



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

Thursday, January 6, 2022 – 9:30 a.m.

VIRTUAL ONLY

Laguna Woods Village 24351 El Toro Road, Laguna Woods, CA

Laguna Woods Village owners/residents are welcome to participate in all open committee meetings and submit comments or questions using one of two options:

1. *Join the meeting via Zoom by using this link: <https://zoom.us/j/92325659805>*
2. *Send in your comment via email to meeting@vmsinc.org any time before the meeting is scheduled to begin or during the meeting. Please use the name Third Mutual Landscape Committee in the subject line of the email. Name and unit number must be included.*

AGENDA

1. Call to Order
2. Acknowledgment of Media
3. Approval of the Agenda
4. Approval of Meeting Report for December 2, 2021
5. Chair Remarks
6. Department Head Update
 - a. Project Log
 - b. Tree Work Status Report
7. Member Comments (Items Not on the Agenda)
8. Response to Member Comments

Consent:

None

Unfinished Business

9. Tree Removal Request: 5473-C Paseo Del Lago E. – One Red Iron Bark

Items for Discussion and Consideration

10. Tree Removal Request: 3047-P Via Serena C. – Rusty Leaf Fig
11. Tree Removal Request: 3154-B Alta Vista – Brazilian Pepper
12. Tree Removal Request: 3160-D Alta Vista – Three King Palms
13. Landscape Revision Request: 3234-B San Amadeo
14. Off-Schedule Tree Trimming: 4007-1C Calle Sonora Oeste – Rusty Leaf Fig
15. Landscape Revision Request: 5209 Avenida Despacio
16. Landscape Revision Request: 5423 Calle Carmenita

Future Agenda Items

17. Tree Replacement Program
18. Members Converting Turf Campaign

Concluding Business:

19. Committee Member Comments
20. Date of Next Meeting – Thursday, February 3, 2022 at 9:30 a.m.
21. Adjournment

Lynn Jarrett, Chair
Kurt Wiemann, Staff Officer
Eve Morton, Landscape Coordinator
Telephone: 949-268-2565



OPEN MEETING

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

**Thursday, December 2, 2021 – 9:30 a.m.
BOARD ROOM AND VIRTUAL MEETING**

Laguna Woods Village Community Center 24351 El Toro Road

REPORT

COMMITTEE MEMBERS PRESENT: Chair - Annie McCary, Lynn Jarrett, Ralph Engdahl, Ira Lewis, Donna Rane-Szostak

COMMITTEE MEMBERS ABSENT

OTHERS PRESENT:

ADVISORS PRESENT:

STAFF PRESENT: Kurt Wiemann, Eve Morton

1. Call to Order

Chair McCary called the meeting to order at 9:31 a.m.

2. Acknowledgement of Media

No media was present.

3. Approval of the Agenda

The agenda was approved by consensus.

4. Approval of the November 4, 2021 Report

The report was approved by consensus.

5. Committee Chair Remarks

Chair McCary said it is great to see residents here in-person.

6. Member Comments (Items Not on the Agenda)

Member stated her Junipers were all cut down instead of trimmed. They took away her privacy and the sound barrier. She is requesting for tall shrubs to be put in their place. She spoke to Raul said last summer and he is waiting for approval to put

irrigation in that area. Now, half of those trees are dead. Mr. Wiemann stated he will talk to his staff and get back to her.

Member spoke about neighbor's landscape alteration and wanted to make staff was making sure neighbor followed plan of what committee allowed.

Member stated he just moved in June 1 and loves the amenities here. He has put in Landscape Request Form to change his landscape. He would like to encourage the use of California native vegetation in the Village. They don't have some of the pests that exotics attract. He said the California Holly may work for Member who previously spoke. Mr. Wiemann asked him to look at the list of drought-tolerant plants on Village website and give him any feedback.

7. Response to Member Comments

Above.

8. Department Head Update

Mr. Wiemann presented a PowerPoint of the Landscape Department's Key Performance Indicators (KPI) and answered some questions.

Mr. Wiemann presented a report on an Alternative Herbicide Trial he conducted and answered some questions.

8a. Project Log

Mr. Wiemann reviewed the Project Log information with the committee and answered some questions.

8b. Tree Work Status Report

Mr. Wiemann reviewed this report with the committee.

Consent:

None

Unfinished Business

9. Review Proposed Stepping Stones Resolution and Policy

Chair McCary explained that resolution went to the Board and is back to this committee because the resolution needed more clear wording and Board requested that examples of a Landscape Request Form, a sample filled-in Landscape Request form, and a sample of a sketch showing were a fictitious Member was requesting stepping stones be allowed accompany the resolution.

Instead of a variance for stepping stone requests, these requests will now be made with a Landscape Request Form and go to the Landscape committee for consideration.

The committee agreed unanimously to recommend the updated Stepping Stones Resolution, Policy, and accompanying documents to the Board.

Items for Discussion and Consideration

10. Tree Removal Request: 2394-1F Via Mariposa W. – One Red Bud tree

Director Lewis made a motion to accept staff recommendation and deny this request. Director Jarrett seconded. The committee was in unanimous support.

11. Tree Removal Request: 3421-3H Calle Azul – One Brisbane Box tree

Director Lewis made a motion to accept staff recommendation and approve this request. Director Engdahl seconded. The committee was in unanimous support.

Future Agenda Items

12. Tree Replacement Program

13. Members Converting Turf Campaign

Concluding Business:

14. Committee Member Comments

Director Jarrett thanked residents for attending.

Director Lewis stated that some native plants don't look too great at some points of the year.

Mr. Wiemann stated that staff is being re-trained on trimming methods. They are focusing more on quality of work and will reduce the amount of time it takes for them to trim.

Director Rane-Szostak said as Chair of the Water Conservation committee that climate change is happening faster than anticipating. Drought conditions will require water conservation and may stop any outdoor watering by residents. Please watch your water usage.

Mr. Wiemann stated that GRF has commissioned the updating of our irrigation system and he will be presenting that to the GRF Landscape Committee this month.

15. Date of Next Meeting – Thursday, January 6, 2022 at 9:30 a.m.

16. Adjournment at 10:50 a.m.

Annie McCary

Annie McCary (Dec 13, 2021 13:35 PST)

Annie McCary, Chair
Kurt Wiemann, Staff Officer
Eve Morton, Landscape Coordinator – 268-2565

Third Mutual Landscape Project Log January 2022 2021 Reserve Fund Projects (YTD November 30, 2021)							
Project	Contractor	Description	Status	Estimated Completion	Completion*	Budget	YTD*
Tree Maintenance	West Coast Arborists	The annual program, a combination of contracted work and in-house staff, working on a 5 year species-based trim cycle. Contractor performs mainly scheduled annual maintenance and isolated removals. Staff crew focuses on customer service.	Contracted tree crews trimmed 2,355 trees, removed 49, and planted 1 tree.	Annual Program	89%	\$402,397	\$356,655
	In-House Tree Crew		As of November 30, 2021, the in-house crew trimmed 1,266 trees, removed 183 trees, and planted 12 trees.		72%	\$518,475	\$375,078
Landscape Modernization	Staff	Elimination of highest water using turf areas; replacing with water efficient landscapes.	Committee approved locations 2/4/21; Completed 4/20/21, 6,000 SF. Balance of funds to be used for replanting.	Annual Program	76%	\$140,697	\$107,047
Slope Maintenance Outsourced	Mission Landscape	Annual Maintenance	In progress, on schedule.	Annual Program	100%	\$473,650	\$473,650
Fire Risk Reduction	Andre Landscaping/Mission Landscaping/ Staff	Project includes the removal of vegetation with a high risk of fire.	Staff is has received word from OC Parks and Nature Preserve that extension of fire fuel reduction can occur next spring/summer. All other work complete and accepted by OCFA.	Annual Program	52%	\$180,000	\$93,025
							\$86,975

*Completion based upon invoices received to-date. In-house expenses not included.

TREE WORK STATUS REPORT

Date	Manor	Description	Tree Type	Labor Hours	Reason	Decision Level
10/4/2021	3001	Clearance	Ficus Benjamina	2	Trim away from patio	Staff
10/4/2021	3001	Clearance	Carrotwood	2	Trim away from patio	Staff
10/4/2021	2250	Removal	Chinese Elm	10	Damaged by storm no restoration	Staff
10/5/2021	3493	Removal	Chinese Elm	12	Damaged by storm no restoration	Staff
10/6/2021	5217	Hanging branch	Silver Dollar Eucalyptus	2	Hanging branch in canopy	Staff
10/6/2021	5468	Hanging branch	Sweet Gum Eucalyptus	2	Hanging branch in Canopy	Staff
10/11/2021	5353	Clearance	New Zealand Christmas tree	2	Trim away from patio	Staff
10/11/2021	3526	Hanging branch	Eucalyptus	1.5	Hanger in canopy	Staff
10/11/2021	5448	Clearance	Chitalpa	2	Clearance trim traffic view obstruction	Staff
10/15/2021	2337	Removal	Palm	6	Over grown	Staff
10/15/2021	5333	Trim	King Palm	2	Over grown	Staff
10/15/2021	3376	Clearance	Australian willow	2	End weight	Staff
10/18/2021	3386	Hanging branch	Silk Oak	1.5	Hanger in Canopy	Staff
10/19/2021	2384	Removal	Sycamore	4	Pest Poly shot hole bore	Staff
10/22/2021	3308	Clearance	Chinese Elm	2	Trim away from patio	Staff
10/22/2021	3057	Clearance	Ficus nitida	3	Crown Raise	Staff
10/22/2021	3363	Trim	Canary Island Pine	3	Remove deadwood	Staff
10/25/2021	3244	Trim	Canary Island Pine	2	Remove deadwood	Staff
10/25/2021	4009	Clearance	Evergreen Pear	2.5	Limbs hanging on stairs stairs	Staff
10/28/2021	2379	Trim	Silk Oak	2	Trim away from patio	Staff
10/28/2021	2321	Removal	King Palm	3	Dead decay at top	Staff
10/28/2021	5511	Hanging branch	Canary Island Pine	2	Hanger in Canopy	Staff
10/28/2021	2173	Trim	Bottle Tree (3)	5	Raise canopy	Staff
10/28/2021	5590	Clearance	Canary Island Pine	3	Trim away from patio	Staff
10/28/2021	2357	Hanging branch	Flame Tree	2	Hanger in Canopy	Staff
10/29/2021	3157	Hanging branch	Silver Dollar Euc	2	Hanger in Canopy	Staff
10/29/2021	3262	Removal	Lime tree	2	Resident request	Staff
10/29/2021	3528	Trim	Bottlebrush	2	Trim away from patio	Staff
10/29/2021	3357	Trim	Carrotwood	2.5	Trim away from patio	Staff
10/29/2021	5160	Clearance	Chinese Elm	2.5	Trim away from patio	Staff
10/29/2021	3003	Removal	Lime tree	2.5	Resident request	Staff
10/29/2021	4014	Clearance	Canary Island Pine (2)	5	Branches on roof	Staff
11/2/2021	5340	Clearance	Australian willow	2	Clearance from patio	Staff
11/2/2021	3244	Clearance	Silver Dollar	2	Hanger in Canopy	Staff
11/2/2021	2263	Trim	Juiper	1.5	Clearance from patio	Staff
11/2/2021	4001	Removal	Monterey Pin	4	Pest, Diseased, Poly Short Hole Bore	Staff
11/2/2021	2346	Removal	Weeping Fig	6	Root damage no trenching to save	Staff
11/3/2021	21561	Removal	American Stcamore	3.5	Pest diseased, Poly Shot Hole Bore	Staff
11/3/2021	4012	Removal	Lemon scented gum	4	Major limb loose, decay, no restoration	Staff
11/5/2021	5536	Trim	Ficus Nitida	2	Crown raise	Staff
11/5/2021	5487	Clearance	Iron Bark	2	Touching the roof	Staff
11/5/2021	3369	Removal	Giant Bird of Paradise	2	Deadwood	Staff
11/5/2021	3022	Removal	Silver Dollar Euc	3	Pest, Diseased, conk	Staff
11/8/2021	3293	Hanging branch	Eucalyptus	2	Hanger in Canopy	Staff
11/8/2021	5348	Removal	Indian Laurel	6	Roots damaging foundation	Board Approved
11/10/2021	CH 1	Removal	Bottle Tree	3	Dead 70 % decay	Staff
11/12/2021	2297	Clearance	Ficus	2	Touching the roof	Staff
11/17/2021	5531	Clearance	Ficus	3	Touching the roof	Staff
11/17/2021	5346	Trim	Black Pine	2	Deadwood	Staff
11/18/2021	2403	Trim	Magnolia	2	End weight	Staff
11/23/2021	3426	Removal	Hibiscus Patio tree	1	Poor root structure	Staff
11/23/2021	5326	Hanging branch	Sycamore	2	Hanger in Canopy	Staff
11/23/2021	3427	Trim	Hibiscus Patio tree	1	Crown raise	Staff
11/29/2021	3396	Hanging branch	Silk Oak	3	Hanger in Canopy	Staff
11/29/2021	3396	Removal	Bottlebrush	2	Pest	Staff
11/29/2021	5390	Removal	Evergreen Pear tree	3	Storm related	Staff
11/29/2021	5379	Hanging branch	Coral tree	2	Hanger in Canopy	Staff
11/29/2021	3497	Removal	Crape Myrtle	3	Storm related	Staff
11/29/2021	5321	Hanging branch	Eucalyptus	2	Storm related	Staff
11/29/2021	2369	Trim	Bottle tree	2.5	End weight	Staff
11/30/2021	5574	Removal	Juniper	2	Pest, red spider mite	Staff
11/30/2021	3316	Clearance	Australian willow	3	Touching the roof	Staff
11/30/2021	3315	Trim	Aleppo Pine	3	End weight	Staff
11/30/2021	5338	Clearance	Carrotwood	2.5	Touching the roof	Staff
11/30/2021	3478	Hanging branch	Silk Oak	2	Hanger in Canopy	Staff
11/30/2021	2219	Trim	Jacaranda	2	Broken branches	Staff
11/30/2021	2234	Removal	Brazilian Pepper	3	Pest Deadwood	Staff
12/6/2021	3258	Removal	Shamel Ash	11	Storm related	Staff
12/6/2021	3251	Removal	Red Ironbarck	5	Storm related	Staff
12/6/2021	5335	Trim	Carrotwood	3	Storm related	Staff
12/6/2021	3258	Removal	Ash	4	Storm related	Staff
12/7/2021	3425	Removal	Melaluca	3.5	Storm related	Staff
12/7/2021	5488	Hanging branch	Carrotwood	3	Storm related	Staff
12/7/2021	3251	Trim	Red Ironbarck	3	End weight	Staff
12/8/2021	2169	Trim	Queen Palm	1	Hanger in Canopy	Staff
12/8/2021	2167	Trim	Juiper	1.5	Touching the roof	Staff
12/8/2021	2240	Hanging branch	Spotted Gum Euc	2	Touching the roof	Staff
12/8/2021	2118	Hanging branch	Aleppo Pine	1.5	Hanger in Canopy	Staff
12/8/2021	2167	Removal	Juniper	4	Storm related	Staff
12/8/2021	3440	Trim	Pittosporum	3	Storm related	Staff
12/8/2021	5368	Trim	Canary Island Pine	3	Deadwood	Staff
12/10/2021	3457	Removal	Cedar	4.5	Dead due to pest	Staff
12/10/2021	2178	Trim	Elm	2	End weight	Staff
12/13/2021	5527	Hanging branch	Jacaranda	2	Storm related	Staff
12/15/2021	3142	Hanging branch	Melaluca	2.5	Storm related	Staff
12/15/2021	5364	Removal	Dead Juniper	4	Old and woody	Staff



STAFF REPORT

DATE: December 6, 2021
FOR: Landscape Committee
SUBJECT: Tree Removal Request: 5473-C Paseo Del Lago E. – One Red Iron Bark tree

RECOMMENDATION

Approve the request for the removal of one Red Iron Bark tree located at 5473-C.

BACKGROUND

The resident at 5473-C purchased the manor in September 2019, and is requesting the removal of one Red Iron Bark tree, *Eucalyptus, sideroxylon* located at the front of the manor. The reasons cited for the removal are structural damage, litter/debris, and a potential slip and fall situation. There are three additional signatures on the Mutual Request Form in favor of the removal and one resident stated they it didn't matter to them one way or the other (Attachment 1).

The tree was last pruned in July of 2021. Future trimming is tentatively scheduled for fiscal year 2025. The height of the tree is approximately 45 feet with a trunk diameter of approximately 25 inches. The tree is growing in the turf area approximately three feet from the sidewalks and driveway (Attachment 2).

DISCUSSION

At the November 4th Landscape Committee meeting, the committee voted unanimously to table this request for removal and directed staff to address remarks made by the requesting resident. Staff has provided additional pictures of areas which were mentioned at that meeting (Attachment 3).

There are several additional areas of concrete hardscape that have cracks; the sidewalk ribbon at the street (four feet from the tree), at the corner of the garage (six feet from the tree), lifting of the walk at the main entrance (20 feet from the tree), and a previous repair to the stucco wall near the archway (20 feet from the tree).

The tree is too far from the drains to have caused any problem with those. The drains are currently functioning as designed.

Staff met onsite with the Streets and Sidewalks Division to determine the cost to replace the walkway from the entrance gate to the driveway. Including a partial replacement of the driveway, the cost would be approximately \$6,510. This does not include any repairs that would be needed in the garage area.

At the time of inspection, the garage was filled with construction supplies and staff was unable to see any damage to the concrete. With the additional work and costs for replacement, the opinion of staff is it would be a more cost effective, long-term solution to remove the tree.

FINANCIAL ANALYSIS

The cost to remove the tree would be approximately \$1,475. The cost to trim the tree would be \$349 and the estimated value of the tree is \$6,080 based on the tree inventory data.

Prepared By: Bob Merget, Landscape Manager

Reviewed By: Kurt Wiemann, Director of Landscape Services

ATTACHMENT(S)

Attachment 1: Mutual Landscape Request Form

Attachment 2: Photographs

RECEIVED
OCT 05 2021
BY: *[Signature]*

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.

5473 C

Address

Winifred Jacob

Resident's Name

Oct 3, 2021

Today's Date

949 699 3621

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
☒ Other (explain): slip n fall hazard on driveway sidewalks
trip n fall

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.
- 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.

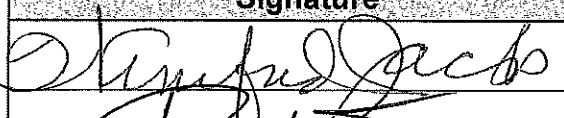
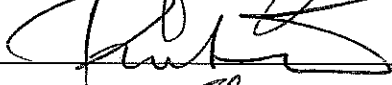
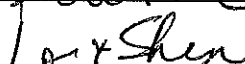
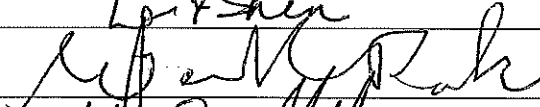
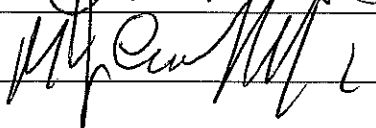
Description & Location of Request

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.

Red bark eucalyptus - front grass near driveway
constant litter/debris even after recent major trimming
debris is slippery; sidewalks raised - trip/slip
hazard

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.

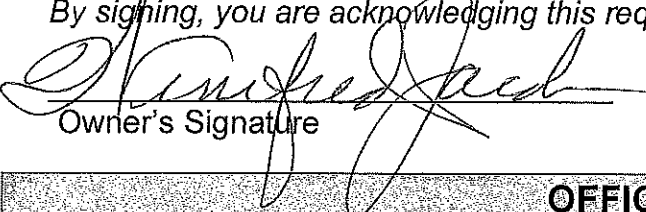
Signature	Manor #	For	Undecided	Against
	5473C	X		
	54730	X		
	5473 P	X	I don't care	
	5473B	X		
	5473A	X		

Paul
Le & Shen
Will Park
John Caulfield

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

Acknowledgement - Owner

By signing, you are acknowledging this request.


Owner's Signature

WINIFRED JACOB
Owner's Name

OFFICE USE ONLY

MOVE-IN DATE: _____ DATE: _____ INITIALS: _____
530 _____ 540 _____ 570 _____ LAST PRUNED: _____
RELANDSCAPED: _____ NEXT TIME: _____
TREE SPECIES: _____
COMMENTS: _____
TREE VALUE: _____ TREE REMOVAL COST: _____

ATTACHMENT 2



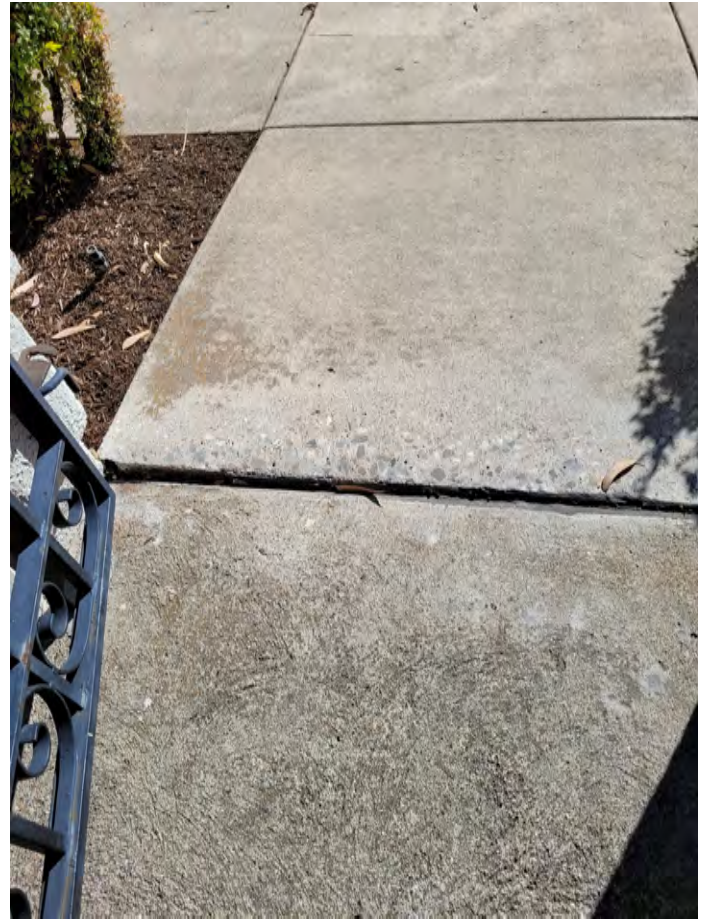






ATTACHMENT 3







STAFF REPORT

DATE: January 6, 2022
FOR: Landscape Committee
SUBJECT: Tree Removal Request: 3047-P Via Serena S. – Rusty Leaf Fig tree

RECOMMENDATION

Deny the request for the removal of a Rusty Leaf Fig tree.

BACKGROUND

The resident at 3047-P purchased the manor in March 2013, and is requesting the removal of a Rusty Leaf Fig tree, *Ficus, rubiginosa*, located at the front of the manor. The reason cited for the removal is the continual dropping of nuts due to the tree being too close to the manor. There are four additional signatures on the Mutual Request Form in favor of the removal (Attachment 1).

The tree was last pruned in June of 2020. Future trimming is tentatively scheduled for fiscal year 2022. The height of the tree is approximately 42 feet with a trunk diameter of approximately 23 inches. The tree is approximately 15 feet from the sidewalk and approximately seven feet from the patio cover (Attachment 2).

DISCUSSION

At the time of inspection, the tree was found to be in good condition with no signs of pests or previous pest damage. There was no trunk damage, however, there were signs of previous bleeding of the trunk, possibly from a wound that the tree itself has corrected.

There are surface roots present as is typical with this species. One large surface root is present approximately 25 feet from the tree, however, no infrastructure damage was present. This root may be left over from a previous tree removal though staff could not find any history. That large root will be removed during the next trim cycle.

There is approximately five feet of canopy overhanging the patio and the manor's roof and there will be a clearance performed during the next trim cycle.

FINANCIAL ANALYSIS

The cost to remove the tree is estimated at \$1,357 and the estimated value of the tree is \$6,080, based on the tree inventory data.

Prepared By: Bob Merget, Landscape Manager

Reviewed By: Kurt Wiemann, Director of Landscape Services

ATTACHMENT(S)

Attachment 1:	Mutual Landscape Request Form
Attachment 2:	Photographs

Laguna Woods Village

MUTUAL LANDSCAPE REQUEST FORM**PLEASE NOTE: THIS FORM IS NOT INTENDED FOR ROUTINE MAINTENANCE REQUESTS**BY: [Signature]

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.*Address 3047 P VIA SERENA S.Today's Date 9-10-21Resident's Name Joyce DillenbeckTelephone Number (949) 206 0031**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): IT DROPS HARD (NUTS)? DAY & NIGHTNEIGHBORS ALSO HEAR THEM FALLING**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.

I HAVE 2 LARGE TREES IN FRONT OF MY UNIT
FACING THE UNIT IT IS THE TREE ON THE RIGHT
I THINK THE PROBLEM LIES WITH TREE BEING TOO
CLOSE TO BUILDING AND CONTINUALLY DROPPING NUTS

Signatures of All Neighbors Affected By This Request

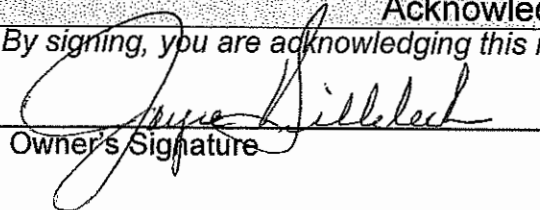
Because your request may affect one or more of your neighbors, it is imperative that you obtain their signatures, manor numbers, and whether they are for, undecided, or against this request.

Signature	Manor #	For	Undecided	Against
Angela Pendergrass	3047A	X		
Robert Rizzo	3047-A	X		
Bill Conner	3047-B	X		
Julie Garcia	3047-13	X		

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

Acknowledgement - Owner

By signing, you are acknowledging this request.


Owner's Signature

JOYCE DILLENBECK
Owner's Name

OFFICE USE ONLY

MOVE-IN DATE: _____

DATE: _____ INITIALS: _____

530 _____ 540 _____

570 _____ LAST PRUNED: _____

RELANDSCAPED: _____

NEXT TIME: _____

TREE SPECIES: _____

COMMENTS: _____

TREE VALUE: _____ TREE REMOVAL COST: _____

ATTACHMENT 2











STAFF REPORT

DATE: January 6, 2022
FOR: Landscape Committee
SUBJECT: Tree Removal Request: 3154-B Alta Vista – Brazilian Pepper tree

RECOMMENDATION

Approve the request for the removal of one Brazilian Pepper tree.

BACKGROUND

The resident at 3154-B purchased the manor in November 2021, and is requesting the removal of one Brazilian Pepper tree, *Schinus, terebinthifolius*, located at the rear of the manor. The reasons cited for the removal are previous structural damage and the threat of falling limbs, due to the canopy overhanging the manor's roof and patio area. There are three additional signatures on the Mutual Request Form in favor of the removal (Attachment 1).

The tree was last pruned in June of 2020. Future trimming is tentatively scheduled for fiscal year 2022. The height of the tree is approximately 32 feet with a trunk diameter of approximately 20 inches. The tree is approximately seven feet from the patio wall and manor (Attachment 2).

DISCUSSION

At the time of inspection, the tree was found to be in poor condition with signs of a termite infestation, as well as pockets of decay throughout the canopy.

Also, one of the main leader branches at the center has a poor attachment with included bark. This occurs when two main branches grow together to form a poor "V" shaped union, rather than a preferred connection to the trunk with a "U" shaped union.

Given the decay and the size of the co-dominant limb, the removal of either branch would cause a wound that would be susceptible to additional decay and further termite activity. Therefore, in this case, the best choice is removal of the tree.

FINANCIAL ANALYSIS

The cost to remove the tree is estimated at \$1,457 and the estimated value of the tree is \$6,230 based on the tree inventory data.

Prepared By: Bob Merget, Landscape Manager

Reviewed By: Kurt Wiemann, Director of Landscape Services

ATTACHMENT(S)

Attachment 1:	Mutual Landscape Request Form
Attachment 2:	Photographs

ATTACHMENT 1

Light Wood Valley

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.

3154 Alta Vista Unit B
Address

11-26-2021 FRIDAY
Today's Date

Daniel + Pamela Ohlinger
Resident's Name

480 570-2978
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.

- ☒ ^{PREVIOUS} Structural Damage ☐ Sewer Damage ☐ Overgrown ☐ Poor Condition

- ☐ Litter/Debris ☐ Personal Preference ☒ Other (explain): *Tree presents a continued safety hazard for potential limbs falling on us when on patio. The tree is huge & has done past damage to the roof and*

GUIDELINES: *patio cover. (Insurance claims were submitted in past)*

- **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.
- **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.

High limbs are hanging over our patio cover where we sit - even with light winds the potential for an accident or damage are present. One limb is 5 feet from our patio cover - we are concerned for our safety.
 * (Attached are photos for MANOR 3154B)

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
Martha Rexinger	3151 C	X		
Linda 1751B H	3154A	X		
Maxine Ketter	3157A	X		

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

Daniel Ohlenger
 Owner's Signature

Pamela Ohlenger
 Owner's Name

OFFICE USE ONLY

MOVE-IN DATE: _____ DATE: _____ INITIALS: _____

530 _____ 540 _____ 570 _____ LAST PRUNED: _____

RELANDSCAPED: _____ NEXT TIME: _____

TREE SPECIES: _____

COMMENTS: _____

TREE VALUE: _____ TREE REMOVAL COST: _____

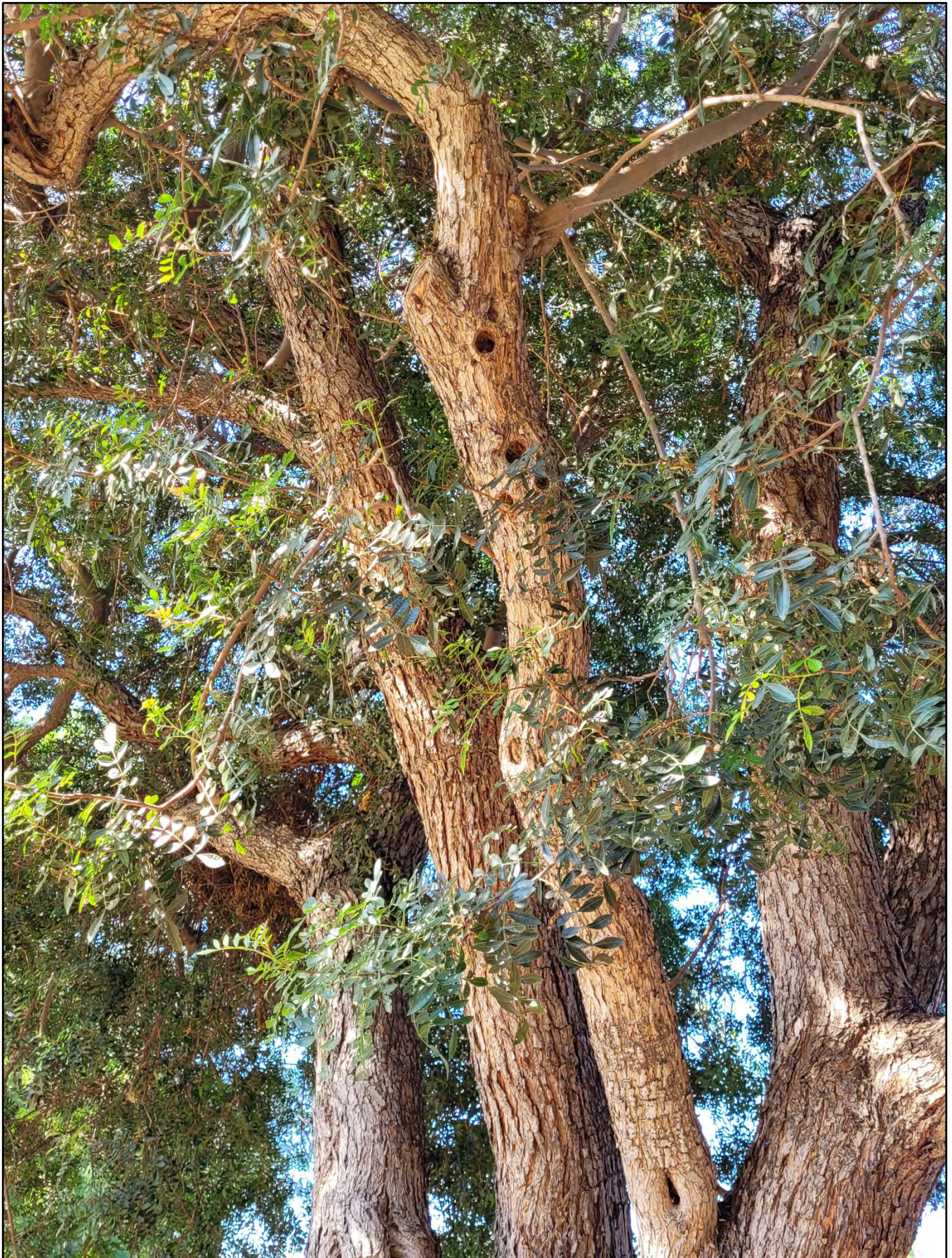
ATTACHMENT 2















STAFF REPORT

DATE: January 6, 2022
FOR: Landscape Committee
SUBJECT: Tree Removal Request: 3160-D Alta Vista – Three King Palm trees

RECOMMENDATION

Deny the request for the removal of three King Palm trees; one multi-trunk and two standard trunks.

BACKGROUND

The resident at 3160-D purchased the manor in January 2021, and is requesting the removal of three King Palm trees, *Archontophoenix*, *king palm*, located at the side of the manor. The reasons cited for the removals are potential structural damage and litter/debris. There are four additional signatures on the Mutual Request Form in favor of the removal (Attachment 1).

The trees were last pruned in June of 2020. Future trimming is tentatively scheduled for fiscal year 2022. The height of the trees are approximately 30 feet with trunk diameters of approximately 12 inches. The trees are approximately three feet from the sidewalk and manor (Attachment 2).

DISCUSSION

At the time of inspection, the trees were found to be in good condition with no signs of pests, previous pest damage, and no trunk damage.

King palms are not typically root aggressive. They tend to grow straight down with very few outreaching roots. The canopies of the trees are above the roof line and will be maintained above the roof line through future trimming.

The size of the King Palms will not be a conflict with the manor or the roof edge. At this time, there is no reason to justify the removal of these trees.

FINANCIAL ANALYSIS

The combined cost to remove the trees is estimated at \$2,124, the combined cost to trim the trees is \$552, and the estimated value of the trees is \$4,140 based on the tree inventory data.

Prepared By: Bob Merget, Landscape Manager

Reviewed By: Kurt Wiemann, Director of Landscape Services

ATTACHMENT(S)

Attachment 1:	Mutual Landscape Request Form
Attachment 2:	Photographs

**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.

3160 ALTA VISTA #D
Address

11-10-2021
Today's Date

CHI-MEI CHANG
Resident's Name

626-353-5117
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
- ☐ Other (explain): _____

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.
- **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.

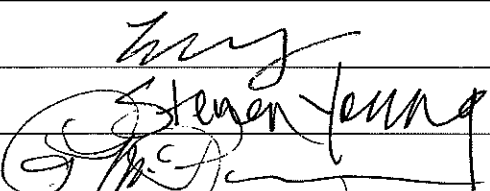
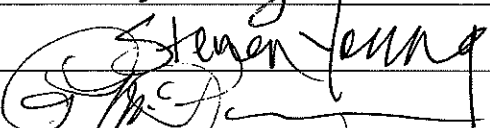
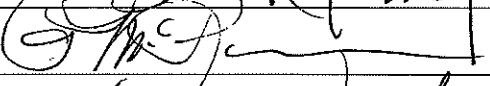
Description & Location of Request

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.

There are eight palm trees next to my side wall. The ball roots would eventually push against the wall. To prevent this, would like to request removing them all now.

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
	3160-D	✓		
	3160C	✓		
	3160B	✓		
Baren Wood	3160A	✓		

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

Acknowledgement - Owner

By signing, you are acknowledging this request.


Owner's Signature

CHI-MEI CHANG
Owner's Name

OFFICE USE ONLY

MOVE-IN DATE: _____

DATE: _____ INITIALS: _____

530 _____ 540 _____

570 _____ LAST PRUNED: _____

RELANDSCAPED: _____

NEXT TIME: _____

TREE SPECIES: _____

COMMENTS: _____

TREE VALUE: _____ TREE REMOVAL COST: _____

ATTACHMENT 2









STAFF REPORT

DATE: January 6, 2022
FOR: Landscape Committee
SUBJECT: Landscape Revision Request: 3234-B San Amadeo

RECOMMENDATION

Deny the request for revisions to the landscaping adjacent to 3234-B.

BACKGROUND

The requesting resident purchased the unit in March of 2019, and is requesting permission to revise the landscape area adjacent to the driveway of the subject manor (Attachment 1).

DISCUSSION

The requesting resident is seeking permission to remove existing common area shrubs and planter area and to install pavers or concrete in its stead. The reasoning behind the request is to allow additional access to and from vehicles parked in the driveway. This request would violate Third Mutual Policies regarding use of common area and staff recommends denial of this request.

FINANCIAL ANALYSIS

No cost to the Mutual.

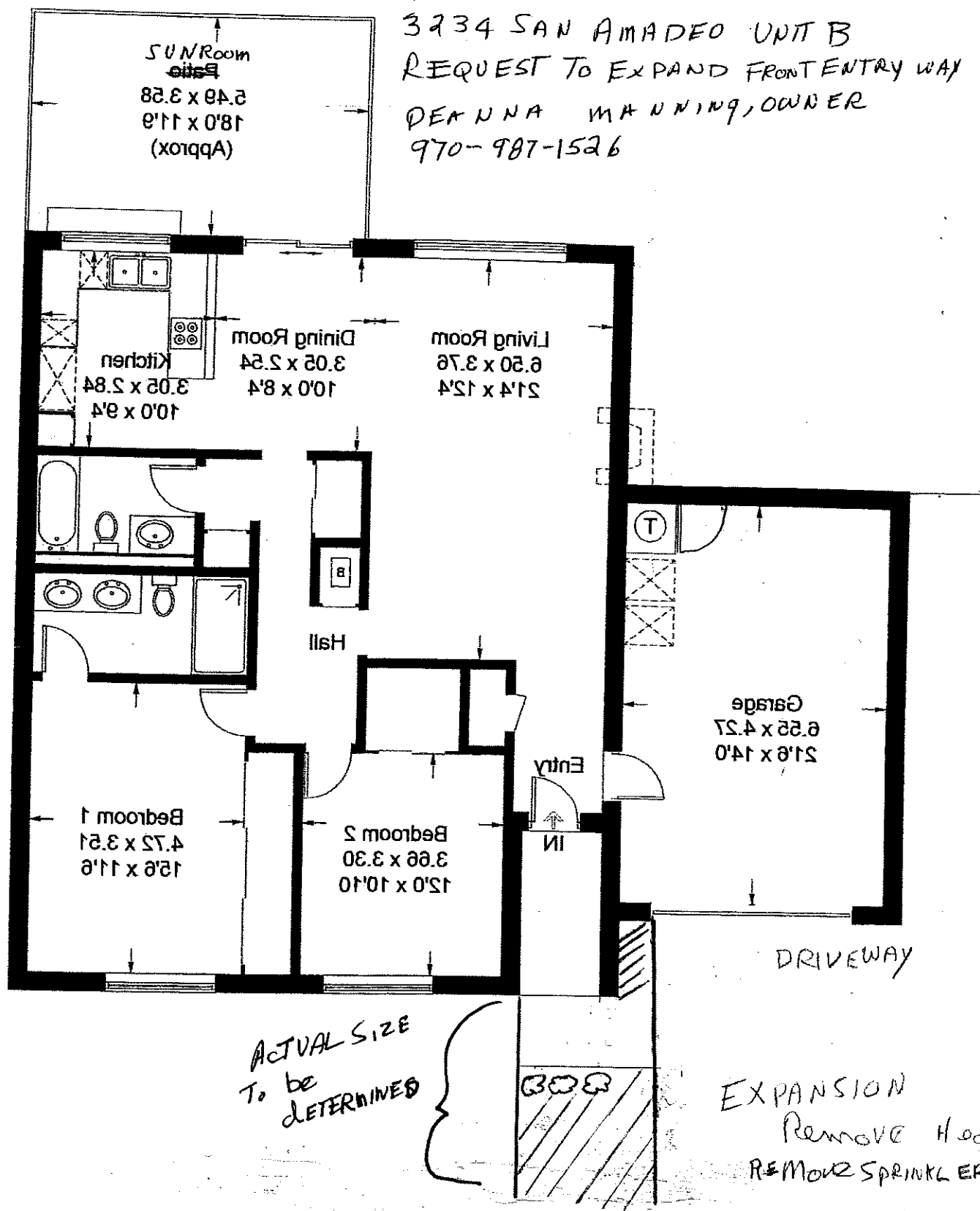
Prepared By: Kurt Wiemann, Director of Landscape Services

Reviewed By: Eve Morton, Landscape Coordinator

ATTACHMENT(S)

Attachment 1: Proposed Plan
Attachment 2: Mutual Landscape Request Form

Las Flores



**MUTUAL LANDSCAPE REQUEST FORM**

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

BY: Carmen Aguirre

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.

3234 SAN AMADEO UNIT B
Address

11/24/2021
Today's Date

DEANNA MANNING, OWNER
Resident's Name

970-987-1526
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

☒ Other (explain): _____

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.
- **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 1

November 23, 2021

TO: Department Of Landscaping Services

FROM: Deanna Manning

3234 San Amadeo, Unit B

Subject: Landscape Revision/Improvement Request

3234 San Amadeo, Unit B

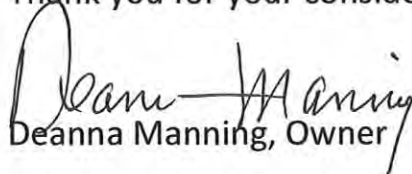
Laguna Woods, CA 92637

To allow a remedial concrete or paver surface improvement to replace a small turf and hedge area contiguous to the existing concrete entry and driveway at the front entrance to the manor:

1. To provide reasonable accommodation for handicap access, particularly wheelchair, walker and caretaker assisted, including transfer from auto and van.
2. Eliminate a dangerous "trip hazard" planter area
3. Improve visual aesthetics.
4. Improve pedestrian access.
5. Reduce water use.
6. Relieve Mutual of the maintenance burden which is not of general use to the other members of third.

A specific plan will be submitted for review and approval if the general use is approved. A general site location and site pictures are shown on attachments.

Thank you for your consideration. I look forward to an onsite meeting.



Deanna Manning, Owner 970-987-1526

3234 San Amadeo, Unit B

Laguna Woods, CA 92637

Deanna Manning
3234 San Amadeo, Unit B
Laguna Woods, CA 92637



Deanna Manning
3234 San Amadeo, Unit B
Laguna Woods, CA 92637



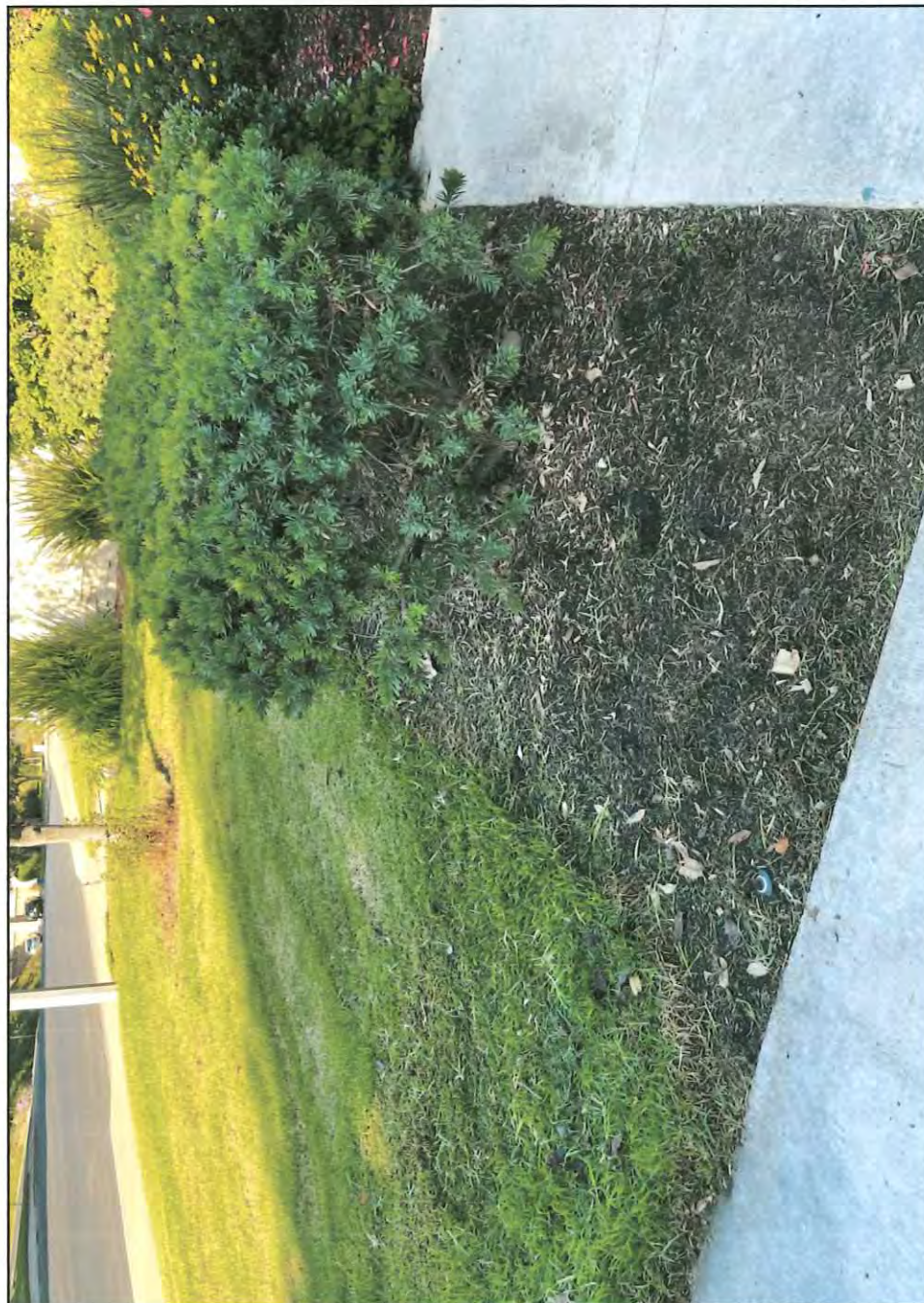
Deanna Manning
3234 San Amadeo, Unit B
Laguna Woods, CA 92637



Deanna Manning
3234 San Amadeo, Unit B
Laguna Woods, CA 92637



Deanna Manning
3234 San Amadeo, Unit B
Laguna Woods, CA 92637



Deanna Manning
3234 San Amadeo, Unit B
Laguna Woods, CA 92637



Deanna Manning
3234 San Amadeo, Unit B
Laguna Woods, CA 92637



Deanna Manning
3234 San Amadeo, Unit B
Laguna Woods, CA 92637





STAFF REPORT

DATE: January 6, 2022
FOR: Landscape Committee
SUBJECT: Off-schedule Tree Trimming: 4007-1C Calle Sonora Oeste– Rusty Leaf Fig

RECOMMENDATION

Deny the request for an off-schedule trimming of a Rusty Leaf Fig tree.

BACKGROUND

The resident at 4007-1C purchased the manor in June 1998, and is requesting the off-schedule trimming of a Rusty Leaf Fig tree, *Ficus, rubiginosa*, located at the rear of the manor in the greenbelt area. The reasons cited for the off-schedule trimming are; the tree has been neglected, it is overgrown, badly damaged, and resident claims it was not trimmed in February as recorded. There are two additional signatures on the Mutual Request Form in favor of the off-schedule trimming (Attachment 1).

The tree was last pruned in February of 2021. Future trimming is tentatively scheduled for fiscal year 2023. The height of the tree is approximately 44 feet with a trunk diameter of approximately 23 inches. The tree trunk is approximately 55 feet from the manor and the outer canopy is approximately 20 feet from the manor's patio (Attachment 2).

DISCUSSION

At the time of inspection, the tree was found to be in good condition with no signs of pests or previous pest damage. There is no trunk damage and the tree has a favorable trunk flair.

There are a number of surface roots which are typical for this species. However, there was no noticeable damage to the surrounding irrigation valve boxes, drains, or the split rail fence. There is one large surface root that will be scheduled to be ground down below the turf.

The canopy does have additional growth on one side, but staff doesn't believe this will be an issue between now and the next scheduled trimming.

The last trim was merely a crown raising which, at the time, was all that was needed.

Staff did not see any damaged branches or deadwood that would require trimming at this time.

FINANCIAL ANALYSIS

The cost to perform an off-schedule trimming would be approximately \$400, the cost to perform the root grinding is approximately \$295, and the estimated value of the tree is \$6,080 based on the tree inventory data.

Prepared By: Bob Merget, Landscape Manager
Reviewed By: Kurt Wiemann, Director of Landscape Services

ATTACHMENT(S)

Attachment 1: Mutual Landscape Request Form
Attachment 2: Photographs

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.

4007 Calle Sonora
Address

Today's Date

Mae DURANT
Resident's Name

949 742 0216
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 HAS NOT BEEN TRIMMED IN A
LONG TIME IT IS SLOPING AND BRANCHES BREAKING

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

☐ Other (explain): CLAIM IT WAS TRIMMED LAST JOB NOT TRUE!!

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.
- **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.

WE ARE DEVASTATED BECAUSE OF THIS

THE LIVING A CONTINUING

THAT SHOULD NOT BE

IGNORED AND LISTEN TO OUR REQUESTS

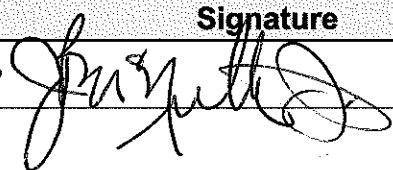
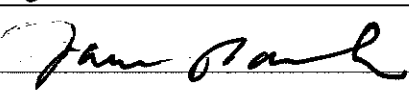
Description & Location of Request

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.

In the back of my Condo- IT HAS NOT BEEN TRIMMED AS WAS STATED. IT IS OVERGROWN & sloping to one side BRACKING. IT'S A Request THAT SHOULD NOT BE IGNORED. THIS BEAUTIFUL

Signatures of All Neighbors Affected By This Request

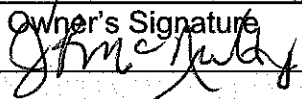
Because your request may affect one or more of your neighbors, it is imperative that you obtain their signatures, manor numbers, and whether they are for, undecided, or against this request.

Signature	Manor #	For	Undecided	Against
	2C	✓		
	2d	✓		

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

Mae Durant
Owner's Signature


Mae DURANT 1C
Owner's Name
James P. McNulty 2C

OFFICE USE ONLY

MOVE-IN DATE: _____

DATE: _____ INITIALS: _____

530 _____ 540 _____

570 _____ LAST PRUNED: _____

RELANDSCAPED: _____

NEXT TIME: _____

TREE SPECIES: _____

COMMENTS: _____

TREE VALUE: _____ TREE REMOVAL COST: _____



ATTACHMENT 2







STAFF REPORT

DATE: January 6, 2022
FOR: Landscape Committee
SUBJECT: Landscape Revision Request: 5209 Avenida Despacio

RECOMMENDATION

Deny the request for revisions to the landscaping adjacent to 5209.

BACKGROUND

The requesting resident purchased the unit in March of 2019, and is requesting permission to revise the common area landscape adjacent to the subject manor (Attachment 1).

DISCUSSION

The requesting resident is seeking permission to place colored stones in the shrub bed area adjacent to her manor. The resident had previously placed numerous decorative stones in the common area and had removed them after receiving a Courtesy Notice from Compliance stating that the stones violate Mutual policies.

Additionally, these stones pose a potential hazard to maintenance staff and resident if the stones migrate into the turf area. This request would violate Third Mutual Policies regarding use of common area and staff recommends denial of this request.

FINANCIAL ANALYSIS

No cost to the Mutual.

Prepared By: Kurt Wiemann, Director of Landscape Services

Reviewed By: Eve Morton, Landscape Coordinator

ATTACHMENT(S)

Attachment 1: Mutual Landscape Request Form
Attachment 2: Photos

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.*

5209 Avenida Despacio
Address

September 4, 2021
Today's Date

Laurie Burgis
Resident's Name

818-744-4329
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): Desire to place decorative items in the planter areas of the front yard.

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
- ☒ Other (explain): HOA has given me a demand notice to remove the decorative items.

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.
- 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.

Return the Stone

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.

I would like to be able to place decorative items in planter areas in my front yard. Most of the residents who have walked by have expressed joy in seeing them and have, with my permission, taken some home for their continued enjoyment.

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
Vicki Kalinsky	5236	✓		
Karen Yu	5275	✓		
Don Schum	5271	✓		
Silvia	5148	✓		
Don Kow	5733	✓		
Adina	5272	✓		

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

Owner's Signature

Owner's Name

OFFICE USE ONLY

MOVE-IN DATE: _____

DATE: _____ INITIALS: _____

530 _____ 540 _____

570 _____ LAST PRUNED: _____

RELANDSCAPED: _____

NEXT TIME: _____

TREE SPECIES: _____

COMMENTS: _____

TREE VALUE: _____ TREE REMOVAL COST: _____

Return the stones

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.

I would like to be able to place decorative items in planter areas in my front yard. Most of the residents who have walked by have expressed joy in seeing them and have, with my permission, taken some home for their continued enjoyment.

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
Etty Dabir	5160	✓		
Shelly Huhne	5207	✓		
Carol King	5208	✓		
Carol King	5242	✓		
Deene Hajnal	5270	✓		
Les Hajnal	5270	✓		

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

Owner's Signature

Owner's Name

OFFICE USE ONLY

MOVE-IN DATE: _____

DATE: _____ INITIALS: _____

530 _____ 540 _____

570 _____ LAST PRUNED: _____

RELANDSCAPED: _____

NEXT TIME: _____

TREE SPECIES: _____

COMMENTS: _____

TREE VALUE: _____ TREE REMOVAL COST: _____

Return the Stones

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.

I would like to be able to place decorative items in planter areas in my front yard. Most of the residents who have walked by have expressed joy in seeing them and have, with my permission, taken some home for their continued enjoyment.

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
<i>[Signature]</i>	5158	✓		
<i>Michelle Ameyia</i>	5164	✓		
<i>Tim Mayors</i>	5187	✓		
<i>Shirley Chan</i>		✓		
<i>Shirley</i>		X		
<i>Lynn Sorenson</i>	5022	X		

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

Acknowledgement - Owner

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Owner's Signature _____

Owner's Name _____

OFFICE USE ONLY

MOVE-IN DATE: _____

DATE: _____ INITIALS: _____

530 _____ 540 _____

570 _____ LAST PRUNED: _____

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NEXT TIME: _____

TREE SPECIES: _____

COMMENTS: _____

TREE VALUE: _____ TREE REMOVAL COST: _____


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.

Return the Stones

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
	5239	✓		
Roy O. Lee	5272	✓		
Eva Hon	5278	✓		
B.J. Bennett	5241	✓		
Sam Bennett	5241	✓		
Q. Bunch Lee	5057	✓		

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

Owner's Signature

Owner's Name

OFFICE USE ONLY

MOVE-IN DATE: _____

DATE: _____ INITIALS: _____

530 _____ 540 _____

570 _____ LAST PRUNED: _____

RELANDSCAPED: _____

NEXT TIME: _____

TREE SPECIES: _____

COMMENTS: _____

TREE VALUE: _____ TREE REMOVAL COST: _____

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Return the stones

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
Rudy GARCIA	5198	✓		
Dann Lee	5246	✓		
Adrian Lee	5272	✓		
Tracy Lee	5308	✓		
Chand Lypin	5308	✓		

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

Owner's Signature _____

Owner's Name _____

OFFICE USE ONLY

MOVE-IN DATE: _____

DATE: _____ INITIALS: _____

530 _____ 540 _____

570 _____ LAST PRUNED: _____

RELANDSCAPED: _____

NEXT TIME: _____

TREE SPECIES: _____

COMMENTS: _____

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Return the Stones

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
<i>Ch. J. Lee</i>	5238	X		
<i>Grace Lee</i>	5540	X		
<i>George Gyp</i>	5033	X		
<i>Mabel Ja</i>	5382A	X		
<i>Candylong</i>	5406	X		
<i>Sue Lee</i>	5399	X		

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

Jin Li

26913

X

Acknowledgement - Owner

By signing, you are acknowledging this request.

Owner's Signature

Owner's Name

OFFICE USE ONLY

MOVE-IN DATE: _____

DATE: _____ INITIALS: _____

530 _____ 540 _____

570 _____ LAST PRUNED: _____

RELANDSCAPED: _____

NEXT TIME: _____

TREE SPECIES: _____

COMMENTS: _____

TREE VALUE: _____ TREE REMOVAL COST: _____

October 16, 2021

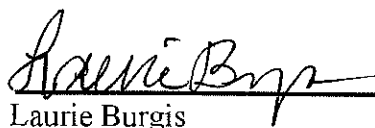
Compliance Department
Third Laguna Hills Mutual
PO Box 2220
Laguna Hills, CA 92654

Re: Request for Consent

I am requesting consent from the Board of Directors for the Third Laguna Hills Mutual to place decorative item in the front yard of my house. These items may consist of painted stones, ornamental statuary, and colored solar light sticks as used to light a pathway. These items will be placed in a manner so that they do not impede anyone's movement around the grounds. They are there to give joy and pleasure to all who see them. Thus far, many of my neighboring residents have stopped to enjoy my display and have thanked me for brightening their day. I also encourage anyone who wishes to take some of the painted stones to use in decorating their own homes and many neighbors have shown great appreciation for my sharing of these items. Attached are a few pictures showing this. I was pleasantly struck by one of the residents, a resident in gate 10, who brought her grandchildren by to enjoy my efforts. The children gleefully took several of the painted stone home with them. I put it to you that my decorations are in good taste, harm no one, and provide pleasure and joy to many in our community. I have also been assured by the regular landscape crew that these items, as they are placed (located) within the landscape, do not interfere in any way with their ability to maintain the common grounds.

In closing, in as much as my decorative items make no noise, harm no one, get in no one's way, and provide a moment of peace and happiness to all who see them, I would greatly appreciate your granting me your consent to provide joy and pleasure to the residents of Laguna Woods.

Thank you,



Laurie Burgis
5209 Avenida Despacio
Laguna Woods, CA 92637



Courtesy Notice

August 27, 2021

Via First Class Mail and Email
lburgis@aol.com

Ms. Laurie Burgis
Mr. Michael Burgis
Mr. Paul Burgis
5209 Avenida Despacio
Laguna Woods, CA 92637

**Re: Request for Compliance
Landscape Maintenance Manual, Owners Role
Resolution 03-16-117, Care & Maintenance of Patios, Balconies, Breezeways &
Walkways**

Dear Members:

The Third Laguna Hills Mutual (Third) Board of Directors has received a report alleging that you may be in violation of the community rules. It has been reported that you revised the landscaped area around your unit prior to obtaining Mutual consent.

Landscape Maintenance Manual – Owners Role states:

- DO NOT plant/alter, or have your gardener plant/alter, on slopes, around trees, or in the lawn of the common area.
- DO NOT remove plantings without approval from the Landscape Division.
- DO NOT place materials such as stepping stones, edging materials, potted plants, statuary, or any other item (including hoses, hose reels, patio furniture) in common areas **which interfere with landscaping operations**, or cause a safety hazard. If desired, these items can be removed by the Landscape Division as a chargeable service.

Resolution 03-16-117, the Care & Maintenance of Patios, Balconies, Breezeways & Walkways states: "...Common areas are for the use and enjoyment of all residents and while limited common area permit exclusive use of the area, it is essential that all residents be aware of the need for safety, attractiveness and the prevention of damage to the building by items placed by residents in or on the common or limited common areas... All plants shall be attractive and shall be maintained by the resident in a healthy, well cared for condition, properly watered and pruned..."

As managing agent for the Third Board of Directors, you are requested to take the necessary action to ensure compliance to the cited restrictions. **You are therefore requested to take action within 10 days, on or before September 6, 2021 by removing the colored rocks, sign post, and any other personal items; and bringing the landscaped area back to Mutual Standards. If you require further assistance you may call Maribel Flores, Landscape Department Operations Coordinator at 949-597-4605.**

Ms. Laurie Burgis
Mr. Michael Burgis
Mr. Paul Burgis
August 27, 2021
Page 2 of 2

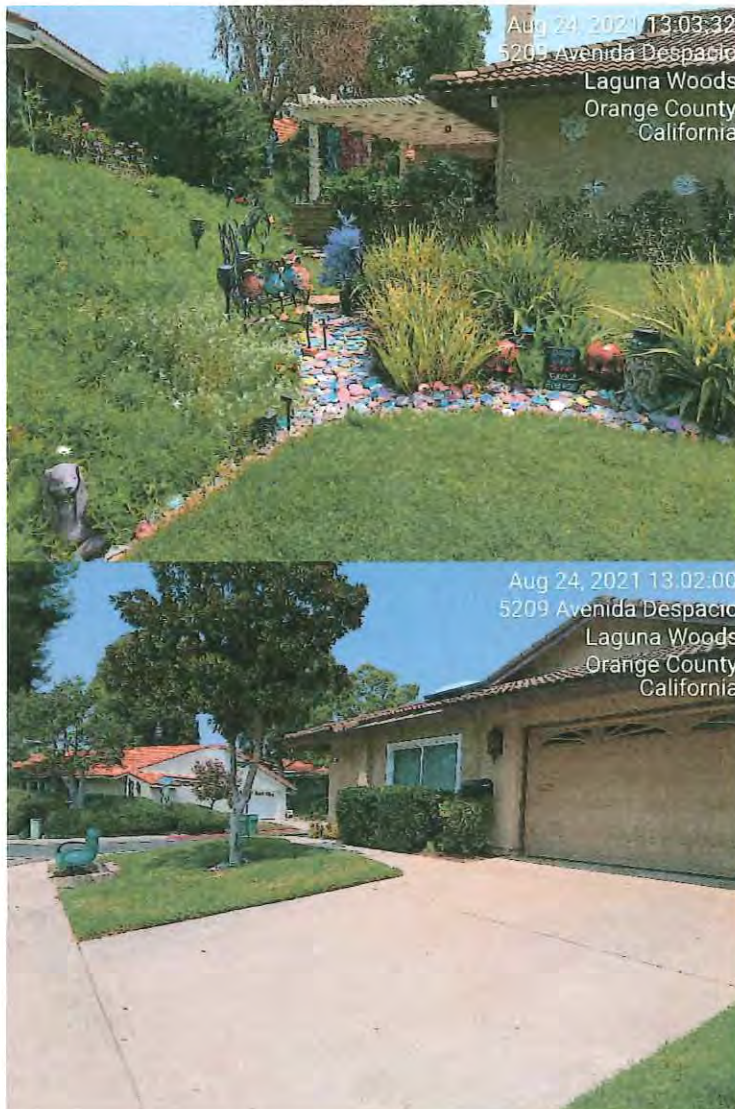
As Third Members, please be advised that you are personally responsible for ensuring that the rules, regulations, and policies are followed by anyone you allow into the community. This includes any Co-occupant, Lessee, or Guest.

If you feel that this notice was sent to you in error, please respond to these allegations in writing to the Compliance Department, P.O. Box 2220, Laguna Hills, CA 92654. Alternatively, you may email me at compliance@vmsinc.org or contact me at 949.268.2255.

Sincerely,
FOR THE BOARD OF DIRECTORS


Casey Almero
Compliance Coordinator, VMS, Inc.

cc: Landscape Department



ATTACHMENT 2

CURRENT PHOTO OF AREA
ADJACENT TO 5209



Photo of area adjacent to 5209 prior to removal of the painted stones. She is requesting to return the stones to this area.





STAFF REPORT

DATE: January 6, 2022
FOR: Landscape Committee
SUBJECT: Landscape Revision Request: 5423 Calle Carmenita

RECOMMENDATION

Approve the request for revisions to the landscaping adjacent to 5423.

BACKGROUND

The requesting resident purchased the unit in May of 2021, and is requesting permission to revise the landscaped shrub bed area adjacent to the subject manor (Attachment 1).

DISCUSSION

The requesting resident is seeking permission to remove existing shrubs in common area shrub beds and install drought tolerant and California native species.

All irrigation work related to this request would be performed by staff as a chargeable service; costs are estimated to be \$2,500.

Staff recommends approval of this work with the following conditions:

- All costs for design, construction, and maintenance of the improvement are the responsibility of the Property's Member Owner at 5423.
- All materials and installation shall be approved by the Landscape Department prior to start of work.
- The requesting Member understands that only the approved plant material may be planted and per Mutual policy, no vegetables or fruits may be planted.
- The requesting Member understands that the area will remain Common Area, subject to the use and passage of all members of Third Mutual.

FINANCIAL ANALYSIS

No cost to the Mutual.

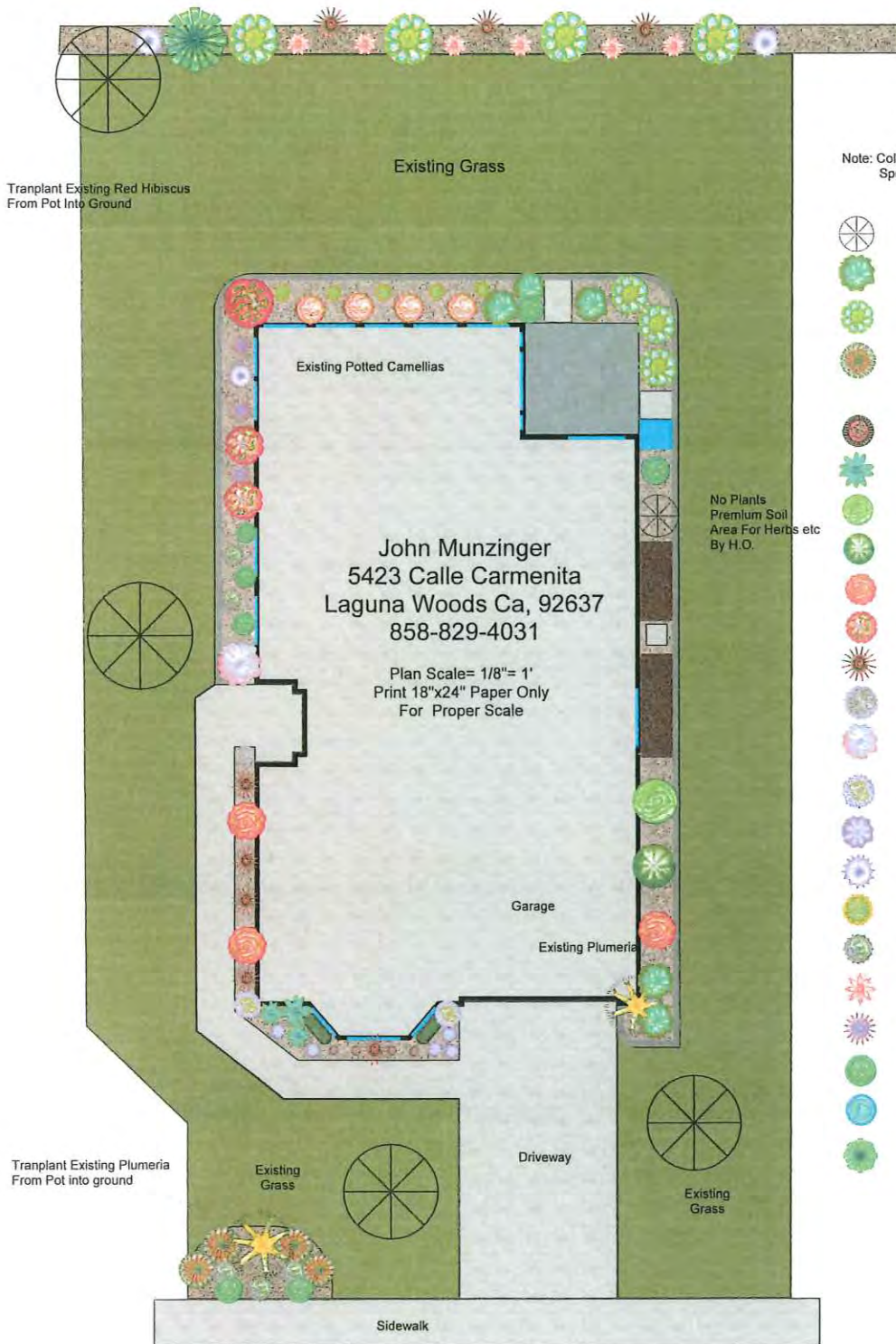
Prepared By: Kurt Wiemann, Director of Landscape Services

Reviewed By: Eve Morton, Landscape Coordinator

ATTACHMENT(S)

Attachment 1:	Proposed Plan
Attachment 2:	Mutual Landscape Request Form
Attachment 3:	Photographs of Existing Landscape

ATTACHMENT 1

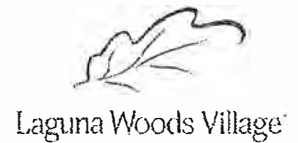


Tree and Plant Legend

Note: Colors of symbols do not necessarily represent color of the plants species. Species are Only Suggestions. Ok to change with other species but only change with similar subject matter and growth sizes.

- Existing Trees
- Existing Plants leave In Place
- Keep Existing Rose Bushes & or Transplant Nicest, largest, healthiest Rose bushes from Yard to here
- Transplant Existing Rose Bushes & or Transplant Nicest, largest, healthiest Rose bushes from Yard to here
- Leave Existing Annuels. H.O. Replace of Seasonal Choice
- Transplant Existing Potted Plants Into Ground
- 1-15 Gal or 24" Box Dwarf Pomegranate
- 1-15 Gal or 24" Box Dwarf Lime
- 3- 5 Gal 15 Gal Toyon Hetromelos Arbutifolia
- 2- 5 gal or 15 gal Lemonade Berry Rhus integrifolia Ovalta
- 8 Gal Fairy Duster Callianta Ercophylla
- 1- 5 Gal Trailing Rosemary
- 1- 5 gal Salvia Clenundrii cmoon cleavland sage
- 2- 5 wooley blue curls Trichastema Lanatum
- 5-5 Gal Lavender mix- Spanish, English, French
- 3- 5 gal Monkey Flower Mimulus puniceus
- 5- 5 gal Yellow Sundrops Calylophus hartwegii
- 5- 5 Gal Seaside Daisy Erigenon Glaucus
- 6- 5 Gal Hybrid Fuchsia Zauschneria or Epilobium
- 3- 5 Gal Yankee Pot Griseus Haizentilis
- 7- 5 Gal Artemesia Pyconcephola Davids Choice
- 3- 5 Gal Blue Eyed Grass Sisyrinchium Bellum' Filler Plant"
- 1- 15 Gal Ceanorthus Ray Hartman

ATTACHMENT 2



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.

5423 Calle Carmenita
Address

11/30/2021
Today's Date

John S. & Ilene B. Munzinger
Resident's Name

858-829-4031
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): Remove, replant, replace and add

vegetation. Remove 5 Podocarpus, 3 Heavenly Bamboo and →

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

☐ Other (explain): _____

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.
- **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.

old roses. Move/plant max 4 roses to front. Landscape and re-plant open areas w/ CA natives that are drought-tolerant w/ species such as Ceanothus, Woolly Blue Chubs, Toyon, Lemonadeberry, Fairy Duster, Lavenders, Yellow Sundrops, Artemisia, Salvias

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
Roger Pappas	5424	✓		
Seema Hing	5422	✓		
David Goodman	5421	✓		
Mail. Jov	5420	✓		
Shirley Leiby	5421	✓		
Jeff Lee	5426	✓		

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

John S. Munzinger
Owner's Signature

John S. Munzinger
Owner's Name

OFFICE USE ONLY

MOVE-IN DATE: _____

DATE: _____ INITIALS: _____

530 _____ 540 _____

570 _____ LAST PRUNED: _____

RELANDSCAPED: _____

NEXT TIME: _____

TREE SPECIES: _____

COMMENTS: _____

TREE VALUE: _____ TREE REMOVAL COST: _____

ATTACHMENT 3

