



**OPEN MEETING**

**REGULAR MEETING OF THE THIRD LAGUNA HILLS MUTUAL LANDSCAPE  
COMMITTEE**

**Thursday, March 1, 2018 – 9:00 a.m.  
Laguna Woods Village Community Center Board Room  
24351 El Toro Road**

**AGENDA**

1. Call to Order
2. Acknowledgment of Media
3. Approval of the Agenda
4. Approval of Meeting Report for February 1, 2018
5. Chair's Remarks
6. Member Comments (Items Not on the Agenda)
7. Response to Member Comments
8. Department Head Update

**Consent:**

None

**Reports:**

9. Prioritization & Cost Estimates for Proposed Landscape Modernization Projects

**Items for Discussion and Consideration:**

**10. Tree Removal Requests:**

- a) Appeal of Denied Request to Remove Tree – 3110-D (Spinogatti)
- b) Appeal of Denied Request to Remove Tree – 5493-A (Sohn)
- c) Request for Tree Removal – 5593-B (Nitkin)
- d) Request for Tree Removal – 3436-P (Costeens)
- e) Request for Tree Removal – 5505 (Gasser)
- f) Request for Tree Removal – 3060-C (Radke)

**\*\*Committee Tour – Visitation of various sites corresponding to landscape requests received from Mutual members and/or other Committee interests and/or projects.**

***To be conducted after all other business is concluded.***

**Items for Future Agendas:**

11. Fire Risk Management (April)
12. Landscape Manual Update (April)
13. Species Specific Trimming Program Implementation (April)
14. Sustainability Partners/UgMO Pilot Program Review (June)



Concluding Business:

- 15. Committee Member Comments
- 16. Date of Next Meeting – April 5, 2018
- 17. Adjournment

James Tung, Chair  
Bruce Hartley, Staff Officer  
Telephone: 949-597-4650

**REPORT OF THE REGULAR MEETING OF THE  
THIRD LAGUNA HILLS MUTUAL LANDSCAPE COMMITTEE**

Thursday, February 1, 2018 – 9:00 a.m.

Laguna Woods Village Community Center Board Room – 24351 El Toro Road

**MEMBERS PRESENT:** James Tung – Chair, Susan Caine – Vice Chair, John Frankel, Jules Zalon, Violet Lawrence (Advisor)

**MEMBERS ABSENT:** None

**OTHER DIRECTORS:** Steve Parsons

**STAFF PRESENT:** Bruce Hartley, Larry Hernandez, Bob Merget, Kayla Aninzo

**1. Call to Order**

Chair Tung called the meeting to order at 9:00 a.m.

**2. Acknowledgement of Media**

No press was present.

**3. Approval of the Agenda**

Item 14c was pulled from the agenda. Manor 3441-A was added as item 14e.

The agenda was approved as amended.

**4. Approval of Meeting Report for January 4, 2017**

The Committee report was approved by consensus without objection.

**5. Chair's Remarks**

Chair Tung commented that the water meters in Third Mutual with high use are due to specific irrigation issues that are being addressed by staff.

**6. Member Comments (Items Not on the Agenda)**

- Doris Holloway-Brown (5499-3F) discussed the timing of tree removals in response to a letter received from the Third Board.
- Howard Novak (5499-1G) commented on the same tree removal issues.
- Lynne Corboz (3250-O/3505-C) thanked staff for their work and inquired about landscaping policies.
- Eileen Lazar (5220) thanked staff for their work and asked about landscape schedules.
- Douglas Gibson (5289) commented that he is very appreciative of staff and their work.

**7. Response to Member Comments**

Staff and several Directors responded to the comments and answered questions. Staff will follow up with the tree removal at 5499-3F. A two week projection of landscape schedules is available on the Village website.

## **8. Department Head Update**

Bruce Hartley, General Services Director, commented that the two new supervisors will be introduced at the next meeting.

Larry Hernandez, Landscape Supervisor, commented that Angel De La Torres, Landscape Supervisor, is overseeing Gates 9, 10, and 14. Jay Niemczak, Landscape Supervisor, is overseeing Gates 7, 8, and 13. Communication with residents has been reestablished and the feedback from residents has been positive. Staff is focused on cleaning up the area and is making progress.

Director Caine commented that she is delighted by all the positive feedback. She thanked residents for their kind remarks that encourage staff to move forward. She welcomed positive suggestions from the public.

### **Consent:**

None

### **Reports:**

#### **9. 2017 Landscape Work Request Closure Analysis**

Bruce Hartley explained the 2017 Landscape Work Request Closure Analysis reports.

The total ticket volume by month for the Division was analyzed by comparing prior years' response rates to 2017. Staff worked hard to close tickets in the months of June through November, finishing the year in a downward progression of 'Open' tickets compared to previous months. Another measure of the level of customer service is the response time to requests. The response rate by work center was analyzed, comparing data to previous years, representing how quickly staff responds to tickets within one calendar day. The data reflects that the trend is going in the wrong direction, but will be corrected over time with the restructuring of the Division. There will be continued improvement throughout the year.

#### **10. Landscape Modernization Update**

Bruce Hartley commented that the budget for 2018 allotted for \$250,000 in Landscape Modernization, and staff is seeking direction from the Committee. Staff recommends addressing the high maintenance areas or areas with the greatest source of complaints.

Several Directors and staff discussed the Landscape Modernization Project. Chair Tung suggested that the slopes should be prioritized. Director Caine suggested that areas in need of work should be prioritized.

Director Frankel made a motion directing staff to provide an analysis on the costs and calendar if Landscape Modernization were to follow the Paint Program. Director Caine seconded the motion. The motion passed unanimously.

Staff will provide information on following the Paint program and will provide a list of higher priority slopes or other areas for beautification along with cost estimates to the Committee at the next meeting.



**Items for Discussion and Consideration:**

**11. Species Specific Trimming Program**

Bruce Hartley discussed the Species Specific Trimming Program. Beginning in January 2018, the ArborPro tree inventory software program was implemented, tracking tree trimming performed by staff. Staff is compiling information based on data generated to support future decisions related to determining trimming schedules. Currently, trimming cycles are based on species and location, and are on an approximate three year cycle. To achieve cost neutral results, species with fruiting characteristics or trees near street lights, traffic signs, or other facilities can be accelerated, while other, less problematic species can be delayed.

Chair Tung asked staff to come up with a proposal. Director Frankel commented that he would like the program to be cost neutral or cost savings. Director Caine commented that staff should prioritize trees with safety concerns.

Mr. Hartley commented that trimming near street lights will included in the program. Implementation of the Species Specific Trimming Program will require public education to prevent complaints. Staff will put together a list of trees to accelerate and trees to delay. By default, all other trees will be on a 34 month cycle.

Director Frankel made a motion to approve the item as recommended. Director Caine seconded the motion. The motion passed unanimously.

**12. Tree Topping Policy**

Bruce Hartley explained that tree topping is a generalized term that refers to making large cuts to the main trunk or structural branches of a tree. All trimming performed by VMS crews in in conformance with pruning standards adopted by the International Society of Arboriculture. Staff recommends a "No Tree Topping Policy," with the following three exceptions: to treat or eliminate insect or disease, trees already topped, and individual removal of specific trees growing in groupings or stands of trees where view obstruction is an issue; when views can be improved while preserving the overall look an intent of the plantings.

Director Frankel commented that trees only be topped based on arborist recommendation. Chair Tung commented that it needs to be clear to residents that trees are Mutual property.

Director Frankel made a motion to approve staff recommendation. Director Caine seconded the motion. The motion passed unanimously.

**13. Landscape Manual Update**

The Landscape Maintenance Manual was last revised in April 2011. Staff presented the initial draft revision and asked for input from the Committee. Staff will come back to the Committee with 90 percent of the revisions completed.

Director Frankel made a motion to approve staff recommendation and recommend to the Third board to put the Yellow Stake Program on hold. Director Zalon seconded the motion. The motion passed unanimously.

Chair Tung commented to revise the wording of the Safety portion on page six of the manual.

Barbara Harris (3416-B) asked about landscaping procedures.

Director Parsons asked about landscaping procedures.

Bruce Hartley commented that staff recycles and manages 100 percent of green waste generated in the Community. He advised residents to pile green waste on turf and to call Resident Services for a 'clipping pickup'.

#### **14. Tree Removal Requests**

The Committee tour followed the meeting and was attended by Chair Tung, Director Caine, Director Frankel, Director Zalon, and Advisor Lawrence.

**a. Request for Tree Removal – 3242-2C (Cosgrove)**

Recommendation: the Committee unanimously recommended the denial of the request to remove one Olive tree. At the time of inspection, the tree was in fair condition and well placed. The tree was last pruned in December 2017. Staff will trim on schedule during normal trim cycle in October 2020.

**b. Request for Tree Removal – 5570-A (Kim)**

Recommendation: the Committee unanimously recommended the denial of the request to remove one Fern Pine tree. At the time of inspection, the tree was in good condition and well placed. The tree was last pruned in June 2015. Staff will trim on schedule during normal trim cycle in April 2018.

**c. Appeal of Denied Request to Remove Tree – 5503-C (Johnston/Kang)**

This item was pulled from the agenda.

**d. Reconsideration of Tree Removal – 3487-A (Klein)**

Recommendation: the Committee reconsidered the removal of one Spotted Gum tree. The Committee voted 2-0 to deny the request to remove the tree. Director Caine abstained. Trees are not removed to establish or preserve views. The tree was one of four similar trees to the rear of the manor. The tree impacted the views for a small portion of the panorama visible to the manor. The tree is in good condition with no other justification for removal identified. The tree is scheduled for pruning in May 2018.

**e. 3441-A (Higashi/Miyauchi)**

The Committee visited the location and observed a non-compliant paver installation project completed by the resident.

The Committee visited Building 5499 during the tour to look at two Ficus trees growing near the parking area. The Committee discussed the trees previously marked for removal and directed staff to send a letter to Doris Holloway-Brown (5499-3F) confirming that the two trees would be removed on schedule during the month of April 2018.

#### **Items for Future Agendas:**

**15. Tree Removal and Re-landscaping Request – 5152 Ave. Despacio (Kreter) (March)**

**16. Fire Risk Management (March)**

#### **Concluding Business:**

**17. Committee Member Comments**

Director Zalon commented on fire protection.



Advisor Lawrence inquired about the ArborPro software program.

Director Frankel commented on fire risk management.

Director Caine thanked staff for the revision of the Landscape Manual. She commented that chargeable services should be specific.

Lynne Corboz (3250-O/3505-C) asked to clarify issue for landscaping when properties are sold to new owners.

Bruce Hartley responded that the issue is resolved in the transaction between owner and buyer. Manors are inspected for alterations when manors change hands. If landscape is nonstandard, the new owner accepts it as or the seller must restore it to standard landscaping as a chargeable service.

Chair Tung commented that chargeable services should be detailed in the Manual.

**18. Date of the Next Meeting – March 1, 2018**

The date of the next meeting of the Third Laguna Hills Mutual Landscape Committee is scheduled for Thursday, March 1, 2018 at 9:00 a.m. in the Board Room of the Corporation's principal offices, 24351 El Toro Road, Laguna Woods, California.

**19. Adjournment**

Chair Tung adjourned the meeting at 11:14 a.m.

  
James Tung, Chair  
Third Landscape Committee

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## STAFF REPORT

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**DATE:** March 1, 2018  
**FOR:** Landscape Committee  
**SUBJECT:** Prioritization & Cost Estimates for Proposed Landscape Modernization Projects

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### **RECOMMENDATION**

Approve the prioritization of three landscape modernization projects: the Gate 9 entrance slope; the Pina slope in the Gate 11 area; and the planters along cul-de-sac 212 in the Gate 6 area.

### **BACKGROUND**

At the February 1, 2018 Landscape Committee meeting, staff identified potential projects for the Landscape Modernization funding included in the 2018 Third Mutual budget. Slopes at Gate 9, Gate 11, and along Punta Alta were identified by staff as locations that would benefit by reducing turf and performing irrigation retro-fitting and re-landscaping. The Committee directed staff to bring back cost estimates for the highest priority projects for consideration and to add a project in the Gate 6 area. Staff met with a Committee member and a Board member to discuss a potential Gate 6 project; agreeing that cul-de-sac 212 would be an appropriate area for re-landscaping that would make a significant improvement to the appearance of the entrance to the neighborhood and all along the cul-de-sac which would benefit a large number of manors.

### **DISCUSSION**

The areas suggested for improvement are in varying states of decline. The Gate 9 entrance area has a large bare area that has been challenging to maintain and typically is dominated by weeds. It is highly visible, being at the entrance to the community. The Pina Slope in Gate 11 was previously evaluated as a potential turf reduction project and has already had some of the necessary irrigation improvements completed. The predominantly turf slope was not re-seeded following years of drought in anticipation of this project. The project in cul-de-sac 212 would address aging landscaping growing in very challenging soil conditions that have been adversely affected by the conversion to recycled water. Soil improvements and the replacement of plant material with species tolerant of the recycled water would give the entire neighborhood a much more aesthetically pleasing look.

The irrigation systems in these areas need minor upgrading to improve coverage, increase water use efficiency, and to better support the landscape plantings. Some of these areas have turf areas that perform poorly due to competition with trees or have poor soils. These areas will be converted to shrubs and/or groundcover. Any poorly performing plants will be replaced in the process of re-planting.

Third Laguna Hills Mutual  
Prioritization & Cost Estimates for Proposed Landscape Modernization Projects  
March 1, 2018

The following is a brief summarization of the work to be performed:

- Poorly performing shrub and slope plantings, as well as any plantings damaged due to any irrigation upgrades will be replaced.
- Standard sprinkler spray nozzles will be changed to higher efficiency, low precipitation rate rotating stream nozzles;
- Minor sprinkler nozzle adjustments and repairs will be made as needed to maximize water use efficiency;
- Lawn areas that are performing poorly due to competition with trees or other factors will be converted to shrubs and/or groundcover;
- Lawn areas that are difficult or inefficient to mow will be converted to shrubs or groundcover;
- Organic mulch will be placed over bare soil to reduce moisture loss and erosion, and to begin to build a more favorable growing environment for the drought tolerant landscape plants.

Work would begin at the Gate 9 – entrance slope; followed by Gate 11 – Pina slope; and then complete the cul-de-sac 212 entrance and planters.

The estimated costs for each of the proposed projects are presented in the table below:

Location	Square Footage	Estimated Labor Hours	Estimated Labor Costs	Estimated Material Cost	Total Cost Estimate	Cost Per Sq. Ft.
Gate 9 Slope	9,000	826.25	\$37,621.76	\$22,042.04	\$59,663.80	\$6.63
Gate 11 Slope	13,446	1,214.57	\$54,037.70	\$30,523.50	\$84,561.20	\$6.29
Cul-De-Sac 212	20,197	1,633.21	\$64,940.61	\$40,175.07	\$105,115.69	\$5.20
<b>Total:</b>	<b>42,643</b>	<b>3,674.03</b>	<b>\$156,600.07</b>	<b>\$163,913.68</b>	<b>\$249,340.69</b>	<b>\$5.84</b>
Punta Alta Slope	9,140	734.43	\$32,771.34	\$18,607.52	\$51,378.87	\$5.62
<b>Total w/ Punta Alta:</b>	<b>51,783</b>	<b>4,408.46</b>	<b>\$189,371.42</b>	<b>\$111,348.14</b>	<b>\$300,719.56</b>	<b>\$5.81</b>

At the completion of the three highest priority projects, any remaining funds would be utilized to improve portions of the Punta Alta slope area.

### **FINANCIAL ANALYSIS**

Staff estimates this project will cost approximately \$249,341. The 2018 Business Plan includes \$250,000 in reserve expenditures for landscape modernization intended for this purpose.

**Prepared By:** Larry Hernandez, Landscape Manager

Third Laguna Hills Mutual  
Prioritization & Cost Estimates for Proposed Landscape Modernization Projects  
March 1, 2018

**Reviewed By:** Bruce Hartley, General Services Director

**ATTACHMENT(S)**

ATT-1: Plant list

ATT-2: Photographs

ATT-3: Map of the Project Areas

## PROPOSED PLANT PROFILES

### Shrubs:

#### Indian Hawthorn - *Rhaphiolepis* 'Clara'

Typically growing 4 feet tall by 4 feet wide, these shrubs are drought-tolerant and bloom with pink flowers in the late winter. They are low maintenance, make excellent hedges, and grow well in full sun or partial shade.

#### Silver Queen winter creeper - *Euonymus fortunei* 'Silver Queen'

This shrub eventually grows to 5 feet tall by 4 feet wide, but can be easily shaped. The sheen on the leaf brightens an otherwise dull landscape.

### Succulents:

#### Aloe - *Aloe attenuata*

These plants grow approximately 3 feet tall by 3 feet wide; requiring little to no maintenance, very little water, and thrive in full sun. It produces a flower spike up to 10 feet tall after about 10 years.

#### Blue Chalk Sticks - *Senecio mandraliscae*

This is a very blue-gray succulent that makes an excellent low maintenance groundcover. This plant tolerates full sun or shade and produces a yellow flower several times throughout the year.

### Flowers:

#### Green Golden Shrub Daisy - *Euryops pectinatus* 'Viridis'

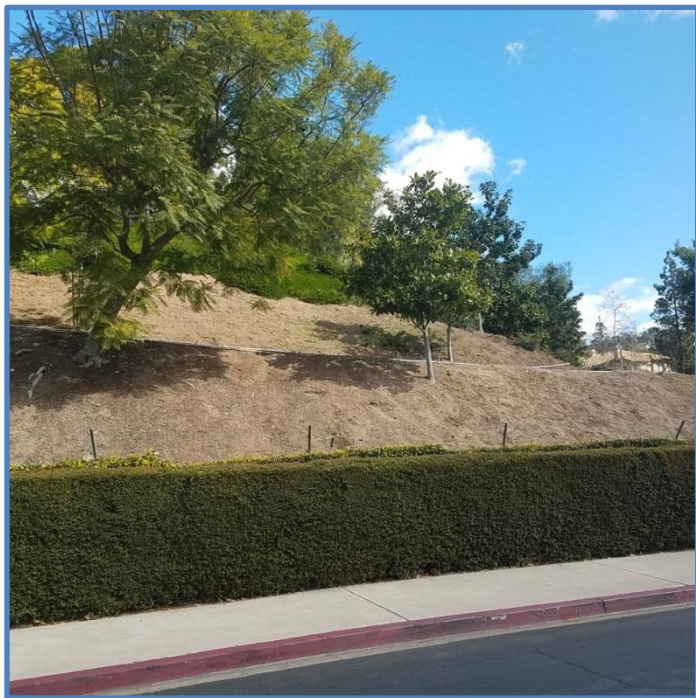
This flowering shrub produces yellow aster-type flowers all year long. It may be used in mass or stand alone to brighten up a shrub planter.

#### Lilly of the Nile - *Agapanthus africanus*

This plant has a wide range of tolerance. It will grow in full sun or shade. Lilly of the Nile flowers in the summer, in blue, purple, or white on tall stalks.



### **GATE 9 ENTRANCE SLOPE**





**PINA SLOPE – GATE 11**





### CUL-DE-SAC 212 PLANTERS



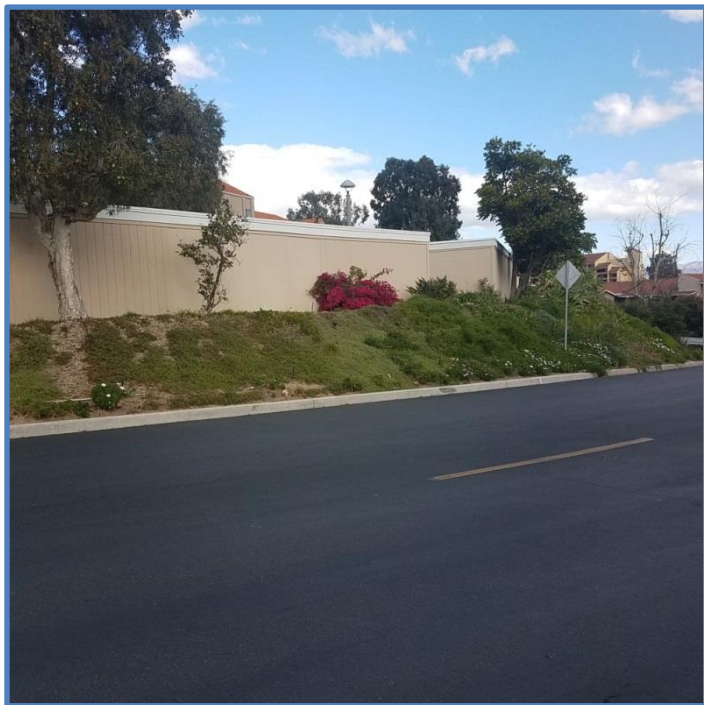


Third Laguna Hills Mutual  
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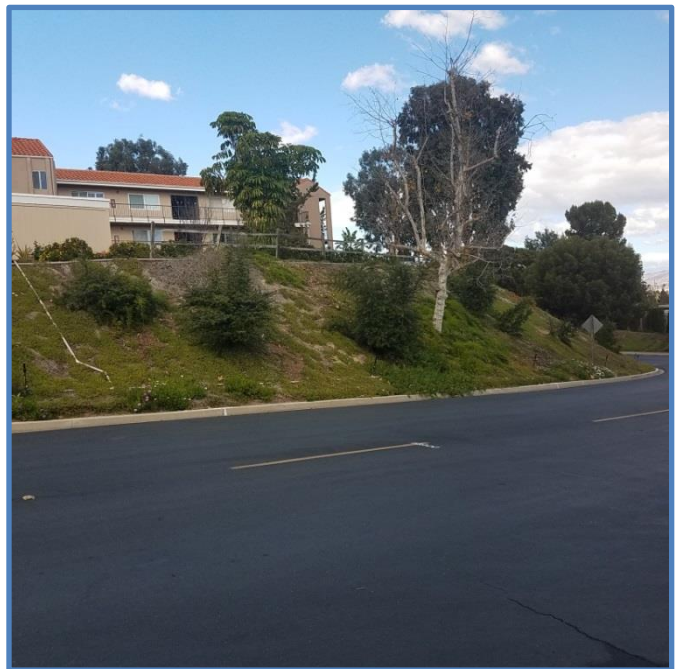
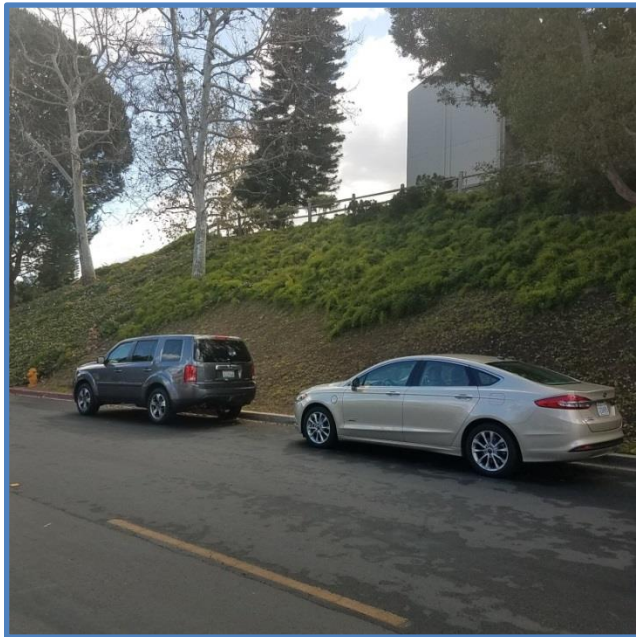




## PUNTA ALTA SLOPES



Third Laguna Hills Mutual  
Prioritization & Cost Estimates for Proposed Landscape Modernization Projects  
March 1, 2018







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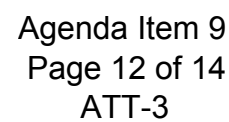
MAINTENANCE CREW AREA ASSIGNMENTS

SECTION 6

Laguna Woods Village® - Laguna Woods

24351 El Toro Road, Laguna Woods, California 82653  
P.O. Box 2220, Laguna Woods, California 92654

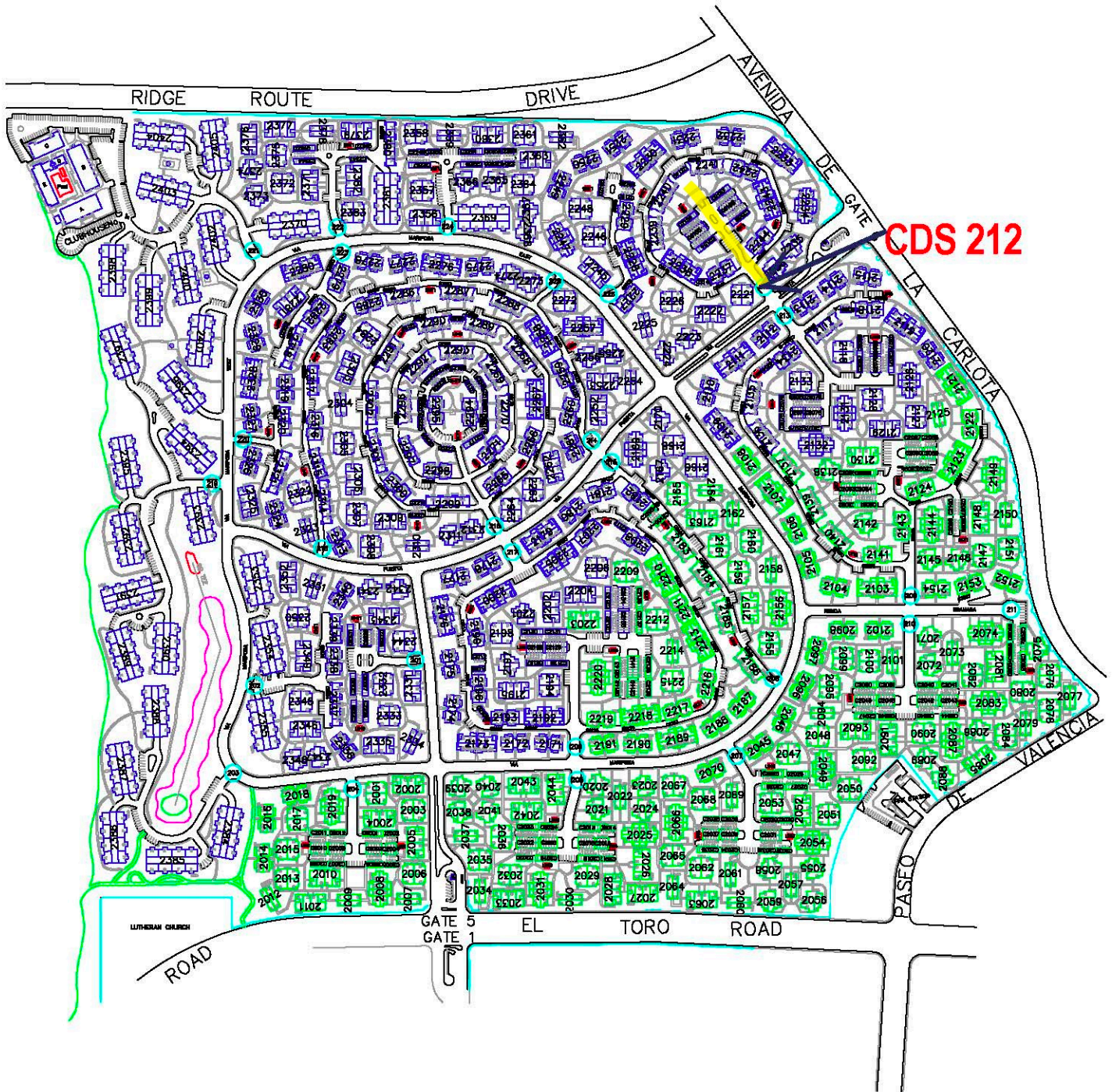




## SECTION 7 - 1

24351 El Toro Road, Laguna Woods, California 92653  
P.O. Box 2220, Laguna Woods, California 92654





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# MAINTENANCE CREW AREA ASSIGNMENTS

## SECTION 1

Laguna Woods Village© - Laguna Woods

24351 El Toro Road, Laguna Woods, California 82653  
P.O. Box 2220, Laguna Woods, California 92654





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# MAINTENANCE CREW AREA ASSIGNMENTS

## SECTION 8 - 1

Laguna Woods Village© - Laguna Woods

24351 El Toro Road, Laguna Woods, California 92653  
P.O. Box 2220, Laguna Woods, California 92654



## STAFF REPORT

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**DATE:** March 1, 2018  
**FOR:** Landscape Committee  
**SUBJECT:** Appeal of Denied Request to Remove Tree – 3110-D (Spinogatti)

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### **RECOMMENDATION**

Deny the appeal request for removal of three palm trees located at 3108-Q.

### **BACKGROUND**

At the meeting of November 2, 2017 the Landscape Committee considered the request by Mr. Spinogatti for the removal of three Queen Palms, *Syagrus romanzoffianum*, located at the front of manor 3108-Q, directly across from Mr. Spinogatti's manor (3110-D). The Committee voted unanimously to deny the request. At that time, the Committee directed staff to revisit the request at a future date (ATT-1). The Committee recommended to the Board that the request be denied, which the Board did at the meeting of November 16, 2017.

On February 8, 2018 a letter was received from Mr. Spinogatti appealing the decision of the Committee (ATT-2). In the letter, Mr. Spinogatti states that the palms were planted by previous owners without appropriate approvals and they have now attained a height that interferes with the view from his manor, which he believes decreases property values and justifies removal.

Three additional residents at 3110 C, P, and Q have signed the Landscape Request Form in favor of removal. Resident at 3108-Q (where trees are located) did not express a preference for removal or keeping the palms (ATT-3). The palms were last pruned in December 2017 and are scheduled for pruning again in approximately December 2020.

### **DISCUSSION**

Currently the palms are in good condition. Their heights vary and the impact on associated views varies from manor to manor. Typically, Queen Palms require two to three trimmings per year to address fruit and frond removal with residents complaining if only trimmed on the current service level of every 34 months. There is no view protection language in the governing documents and there are no designated view lots. Trees and palms are not regularly trimmed, topped or removed to preserve views.

At this time there is no new evidence or information warranting the reversal of the Board's decision to deny the request to remove the three palms.



**FINANCIAL ANALYSIS**

The cost to remove all three palms is estimated to be approximately \$300. The cost to trim them is estimated to be \$315, with an estimated combined value of \$7,623 based on the ArborPro tree inventory.

**Prepared By:** Bob Merget, Landscape Supervisor

**Reviewed By:** Bruce Hartley, General Services Director

**ATTACHMENT(S)**

ATT-1: Excerpt from the Third Landscape Committee Meeting Report for November 2, 2017

ATT-2: Letter Requesting Appeal Dated February 2, 2018

ATT-3: Staff Report from Third Landscape Committee Meeting of November 2, 2017

Munoz.

#### **9b. Garden Villa – Breezeway Resurfacing Project**

Director Carpenter gave an update on the progress of the Garden Villa – Breezeway Resurfacing Project. The Committee is currently in the process of defining the overall design of the project. The Committee will meet with Garden Villa residents to present their recommendations in mid-December.

#### **9c. Irrigation – Water Usage**

The irrigation water usage in Third Mutual has been reaching Tier III and Tier IV billing levels. Staff explained that restoring plant health after the prolonged drought, underground pipe leaks, and landscape restoration efforts have all contributed to high water usage. There is a whole irrigation crew that is always focused on saving water, and performs routine checks on the irrigation system every six weeks, which includes pressure tests that check for leaks in underground pipes. Staff will reinvestigate problem areas to ensure optimal water usage.

#### **9d. Trimming for Solar Panels – Building 2393**

Staff explained that no tree removals or excessive trimming or topping is taking place at this time for solar panel clearance on Building 2393. Staff will perform tree trimming and crown reductions as needed.

#### **Items for Discussion and Consideration:**

##### **10. Tree Removal Requests**

The Committee tour followed the meeting, and was attended by Chair Tung, Director Frankel, and Director Caine. Director Carpenter was absent.

**a. 3110-D Via Serena (Spinogatti, 08/03) – Request for Tree Removal – Queen Palms (3)**

Recommendation: the Committee unanimously recommended denial of the request to remove the three palms. The Committee directed staff to revisit the request at a future date.

**b. 5152 Avenida Despacio (Kreter, 04/14) – Request for Tree Removal – Carrotwood**  
Maryan Kreter explained her proposal to the Committee.

Recommendation: the Committee unanimously took no action on the request to remove the tree. Request will be deferred to a future meeting, pending review and approval of the property owner's proposed landscape plan.

**c. 5284 Pina (Um, 06/16) – Request for Tree Removal – Carrotwood**

Recommendation: the Committee unanimously recommended denial of the request to remove the tree. There was no visible structural damage to the manor, and the tree was in good condition. The tree will be trimmed on the next scheduled cycle.

**d. 5509-A Paseo Del Lago West – Request for Tree Removal – Chinese Elm Tree**

Recommendation: the Committee unanimously recommended denial of the request to remove the tree with the following direction to Staff: trim tree blocking streetlight and root prune tree to prevent damage to driveway.

February 2, 2018

Bruce Hartley-General Services Director

Third Laguna Hills Mutual

C/O Laguna Woods Village HOA

P.O. Box 2220, Laguna Hills, CA, 92654-2220



Re. Your Letter Dated January 10, 2018, reflecting the Boards Decision on my request, below, dated September 8, 2017.

Delivered: Via Email and Hand Delivered to the HOA Main Office on El Toro Road, L.W.

Bruce,

As outlined below, *I am writing to express my strong disappointment with the Board's decision (letter dated January 10, 2018-attached)* on my Landscape request relative to removing the very tall Queen Ann Palm trees, per my Landscape Committee request, dated 9/8/2017 (attached). As outlined on the application to remove the trees, my three neighbors all signed the application, given that their property and/or views are being impacted accordingly. My first and/or last discussion with the Landscape Committee was a confirmation of my facts that the Trees were planted out of compliance, and therefore, should be removed accordingly. However, upon further inquiry, I learned the Landscape Committee Manager left Laguna Woods, and my request has been denied!

I find it troubling that the Board declined my request (without providing for any reason); therefore, reinforcing and/or permitting the planting of the trees that were planted out of compliance of HOA rules! The trees are not only impacting our collective views, but the trees are also impacting the values of our properties. I purchased my Manor over 15 years ago for the views, which are now being impacted, given the neglect and non-compliance of the home-owner and the Board's inability to police the planting policy. I am now having to paying the price, a price that should not be the responsibility of the home-owners that are abiding by the rules and regulations of the HOA and planting policy. It appears the Board is supporting the non-compliance residences at the price of home-owners that are paying their HOA dues and living within the HOA CC&R, I would like to know how this is rational and logical thinking?

Therefore, I am seeking an appeal of the Board's decision and requesting meeting with the board. Please advise of the next available date? Please confirm receipt of this letter via email ( ), and cell phone 949-351-4877.

*Thomas Spinogatti* 

C/O non-residence owner (Mailing Address: 24855 Stonegate Lane, Laguna Niguel, CA, 92677)

3110 Via Serena, Unit D (Owner since 2002)

L.W., CA, 92653

949-351-4877



September 8, 2017

**Attention Laguna Woods Village Landscape Division**

C/O Laguna Woods Village HOA

P.O. Box 2220, Laguna Hills, CA, 92654-2220

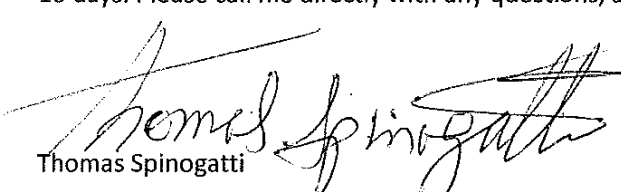
To whom it May Concerned, Landscape Committee,

Please note the attached Mutual Landscape Request form completed for the removal of three (3) Queen Ann Palm trees, located at 3108. These palm trees were planted by the previous owner who flipped the property to the current owner. The trees have now grown to heights of 25 feet, which are now impacting our views at 3110, and impacting real estate values.

I personally bought my Manor 3110-D 15 years ago for the views and now today my view and my neighbors view are all being impacted, which has a direct impact to property values! The lost value of these views is estimated at \$100,000's / hundreds of thousands of dollars! Views are reportedly at only 10% of the Manors at the Village, and we need to preserve our views accordingly. We collectively strongly believe one owner's mistake of planting un-approved palm trees should not impact some many residence and provide for lost value! Homeowners should be looking to create value for themselves and their neighbors, not creating lost value!

Therefore, given the above outlined and the completed forms and signatures by the four owners attached herein, we request that the three palm trees in question be removed accordingly.

I would appreciate your immediate attention in this matter, and providing for resolution within the next 10 days. Please call me directly with any questions, at 949-351-4877.



Thomas Spinogatti

3110-D via Serena-non-owner resident

Laguna Woods, CA, 92653

949-351-4877



January 10, 2018  
Mr. Thomas Spinogatti  
24855 Stonegate Lane  
Laguna Niguel, CA 92677

Dear Mr. Spinogatti,

This letter was previously sent to the address listed on your Mutual landscape request form. Please specify your preferred address for all future correspondence.

Your request for the removal of three Queen Palm trees was considered at the November 16, 2017, Regular Meeting of the Third Laguna Hills Mutual Board of Directors.

Please be advised that the Board of Directors denied your request to have the trees removed in Third at this time.

In accordance with Resolution 03-13-105, you may appeal the Board's decision to the Landscape Committee within 30 days of the decision made on November 16, 2017. The Board will make a final decision upon review of a recommendation from the Landscape Committee.

As the initial letter was not received within 30 days of the Board's decision, an exception will be made to honor an appeal within 30 days of the date on this letter.

The General Services Division can be reached at (949) 597-4650, should you require further assistance.

Sincerely,

A handwritten signature in cursive script that reads "Bruce Hartley".

Bruce Hartley  
General Services Director



## STAFF REPORT

---

**DATE:** November 2, 2017  
**FOR:** Landscape Committee  
**SUBJECT:** Request for Tree Removals by 3110-D (Spinogatti)

---

### **RECOMMENDATION**

Approve the request for removal of three trees during the next trimming cycle, approximately December 2018

### **BACKGROUND**

Mr. Spinogatti purchased his manor (3110-D) in August 2003. He is requesting the removal of three Queen Palms, *Syagrus romanzoffianum*, located at the front of 3108-Q (ATT-1). Three additional residents at 3110 C, P, and Q have signed the request in favor of removal. Resident at 3108-Q (where trees are located) has no preference for removal or keeping the palms. The reasons cited by Mr. Spinogatti for the removal, is view obstruction from his manor.

The trees were last pruned in December 2015, and are scheduled for pruning again in approximately December 2018.

### **DISCUSSION**

The palms are in good condition. However, Queen Palms are considered to be a trimming 'cycle buster' as they require two to three trimmings per year rather than the current service level of once every 34 months. Therefore, staff is supporting their removal as part of a long range program to reduce high maintenance species from the inventory.

### **FINANCIAL ANALYSIS**

The cost to remove all three palms is estimated to be \$300; cost to trim all three is estimated at \$315 with an estimated total value of \$7,623, based on the ArborPro tree inventory.

**Prepared By:** Bob Merget, Landscape Supervisor

**Reviewed By:** Lori Moss, Community Manager

Bruce Hartley, General Services Director

### **ATTACHMENT(S)**

ATT-1: Photograph, Letter, Mutual Landscape Request Form





# MUTUAL LANDSCAPE REQUEST FORM

PLEASE NOTE: THIS FORM IS NOT FOR ROUTINE MAINTENANCE REQUESTS

Your request is important to us and will be handled accordingly. Per the policy of your Mutual, if your request falls outside the scope of the managing agent's authority, it will be forwarded to the Landscape Committee for their review. If you are unsure whether your request falls into this category, first please contact your area's landscape supervisor through Property Services at 597-4600 in order to make that determination. If this is the case, then first you will receive a written confirmation acknowledging receipt of your request with an explanation of the review process. Once reviewed by the Committee, a recommendation will be made to the Board of Directors for action. You will then be notified of the Board's decision. Please be patient as this process can take from a few weeks to a month or longer.

Date: 9/6/2017 Address: 3110 Via Leona, Unit D

Requestor Signature: Thomas Spinogeth Print Name Thomas Spinogeth  
(owner signature is required on the line above if the requestor is a lessee or occupant)

Request (please check): REFER TO GUIDELINES ON REVERSE SIDE

☒ Tree Removal ☐ Plant Replacement ☐ Off-Schedule Trimming

☐ Landscape Design Change (e.g., Alteration of Turf and/or Flower Bed, Paved Planter Conversion, Stepping Stones, Mortarless Block Garden Walls, etc.): Please note that all requests for design changes must include a design plan with a description (including a list of plant selections and/or materials, if applicable).

☐ Other (explain): Blocking views, palm trees  
Were not authorized or approved from planting.

Reason (please check): REFER TO GUIDELINES ON REVERSE SIDE

☐ Structural Damage ☐ Sewer Damage ☐ Overgrown ☐ Poor Condition  
☐ Litter/Debris ☐ Personal Preference ☒ View Obstruction ☐ Other (explain):

Description & Location: (3108) Below my unit - 3 palm trees -  
I bought the manor, 15 years ago for the view

Signatures of All Neighbors Affected by this Request (owner signature is required below for lessees and occupants of neighboring residences):

Signature	Manor #	For	Undecided	Against
<u>Thomas Spinogeth (TS)</u>	<u>3110-D</u>	<u>X</u>		
<u>John J. [unclear]</u>	<u>3110-P</u>	<u>X</u>		

(Please attach a separate sheet if more signatures are necessary.)

PLEASE FORWARD COMPLETED REQUEST FORM TO:

Laguna Woods Village Landscape Division  
P. O. Box 2220, Laguna Hills, CA 92654-2220

# MUTUAL LANDSCAPE REQUEST FORM

PLEASE NOTE: THIS FORM IS NOT FOR ROUTINE MAINTENANCE REQUESTS

Your request is important to us and will be handled accordingly. Per the policy of your Mutual, if your request falls outside the scope of the managing agent's authority, it will be forwarded to the Landscape Committee for their review. If you are unsure whether your request falls into this category, first please contact your area's landscape supervisor through Property Services at 597-4600 in order to make that determination. If this is the case, then first you will receive a written confirmation acknowledging receipt of your request with an explanation of the review process. Once reviewed by the Committee, a recommendation will be made to the Board of Directors for action. You will then be notified of the Board's decision. Please be patient as this process can take from a few weeks to a month or longer.

Date: 9/6/2017 Address: 3110 Via Serena, Unit D

Requestor Signature: Thomas Spinozatti Print Name Thomas Spinozatti  
(owner signature is required on the line above if the requestor is a lessee or occupant)

Request (please check): REFER TO GUIDELINES ON REVERSE SIDE

☒ Tree Removal ☐ Plant Replacement ☐ Off-Schedule Trimming

☐ Landscape Design Change (e.g., Alteration of Turf and/or Flower Bed, Paved Planter Conversion, Stepping Stones, Mortarless Block Garden Walls, etc.): Please note that all requests for design changes must include a design plan with a description (including a list of plant selections and/or materials, if applicable).

☐ Other (explain): Blocking views, palm trees  
were not authorized or approved for planting.

Reason (please check): REFER TO GUIDELINES ON REVERSE SIDE

☐ Structural Damage ☐ Sewer Damage ☐ Overgrown ☐ Poor Condition  
☐ Litter/Debris ☐ Personal Preference ☒ View Obstruction ☐ Other (explain):

Description & Location: Below my unit - 3 palm trees -  
I bought the manor, 15 years ago for the view.

Signatures of All Neighbors Affected by this Request (owner signature is required below for lessees and occupants of neighboring residences):

Signature	Manor #	For	Undecided	Against
<u>Thomas Spinozatti (TZ)</u>	<u>3110-D</u>	<u>X</u>	<u>—</u>	<u>—</u>
<u>[Signature]</u>	<u>3110-C</u>	<u>X</u>	<u>—</u>	<u>—</u>
<u>See Next page</u>	<u>3110-P</u>	<u>X</u>	<u>—</u>	<u>—</u>
<u>See Next page</u>	<u>3110 Q</u>	<u>X</u>	<u>—</u>	<u>—</u>

(Please attach a separate sheet if more signatures are necessary.)

PLEASE FORWARD COMPLETED REQUEST FORM TO:

Laguna Woods Village Landscape Division  
P. O. Box 2220, Laguna Hills, CA 92654-2220





## STAFF REPORT

---

**DATE:** March 1, 2018  
**FOR:** Landscape Committee  
**SUBJECT:** Appeal Denial of Request for Tree Removals at 5493-A (Sohn)

---

### **RECOMMENDATION**

Deny the appeal for the removal of two Magnolia trees located at 5493-A.

### **BACKGROUND**

At the meeting of December 7, 2017 the Landscape Committee considered the request by Mr. Sohn for the removal of two Southern Magnolia, *Magnolia grandiflora*, trees located at the front of the manor. The Committee voted unanimously to deny the request. At that time, the Committee stated that it would reconsider the denial if provided a doctor's note stating there were allergies to a specific tree (ATT-1). The Committee recommended to the Board that the request be denied, which the Board did at the meeting of November 16, 2017.

### **DISCUSSION**

Mr. Sohn is appealing the Board's decision for denial of the tree removal request stating his wife has significant allergies to Magnolia trees. A letter was received from the treating physician stating Mrs. Sohn has significant allergies to Magnolia trees (ATT-2).

The trees are in good condition and well placed with no visible pests or disease, no missing areas of bark, no cavities, cankers or cracks in the trunk. There are no other known issues supporting removal.

### **FINANCIAL ANALYSIS**

The cost to remove the trees is estimated to be \$315. The estimated combined value is \$4,673 based on the ArborPro tree inventory.

**Prepared By:** Bob Merget, Landscape Supervisor

**Reviewed By:** Bruce Hartley, General Services Director

### **ATTACHMENT(S)**

ATT-1: Excerpt from the Third Landscape Committee Meeting Report for December 7, 2017

ATT-2: Letter Requesting Appeal Dated December 30, 2017

ATT-3: Staff Report from Third Landscape Committee Meeting of December 7, 2017

opposed).

### **11. Tree Removal Requests**

Marianne Kreter (5152 Despacio) commented on the landscaping around her manor.

Lynne Corboz (3505-C) commented on a tree removal request.

The Committee tour followed the meeting and was attended by Chair Tung, Director Caine, Director Frankel, and Director Zalon.

**a. 3162-C Alta Vista (Walsh) Request for Tree Removal – Carob**

Recommendation: the Committee unanimously recommended approval of the request to remove the tree.

**b. 5493-A Paseo Del Lago East (Sohn) – Request for Tree Removal – Southern Magnolia (2)**

Recommendation: the Committee unanimously recommended denial of the request to remove the trees. At the time of inspection, the trees were in good health and were properly placed. The Committee would reconsider if provided with a doctor's note stating allergies to specific tree.

**c. 5503-C Paseo Del Lago West (Kang) – Request for Tree Removal – Rusty Leaf Fig**

Recommendation: the Committee unanimously recommended denial of the request to remove the tree. At the time of inspection, there was no visible structural damage, and the tree was not overgrown. Staff will root prune the tree to prevent damage to sidewalk.

**d. 5272 Avenida Del Sol (Lee) – Request for Tree Removal – California Sycamore**

Recommendation: the Committee unanimously recommended denial of the request to remove the tree. At the time of inspection, the tree was in good condition and well placed. Staff will trim on schedule.

**e. 3487-A Calle Azul (Klein) – Request for Tree Removal – Spotted Gum**

Recommendation: the Committee unanimously recommended denial of the request to remove the tree. Trees should not be removed because of view obstruction, as stated in the Mutual's Tree Removal Guidelines.

**f. 5561-B Via Portora (Yun) – Request for Tree Removal – Weeping Fig**

Recommendation: the Committee unanimously recommended the denial of the request to remove the tree with the following direction to Staff: reline the sewer at the Mutual's expense and trim on regular trim cycle.

### **Items for Future Agendas:**

**12. UgMO – Soil Sensor Pilot Project (January 2018)**

**13. Review of 2017 Landscape Division Accomplishments (January 2018)**

**14. 2018 Vision for Landscape Division (January 2018)**

**15. Species Sensitive Trimming Cycle (February 2018)**

**16. Tree Topping Policy (February 2018)**

**17. Landscape Manual Update (February 2018)**



**UC Irvine Health**

Howon Sohn | MRN: 2452253

December 27, 2017

Howon Sohn  
5493 Paseo Del Lago E Unit A  
Laguna Woods CA 92637

Dear Community Association,

Mrs Sohn has significant allergies to Magnolia trees. Please removed the trees close to her home.

Sincerely,

A handwritten signature in black ink, appearing to read "Emilie L. Chow".

Emilie L Chow, MD

UCI PLAZA INTERNAL MEDICINE  
1 Medical Plaza Drive  
Irvine CA 92697-6250  
TEL: 949-824-8600  
FAX: 949-824-1599  
Page 1 of 1



1/3/18  
Bruce & Kathy  
hand.

Landscape Department and  
General Services Department

December 30, 2017 General

Dear Sirs,

From General Services Department, I received a denial letter for removing two Magnolia trees which are giving serious allergy to me particularly during blooming season.

Please review intensely <sup>my</sup> doctor's opinion, which I attached here on this letter.

Thank you, in advance, for your kind support on the matter.

Sincerely,

Howon Sohn



5493 Paseo Del Lago E,  
Laguna Woods, CA 92637

**RECEIVED**  
JAN 03 2018  
Gen Mgrs. Office



December 21, 2017  
Mr. Han Sohn  
5493 Paseo Del Lago East Unit A  
Laguna Woods, CA 92637

Dear Mr. Sohn,

Your request for the removal of two Southern Magnolia trees was considered at the December 19, 2017, Regular Meeting of the Third Laguna Hills Mutual Board of Directors.

Please be advised that the Board of Directors denied your request to have the trees removed in Third at this time.

In accordance with Resolution 03-13-105, you may appeal the Board's decision to the Landscape Committee within 30 days of the decision made on December 19, 2017. The Board will make a final decision upon review of a recommendation from the Landscape Committee.

The Landscape Department can be reached at (949) 597-4637, should you require further assistance.

Sincerely,

  
Bruce Hartley  
General Services Director



## STAFF REPORT

---

**DATE:** December 7, 2017  
**FOR:** Landscape Committee  
**SUBJECT:** Request for Tree Removal by 5493-A (Sohn)

---

### **RECOMMENDATION**

Deny the request for removal of the trees located at 5493-A, and schedule trimming as needed during normal trimming cycle.

### **BACKGROUND**

Mr. Sohn purchased the manor in June 2015. He is requesting the removal of two Southern Magnolia, *Magnolia grandiflora*, trees located at the front of the manor (ATT-1). The reasons cited for the removals are view obstruction and allergies due to flowers.

The trees were last pruned in August 2015 and are scheduled for pruning again in approximately August 2018.

### **DISCUSSION**

Currently the trees are in good condition and well placed with no visible pests or disease, no missing areas of bark, no cavities, cankers or cracks in the trunk.

### **FINANCIAL ANALYSIS**

The cost to remove the trees is estimated at \$315, cost to trim is estimated at \$200 and the estimated combined value is \$4,673 based on the ArborPro tree inventory.

**Prepared By:** Bob Merget, Landscape Supervisor

**Reviewed By:** Lori Moss, Community Manager

Bruce Hartley, General Services Director

### **ATTACHMENT(S)**

**ATT-1: Photograph**

**ATT-1: Mutual Landscape Request Form**





# MUTUAL LANDSCAPE REQUEST FORM

PLEASE NOTE: THIS FORM IS NOT FOR ROUTINE MAINTENANCE REQUESTS

Your request is important to us and will be handled accordingly. Per the policy of your Mutual, if your request falls outside the scope of the managing agent's authority, it will be forwarded to the Landscape Committee for their review. If you are unsure whether your request falls into this category, first please contact your area's landscape supervisor through Property Services at 597-4600 in order to make that determination. If this is the case, then first you will receive a written confirmation acknowledging receipt of your request with an explanation of the review process. Once reviewed by the Committee, a recommendation will be made to the Board of Directors for action. You will then be notified of the Board's decision. Please be patient as this process can take from a few weeks to a month or longer.

Date: Oct. 16, '07 Address: 5493 Paseo Del Lago E. # 100 Woods, CA

Requestor Signature: David John Print Name HAN SOHN 92637  
(owner signature is required on the line above if the requestor is a lessee or occupant)

phone # 847-998-47

Request (please check): REFER TO GUIDELINES ON REVERSE SIDE

- ☒ Tree Removal ☐ Plant Replacement ☐ Off-Schedule Trimming  
☐ Landscape Design Change (e.g., Alteration of Turf and/or Flower Bed, Paved Planter Conversion, Stepping Stones, Mortarless Block Garden Walls, etc.): Please note that all requests for design changes must include a design plan with a description (including a list of plant selections and/or materials, if applicable).

☐ Other (explain): See an Attachment.

Reason (please check): REFER TO GUIDELINES ON REVERSE SIDE

- ☐ Structural Damage ☐ Sewer Damage ☐ Overgrown ☐ Poor Condition  
☐ Litter/Debris ☐ Personal Preference ☒ View Obstruction ☒ Other (explain):

See an Attachment.

Description & Location: \_\_\_\_\_

Signatures of All Neighbors Affected by this Request (owner signature is required below for lessees and occupants of neighboring residences):

Signature	Manor #	For	Undecided	Against
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

(Please attach a separate sheet if more signatures are necessary.)

PLEASE FORWARD COMPLETED REQUEST FORM TO:

Laguna Woods Village Landscape Division  
P. O. Box 2220, Laguna Hills, CA 92654-2220

October 12, 2017

ATTACHMENT:

Tree Remove or Drastic Trimming: This is our second request!

There are two Magnolia trees, one is very tall in front of our manor. The other one is near our garage door. Problem is its flower and droppings cause my wife a serious and terrible allergy.

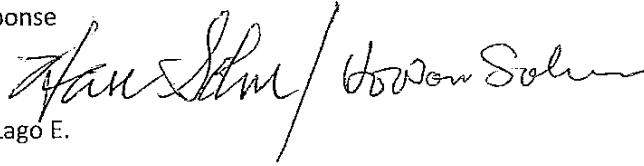
Therefore, we are cordially requesting to remove the trees. If you could not do, what so ever reason, my other optional wish is to trim the trees drastically to reduce number of the allergy causing flowers.

Thank you for your considerations in advance.

Hoping your earliest response

Han and Howon SOHN

5493 Unit #A Paseo Del Lago E.

Handwritten signatures of Han and Howon Sohn, written in black ink. The signatures are stylized and cursive, with a diagonal line separating the two names.



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## STAFF REPORT

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**DATE:** March 1, 2018  
**FOR:** Landscape Committee  
**SUBJECT:** Request for Tree Removal – 5593-B (Nitkin)

---

### **RECOMMENDATION**

Approve the removal of one Carrotwood tree and one Evergreen Pear tree located at 5593-B during the next scheduled trim cycle at a shared cost to the resident.

### **BACKGROUND**

Ms. Nitkin purchased the manor in February of 2016. She is requesting the removal of two trees: one Carrotwood tree, *Cupaniopsis anacardioides*, and one Evergreen Pear tree *Pyrus kawakamii*, located at the front of the manor. The reasons cited by her for the removals are: sewer damage, litter/debris, poor condition and no grass can grow under the trees. No other residents have signed the petition (ATT-1).

The trees were last pruned in August 2015 and are scheduled for pruning again in approximately August 2018. They are both approximately 18' in height with trunk diameters of approximately 12". They are growing approximately 5-10' from the driveway and manor, with no observable damage to either.

### **DISCUSSION**

At time of inspection the trees were found to be in fair condition; the Evergreen Pear has noticeable fire blight and the Carrotwood has noticeable trunk damage from an unknown cause. Both trees have resident installed brick planters surrounding the base of the trunks. Both planters are damaged and would have to be removed, along with the plant material, in order to remove the trees and grind the stumps. Any subsequent repair to the area would be a chargeable service to the resident.

### **FINANCIAL ANALYSIS**

The cost to remove the trees is estimated to be \$1,500 with \$400 charged to the resident. The estimated value of each tree is \$2,487 based on the ArborPro tree inventory.

**Prepared By:** Bob Merget, Landscape Supervisor

**Reviewed By:** Bruce Hartley, General Services Director

### **ATTACHMENT(S)**

ATT-1: Photograph

ATT-2: Mutual Landscape Request Form





# MUTUAL LANDSCAPE REQUEST FORM

PLEASE NOTE: THIS FORM IS NOT FOR ROUTINE MAINTENANCE REQUESTS

RECEIVED

Your request is important to us and will be handled accordingly. Per the policy of your Mutual, if your request falls outside the scope of the managing agent's authority, it will be forwarded to the Landscape Committee for their review. If you are unsure whether your request falls into this category, first please contact your area's landscape supervisor through Property Services at 597-4600 in order to make that determination. If this is the case, then first you will receive a written confirmation acknowledging receipt of your request with an explanation of the review process. Once reviewed by the Committee, a recommendation will be made to the Board of Directors for action. You will then be notified of the Board's decision. Please be patient as this process can take from a few weeks to a month or longer.

Date: 2/7/18

Address: 5593B Avenida Sosiega W

Requestor Signature: Phyllis Witkin

Print Name Phyllis Witkin

(owner signature is required on the line above if the requestor is a lessee or occupant)

**Request (please check):** REFER TO GUIDELINES ON REVERSE SIDE

☒ Tree Removal ☐ Plant Replacement ☐ Off-Schedule Trimming

☐ Landscape Design Change (e.g., Alteration of Turf and/or Flower Bed, Paved Planter Conversion, Stepping Stones, Mortarless Block Garden Walls, etc.): Please note that all requests for design changes must include a design plan with a description (including a list of plant selections and/or materials, if applicable).

☐ Other (explain):

**Reason (please check):** REFER TO GUIDELINES ON REVERSE SIDE

☐ Structural Damage ☒ Sewer Damage ☐ Overgrown ☒ Poor Condition

☒ Litter/Debris ☐ Personal Preference ☐ View Obstruction ☒ Other (explain):

DISEASED - Old - Had to have sewer line snaked to get rid of roots & diseased

Description & Location: Carrollwood trees & ORNAMENTAL  
Palm - Front of House - NO grass can grow

**Signatures of All Neighbors Affected by this Request (owner signature is required below for lessees and occupants of neighboring residences):**

Signature	Manor #	For	Undecided	Against

(Please attach a separate sheet if more signatures are necessary.)

**PLEASE FORWARD COMPLETED REQUEST FORM TO:**

Laguna Woods Village Landscape Division  
P. O. Box 2220, Laguna Hills, CA 92654-2220

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## STAFF REPORT

---

**DATE:** March 1, 2018  
**FOR:** Landscape Committee  
**SUBJECT:** Request for Tree Removal – 3436-P (Costeens)

---

### **RECOMMENDATION**

Deny the request for the removal of two Fern Pine trees at 3436-P and trim on schedule during the next trim cycle.

### **BACKGROUND**

Mr. Costeens purchased the manor in May 2015. He is requesting the removal of two Fern Pine trees, *Afrocarpus gracilior*, located at the front of the manor (ATT-1). The reasons cited by him for the removal are: structural damage, litter/debris, overgrown, view obstruction, safety hazard, and property value depreciation. Six nearby residents have also signed the petition supporting with the removal request. The trees were last pruned in May 2015 and are scheduled for pruning again in approximately May 2018. Both trees are approximately 47' in height with trunk diameters of approximately 20". They are growing approximately seven to eight feet from the sidewalk, with no observable damage.

### **DISCUSSION**

At time of inspection the trees were found to be in good condition with no visible pests or disease or areas of missing bark. One of the trees has some included bark, where two adjoining trunks grow together. Based on the condition and shape of the trees, some crown reduction could be performed to reduce the size of the trees. The extent of the crown reduction would be determined by the tree crew once they are in the canopy trimming the trees.

### **FINANCIAL ANALYSIS**

The cost to remove the trees is estimated to be \$1,600 each. The cost to trim the trees is estimated to be \$450 each, with an estimated value of \$3,736 each based on the ArborPro tree inventory.

**Prepared By:** Bob Merget, Landscape Supervisor

**Reviewed By:** Bruce Hartley, General Services Director

### **ATTACHMENT(S)**

ATT-1: Photographs

ATT-2: Mutual Landscape Request Form

Third Laguna Hills Mutual  
Request for Tree Removal – 3436-P (Costeens)  
March 1, 2018





RECEIVED  
JAN 31 2018  
BY: *mb*

FEB 01

Laguna Woods Village

## MUTUAL LANDSCAPE REQUEST FORM

PLEASE NOTE: THIS FORM IS NOT INTENDED FOR ROUTINE MAINTENANCE REQUESTS

For all non-routine requests, please fill out this form. Per the policy of your Mutual, if your request falls outside the scope of the managing agent's authority, it will be forwarded to the Mutual's Landscape Committee for review. If you are unsure whether your request falls into this category, first contact Resident Services at 597-4600 in order to make that determination.

**PLEASE RETURN COMPLETED REQUEST FORM TO RESIDENT SERVICES.**

### Resident/Owner Information

You must be an owner to request non-routine Landscape requests.

3436 Bahia Blanca W. Unit P

Address

2018-Jan-30

Today's Date

Greg D. Costeens

Resident's Name

775-887-0688

Telephone Number

### Non-Routine Request

Please checkmark the item that best describes your request. If none apply, please checkmark "Other" and explain.

☒ Tree Removal

☐ New Landscape

☐ Off-Schedule Trimming

☐ Other (explain):

### Reason for Request

Please checkmark the item(s) that best explain the reason for your request.

☒ Structural Damage ☐ Sewer Damage ☒ Overgrown ☐ Poor Condition

☒ Litter/Debris ☐ Personal Preference ☒ View Obstruction

☒ Other (explain): Safety Hazard, Property Value Depreciation

#### **GUIDELINES:**

- Structural/Sewer Damage: Damage to buildings, sidewalks, sewer pipes, or other facilities may justify removal if corrective measures are not practical.
- Overgrown/Crowded: Trees or plants that have outgrown the available space may justify removal.
- Damaged/Declining Health: Trees or plants that are declining in health will be evaluated for corrective action before removal/replacement is considered.
- View Blockage: By nature, view blockage must be reviewed case by case to determine the appropriate course of action.
- Litter and Debris: Because all trees shed litter seasonally, generally this is not an adequate reason to justify removal. However, if granted, removal/replacement may be at the resident's expense.
- Personal Preference: Because one does not like the appearance or other characteristics of the tree or plant generally does not justify its removal. However, if granted, removal/replacement is usually at the resident's expense.

### Description & Location of Request

Please briefly describe the situation and the exact location of the subject of the request (e.g., "roots of pine tree in front of manor XYZ are lifting the sidewalk"). Attach pictures as necessary.

- Two grossly overgrown trees in courtyard should be removed because
- 1) they shed hard spherical pods on walkways which are likely to cause people to slip/fall, and clog rain gutters causing flooding
  - 2) their roots endanger the building's structure, plumbing & electrical connections
  - 3) their size detracts from the aesthetic appearance, degrading property values.

### Signatures of All Neighbors Affected By This Request

Because your request may affect one or more of your neighbors, it is imperative that you obtain their signatures, manor numbers, and whether they are for, undecided, or against this request.

Signature	Manor #	For	Undecided	Against
Greg D. Costeaus	3436P	X		
Robin Nguyen	3436O	X		
WJ Skene	3436B	X		
Linda S. Huntley	3436A	X		
Engene M. Boyle	3436C	X		
Yuche Lin	3436N	X		

(Please attach a separate sheet if more signatures are necessary.)

### Acknowledgement - Owner

By signing, you are acknowledging this request.



Owner's Signature

Greg D. Costeaus

~~2018-11-28~~

Owner's Name



## STAFF REPORT

---

**DATE:** March 1, 2018  
**FOR:** Landscape Committee  
**SUBJECT:** Request for Tree Removal by 5055 (Gasser)

---

### **RECOMMENDATION**

Deny the request for the removal of three Fern Pine trees; trim and root prune on schedule during the normal trimming cycle in May 2018.

### **BACKGROUND**

Ms. Gasser purchased the manor in November of 1993. She is requesting the removal of three Fern Pine trees, *Afrocarpus gracilior*, growing along the side of the manor (ATT-1). The reasons cited for the removal are: the tree is lifting the sidewalk to the manor, is cracking the patio wall, lifting tile in the home, drops excessive litter and is overgrown. No other residents have signed the Landscape Request Form.

The trees were last pruned in May 2015 and are scheduled for pruning again in approximately May 2018. The trees are approximately 24' in height with trunk diameters of approximately 12". They are growing approximately three to six feet from the sidewalk and approximately eight to ten feet from the manor and patio wall.

### **DISCUSSION**

At the time of inspection the trees were found to be in good condition with no visible pests or disease, no missing areas of bark. There was no visible damage to the patio wall or the manor. The sidewalk has been previously ground, with no current raised areas.

### **FINANCIAL ANALYSIS**

The costs to remove the trees are estimated at \$550 each, for a total cost of \$1,650. The estimated value of each tree is \$2,300 based on the ArborPro tree inventory. The resident has offered to pay for replacement landscape and trees, but did not offer to pay for tree removal.

**Prepared By:** Bob Merget, Landscape Supervisor

**Reviewed By:** Bruce Hartley, General Services Director

### **ATTACHMENT(S)**

ATT-1: Photograph

ATT-2: Mutual Landscape Request Form

Third Laguna Hills Mutual  
Request for Tree Removal – 5055 (Gasser)  
March 1, 2018





RECEIVED

## MUTUAL LANDSCAPE REQUEST FORM

**PLEASE NOTE: THIS FORM IS NOT INTENDED FOR ROUTINE MAINTENANCE REQUESTS**

For all non-routine requests, please fill out this form. Per the policy of your Mutual, if your request falls outside the scope of the managing agent's authority, it will be forwarded to the Mutual's Landscape Committee for review. If you are unsure whether your request falls into this category, first contact Resident Services at 597-4600 in order to make that determination.

**PLEASE RETURN COMPLETED REQUEST FORM TO RESIDENT SERVICES.**

### Resident/Owner Information

You must be an owner to request non-routine Landscape requests.

5055 Avenida Del Sol  
Address

1-10-18  
Today's Date

Elizabeth Gasser  
Resident's Name

949-768-1748  
Telephone Number

### Non-Routine Request

Please checkmark the item that best describes your request. If none apply, please checkmark "Other" and explain.

- ☒ Tree Removal      ☒ New Landscape      ☒ Off-Schedule Trimming
- ☒ Other (explain): Tree Roots cracking Retaining wall  
lifting up sidewalk to house - Tiles in Bathroom up

### Reason for Request

Please checkmark the item(s) that best explain the reason for your request.

- ☒ Structural Damage    ☐ Sewer Damage    ☒ Overgrown    ☒ Poor Condition
- ☒ Litter/Debris    ☒ Personal Preference    ☐ View Obstruction
- ☐ Other (explain): I am willing to pay for new landscape and trees

### GUIDELINES:

- Structural/Sewer Damage:** Damage to buildings, sidewalks, sewer pipes, or other facilities may justify removal if corrective measures are not practical.
- Overgrown/Crowded:** Trees or plants that have outgrown the available space may justify removal.
- Damaged/Declining Health:** Trees or plants that are declining in health will be evaluated for corrective action before removal/replacement is considered.
- View Blockage:** By nature, view blockage must be reviewed case by case to determine the appropriate course of action.
- Litter and Debris:** Because all trees shed litter seasonally, generally this is not an adequate reason to justify removal. However, if granted, removal/replacement may be at the resident's expense.
- Personal Preference:** Because one does not like the appearance or other characteristics of the tree or plant generally does not justify its removal. However, if granted, removal/replacement is usually at the resident's expense.

### Description & Location of Request

Please briefly describe the situation and the exact location of the subject of the request (e.g., "roots of pine tree in front of manor XYZ are lifting the sidewalk"). Attach pictures as necessary.

Tree Roots damaging Retaining wall  
Lifting up Sidewalk to house  
Tiles are lifting up in Bathroom

### Signatures of All Neighbors Affected By This Request

Because your request may affect one or more of your neighbors, it is imperative that you obtain their signatures, manor numbers, and whether they are for, undecided, or against this request.

Signature	Manor #	For	Undecided	Against
	<del>XXXX</del>	✓		

(Please attach a separate sheet if more signatures are necessary.)

### Acknowledgement - Owner

By signing, you are acknowledging this request.

Elizabeth Gasser  
Owner's Signature

Elizabeth Gasser  
Owner's Name



## STAFF REPORT

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**DATE:** March 1, 2018  
**FOR:** Landscape Committee  
**SUBJECT:** Request for Tree Removal – 3060-C (Radke)

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### **RECOMMENDATION**

Approve the request for the removal of one Weeping Fig tree, with no replacement, to be completed within the 2018 calendar year as schedules permit.

### **BACKGROUND**

Ms. Radke purchased the manor in September 2006. She is requesting the removal of a Weeping Fig, *Ficus benjamina*, located at the front of the manor (ATT-1). The reasons cited by her for the removal are: potential structural damage, litter/debris and large roots. Seven nearby residents have signed the Landscape Request Form supporting the removal request.

The tree was last pruned in November 2017 and is scheduled for pruning again in approximately September 2020. It is approximately 30' in height with a trunk diameter of approximately 24". It is growing approximately five feet from the sidewalk and irrigation infrastructure and approximately 12' from the patio. There has been sidewalk grinding with sections of sidewalk replaced in the past.

### **DISCUSSION**

At time of inspection the tree was found to be in good condition with no visible pests or disease and no areas of missing bark. There is surface rooting with no visible damage to the patio wall or manor footing. Staff has previously removed roots that had potential for causing structural damage to the manor.

This tree is in the Fig Tree family; with all species known for having large root structures, leading to surface rooting and frequently damaging hardscape and sewer systems. It grows very rapidly and when trimmed on a 34 month cycle, typically continues to drop copious amounts of leaves and fruit until the next trimming. The space the tree is growing in has been sufficient for many years, but the growth of the surface roots are beginning to pose a threat to the foundation of the manor and the sidewalk unless they are root pruned periodically.

### **FINANCIAL ANALYSIS**

The cost to remove the tree is estimated at \$800. The estimated value is \$6,271 based on the ArborPro tree inventory.

Third Laguna Hills Mutual  
Request for Tree Removal – 3060-C (Radke)  
March 1, 2018

**Prepared By:** Bob Merget, Landscape Supervisor

**Reviewed By:** Bruce Hartley, General Services Director

**ATTACHMENT(S)**

ATT-1: Photographs

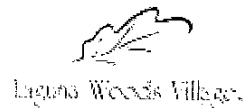
ATT-2: Mutual Landscape Request Form





JAN 09 2018

NOV 20 2017



BY: CH

LANDSCAPE DIVISION

## MUTUAL LANDSCAPE REQUEST FORM

PLEASE NOTE: THIS FORM IS NOT INTENDED FOR ROUTINE MAINTENANCE REQUESTS

For all non-routine requests, please fill out this form. Per the policy of your Mutual, if your request falls outside the scope of the managing agent's authority, it will be forwarded to the Mutual's Landscape Committee for review. If you are unsure whether your request falls into this category, first contact Resident Services at 597-4600 in order to make that determination.

PLEASE RETURN COMPLETED REQUEST FORM TO RESIDENT SERVICES.

### Resident/Owner Information

You must be an owner to request non-routine Landscape requests.

3060-C VIA SERENA S.  
Address

JAN. 5, 2018  
Today's Date

LYDIA M. RADKE  
Resident's Name

(949) 768-5864  
Telephone Number

### Non-Routine Request

Please checkmark the item that best describes your request. If none apply, please checkmark "Other" and explain.

- ☒ Tree Removal      ☐ New Landscape      ☐ Off-Schedule Trimming  
☐ Other (explain):

### Reason for Request

Please checkmark the item(s) that best explain the reason for your request.

- ☒ <sup>POTENTIAL</sup> Structural Damage      ☐ Sewer Damage      ☒ <sup>too</sup> Overgrown      ☐ Poor Condition  
☒ Litter/Debris      ☐ Personal Preference      ☐ View Obstruction

☒ Other (explain): THE GROWING BIG ROOTS POSE AS A POTENTIAL THREAT TO THE SECURITY OF BUILDING STRUCTURES, PAVEMENT, & SIDEWALK.

#### **GUIDELINES:**

- Structural/Sewer Damage: Damage to buildings, sidewalks, sewer pipes, or other facilities may justify removal if corrective measures are not practical.
- Overgrown/Crowded: Trees or plants that have outgrown the available space may justify removal.
- Damaged/Declining Health: Trees or plants that are declining in health will be evaluated for corrective action before removal/replacement is considered.
- View Blockage: By nature, view blockage must be reviewed case by case to determine the appropriate course of action.
- Litter and Debris: Because all trees shed litter seasonally, generally this is not an adequate reason to justify removal. However, if granted, removal/replacement may be at the resident's expense.
- Personal Preference: Because one does not like the appearance or other characteristics of the tree or plant generally does not justify its removal. However, if granted, removal/replacement is usually at the resident's expense.

Attachment: 2 additional pages explaining the need to have the  
by overgrown tall tree removed & replaced.

### Description & Location of Request

Please briefly describe the situation and the exact location of the subject of the request (e.g., "roots of pine tree in front of manor XYZ are lifting the sidewalk"). Attach pictures as necessary.

This overgrown very tall tree is right in front of my home at 3060-C & just a few feet away from the laundry room and my neighbor's home. This tree presents a potential problem because its big strong roots have grown

### Signatures of All Neighbors Affected By This Request

Because your request may affect one or more of your neighbors, it is imperative that you obtain their signatures, manor numbers, and whether they are for, undecided, or against this request.

Signature	Manor #	For	Undecided	Against
Donna Todd	3059C	✓		
Jane Phillips	3060D	✓		
A. Priller	3060B	✓		
Nancy O'Neill	3060A	✓		
Marta Tejedor	3063A	✓		
John Jr	3063C	✓		

(Please attach a separate sheet if more signatures are necessary.)

Penny Radke 3059 ✓

### Acknowledgement - Owner

By signing, you are acknowledging this request.

Lydia M. Radke  
Owner's Signature

LYDIA M. RADKE  
Owner's Name

(Please see attached 2 additional pages)



Petition to  
Remove + Replace Big Tree 03060-c

-2-

January 5, 2018

way beyond its immediate circumference. And if unchecked, its roots could cause severe damages by uplifting or uprooting building structures, pavement, + sidewalk.

As it is, two big roots perpendicular to each other have very very closely surrounded my patio. One big root right by my patio concrete wall faces the parking lot + the other root is right in front of my patio gate.

Fearing that these roots would in no time grow further + faster, I immediately called Customer Service. The tree manager responded by cutting the root to prevent its growth. This is the root that is right by the concrete wall of my patio facing the parking lot. There is one other root perpendicular to this that sits right in front of my patio gate. If unattended to, this root can grow further + cause damage to my tiled porch and home.

Now my point is you cannot just keep on cutting or severing roots to curtail the growth + prevent its possible damages to structures. Doing such as a preventive measure for potential damages may have its unwanted consequences. Tampering with the roots may compromise the integrity of this very tall overgrown tree. Cutting or severing the tree's roots can probably weaken the tree's solid anchor



Petition to  
Remove + Replace Big Tree @ 3060-C

- 3 -

January 5, 2018

to the ground. And as a result, this overgrown  
very tall big tree could just eventually unexpectedly  
fall over + fatally hurt people + also damage structures.  
And I believe that even you people in management  
would not want this to happen.

Therefore, as a concerned resident directly affected  
by the above-described situation, I am requesting  
that immediate action please be taken to remove  
+ replace this overgrown very tall big tree.

Moreover, this tree has been shredding excessive  
leaves over the years all throughout the year. It  
makes our neighborhood look quite messy, untidy  
+ dirty. So while this overgrown very tall big  
tree does not seem to have any function at all,  
it brings awareness of a potential danger to  
lives and structures, and pavement, and sidewalk.

I hope you truly would consider and grant the  
removal and replacement of this growing, already  
overgrown + very tall tree.

Thank you,

Lydia M. Radke

LYDIA M. RADKE

3060-C VIA SERENA S

(949) 768-5864

P.S. If replacing the tree with another tree is a problem,  
then this will not be necessary. Landscaping people  
will be in-charge of an alternative, but remove the tree, p