



## **OPEN MEETING**

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

**Monday, December 11, 2023 – 1:30 p.m.  
Laguna Woods Village Board Room/Virtual Meeting  
24351 El Toro Road, Laguna Woods, California**

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](mailto: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 November 13, 2023
4. Remarks of the Chair
5. Member Comments - (*Items Not on the Agenda*)
6. Response to Member Comments
7. Department Head Update
8. Consent Calendar: *All matters listed under the Consent Calendar are considered routine and will be enacted by the Committee by one motion. In the event that an item is removed from the Consent Calendar by members of the Committee, such item(s) shall be the subject of further discussion and action by the Committee.*
  - a. Over-The-Counter Variances
9. Variance Requests
  - a. None.

10. Items for Discussion and Consideration
  - a. Discussion Interior Inspections
  - b. Discussion Proposed Elimination of Resolution 03-16-07: Low-Flow Toilet Statement of Compliance
  - c. Discussion Revision to Architectural Standard 8: Porch Lift/Elevators
11. Items for Future Agendas
  - a. Proposed Architectural Standard 41B: Solar Panels, 3 Story Buildings
  - b. Proposed Architectural Standard 41C: Solar Panels, Carports and Patio Covers
12. Committee Member Comments
13. Date of Next Meeting: Monday, January 8, 2024 at 1:30 p.m.
14. Adjournment

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

Jim Cook, Chair  
Baltazar Mejia, Maintenance & Construction Assistant Director  
Telephone: 949-597-4616



**OPEN MEETING**

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

**Monday, November 13, 2023 – 1:30 p.m.  
Laguna Woods Village Board Room/Virtual Meeting  
24351 El Toro Road, Laguna Woods, California**

**REPORT**

**COMMITTEE MEMBERS PRESENT:** Jim Cook – Chair, Ralph Engdahl, Andy Ginocchio (Alternate), Nathaniel Ira Lewis, Cris Prince Advisors: Michael Butler, Lisa Mills, Mike Plean

**STAFF PRESENT:** Bart Mejia – Maintenance & Construction Assistant Director, Alan Grimshaw – Manor Alterations Manager, David Rudge – Manor Alterations Inspector II, Josh Monroy – Manor Alterations Coordinator

**1. Call Meeting to Order**

Chair Cook called the meeting to order at 1:30 p.m.

**2. Approval of the Agenda**

Hearing no objection, the agenda was approved by consent.

**3. Approval of the Meeting Report for October 09, 2023**

A motion was made to approve the meeting report as written. The meeting report was approved by majority vote. (Director Prince abstained).

**4. Remarks of the Chair**

None.

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

None.

**6. Response to Member Comments**

None.

**7. Department Head Update**

Mr. Mejia introduced Alan Grimshaw the new Manor Alterations Manager. Mr. Grimshaw provided background on his experience and expertise.

**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 18: Gutters and Downspouts**

The committee suggested eliminating section 2.8 "Gutters and leaf guards are required...". The committee also suggested some additional verbiage: 1. Requiring articulated downspout to gutter angle connectors. 2. Allowing for rain gutter extensions. 3. Requiring paintable vinyl covering for downspouts/gutter so that it matches the existing building color.

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

**b. Revision to Architectural Standard 11: Exclusive Use Common Area Floor Coverings**

The committee agreed to consider the coating or covering of small sections of walkways in common areas that connect to exclusive use common areas on a case by case basis subject to variance requirements.

A motion was made to recommend the Third Board approve the standard with the suggested edits. Hearing no objection, the motion was approved by majority vote. (Director Engdahl abstained).

**c. Review Current Conditions and Restrictions for Solar Installations**

Mr. Mejia provided the committee with updates on the issue. Standard 41: Solar Panels, 1 Story Buildings and Standard 41A: Solar Panels, 2 Story Buildings were both revised this year. The Third Mutual alteration fee schedule was also revised this year to incorporate the solar application processing fee to be \$223.00. In November, the Third Board will be voting to require that the processing fee not exceed statutory limits that apply to cities. The committee suggested drafting new standards to address the installation of solar systems on patio covers and carports.

#### **11. Items for Future Agendas**

- a. Detailed Interior Inspections
- b. Revision to Architectural Standard 8: Porch Lift/Elevators
- c. Proposed Architectural Standard 41B: Solar Panels, 3 Story Buildings
- d. Proposed Architectural Standard 41C: Solar Panels, Carports and Patio Covers
- e. Proposed elimination of Standard 03-16-07: Low-Flow Toilet Statement of Compliance

#### **12. Committee Member Comments**

- Advisor Mills suggested removing the requirement to certify the existence of low-flow toilets.

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

#### **13. Date of Next Meeting: Monday, December 11, 2023 at 1:30 p.m.**

#### **14. Adjournment**

The meeting was adjourned at 2:18 p.m.

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Jim Cook, Chair

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

Signature:   
JIM COOK (Nov 20, 2023 11:30 PST)

Email: jimcook3rdmutual@gmail.com

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	<b>Over-The Counter Variances</b>	
<b>Approved Variances in December 2023</b>	<b>Description of Variance</b>	<b>Previously Approved Resolution #</b>
5538-B	<ul style="list-style-type: none"> <li>Rear extension on 8' x 32' exclusive use common area and front Bedroom extension on 10'-6" x 17'-0" exclusive use common area</li> </ul>	03-23-17

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