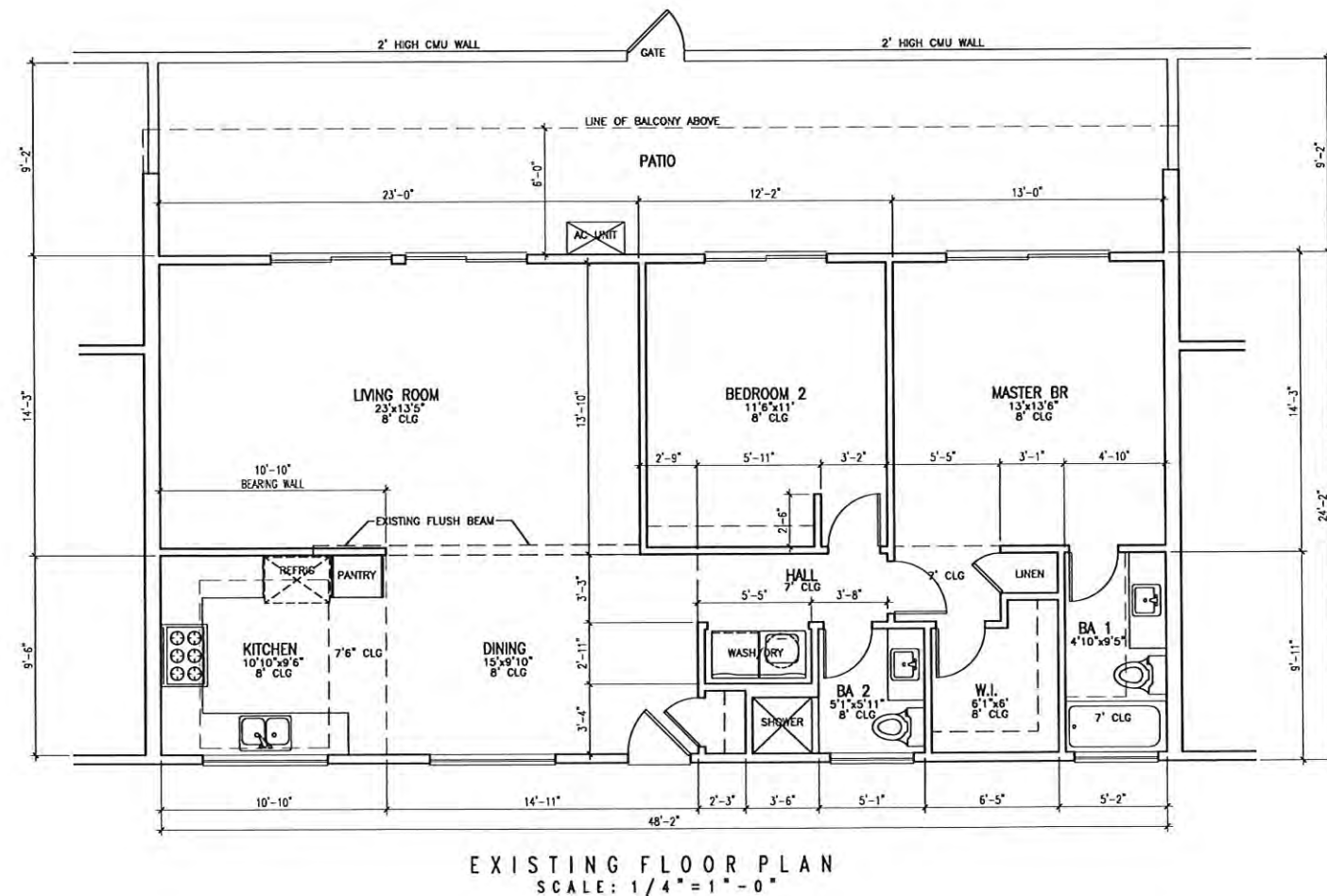
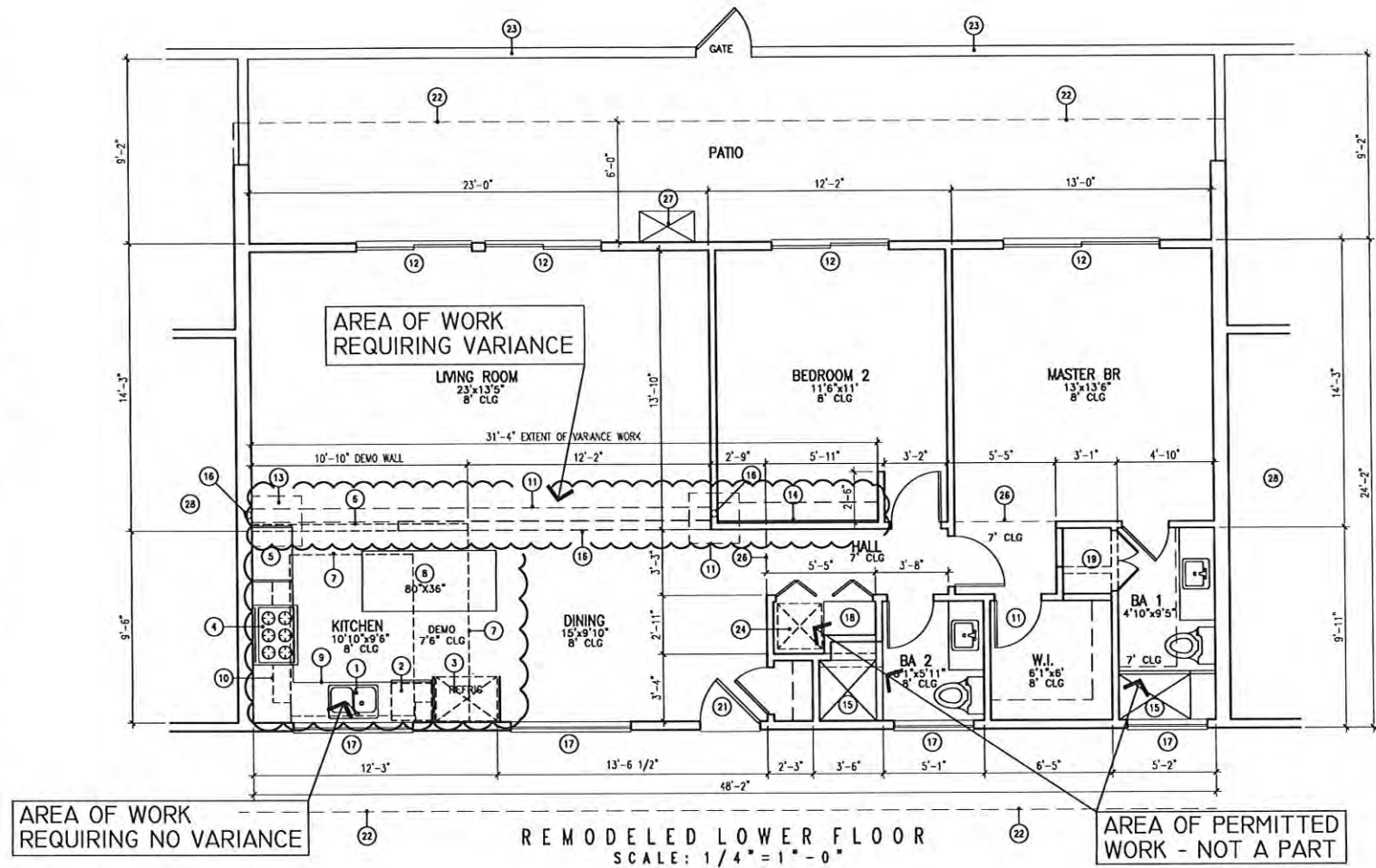
NO EXTERIOR CHANGES. EXISTING DOORS AND WINDOWS TO REMAIN
 EXACT STRUCTURAL REQUIREMENTS TO BE DETERMINED BY ENGINEER
 NO NEW FLOOR AREA BEING PROPOSED

1. NEW SINK WITH GARBAGE DISP
2. NEW DISHWASHER
3. REFRIGERATOR SPACE WITH COLD WATER STUBOUT
4. NEW RANGE AND OVEN
5. PANTRY
6. REMOVE EXISTING BEARING WALL, ADD BEAM
7. DEMO EXISTING DROPPED SOFFIT
8. NEW ISLAND WITH STONE TOP AND OVERHANGING BAR
9. NEW LOWER CABINET WITH STONE TOP
10. NEW UPPER CABINET WITH GLASS DOOR PANELS
11. NEW STEEL FLUSH BEAM
12. EXISTING SLIDING GLASS DOOR TO REMAIN
13. NEW CONCRETE FOOTING
14. NEW PLYWOOD SHEAR WALL
15. SHOWER WITH STONE WALLS AND SHATTERPROOF ENCLOSURE
16. EXISTING FLUSH WOOD BEAM TO REMAIN
17. EXISTING WINDOW TO REMAIN
18. LINEN CABINET
19. LINEN STORAGE CLOSET
20. NEW COLUMN AT EITHER END OF BEAM
21. ENTRY DOOR TO REMAIN
22. LINE OF DECK ABOVE (UPPER UNIT)
23. 24" HIGH MASONRY WALL
24. STACKED WASHER AND DRYER SPACE
25. -
26. LINE OF DROPPED CEILING
27. EXISTING AC UNIT - REPLACE IN KIND
28. ADJACENT UNIT
29. EXISTING WALL TO REMAIN

FLOOR PLAN KEYNOTES

WALL LEGEND

- ===== EXISTING WALL TO REMAIN
- EXISTING NON-BEARING WALL TO DEMO
- ===== NEW WOOD FRAMED WALL



DATE: JULY 6, 2023
 REV 1:



OXFORD CONSTRUCTION
 620 NORTH MAIN STREET, SANTA ANA, CALIFORNIA 92701
 PHONE: 949 606-2233
 PROJECT: REMODEL TO EXISTING RESIDENCE
 5487B PASEO DEL LAGO, LAGUNA HILLS, CALIFORNIA 92657

REMODELED
 FLOOR PLAN
 ELECTRICAL PLAN

SCALE
 1/4" = 1' - 0"
 SHEET

A1.1

- FOUNDATIONS
- DESIGN BEARING PRESSURE IS 1000 PSF WITH A 33% INCREASE FOR WIND OR SEISMIC LOADING.
 - ALL EXCAVATIONS ARE TO BE INSPECTED AND APPROVED BY A SOILS ENGINEER PRIOR TO THE PLACEMENT OF ANY REINFORCING OR FILL.
 - DESIGN COEFFICIENT OF FRICTION IS 0.25 WITH A 33% INCREASE FOR WIND OR SEISMIC LOADING.
 - FOUNDATIONS SHALL BE OF THE SIZE AND TYPE AS INDICATED ON THE DRAWINGS.
 - DESIGN LATERAL BEARING PRESSURE IS 200 PSF/FT WITH A 33% INCREASE FOR WIND OR SEISMIC LOADING AND A 200% INCREASE FOR ISOLATED POLE TYPE FOOTING.

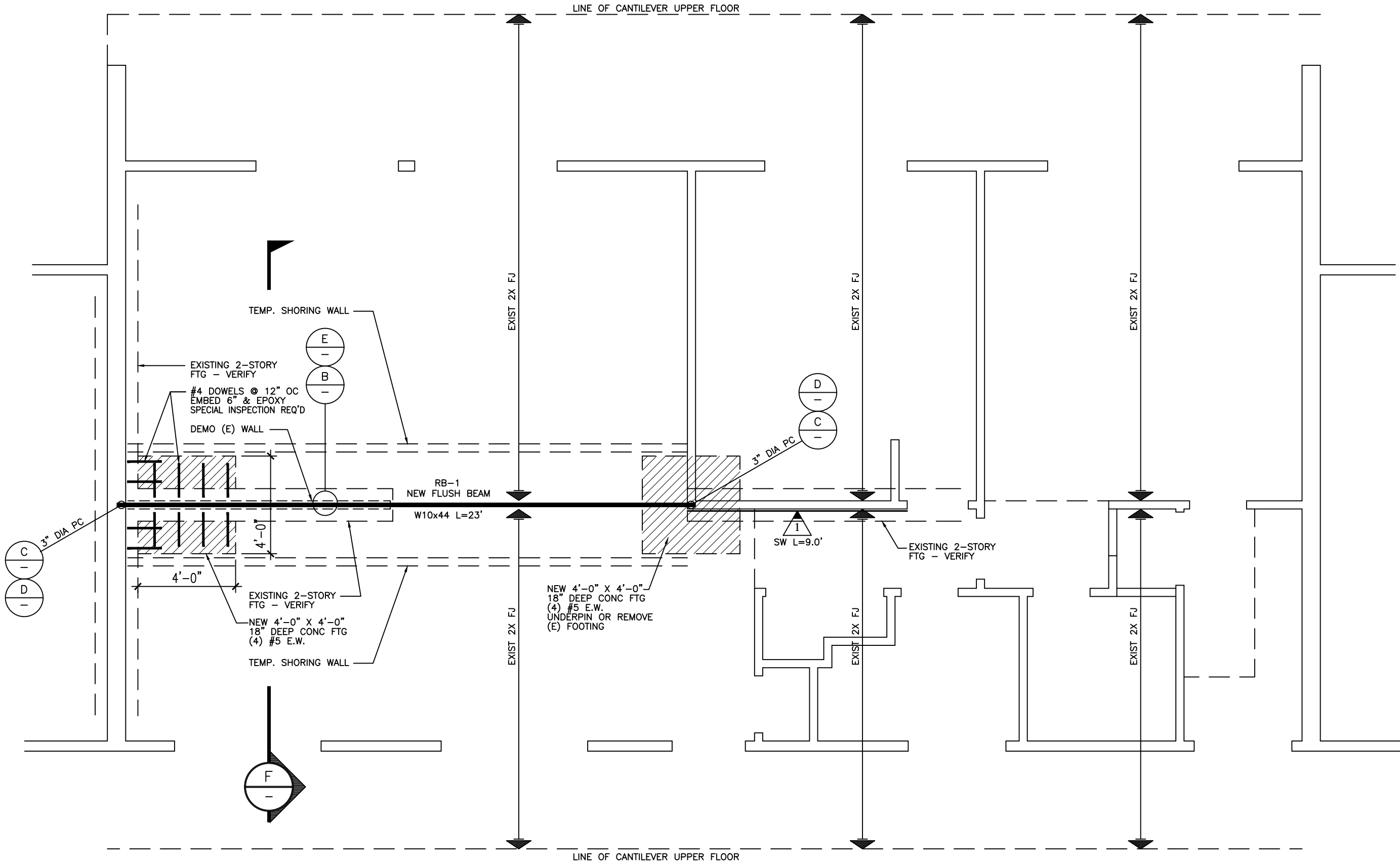
- CONCRETE
- NO PIPES OR DUCTS ARE TO BE PLACED IN CONCRETE SLABS UNLESS SPECIFICALLY DETAILED.
 - AGGREGATES SHALL BE NATURAL SAND AND ROCK CONFORMING TO ASTM C33.
 - ALL CONCRETE SHALL ATTAIN A MINIMUM COMPRESSIVE STRENGTH 11 28 DAYS
A. NEW FOOTINGS.....2500 PSI.
 - SPLICES OF HORIZONTAL REBAR IN WALLS AND FOOTINGS SHALL BE STAGGERED.
 - LAP ALL BARS A MINIMUM OF 36 BAR DIAMS. (2'-0" MIN.) AT ALL SPLICES UNLESS OTHERWISE NOTED.
 - DOWELS FOR WALLS SHALL BE THE SAME SIZE AND SPACING AS THE WALL REINFORCEMENT AND SHALL LAP WITH THE WALL REBAR AS NOTED ABOVE UNLESS OTHERWISE NOTED.
 - MINIMUM CONCRETE COVERAGE: THE FOLLOWING MINIMUM CLEAR DISTANCES BETWEEN THE FACE OF THE CONCRETE AND REINFORCING STEEL SHALL BE MAINTAINED UNLESS OTHERWISE NOTED.
CONCRETE BELOW GRADE, FORMED.....2 IN.
CONCRETE BELOW GRADE, UNFORMED (POURED AGAINST EARTH - 3".
SLABS ON EARTH.....CENTER OF SLAB.

- WALLS AND COLUMNS
- UNFORMED SURFACES EXPOSED TO EARTH.....3".
FORMED SURFACES EXPOSED TO WEATHER OR EARTH
#5 BARS OR SMALLER.....1-1/2"
#6 BARS OR LARGER.....2"
FORMED SURFACES NOT EXPOSED TO WEATHER OR EARTH.....1"
BUSHED HAMMERED SURFACES.....2"
- COLUMNS
- INTERIOR.....1-1/2"
SLABS
SURFACES POURED DIRECTLY ON EARTH.....3"
ALL OTHER SURFACES.....3/4"
- BEAMS
- SURFACES POURED AGAINST EARTH.....3"
FORMED SURFACES.....2"
- REINFORCING STEEL SHALL CONFORM TO ASTM A615 FOR #4 AND SMALLER.....GRADE 40.
FOR #5 AND LARGER.....GRADE 60.
 - REINFORCING FABRIC SHALL CONFORM TO ASTM A 185.
 - DOWELS, ANCHOR BOLTS, INSERT, ETC. SHALL BE SECURELY TIED IN PLACE TO THE POURING OF ANY CONCRETE OR GROUT.
 - WELDING OF REINFORCING STEEL SHALL CONFORM TO AWS D12-1 USING LOW HYDROGEN ELECTRODES.
 - CEMENT SHALL BE PORTLAND CEMENT CONFORMING TO ASTM C150, TYPE V.....LOW ALKALI.
 - 3X 3X 1/4 WASHERS @ A.B.

- STRUCTURAL STEEL
- ALL STRUCTURAL STEEL SHALL CONFORM TO ASTM A36. STEEL FRAME A-572 GRADE 50
 - ALL FABRICATION AND ERECTION SHALL CONFORM TO THE LATEST STANDARD EDITION OF AISC SPECIFICATIONS FOR THE DESIGN, FABRICATION AND ERECTION OF STRUCTURAL STEEL FOR BUILDINGS.
 - FIELD CUTTING OR BURNING OF STRUCTURAL STEEL SHALL NOT BE PERMITTED WITHOUT WRITTEN APPROVAL OF THE STRUCTURAL ENGINEER.
 - ANCHOR BOLTS AND UNFINISHED BOLTS SHALL CONFORM TO ASTM A307.
 - ALL WELDING SHALL BE DONE BY THE ELECTRIC ARC PROCESS USING APPROVED COATED RODS AND PERFORMED BY CERTIFIED WELDERS. ALL FABRICATION AND WELDING SHALL BE PERFORMED IN THE SHOP OF AN APPROVED FABRICATOR. WELDING MAY BE PERFORMED USING THE SUBMERGED ARC PROCESS WITH AUTOMATIC WELDING (SAW-1). LOW HYDROGEN ELECTRODES SHALL BE USED ION THE WELDING OF REINFORCING BARS. AWS 1.1
 - ALL PIPES SHALL CONFORM TO ASTM A53 GRADE 'B'. (35KSI).
 - LIGHT GAGE COLD FORMED STEEL MEMBERS SHALL CONFORM TO ASTM A441.
 - ALL TUBES SHALL CONFORM TO ASTM A501. (36 KSI).
 - EXTEND HORIZONTAL AND VERTICAL PLATES TO THE EDGE OF THE BEAM OR COLUMN FLANGES.

- GENERAL
- THE FOLLOWING TYPICAL DETAILS AND NOTES APPLY TO ALL DRAWINGS UNLESS OTHERWISE NOTED.
 - STRUCTURAL DRAWINGS SHALL BE USED IN CONJUNCTION WITH ARCHITECTURAL, ELECTRICAL AND MECHANICAL DRAWINGS.
 - FRAMING CONDITIONS NOT SPECIFICALLY SHOWN SHALL BE FRAMED SIMILAR TO THE DETAILS SHOWN FOR THE RESPECTIVE MATERIALS.
 - PROVIDE OPENINGS AND SUPPORTS FOR MECHANICAL EQUIPMENT, PIPING, VENTS, DUCTS ETC, AS REQUIRED. REFER TO THE ARCHITECTURAL AND MECHANICAL DRAWINGS FOR ADDITIONAL EQUIPMENT AND OPENINGS NOT SHOWN ON THE STRUCTURAL DRAWINGS. ALL SUSPENDED EQUIPMENT SHALL BE PROVIDED WITH APPROVED LATERAL BRACING.
 - ALL CONSTRUCTION AND WORKMANSHIP SHALL CONFORM TO THE 2016 CBC.
 - THE CONTRACTOR MUST VERIFY ALL DIMENSIONS AND SITE CONDITIONS PRIOR TO STARTING WORK. THE ARCHITECT SHALL BE NOTIFIED OF ANY DISCREPANCIES.
 - THE CONTRACT DRAWINGS AND SPECIFICATIONS REPRESENT THE FINISHED STRUCTURE. THEY DO NOT INDICATE THE METHOD OF CONSTRUCTION, UNLESS OTHERWISE SHOWN. THE CONTRACTOR SHALL SUPERVISE AND DIRECT THE WORK AND SHALL BE SOLELY RESPONSIBLE FOR ALL CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES AND PROCEDURES. OBSERVATION VISITS TO THE SITE BY FIELD REPRESENTATIVES OF THE ARCHITECT/ENGINEER SHALL NOT INCLUDE INSPECTIONS OF THE PROTECTIVE MEASURES OR THE CONSTRUCTION PROCEDURES REQUIRED FOR THE SAME. ANY SUPPORT SERVICES PERFORMED BY THE ARCHITECT/ENGINEER DURING CONSTRUCTION SHALL BE DISTINGUISHED FROM CONTINUOUS AND DETAILED INSPECTION SERVICES WHICH ARE FURNISHED BY OTHERS. THESE SUPPORT SERVICES PERFORMED BY THE ARCHITECT/ENGINEER, WHETHER WORK OR MATERIALS, AND WHETHER PERFORMED PRIOR TO, DURING OR AFTER COMPLETION OF THE CONSTRUCTION ARE PERFORMED SOLELY FOR THE PURPOSE OF ASSISTING IN QUALITY CONTROL AND ACHIEVING CONFORMANCE WITH THE CONTRACT DRAWINGS AND SPECIFICATIONS, BUT DO NOT GUARANTEE THE CONTRACTOR'S PERFORMANCE AND SHALL NOT BE CONSTRUED AS SUPERVISION OF THE CONSTRUCTION.
 - NOTES AND DETAILS ON THE DRAWINGS SHALL TAKE PRECEDENCE OVER THESE GENERAL NOTES.
 - DESIGN, MATERIALS, EQUIPMENT, AND PRODUCTS OTHER THAN THOSE DESCRIBED BELOW OR INDICATED ON THE DRAWINGS MAY BE CONSIDERED FOR USE, PROVIDED PRIOR REVIEW IS OBTAINED FROM THE OWNER, ARCHITECT/ENGINEER AND THE APPLICABLE GOVERNING CODE AUTHORITY.

- WOOD FRAME
- ALL WOOD BEARING ON MASONRY OR CONCRETE SHALL BE PRESSURE TREATED DOUGLAS FIR.
 - THE TOP PLATE OF ALL STUD WALLS SHALL BE 2 PIECES, THE SAME SIZE AS STUDS. SPLICES TO LAP 4'-0" MINIMUM AND BE NAILED WITH 12-16d MINIMUM ON EACH SIDE OF JOINT. SEE #9.
 - ALL BOLTS SHALL BE RETIGHTENED PRIOR TO THE APPLICATION OF PLASTER, SHEATHING, ETC.
 - STRUCTURAL MEMBERS SHALL NOT BE CUT FOR PIPES, ETC, UNLESS SPECIFICALLY DETAILED.
 - PROVIDE FIRE STOPS AT ALL INTERSECTIONS OF STUD WALLS AT CEILING, ROOF AND FLOOR. FIRE STOPS SHALL BE 2X NOMINAL THICKNESS OF WOOD AND SHALL BE THE FULL WIDTH OF THE ENCLOSED SPACE. FIRE STOPS SHALL BE PLACED AT A MAXIMUM SPACING OF 8'-0 IN EACH DIRECTION AND AT THE SAME LINES AS FIRE STOPS IN ADJACENT STUD WALLS.
 - ALL PLYWOOD NAILS SHALL BE COMMON ONLY. ALL OTHER NAILS SHALL BE GALVANIZED OR COMMON BOX. NAILING SHALL BE PER CHAPTER 23ED OF THE UNIFORM BUILDING CODE.
 - BOLT HOLES IN WOOD SHALL BE 1/32" TO 1/16" LARGER THAN THE NOMINAL BOLT DIAMETER. ALL BOLTS SHALL HAVE STANDARD CUT WASHERS UNDER THE HEAD AND NUT UNLESS OTHERWISE NOTED.
 - CROSS BRIDGING SHALL BE PROVIDED AT 8'-0" OC MAXIMUM FOR ALL RAFTERS AND JOISTS MORE THAN 8" DEEP.
 - PROVIDE SOLID 2X FULL DEPTH BLOCKING UNDER PARTITIONS WHICH ARE PERPENDICULAR TO THE JOISTS.
 - BORED HOLES SHALL NOT BE LOCATED AT THE SAME SECTION OF A STUD AS A NOTCH OR CUT.
 - PLYWOOD FOR ROOF SHEATHING SHALL BE CDX. WHERE PLYWOOD IS EXPOSED TO WEATHER, USE EXTERIOR TYPE MINIMUM C-C GRADE. PLYWOOD FOR FLOOR SHEATHING SHALL BE CDX. EXTERIOR TYPE GLUE SHALL BE USED TO GLUE PLYWOOD. ALL PLYWOOD SHALL CONFORM TO DOC PSI-09 PLYWOOD SHALL BEAR THE TRADEMARK OF THE AMERICAN PLYWOOD ASSOCIATION.
 - PROVIDE DOUBLE JOISTS UNDER PARTITIONS WHICH ARE PARALLEL TO THE JOISTS.
 - WOOD STUDS MAY BE NOTCHED TO A DEPTH OF 25% OF WIDTH MAXIMUM. INTERIOR NONBEARING STUDS MAY BE NOTCHED TO 40% OF WIDTH MAXIMUM.
 - EACH SHEET OF PLYWOOD SHALL BE IDENTIFIED BY A REGISTERED BRAND OR STAMP OF THE DOUGLAS FIR PLYWOOD ASSOCIATION.
 - IN NO CASE SHALL THE EDGE OF A BORED HOLE BE NEARER THAN 5/8 INCH TO THE EDGE OF A STUD.
 - PROVIDE 1X6 DIAGONAL LET-IN BRACING (AT APPROXIMATELY 45 DEGREES) EVERY 25'-0" MAXIMUM IN ALL STUD WALLS NOT PLYWOOD SHEATHED. BRACING SHALL RUN CONTINUOUS FROM TOP PLATE TO SOLE PLATE. NAIL WITH 2-8d PER STUD AND 3-8d EACH END TO PLATES.
 - STUDS MAY BE BORED TO 40% OF WIDTH MAXIMUM EXCEPT INTERIOR NONBEARING STUDS. THEY MAY BE BORED TO 60% OF WIDTH MAXIMUM WHEN EACH BORED STUD IS DOUBLED WITH NOT MORE THAN TWO SUCCESSIVE DOUBLED STUDS.
 - PROVIDE 2X SOLID BLOCKING BETWEEN RAFTERS AND JOISTS AT ALL SUPPORTS. BLOCKING SHALL BE ONE PIECE AND THE FULL DEPTH OF THE RAFTER OR JOIST.
 - ALL STRUCTURAL LUMBER SHALL BE DOUGLAS FIR OF THE FOLLOWING GRADES, CONFORMING TO STANDARD GRADING RULES FOR WEST COAST LUMBER, NO. 16, UNLESS OTHERWISE NOTED. DOC PS20-05 DOUGLAS LARCH
STUDS, BLOCKING, STRIPPING.....STUD GRADE
BEAMS AND STRINGERS.....NO. 1 1000F.
RAFTERS, PLATES AND JOISTS.....NO. 1 1000F.
2 X 4 JOISTS AND RAFTERS.....NO. 1 1000F.
POSTS AND TIMBERS.....NO. 1 1000F.
 - PSL - ICC-ESR 1387
 - HOT DIPPED ZINC-COATED GALVANIZED STEEL - PRESSURE-TREATED WOOD



FRAMING-Foundation Plan
SCALE: 1/4" = 1'-0"

<p>(E) PLYWOOD FLOOR SHEATHING (E) 2X12 FJ</p> <p>(N) SIMPSON U210 FACE MOUNTED JOIST HANGER (N) STEEL BEAM SEE PLAN</p> <p>NOTE: SHORE FLOOR AS REQUIRED REMOVE AND PATCH TO MATCH EXISTING</p>	<p>BEAM PER PLAN 1/4" PLATE</p> <p>1/2" PLATE 2-3/4" DIA MB</p> <p>1/4"</p> <p>STEEL COLUMN PER PLAN</p>	<table><tr><td>A.B. B.N. C.B. C.J. C.L.</td><td>ANCHOR BOLTS BOUNDARY NAILING CARRIAGE BOLT CEILING JOIST CEILING LINE</td><td>M.B. OC O.H. P.J. P.T.D.F.</td><td>MACHINE BOLTS ON CENTER OPPOSITE HAND POUR JOINT PRESSURE TREATED DOUGLAS FIR POWER DRIVEN SHOT PIN ROOF DRAIN ROOF JOIST</td></tr><tr><td>COL.</td><td>COLUMN</td><td>P.D.S.P. R.D. R.J.</td><td>STRUCTURAL ENG. SQUARE SIMILAR STEEL TOP OF CONCRETE TOP OF MASONRY TOP OF PLYWOOD TOP OF STEEL TYP.</td></tr><tr><td>CONC. CONT.</td><td>CONCRETE CONTINUOUS</td><td></td><td>UNLESS OTHERWISE NOTED ULTRASONIC TESTED WEAKEN PLANE WELDED WIRE FABRIC LIGHT WEIGHT</td></tr></table> <p>DIA -O E.L. E.N. EQ. F.G. F.J. F.L. F.N. F.O.C. F.P. F.S. GA. HORIZ. H.S.B. MAS.</p> <p>DIAMETER EXPANSION JOINT SQUARE EDGE NAILING EQUAL FINISH GRADE FLOOR JOIST FLOOR LINE FIELD NAILING FACE OF CONCRETE TYPE FACE OF STUD FULL PENETRATION FINISH SURFACE GAGE HORIZONTAL HIGH STRENGTH BOLD MASONRY</p> <p>S.E. SO. SIM. STL. T.O.C. T.O.M. T.O.P. T.O.S. U.N.O. U.T. VERT. W.F. W.W.F. LT. WT.</p>	A.B. B.N. C.B. C.J. C.L.	ANCHOR BOLTS BOUNDARY NAILING CARRIAGE BOLT CEILING JOIST CEILING LINE	M.B. OC O.H. P.J. P.T.D.F.	MACHINE BOLTS ON CENTER OPPOSITE HAND POUR JOINT PRESSURE TREATED DOUGLAS FIR POWER DRIVEN SHOT PIN ROOF DRAIN ROOF JOIST	COL.	COLUMN	P.D.S.P. R.D. R.J.	STRUCTURAL ENG. SQUARE SIMILAR STEEL TOP OF CONCRETE TOP OF MASONRY TOP OF PLYWOOD TOP OF STEEL TYP.	CONC. CONT.	CONCRETE CONTINUOUS		UNLESS OTHERWISE NOTED ULTRASONIC TESTED WEAKEN PLANE WELDED WIRE FABRIC LIGHT WEIGHT
A.B. B.N. C.B. C.J. C.L.	ANCHOR BOLTS BOUNDARY NAILING CARRIAGE BOLT CEILING JOIST CEILING LINE	M.B. OC O.H. P.J. P.T.D.F.	MACHINE BOLTS ON CENTER OPPOSITE HAND POUR JOINT PRESSURE TREATED DOUGLAS FIR POWER DRIVEN SHOT PIN ROOF DRAIN ROOF JOIST											
COL.	COLUMN	P.D.S.P. R.D. R.J.	STRUCTURAL ENG. SQUARE SIMILAR STEEL TOP OF CONCRETE TOP OF MASONRY TOP OF PLYWOOD TOP OF STEEL TYP.											
CONC. CONT.	CONCRETE CONTINUOUS		UNLESS OTHERWISE NOTED ULTRASONIC TESTED WEAKEN PLANE WELDED WIRE FABRIC LIGHT WEIGHT											
<p>SCALE: NONE</p>	<p>SCALE: NONE</p>	<p>SCALE: NONE</p>	<p>SCALE: NONE</p>											
<p>(E) PLYWOOD FLOOR (E) 2X12 FJ @ 16" OC</p> <p>CUT (E) 2X12 FJ TO ACCEPT BEAM AFTER SHORING BEAM SECURELY IN PLACE VERIFY BM LOCATION</p> <p>REMOVE (E) WALL AFTER SHORING SECURELY IN PLACE VERIFY BM LOCATION</p> <p>SHORE (E) FLOOR W/ 2X4 @ 16" OC 2X4 PL T&B ALIGN STUDS W/ (E) FJ</p> <p>(E) CONCRETE FOUNDATION</p> <p>NOTE: CONTRACTOR TO VERIFY EXISTING CONDITIONS PRIOR TO CONST</p>	<p>NEW STEEL COL PER PLAN</p> <p>1 1/2" NON-SHRINK GROUT</p> <p>EXISTING FOUNDATION</p> <p>COUNTERSINK PLATE ASSEMBLY INTO EXIST FOUNDATION</p>	<p>(E) PLYWOOD FLOOR SHEATHING (E) FJ CUT AT STEEL BEAM</p> <p>(N) 2X BLOCKING</p> <p>(N) 2X BLOCKING</p> <p>WOOD NAILER BOTH SIDES</p> <p>3/4" DIA. WELDED STUDS @ 16" OC STAGGERED COUNTERSINK 1" MAX</p> <p>(E) FJ CUT AT STEEL BEAM</p> <p>(N) SIMPSON JOIST HANGER SEE PLAN</p> <p>(N) STEEL BEAM SEE PLAN</p> <p>(E) FJ CUT AT STEEL BEAM</p> <p>(N) SIMPSON JOIST HANGER SEE PLAN</p> <p>NOTE: SHORE FLOOR AS REQUIRED REMOVE AND PATCH TO MATCH EXISTING</p>	<p>SCALE: NONE</p>											

PERMIT NO:

DATE: JULY 6, 2023
REV 1: JULY 17, 2023

OXFORD CONSTRUCTION
620 NORTH MAIN STREET, SANTA ANA CALIFORNIA 92701
PHONE: 949 606-2233

REMODEL TO EXISTING RESIDENCE
5487 B PASEO DEL LAGO, LAGUNA HILLS, CALIFORNIA 92657

STRUCTURAL PLANS

SCALE
1/4" = 1'-0"

SHEET

S1

DAVID M. PARKER, ARCHITECT

620 N. Main Street, Santa Ana, CA 92701

Ph: (949) 872-6616 www.dmparchitect.org

STRUCTURAL CALCULATIONS

FOR

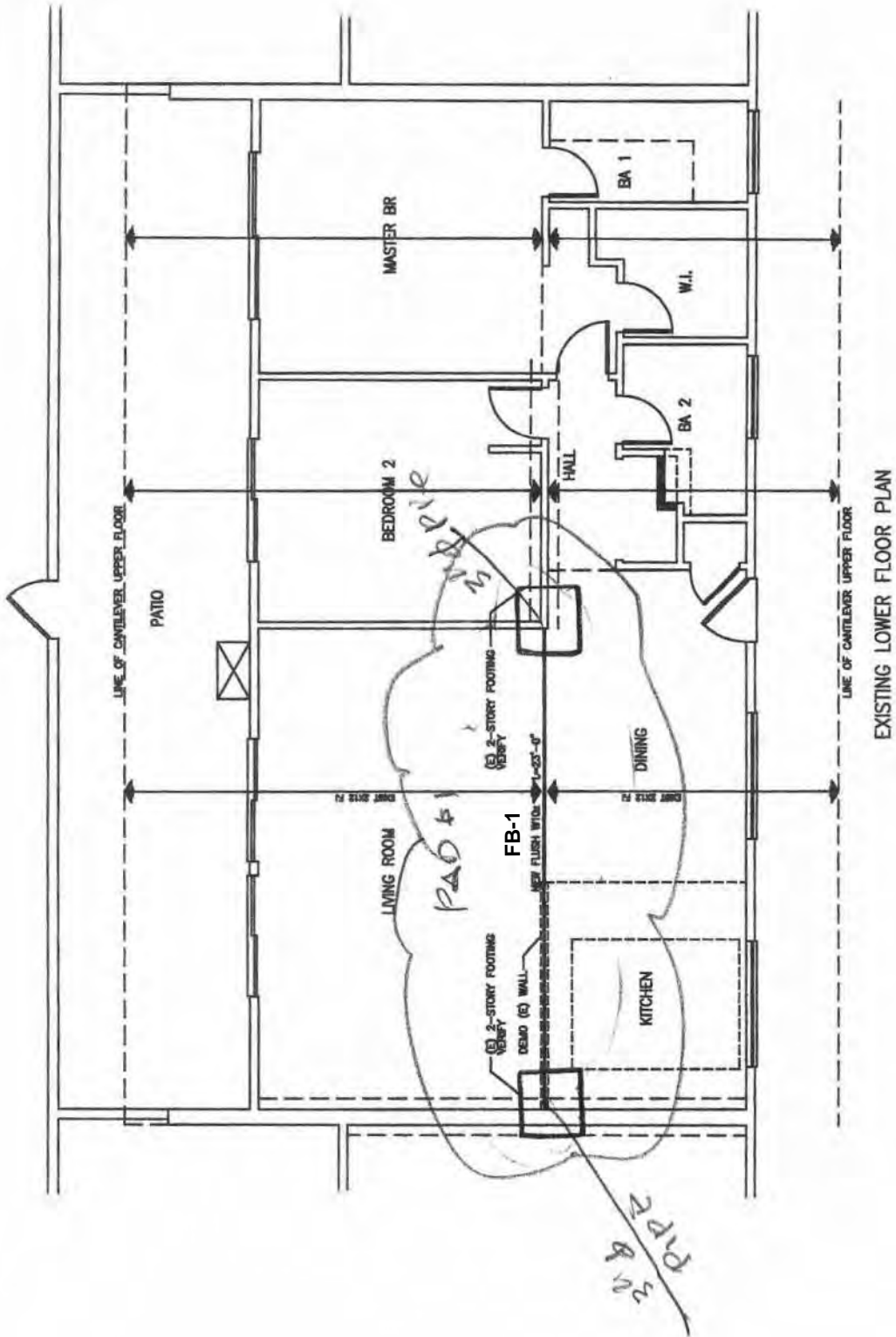
NEW FLOOR BEAM

INTERIOR REMODEL TO EXISING CONDOMINIUM UNIT

5487B PASEO DEL LAGO, LAGUNA WOODS, CA 92637

DATE: MAY 30, 2023





DAVID M. PARKER, ARCHITECT
ARCHITECTURE PLANNING ENGINEERING
479 OCEAN AVENUE SUITE A
LAGUNA BEACH, CA 92651

JOB 2325
DATE _____
DESIGN DM
SHEET 2 OF 2

ROOF
FLOOR
WALL

$$\begin{aligned} 40 \times 36 &= 1440 \text{ #/} \\ 50 \times 12 &= 600 \\ 20 \times 8 &= 160 \\ \hline 1400 \text{ #/} \end{aligned}$$

FOOTING

$$P = 32000 / 2 = 16000$$

$$A = 16.1 / 1.5 = 10.7 \text{ F}^2$$

PAD #1
3" ϕ PIPE

4'-0" \times 4'-0" \times 18"
4-#5 EW

Steel Beam

(c) ENERCALC INC 1983-2022

DESCRIPTION: FB-1**CODE REFERENCES**

Calculations per AISC 360-10, IBC 2015, CBC 2016, ASCE 7-10

Load Combination Set : IBC 2021

Material Properties

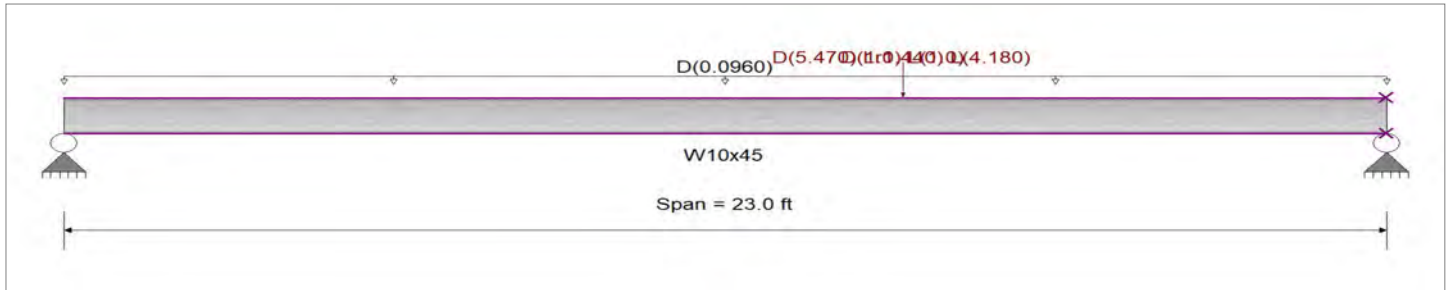
Analysis Method Load Resistance Factor Design

Fy : Steel Yield : 50.0 ksi

Beam Bracing : Beam is Fully Braced against lateral-torsional buckling

E: Modulus : 29,000.0 ksi

Bending Axis : Major Axis Bending

**Applied Loads**

Service loads entered. Load Factors will be applied for calculations.

Beam self weight calculated and added to loading

Load(s) for Span Number 1

Point Load : D = 5.470, Lr = 1.440, L = 4.180 k @ 14.60 ft, (FB-3)

Uniform Load : D = 0.0120 ksf, Tributary Width = 8.0 ft, (WALL ABOVE)

Point Load : D = 1.0, L = 1.0 k @ 14.60 ft, (FB-1)

DESIGN SUMMARY**Design OK**

Maximum Bending Stress Ratio =		0.484 : 1	Maximum Shear Stress Ratio =		0.119 : 1
Section used for this span		W10x45	Section used for this span		W10x45
Mu : Applied		99.743 k-ft	Vu : Applied		12.592 k
Mn * Phi : Allowable		205.875 k-ft	Vn * Phi : Allowable		106.050 k
Load Combination		+1.20D+0.50Lr+1.60L	Load Combination		+1.20D+0.50Lr+1.60L
			Location of maximum on span		23.000 ft
Span # where maximum occurs		Span # 1	Span # where maximum occurs		Span # 1
Maximum Deflection					
Max Downward Transient Deflection		0.287 in	Ratio =		960 >=360
Max Upward Transient Deflection		0.000 in	Ratio =		0 <360
Max Downward Total Deflection		0.770 in	Ratio =		359 >=240.
Max Upward Total Deflection		0.000 in	Ratio =		0 <240.0
			Span: 1 : L Only		
			Span: 1 : +D+L		

Maximum Forces & Stresses for Load Combinations

Load Combination		Span #	Max Stress Ratios		Summary of Moment Values						Summary of Shear Values			
Segment Length			M	V	max Mu +	max Mu -	Mu Max	Mnx	Phi*Mnx	Cb	Rm	VuMax	Vnx	Phi*Vnx
+1.40D														
Dsgn. L =	23.00 ft	1	0.293	0.076	60.37		60.37	228.75	205.88	1.00	1.00	8.02	106.05	106.05
+1.20D+0.50Lr+1.60L														
Dsgn. L =	23.00 ft	1	0.484	0.119	99.74		99.74	228.75	205.88	1.00	1.00	12.59	106.05	106.05
+1.20D+1.60L														
Dsgn. L =	23.00 ft	1	0.466	0.114	95.91		95.91	228.75	205.88	1.00	1.00	12.14	106.05	106.05
+1.20D+1.60Lr+0.50L														
Dsgn. L =	23.00 ft	1	0.378	0.094	77.82		77.82	228.75	205.88	1.00	1.00	9.98	106.05	106.05
+1.20D+1.60Lr														
Dsgn. L =	23.00 ft	1	0.311	0.079	64.02		64.02	228.75	205.88	1.00	1.00	8.34	106.05	106.05
+1.20D+0.50L														
Dsgn. L =	23.00 ft	1	0.318	0.080	65.55		65.55	228.75	205.88	1.00	1.00	8.52	106.05	106.05
+1.20D														
Dsgn. L =	23.00 ft	1	0.251	0.065	51.75		51.75	228.75	205.88	1.00	1.00	6.87	106.05	106.05
+1.20D+0.50Lr+0.50L														
Dsgn. L =	23.00 ft	1	0.337	0.085	69.38		69.38	228.75	205.88	1.00	1.00	8.98	106.05	106.05

Steel Beam

(c) ENERCALC INC 1983-2022

DESCRIPTION: FB-1

Maximum Forces & Stresses for Load Combinations

Load Combination		Max Stress Ratios		Summary of Moment Values							Summary of Shear Values		
Segment Length	Span #	M	V	max Mu +	max Mu -	Mu Max	Mnx	Phi*Mnx	Cb	Rm	VuMax	Vnx	Phi*Vnx
+0.90D													
Dsgn. L = 23.00 ft	1	0.189	0.049	38.81		38.81	228.75	205.88	1.00	1.00	5.16	106.05	106.05

Overall Maximum Deflections

Load Combination	Span	Max. "-" Defl	Location in Span	Load Combination	Max. "+" Defl	Location in Span
+D+L	1	0.7696	12.289		0.0000	0.000

Vertical Reactions

Load Combination	Support notation : Far left is #'		Values in KIPS	
	Support 1	Support 2		
Max Upward from all Load Conditions	5.876	9.017		
Max Upward from Load Combinations	5.876	9.017		
Max Upward from Load Cases	3.984	5.729		
D Only	3.984	5.729		
+D+L	5.876	9.017		
+D+Lr	4.510	6.643		
+D+0.750Lr+0.750L	5.798	8.880		
+D+0.750L	5.403	8.195		
+0.60D	2.391	3.437		
Lr Only	0.526	0.914		
L Only	1.892	3.288		

ATTACHMENT 4
CONDITIONS OF APPROVAL DRAFT

CONDITIONS OF APPROVAL

Manor: 5487-B

Variance Description: Replace Structural Wall with Steel Beam between Kitchen and Living Room

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. This approval does not change the number of bedrooms or the original maximum occupants permitted in the Unit.
- 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. Any piping in bathrooms with adjacent units shall be insulated for sound reduction, including penetrations through framing.

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.

- C.2. Prior to the Issuance of a Mutual Consent for Alterations, the Member must have conducted an inspection of the waste lines, by a VMS Plumber, to assure no repairs are needed. The inspection will be a chargeable service to the Member. Inspection appointments are to be made with Resident Services, by authorized persons only. Findings from the video inspection will be recorded on the chargeable service ticket for Alterations staff to review.
- C.3. Prior to the Issuance of a Mutual Consent for Alterations, if required, the Member shall verify with Plumbing if the manor plumbing has been treated with an ePIPE Epoxy Barrier, to assure that Mutual property is appropriately addressed during construction. Any repair or connection to the epoxy coated pipe should be performed in such a manner that the repair or the remodel of the existing system does not damage the epoxy barrier. Before repairing or remodeling any ACE Duraflo epoxy barrier, call 800-359-6369 to ensure the proper technique is used for the specific repair or remodel.

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 5487-B, ("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 5487-B and all future Mutual Members at 5487-B.
- 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. 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.11. 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.12. 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.13. 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.14. 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.15. 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.16. 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.17. Dumpsters must be ordered from the approved City of Laguna Woods waste hauler and must be maintained at all times.
- G.18. A portable bathroom is approved for placement at the location identified by Security Staff by calling 949-580-1400.
- G.19. 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.20. 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.21. 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.

ATTACHMENT 5
RESOLUTION DRAFT

RESOLUTION 03-23-XX

Variance Request

WHEREAS, Member located at 5487-B Paseo Del Lago West, a La Quinta style manor, requests Architectural Controls and Standards Committee approval of a variance to Replace Structural Wall with Steel Beam between Kitchen and Living Room; 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 Controls and Standards Committee or in person at the Architectural Controls and Standards Committee Meeting on August 14, 2023; and

WHEREAS, the Architectural Controls and Standards Committee reviewed the variance and moved for approval of the variance to Replace Structural Wall with Steel Beam between Kitchen and Living Room;

NOW THEREFORE BE IT RESOLVED, on September 19, 2023, the Third Laguna Hills Mutual Board hereby approves the request to Replace Structural Wall with Steel Beam between Kitchen and Living Room; 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 5487-B Paseo Del Lago West and all future Mutual Members at 5487-B Paseo Del Lago West; 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.



STAFF REPORT

DATE: August 14, 2023
FOR: Architectural Controls and Standards Committee
SUBJECT: Revision to the Alteration Fee Schedule

RECOMMENDATION

Staff recommends that the Third Architectural Controls and Standards Committee (ACSC) endorse the revise the Alteration Fee Schedule.

BACKGROUND

The Architectural Controls and Standards Committee requested staff to review and revise the current Alteration Fee Schedule for applicability, and current bill rates. The Alteration Fee Schedule (Attachment 1) was last revised in June 2023, via Resolution 03-23-69 (Attachment 2) to incorporate a pass-through fee for Recordable Exclusive Use of Common Area Revocable Licenses.

DISCUSSION

The Alteration Fee Schedule has been reviewed and revised to reflect the processing times spent for applications along with mutual bill rates and mutual policies. Attachment 3 incorporates these revisions and requirements.

Staff recommends that alterations that require less time for plan check processing are moved to the minimum \$50 fixed fee, while raising the valuation threshold at scaled intervals up to \$30,000 and above for application plan checks that incur the maximum \$700 alteration fee.

A final version along with revised fee resolution are included as Attachment 4.

FINANCIAL ANALYSIS

Based on the Mutual Consent Processing Analysis, it is anticipated that the projected revenue for 2023 will be reduced from \$234,415 to \$210,974, a reduction of \$23,441; The proposed new rates, which are based on actual average processing times, more closely represent and reimburse the staff time used to process these applications.

Prepared By: Baltazar Mejia, Maintenance & Construction Assistant Director

Reviewed By: Manuel Gomez, Maintenance & Construction Director

ATTACHMENT(S)

Attachment 1 – Current Alteration Fee Schedule
Attachment 2 – Current Resolution 03-23-69
Attachment 3 – Redlined Alteration Fee Schedule
Attachment 4 – Revised Resolution 03-23-XX and Alteration Fee Schedule

ATTACHMENT 1 – CURRENT ALTERATION FEE SCHEDULE



Alteration Fee Schedule

Visit www.lagunawoodsvillage.com for Mutual Standards and Standard Plans

All items below require HOA Mutual Consent from Manor Alterations.

A City Permit may also be required. Contact the City Building Permits office for permitting requirements.

For items not listed, please contact Manor Alterations at (949) 597-4616 or alterations@vmsinc.org

Unauthorized Alteration Fee	\$300
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\$50 Alteration Processing Fee	
Alteration Type	
Acoustic Ceiling Removal	
Awnings (Standard, Less than 54")	
Awnings (Powered)	
HVAC (No Increase in Amperage)	
Tub Replacement	
Block Walls (Less than 48" H)	
Block Walls (More than 48" H)	
Planter Wall	
Dishwasher (New Installation)	
Door Revision (Exterior)	
Electrical	
Exhaust Fan	
Fences (Less than 84") and Gates	
Floor Coverings (Exterior)	
Flooring (Vinyl)	
Gutters and Downspouts	
Metal Drop Shades	
Modesty Panels (Balcony)	
Patio Slab Revision	
Patio Wall Revision	
Plumbing	
Soft Water System (Independent)	
Soft Water System (Connected to Water Heater)	
Storage Cabinets (Carport)	
Shades (Roll-up)	

NOTES

- Some Alterations may require a Demolition Mutual Consent, which carries a \$50 fee. To confirm if your Alteration will require a Demolition Mutual Consent, please contact Manor Alterations.
- Alteration Fees are paid via credit card upon approval of a completed Mutual Consent application. Manor Alterations will contact applicants directly upon approval to collect payment.
- The following fees, as appropriate to the nature of the work, apply to work completed without a Mutual Consent:
Unauthorized alteration fee + Demolition fee + Mutual Consent fee + Variance fee (if applicable).
- Variance Processing Fees are in addition to any fees incurred via Mutual Consent processing.

Variance Processing Fee	\$150
-------------------------	-------

Alteration Fees Based on Valuation	
Alteration Type	
Air Conditioner (Through the Wall)	
Bathroom Addition (Split)	
Central HVAC (New Installation)	
Atrium, Balcony, Patio Covers (Replacement or New Installation)	
Doors (New Construction)	
Atrium, Balcony, Patio Enclosures	
French Doors (New Installation)	
Garden Room, Solarium	
Heat Pumps (New Installation through Wall)	
Man Doors (New Installation)	
Plumbing (New Installation or Relocation)	
Room Addition	
Shower to Shower Replacement	
Skylights	
Sliding Glass Doors (New Installation)	
Sliding Glass Doors (Retrofit)	
Solar Tubes	
Tub to Shower Installation	
Tub to Tub Replacement	
Wall Revisions	
Washer and Dryer (New Installation)	
Water Heater (Relocation)	
Windows (New Construction)	
Windows (Retrofit)	

Alteration Fee Legend	
Valuation	Fee
Less than \$750	\$50
\$751 to \$2,000	\$77
\$2,001 to \$4,000	\$168
\$4,001 to \$6,000	\$280
\$6,001 to \$8,000	\$392
\$8,001 to \$10,000	\$504
Above \$10,000	\$700



Other Fees

Type	Fee
Solar Application Processing Fee	\$223
Legal Fee for the preparation of a Recordable Exclusive Use of Common Area Revocable License Agreement (*)	\$750

(*) applies only to board approved variances that allow members to use portions of common area outside the manor floorplan and is collected after board approval of the variance



RESOLUTION 03-23-43

**Alteration Fee
Schedule**

WHEREAS, alteration and variance requests require significant staff time for proper processing, including research, report preparation, presentation to the appropriate committee and Board; and

WHEREAS, in order to offset a portion of the administrative costs associated with processing alteration and variance applications, including solar installation requests, the Board has adopted an Alterations Fee Schedule; and

WHEREAS, the following revisions to the Alteration Fee Schedule are recommended to be approved by the Board:

- 1) The Solar Installation Application Fee is revised to \$223
- 2) Miscellaneous revisions to address current City requirements; and

WHEREAS, the new Alteration Fee Schedule better aligns the fees with the administrative time it takes to process each task;

NOW THEREFORE BE IT RESOLVED, April 18, 2023 that the Board hereby adopts the revised Alteration Fee Schedule as attached to the official minutes of this meeting; and

RESOLVED FURTHER, the Mutual Consent processing fee for Solar Panel installation is to be calculated based on 4.7 hours charged at the current bill rates; and

RESOLVED FURTHER, the Mutual Consent processing fee for Solar Panel installation requests is set at the initial rate of \$223 for 2023 and will be adjusted annually with the adoption of the new bill rates; and

RESOLVED FURTHER, that Resolution 03-19-131 adopted December 17, 2019 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 the resolution.

ATTACHMENT 3 – REDLINED ALTERATION FEE SCHEDULE



Laguna Woods Village®

Alteration Fee Schedule

Visit www.lagunawoodsvillage.com for Mutual Standards and Standard Plans

All items below require HOA Mutual Consent from Manor Alterations.

A City Permit may also be required. Contact the City Building Permits office for permitting requirements.

For items not listed, please contact Manor Alterations at (949) 597-4616 or alterations@vmsinc.org

Unauthorized Alteration Fee	\$300
-----------------------------	-------

\$50 Alteration Processing Fee
Alteration Type
Acoustic Ceiling Removal
Awnings (Standard, Less than 54")
Awnings (Powered)
HVAC (No Increase in Amperage)
Tub Replacement
Block Walls (Less than 48" H)
Block Walls (More than 48" H)
Planter Wall
Dishwasher (New Installation)
Door Revision (Exterior)
Electrical
Exhaust Fan
Fences (Less than 84") and Gates
Floor Coverings (Exterior)
Flooring (Vinyl)
Gutters and Downspouts
Metal Drop Shades
Modesty Panels (Balcony)
Patio Slab Revision
Patio Wall Revision
Plumbing
Sliding Glass Doors (Retrofit)
Soft Water System (Independent)
Soft Water System (Connected to Water Heater)
Solar Tubes
Storage Cabinets (Carport)
Tub to Tub Replacement
Windows (Retrofit)
Shades (Roll-up)

NOTES

- Some Alterations may require a Demolition Mutual Consent, which carries a \$50 fee. To confirm if your Alteration will require a Demolition Mutual Consent, please contact Manor Alterations.
- Alteration Fees are paid via credit card upon approval of a completed Mutual Consent application. Manor Alterations will contact applicants directly upon approval to collect payment.
- The following fees, as appropriate to the nature of the work, apply to work completed without a Mutual Consent:
Unauthorized alteration fee + Demolition fee + Mutual Consent fee + Variance fee (if applicable).
- Variance Processing Fees are in addition to any fees incurred via Mutual Consent processing.

Variance Processing Fee	\$150
-------------------------	-------

Alteration Fees Based on Valuation
Alteration Type
Air Conditioner (Through the Wall)
Bathroom Addition (Split)
Central HVAC (New Installation)
Atrium, Balcony, Patio Covers (Replacement or New Installation)
Doors (New Construction)
Atrium, Balcony, Patio Enclosures
French Doors (New Installation)
Garden Room, Solarium
Heat Pumps (New Installation through Wall)
Man Doors (New Installation)
Plumbing (New Installation or Relocation)
Room Addition
Shower to Shower Replacement
Skylights
Sliding Glass Doors (New Installation)
Tub to Shower Installation
Wall Revisions
Washer and Dryer (New Installation)
Water Heater (Relocation)
Windows (New Construction)

Alteration Fee Legend	
Valuation	Fee
Less than \$750	\$50
\$751 to \$2,000	\$77
\$2,001 to \$4,000	\$168
\$4,001 to \$10,000	\$280
\$10,001 to \$20,000	\$392
\$20,001 to \$29,999	\$504
Above \$30,000	\$700



Other Fees

Type	Fee
Solar Application Processing Fee <u>(1)</u>	\$223
Legal Fee for the preparation of a Recordable Exclusive Use of Common Area Revocable License Agreement <u>(2*)</u> <u>to be collected after board approval of the variance</u>	\$750

~~(*) applies only to board approved variances that allow members to use portions of common area outside the manor floorplan and is collected after board approval of the variance~~

Future revisions to the Alteration Fee Schedule will be included with the Annual Assessment Letter Packet that the Finance Department issues every year in November under the Architectural Review Procedures section of the Annual Policy Statement.

Following are the applicable sections of the approved resolutions adopting the respective fees:

(1) The mutual consent processing fee for Solar Panel installation is to be calculated based on 4.7 hours charged at the current bill rates; and the mutual consent processing fee for Solar Panel installation requests is set at the initial rate of \$223 for 2023 and will be adjusted annually with the adoption of the new bill rates. [Resolution 03-23-43]

(2) The approval of variances for the use of common areas that extend beyond the original floorplan and that meet the requirements of Civil Code Section 4600, requires the execution and recordation of a Recordable Exclusive Use of Common Area Revocable License; that a flat legal fee of \$750 for the preparation of these agreements as a pass-through charge to the Mutual's legal team is adopted; and the processing of agreements for all other approved variances, including exclusive use common area as recognized within the footprint of the property, will utilize a Counsel-prepared and approved boilerplate form at no additional charge to the member. [Resolution 03-23-69]

ATTACHMENT 4 – REVISED RESOLUTION 03-23-XX AND ALTERATION FEE
SCHEDULE



RESOLUTION 03-23-XX

Alteration Fee Schedule

WHEREAS, alteration and variance requests require significant staff time for proper processing, including research, report preparation, presentation to the appropriate committee and Board; and

WHEREAS, in order to offset a portion of the administrative costs associated with processing alteration applications, the Board has adopted an Alterations Fee Schedule; and

WHEREAS, the attached revisions to the Alteration Fee Schedule are recommended to be approved by the Board; and

WHEREAS, the new Alteration Fee Schedule better aligns the fees with the administrative time it takes to process each task;

NOW THEREFORE BE IT RESOLVED, [DATE], that the Board hereby adopts the revised Alteration Fee Schedule as attached to the official minutes of this meeting and this resolution; and

RESOLVED FURTHER, that the following sections from prior resolutions remain valid:

- (1) The mutual consent processing fee for Solar Panel installation is to be calculated based on 4.7 hours charged at the current bill rates; and the mutual consent processing fee for Solar Panel installation requests is set at the initial rate of \$223 for 2023 and will be adjusted annually with the adoption of the new bill rates; and
- (2) The approval of variances for the use of common areas that extend beyond the original floorplan and that meet the requirements of Civil Code Section 4600, requires the execution and recordation of a Recordable Exclusive Use of Common Area Revocable License; that a flat legal fee of \$750 for the preparation of these agreements as a pass-through charge to the Mutual's legal team is adopted; and the processing of agreements for all other approved variances, including exclusive use common area as recognized within the footprint of the property, will utilize a Counsel-prepared and approved boilerplate form at no additional charge to the member;

RESOLVED FURTHER, that Resolution 03-23-43 adopted April 18, 2023 and Resolution 03-23-69 adopted June 20, 2023 are hereby superseded and canceled; and

RESOLVED FURTHER, that future revisions to the Alteration Fee Schedule will be included with the Annual Assessment Letter Packet that the Finance Department issues every year in November under the Architectural Review Procedures section of the Annual Policy Statement; and

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

AUGUST 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



Laguna Woods Village®

Alteration Fee Schedule

Visit www.lagunawoodsvillage.com for Mutual Standards and Standard Plans

All items below require HOA Mutual Consent from Manor Alterations.

A City Permit may also be required. Contact the City Building Permits office for permitting requirements.

For items not listed, please contact Manor Alterations at (949) 597-4616 or alterations@vmsinc.org

Unauthorized Alteration Fee	\$300
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\$50 Alteration Processing Fee
Alteration Type
Acoustic Ceiling Removal
Awnings (Standard, Less than 54")
Awnings (Powered)
HVAC (No Increase in Amperage)
Tub Replacement
Block Walls (Less than 48" H)
Block Walls (More than 48" H)
Planter Wall
Dishwasher (New Installation)
Door Revision (Exterior)
Electrical
Exhaust Fan
Fences (Less than 84") and Gates
Floor Coverings (Exterior)
Flooring (Vinyl)
Gutters and Downspouts
Metal Drop Shades
Modesty Panels (Balcony)
Patio Slab Revision
Patio Wall Revision
Plumbing
Sliding Glass Doors (Retrofit)
Soft Water System (Independent)
Soft Water System (Connected to Water Heater)
Solar Tubes
Storage Cabinets (Carport)
Tub to Tub Replacement
Windows (Retrofit)
Shades (Roll-up)

NOTES

- Some Alterations may require a Demolition Mutual Consent, which carries a \$50 fee. To confirm if your Alteration will require a Demolition Mutual Consent, please contact Manor Alterations.
- Alteration Fees are paid via credit card upon approval of a completed Mutual Consent application. Manor Alterations will contact applicants directly upon approval to collect payment.
- The following fees, as appropriate to the nature of the work, apply to work completed without a Mutual Consent:
Unauthorized alteration fee + Demolition fee + Mutual Consent fee + Variance fee (if applicable).
- Variance Processing Fees are in addition to any fees incurred via Mutual Consent processing.

Variance Processing Fee	\$150
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Alteration Fees Based on Valuation
Alteration Type
Air Conditioner (Through the Wall)
Bathroom Addition (Split)
Central HVAC (New Installation)
Atrium, Balcony, Patio Covers (Replacement or New Installation)
Doors (New Construction)
Atrium, Balcony, Patio Enclosures
French Doors (New Installation)
Garden Room, Solarium
Heat Pumps (New Installation through Wall)
Man Doors (New Installation)
Plumbing (New Installation or Relocation)
Room Addition
Shower to Shower Replacement
Skylights
Sliding Glass Doors (New Installation)
Tub to Shower Installation
Wall Revisions
Washer and Dryer (New Installation)
Water Heater (Relocation)
Windows (New Construction)

Alteration Fee Legend	
Valuation	Fee
Less than \$750	\$50
\$751 to \$2,000	\$77
\$2,001 to \$4,000	\$168
\$4,001 to \$10,000	\$280
\$10,001 to \$20,000	\$392
\$20,001 to \$29,999	\$504
Above \$30,000	\$700



Other Fees

Type	Fee
Solar Application Processing Fee (1)	\$223
Legal Fee for the preparation of a Recordable Exclusive Use of Common Area Revocable License Agreement (2) to be collected after board approval of the variance	\$750

Future revisions to the Alteration Fee Schedule will be included with the Annual Assessment Letter Packet that the Finance Department issues every year in November under the Architectural Review Procedures section of the Annual Policy Statement.

Following are the applicable sections of the approved resolutions adopting the respective fees:

- (1) The mutual consent processing fee for Solar Panel installation is to be calculated based on 4.7 hours charged at the current bill rates; and the mutual consent processing fee for Solar Panel installation requests is set at the initial rate of \$223 for 2023 and will be adjusted annually with the adoption of the new bill rates. [Resolution 03-23-43]
- (2) The approval of variances for the use of common areas that extend beyond the original floorplan and that meet the requirements of Civil Code Section 4600, requires the execution and recordation of a Recordable Exclusive Use of Common Area Revocable License; that a flat legal fee of \$750 for the preparation of these agreements as a pass-through charge to the Mutual's legal team is adopted; and the processing of agreements for all other approved variances, including exclusive use common area as recognized within the footprint of the property, will utilize a Counsel-prepared and approved boilerplate form at no additional charge to the member. [Resolution 03-23-69]