



**OPEN MEETING**

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

**Thursday, June 7, 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 May 3, 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. Water Saving Landscape (Director Zalon)

**Items for Discussion and Consideration:**

10. Bluebird Boxes in Third Mutual Trees
11. Appeal – Denial of Tree Removal Request (Claude) 3420-3E Calle Azul
12. Tree Removal Requests
  - a) 2366-C Via Mariposa (McNaughton)
  - b) 2366-A Via Mariposa (Kajikawa)
  - c) 3208-B Via Buena Vista (Cullers)
  - d) 3009-C Via Buena Vista (Ghasri)

**\*\*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:**

13. Fire Risk Management (TBD)
14. Slope Renovation Project Updates (TBD)

**Concluding Business:**

15. Committee Member Comments
16. Date of Next Meeting – July 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, May 3, 2018 – 9:00 a.m.

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

**MEMBERS PRESENT:** James Tung – Chair, John Frankel, Roy Bruninghaus, Jules Zalon, Violet Lawrence (Advisor)

**MEMBERS ABSENT:** None

**OTHER DIRECTORS:** Bunny Carpenter

**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**

The agenda was approved as presented.

**4. Approval of Meeting Report for April 5, 2018**

The Committee report was approved by consensus without objection.

**5. Chair's Remarks**

Chair Tung commented on high costs of residential and irrigation water usage in Third Mutual and spoke about the budget development process for 2019. He commented that the landscape modernization projects presented by staff at the March 1, 2018 Landscape Committee were approved by the Third Board at the landscape pre-budget meeting on Friday, April 27, 2018.

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

- Eileen Lazar (5220) commented on various landscaping topics and dog waste bags in West Creek.
- Retta Mullaney (5022) commented on irrigation issues.
- Dolores Cullers (3208-B) commented on a tree removal request.
- Gloria Wurthman (3205-C) commented on a tree removal request.

**7. Response to Member Comments**

Staff Officer Bruce Hartley advised residents to call Security Dispatch to report irrigation running or for any other emergencies during non-working hours. Dog waste bags in West Creek are a GRF supported function and will continue to be stocked. Landscape issues and/or requests should be reported to Resident Services by phone or email. Work orders are generated and go directly to the area supervisor. More detailed descriptions may expedite the process depending on the issue. Tree removal requests due to litter or debris do not qualify a

tree for removal according to the Mutual's Tree Removal Guidelines.

Bob Merget, Tree Supervisor, commented that the tree removal request and appeal at 3205-C were denied previously. Members are allowed to resubmit requests after 12 months following the Board's decision.

#### **8. Department Head Update**

Bruce Hartley, General Services Director, commented that a budget workshop was conducted with the Landscape Committee and staff to review the preliminary budget for 2019. The workshop outlined the various line items that go into landscape functions. Staff analyzes trends from the previous several years and adjusts the allocation of funds and staff hours to keep assessments at a minimum. Direction from the Committee was to designate money for slope renovations, general landscape improvements, fire risk management, and turf reduction. Staff will come back to the committee with the refined details of the budget. Mr. Hartley commented that the work ticket closure trend is steadily improving, indicating signs of constant improvement in customer service related to landscape requests.

Chair Tung commented that he appreciates staff's efforts and inclusion of the Committee in the budgeting process.

#### **Consent:**

None

#### **Reports:**

None

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

##### **9. Bluebird Boxes in Third Mutual Trees**

Director Zalon commented on potential liability issues and proposed tabling this item until further information is collected. Director Carpenter commented on potential liability issues of Mr. Henson's proposal.

Director Frankel moved to table the item until the next meeting. Director Bruninghaus seconded the motion. The motion passed unanimously.

Director Frankel asked for staff recommendation in regards to bluebird boxes.

Several members commented on this item:

- Chris Powers (5191) read a letter that was addressed to the Committee and was not in support of Danny Henson's proposal.
- Judy Rizzo (468) hoped that the Committee take no action on this item.
- Beverly Gandall (3032-A) commented on bluebird boxes and was not in support of Danny Henson's proposal.
- Bill Tilley (5159) commented that no club should have exclusive rights to any bluebird boxes on mutual property and asked that the committee take no action on this item.

##### **10. Appeal – Denial of Tree Removal Request (Claude) 3420-3E Calle Azul**

Recommendation: the Committee unanimously recommended the denial of the request to



remove one Southern Magnolia tree, recommending selective trimming and thinning as needed during the next trim cycle.

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

After member input at the meeting on the tree removal requests, the Committee tour followed and was attended by Chair Tung, Director Bruninghaus, Director Frankel, Director Zalon, and Advisor Lawrence.

##### **a. 2253-C Via Puerta (Kadonada) – Canary Island Pine**

Mia Kim Kadonada (2253-C) commented on three landscape requests at her manor.

Recommendation: the Committee unanimously recommended the approval of the request to remove one Canary Island pine tree at owner's expense.

##### **b. 5450 Calle Pico (Kawamoto) – Camphor Tree**

Recommendation: the Committee unanimously recommended the denial of the request to remove one camphor tree. The tree was last trimmed in July 2015 and is scheduled for inspection/pruning in approximately July 2018. At the time of inspection, the tree was found to be in fair condition. There are several cracks in the driveway; however, it is the opinion of staff that the roots of the tree are not the cause of the cracks given the distance the tree is away from the driveway. The leaf and fruit litter is seasonal and was not excessive.

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

##### **12. Sustainability Partners/UgMO Pilot Program Review (June)**

#### **Concluding Business:**

##### **13. Committee Member Comments**

Director Carpenter suggested displaying long-term tree trimming schedules on the Village website.

Staff Officer Hartley commented that tree trimming schedules are updated every two weeks on the website and commented on the drawbacks of posting long-term schedules.

Bob Merget gave the option of calling Resident Services requesting direct contact for questions regarding trimming schedules.

Advisor Lawrence commented on species specific trimming schedules.

Mr. Hartley commented that the species specific trimming program has no impact on residents unless their manor is in close proximity to a street light.

Director Frankel commented on a staff report for the Third Maintenance & Construction Committee regarding a tree on Monte Hermoso.

Mr. Hartley commented that the work on Monte Hermoso was performed by an outside consultant hired by the Village's staff engineer, Ernesto Munoz, Maintenance & Construction Director.

**14. Date of the Next Meeting – June 7, 2018**

The date of the next meeting of the Third Laguna Hills Mutual Landscape Committee is scheduled for Thursday, June 7, 2018 at 9:00 a.m. in the Board Room of the Corporation's principal offices, 24351 El Toro Road, Laguna Woods, California.

**15. Adjournment**

Chair Tung adjourned the meeting at 10:17 a.m.



James Tung, Chair  
Third Landscape Committee



## STAFF REPORT

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**DATE:** June 7, 2018  
**FOR:** Landscape Committee  
**SUBJECT:** Bluebird Boxes in Third Mutual Trees

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### **RECOMMENDATION**

Receive and file report.

### **BACKGROUND**

At the Third Mutual Landscape Committee meeting of May 3, 2018, the Committee tabled the request from a member to establish a program to manage the Bluebird Boxes in trees within Third Mutual. Staff was directed to bring the item back to the Committee at the June 2018 meeting with a recommendation on how to proceed.

### **DISCUSSION**

Currently, there is no organized program provided by the Golden Rain Foundation, United Mutual, or Third Mutual that addresses the installation, inspection, and maintenance of Bluebird Boxes within the Village. There is no official count of the boxes that are in trees owned and maintained by the three mutuals. Estimates vary between a few hundred and several thousand boxes. Members speaking at the May meeting of the Third Landscape Committee stated that many residents maintain one or more boxes, with some residents reporting nesting success and bird counts to other organizations. There currently is no involvement by VMS, Inc. or the Mutuals of Laguna Woods. Several members spoke in opposition to establishing or allowing one authorized person to manage the boxes, preferring to keep the current methodology in place.

The Golden Rain Foundation Community Activities Committee and the United Mutual Landscape Committee did not adopt any position on the Bluebird Box program, leaving in place the current practice of individual residents managing their own boxes.

Staff recommends the Committee take no action at this time.

### **FINANCIAL ANALYSIS**

None

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

**Reviewed By:** Siobhan Foster, Chief Operating Officer

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## STAFF REPORT

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**DATE:** June 7, 2018  
**FOR:** Landscape Committee  
**SUBJECT:** Appeal – Denial of Tree Removal Request (Claude) 3420-3E Calle Azul

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### **RECOMMENDATION**

Deny the request for the removal of one Southern Magnolia tree and direct staff to trim the tree as needed during next trim cycle.

### **BACKGROUND**

The Landscape Committee considered the tree removal request submitted by Ms. Claude at the meeting of April 5, 2018. Following input from Ms. Claude, the Committee visited her manor to observe the tree and to evaluate the impacts that were the basis for the request. The Committee voted unanimously to deny the request to remove the tree and to recommend that the Board of Directors approve a resolution to confirm that action.

At the Third Mutual Board of Directors meeting of April 17, 2018, Ms. Claude requested that the Board accept her appeal and not approve the resolution denying the removal. The Board directed Staff to present the request to the Landscape Committee for reconsideration.

The appeal was re-agendized for Committee consideration at the May 2018 meeting. In the meeting notice letter sent to Ms. Claude in advance of the meeting, an incorrect meeting time was stated. Ms. Claude arrived later in the day only to find the meeting took place earlier in the day without her participation. Due to the Staff error, this item has been re-agendized to allow Ms. Claude to provide input and reconsideration by the Committee.

### **DISCUSSION**

Ms. Claude purchased the manor in September 1986. She is requesting the removal of a Southern Magnolia tree, *Magnolia grandiflora*, located to the rear of the manor. The reasons cited by her for the removal are: the tree is overgrown, view obstruction, it impedes air flow to the master bedroom and has the potential of impacting the structure. The resident at 1E has signed the petition in favor of removal.

The tree was last pruned in May 2018. The tree branches were pruned away from the building. After evaluation by the Landscape Manager, additional thinning of the tree has been scheduled. This may alleviate some of the view issues associated with the tree blocking a bedroom window of the manor.

The tree is in good condition, with no visible pests or disease, no missing areas of bark and no noticeable damage to the building. When planted, the tree was installed too close to the

Third Laguna Hills Mutual  
Appeal – Denial of Tree Removal Request (Claude) 3420-3E Calle Azul  
June 7, 2018

building to allow full width development. As a result, the tree branches, prior to pruning, were in contact with the building; rubbing against it when the wind would blow.

### **FINANCIAL ANALYSIS**

The cost to remove the tree is estimated to be \$800. The cost to trim is estimated at \$200, with an estimated value of \$1,700, based on the ArborPro tree inventory.

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

### **ATTACHMENT(S)**

ATT-1: Request for Removal Letter, Mutual Landscape Request Form

ATT-2: Photographs of Tree Prior to and After Recent Trimming

**LANDSCAP APPEAL**  
**THIRD LAGUNA HILLS MUTUAL**  
**UNIT 3420-3E – CHARLOTTE E. CLAUDE**

I respectfully request Landscape Committee to reconsider the removal of Southern Magnolia tree for the well being of my 94 year old husband, George H. Claude, who spends 90% of his time in our Master Bedroom. Because of age-related infirmities he is mainly confined to this room. The tree is so close to the master bedroom window that, during periods of high winds, it brushes against the window and disturbs his rest and comfort. It is so close to the building it impedes normal airflow to his room.

We have lived in our residence for 32 years and up until the Magnolia was planted we enjoyed every aspect of our home. It is unfortunate this tree was planted in an area so inappropriate. I wish my husband to have peace of mind in his limited surroundings.

\* I am willing to reimburse Third Mutual the cost of removal as noted in Staff Report. ✕

**BACKGROUND:**

03/14/2018: Submitted Mutual Landscape Request Form to have Southern Magnolia Tree removed. The request was signed by Members of Building #3420, Units 3E, 2E, 1E.

The reason given was: "Magnolia Tree impedes air flow to Master Bedroom, Obstructs View, and covers windows, etc., etc....."

04/05/2018: Staff Report Recommendation: "Deny the request for the tree removal and trim tree as needed during next cycle".

Member (Charlotte E Claude) addressed Members of Regular Meeting of the Third Laguna Hills Mutual Landscape Committee and Committee Members visited Member's residence on this date.

04/17/2018: At the Regular Monthly Meeting Member (Charlotte E Claude) addressed Members of Board and requested the Denial of Tree Removal be removed from Consent Calendar and be revisited – for reasons stated above. The Motion to revisit the Request for Tree Removal was approved by Board and removed from Consent Calendar.

*Charlotte E Claude*  
*4/18/2018*

**RECEIVED**

MAR 14 2018

Laguna Woods Village

**MUTUAL LANDSCAPE REQUEST FORM**

PLEASE NOTE: THIS FORM IS NOT FOR ROUTINE MAINTENANCE REQUESTS

**RECEIVED**

MAR 14 2018

LANDSCAPE DIVISION

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: 3/14/2018 Address: 3420-3E  
 Requestor Signature: Charlotte E. Claude Print Name C.E. CLAUDE  
 (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):

MAGNOLIA TREE IMPEDES AIR FLOW TO MASTER BR  
OBSTRUCTS VIEW AND COVERS WINDOWS IN 2E & 1E  
UNITS

**Description & Location:**

TREE IS PLANTED SO THAT IT ABUTS THE BLDG  
ROOTS MAY IMPACT STRUCTURE

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>Leah Wilson</u>	<u>2E</u>	<u>X</u>	_____	_____
<u>Bell Lucky</u>	<u>1E</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

Revised Nov 2011











## STAFF REPORT

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**DATE:** June 7, 2018  
**FOR:** Landscape Committee  
**SUBJECT:** Tree Removal Request – 2366-C (McNaughton) – Rustyleaf Fig

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### **RECOMMENDATION**

Deny the request for the removal of one Rustyleaf Fig tree at Manor 2366-C and inspect/trim as needed during the next trim cycle.

### **BACKGROUND**

Ms. McNaughton purchased the manor in December 1998. She is requesting the removal of a Rustyleaf Fig tree, *Ficus rubiginosa*, located in front of the manor. The reasons cited by her for the removal are: berry fermentation in the summer months, health issues with flies, and damage to patio tiles from the roots of the tree. The resident at 2366-B also signed the Mutual Landscape Request Form in favor of the removal. See Attachment 2.

### **DISCUSSION**

The tree was last trimmed in September 2017 and is scheduled for inspection/pruning in approximately July 2020. It is approximately 36 feet in height with a trunk diameter of approximately 29 inches. It is growing in the turf area approximately ten to twelve feet from the sidewalk and manor. See Attachment 1.

At the time of inspection, the tree was found to be in good condition with no visible pests, disease, or missing areas of bark. There are some visible surface roots, minimal sidewalk cracking. Areas of raised concrete walkway have previously been ground. There was some noticeable cracking in the patio tile. However, based on the distance from the tree, it is the opinion of staff that the tree is not the cause.

### **FINANCIAL ANALYSIS**

The cost to remove the tree is estimated at \$1,400. The cost to trim the tree is estimated to be \$350. The estimated value is \$6,144 based on the ArborPro tree inventory.

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

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

Bruce Hartley, General Services Director

### **ATTACHMENT(S)**

ATT-1: Photographs

ATT-2: Mutual Landscape Request Form

Agenda Item 12a

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Third Laguna Hills Mutual  
Tree Removal Request – 2366-C (McNaughton) – Rustyleaf Fig  
June 7, 2018







**MUTUAL LANDSCAPE REQUEST FORM**  
**PLEASE NOTE: THIS FORM IS NOT FOR ROUTINE MAINTENANCE REQUESTS**

Page ~~10~~ 1 of 1

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: 4/25/2018 Address: 2366-C Via Manaposa

Requestor Signature: Mariann McNaughton Print Name: MARIANN McNaughton  
(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):

BERRIE Ferment during Summer, Health issues with flies, & tiles Side Walk uprooted.

**Description & Location:** S/E TREE THAT BEARS FRUITS IS Breaking tiles on Patio Floor

**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>No one is affected</u>				
<u>except me @ 2366#C</u>				
<u>[Signature]</u>	<u>2366B</u>	<input checked="" type="checkbox"/>		
<u>[Signature]</u>	<u>2366-C</u>	<input checked="" type="checkbox"/>		

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

Michael Marino

**PLEASE FORWARD COMPLETED REQUEST FORM TO:**

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



## STAFF REPORT

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**DATE:** June 7, 2018  
**FOR:** Landscape Committee  
**SUBJECT:** Tree Removal Request – 2366-A (Kajikawa) – Rustyleaf Fig

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### **RECOMMENDATION**

Approve the request for the removal of two Rustyleaf Fig trees at Manor 2366-A and replace with more suitable trees based on the location at Mutual expense.

### **BACKGROUND**

Ms. Kajikawa purchased the manor in July 1998. She is requesting the removal of two Rustyleaf Fig trees, *Ficus rubiginosa*, located to the rear of the manor. See Attachment 1. The reasons cited by her for the removals are: blocks the sun, the roots are overgrown, debris from the berries causes a dangerous situation while walking; and foundation damage. The residents at 2366-C, 2365-B and 2365-A have signed the Mutual Landscape Request Form in favor of the removals. See Attachment 2.

### **DISCUSSION**

The trees were last trimmed in September 2017 and are scheduled for inspection/pruning in approximately July 2020. They are approximately 40 feet in height with a trunk diameter of approximately 23 inches. The trees are growing in the turf area approximately two feet from the sidewalk.

At the time of inspection, the trees were found to be in good condition with no visible pests, disease, or missing areas of bark. There are a number of visible surface roots, with multiple areas of the sidewalk that have required grinding in the past. Given the close proximity to the sidewalks there would be no way to safely perform root pruning without compromising the stability of the trees.

### **FINANCIAL ANALYSIS**

The cost to remove the trees is estimated to be \$1,500 each. The estimated value is \$5,200 each, based on the ArborPro tree inventory.

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

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

Bruce Hartley, General Services Director

### **ATTACHMENT(S)**

ATT-1: Photographs

ATT-2: Mutual Landscape Request Form



Third Laguna Hills Mutual  
Tree Removal Request – 2366-A (Kajikawa) – Rustyleaf Fig  
June 7, 2018

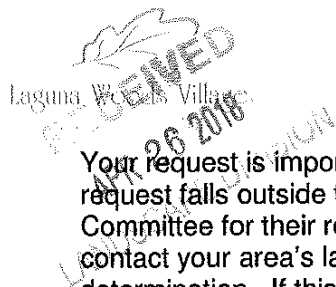












# MUTUAL LANDSCAPE REQUEST FORM

PLEASE NOTE: THIS FORM IS NOT FOR ROUTINE MAINTENANCE REQUESTS

Page 2 of 2

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: 4/25/2018 Address: 2366 A Via Mariposa East

Requestor Signature: Virginia Kajikawa Print Name Virginia Kajikawa  
(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):

Blocks sun, roots overgrown, debris from berries makes walking dangerous, foundation damage

**Description & Location:** Two large trees between 2366 + 2365

**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>Virginia Kajikawa</u>	<u>2366 A</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Marian McNaughton</u>	<u>2366 C</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Chy Chang</u>	<u>2365 B</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<u>Karl C. Jones</u>	<u>2365 A</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

(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

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**DATE:** June 7, 2018  
**FOR:** Landscape Committee  
**SUBJECT:** Tree Removal Request – 3208-B (Cullers) – Jacaranda

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### **RECOMMENDATION**

Approve the request for the removal of a Jacaranda tree at Manor 3208-B at Member's expense.

### **BACKGROUND**

Ms. Cullers purchased the manor in June 2012. She is requesting the removal of a Jacaranda tree, *Jacaranda, mimosifolia*, located at the rear of the manor. The reasons cited by her for the removal are: excessive litter/debris and that the tree is uplifting the patio. No other residents have signed the Mutual Landscape Request Form. (See Attachment 2)

### **DISCUSSION**

The tree was last trimmed in February 2018 and is scheduled for inspection/pruning in approximately December 2020. It is approximately 26 feet in height with a trunk diameter of approximately 11 inches. It is growing in the turf area approximately three feet from the patio. See Attachment 1.

At the time of inspection, the tree was found to be in good condition with no visible pests, disease, or missing areas of bark; however, there is noticeable rising of tiles on the patio alteration. The Member's patio extension and patio cover was approved by the Third Mutual Board of Directors on August 21, 2012.

### **FINANCIAL ANALYSIS**

The cost to remove the tree is estimated at \$850. The cost to remove the tree would be borne by the Member. The estimated value of the tree is \$2,500 based on the ArborPro tree inventory.

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

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

Bruce Hartley, General Services Director

### **ATTACHMENT(S)**

ATT-1: Photographs

ATT-2: Mutual Landscape Request Form

Agenda Item 12c

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Third Laguna Hills Mutual  
Tree Removal Request – 3208-B (Cullers) – Jacaranda  
June 7, 2018







RECEIVED  
MAY 03 2018

## MUTUAL LANDSCAPE REQUEST FORM

RECEIVED  
MAY 03 2018  
LANDSCAPE DIVISION

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

BY: \_\_\_\_\_

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.

3208 # B VIA BUENA VISTA  
Address

5-03-18  
Today's Date

Dolores Cullers  
Resident's Name

949-246-4724  
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): uprooting patio, allergic to pollen

#### **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.

on edge of patio - tree trunk visible from  
living room. can't see flowers. extremely  
dirty - can't enjoy my patio.

### 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

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

### Acknowledgement - Owner

By signing, you are acknowledging this request.

Dolores Cullen  
Owner's Signature

Dolores Cullen  
Owner's Name

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## STAFF REPORT

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**DATE:** June 7, 2018  
**FOR:** Landscape Committee  
**SUBJECT:** Tree Removal Request – 3009-C (Ghasri) – Star Pine

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### **RECOMMENDATION**

Deny the request for the removal of one Star Pine tree at Manor 3009-C and crown reduce to mitigate unbalanced condition.

### **BACKGROUND**

Ms. Ghasri purchased the manor in November 2017. She is requesting the removal of a Star Pine tree, *Araucaria columnaris*, located in front of the manor. The reason cited by her for the removal is the fear of a large limb falling onto the roof of the manor. She notes that a limb has fallen in the past, landing on her patio. The resident at 3009-B also signed the Mutual Landscape Request Form in favor of the removal. See Attachment 2.

### **DISCUSSION**

The tree was last trimmed in September 2017 and is scheduled for inspection/pruning in approximately July 2020. It is approximately 49 feet in height with a trunk diameter of approximately 17 inches. It is growing in the turf area approximately four to seven feet from the sidewalk and patio wall. See Attachment 1.

At the time of inspection, the tree was found to be in good condition with no visible pests, disease, or missing areas of bark. This species of tree, in most cases, is found to have a self-correcting growth pattern. In the past staff has relieved weight and corrected imbalance in other Star Pines by crown reducing. Those trees have adapted well to this procedure and shown signs of self-correction as they continued to grow.

### **FINANCIAL ANALYSIS**

The cost to remove the tree is estimated at \$2,650. The cost to trim/crown reduce the tree is estimated to be \$1,100. The estimated value is \$3,894 based on the ArborPro tree inventory.

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

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

Bruce Hartley, General Services Director

### **ATTACHMENT(S)**

ATT-1: Photographs

ATT-2: Mutual Landscape Request Form with Attachments

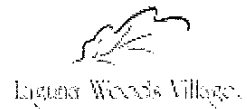
Agenda Item 12d

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Third Laguna Hills Mutual  
Tree Removal Request – 3009-C (Ghasri) – Star Pine  
June 7, 2018



RECEIVED  
MAY 07 2018



## MUTUAL LANDSCAPE REQUEST FORM

BY: CH 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.*

3009 Via Buena Vis #C  
Address

5-4-2018  
Today's Date

Fatemeh Ghasri  
Resident's Name

(712) 242-5203  
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): I am afraid a big chunk of tree will break and fall into my roof.

#### **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.

The whole tree is bended towards my Manor, in fact on May 3, 18 one Big brach broke and fell into my Patio and I was on other side of Patio. That is concern me a lot. Took a Picture and called and report. (I do not safe to be in my patio not knowing what might happen.)

### 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
Arre A. Leal	3009-B	✓		

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

### Acknowledgement - Owner

By signing, you are acknowledging this request.

Patemeh Ghasri

Owner's Signature

Patemeh Ghasri

Owner's Name













