



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

**Thursday, April 7, 2022 – 9:30 a.m.**

**BOARD ROOM/VIRTUAL**

**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 three options:*

1. *In-person in Community Center Board Room.*
2. *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](mailto: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 March 3, 2022
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

Items for Discussion and Consideration

9. Tree Removal Request: 2305-A Via Puerta – One Jacaranda Tree
10. Tree Removal Request: 3028-A Calle Sonora – One American Sweetgum Tree
11. Revised Tree Removal Request: 3515-B Bahia Blanca West – One Weeping Bottlebrush tree
12. Landscape Revision Request: 4006-1C Calle Sonora Oeste
13. Landscape Revision Request: 5191 Duenas

Future Agenda Items

Concluding Business:

11. Committee Member Comments
12. Date of Next Meeting – Thursday, May 5, 2022 at 9:30 a.m.
13. 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, March 3, 2022 – 1:30 P.M.  
BOARD ROOM/VIRTUAL MEETING**

**Laguna Woods Village Community Center 24351 El Toro Road**

**REPORT**

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

**COMMITTEE MEMBERS ABSENT** Nathaniel Ira Lewis

**OTHERS PRESENT:**

**ADVISORS PRESENT:**

**STAFF PRESENT:** Kurt Wiemann, Eve Morton

**1. Call to Order**

Chair Jarrett called the meeting to order at 9:30 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 February 3, 2022 Report**

The report was approved by consensus.

**5. Committee Chair Remarks**

Chair Jarrett stated that with the drought tolerant landscaping requests will be reviewed on a case-by-case basis.

She has noticed that behind some of the three-story buildings in Gate 14, some people have made themselves gardens with brick walls around them. This is using common area which is not allowed. Additionally, hoses are used to water these gardens which heightens potable water use.

The new process for Members to request installing stepping stones is now on the website under the Landscape Activities page.

## **6. Department Head Update**

The stepping stone policy is on the website and does require filling out a Landscape Request Form and then returning that to Resident Services.

If residents would like to request to change plants around their home to drought tolerant plants, please fill out a Landscape Request Form, along with a drawn plan of what you would like to do, and a list of plants you would like to use.

### **6a. Project Log**

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

### **6b. Tree Work Status Report**

Mr. Wiemann reviewed this report with the committee.

### **6c. Water Heater Cabinet Landscaping Update**

In February meeting, a resident stated that water heaters were not hidden with landscaping and policies state that landscaping should be used to improve the aesthetics caused by the alterations. Mr. Wiemann has directed staff to address the issue when they are on their regularly scheduled maintenance cycles.

## **7. Member Comments (Items Not on the Agenda)**

A Member felt her neighbor was doing more with her landscape alteration than what was approved. Mr. Wiemann will have staff follow up and contact the resident if necessary.

## **8. Response to Member Comments**

See above.

### Consent:

None

### Items for Discussion and Consideration

## **9. Tree Removal Request: 3320-B Bahia Blanca W. – One Indian Laurel Fig Tree**

Director McCary made a motion to accept staff recommendation and deny this request. Director Rane-Szostak seconded. The committee was in unanimous support.



**10. Tree Removal Request: 3515-B Bahia Blanca W. – One Weeping Bottlebrush Tree**

The resident making this request was present at the meeting. Discussion ensued.

Director McCary made motion to table this matter and to ask Mr. Wiemann's staff to re-inspect this tree. Director Rane-Szostak seconded. The committee was in unanimous support.

Future Agenda Items

Concluding Business:

**11. Committee Member Comments**

Chair Jarrett asked Mr. Wiemann when tree crown reduction is performed. He said it is performed when staff sees a tree is beyond its capacity and has the potential to begin self-shedding. Crown reduction is very expensive.

Director McCary is pleased with quick action taken on starting work to hide unsightly water heaters.

Director Rane-Szostak is pleased that our Members are more involved and sending in questions.

Director Rane-Szostak asked about the contract process. Mr. Wiemann stated that all contracts are put out to bid. Maintenance contracts must be re-bid at least every three years. An annual contract may be renewed twice if the contractor is performing well and agrees to the same pricing.

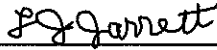
Director Rane-Szostak asked where people can view the meeting videos. They are on the Village website under archived meeting videos.

Chair Jarrett stated that it was a good meeting and thanked Mr. Wiemann and Ms. Morton for their work.

Mr. Wiemann said he is getting compliments on the Landscape staff and he is glad to see it. Changes are working.

**12. Date of Next Meeting – Thursday, April 7, 2022 at 9:30 a.m.**

**13. Adjournment at 2:16 p.m.**



Lynn Jarrett (Mar 7, 2022 13:58 PST)

Lynn Jarrett, Chair  
Kurt Wiemann, Staff Officer  
Eve Morton, Landscape Coordinator – 268-2565

Third Mutual Landscape Project Log April 2022 2022 Reserve Fund Projects									
Project	Contractor	Description	Status	Estimated Completion	Completion*	Budget	YTD*	Balance	
Tree Maintenance	Great Scott Tree Services, Inc.	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.	New contracted tree crew in 2022. Scheduled tree work to begin in March.	Annual Program	4%	\$503,120	\$18,546	\$484,574	
	In-House Tree Crew		In-House Tree Crew working on resident requests.		17%	\$440,304	\$74,452	\$365,852	
Landscape Modernization	Staff	Elimination of highest water using turf areas; replacing with water efficient landscapes.	On-going annual project using in-house crews.	Annual Program	15%	\$162,520	\$24,337	\$138,183	
Slope Maintenance Outsourced	Mission Landscape	Annual Maintenance	In progress, on schedule.	Annual Program	8%	\$490,395	\$38,636	\$451,759	
Fire Risk Reduction	Mission Landscaping/ Andre Landscape/Staff	Project includes the removal of vegetation with a high risk of fire.	Slope Erosion Scar Evaluation at 3420 Calle Azul out to bid. Clear Non-Native Plants from fire areas.	Annual Program	45%	\$180,000	\$80,800	\$99,200	

\*Completion based upon invoices recieved to-date. In-house expenses as of February 28, 2022.



Third Mutual Off Schedule Tree Work						
Date	Manor	Description	Tree Type	Labor Hours	Reason	Decision Level
1/3/2022	3530	Removal	Edible Loquat	2	Resident request	Staff
1/3/2022	3148	Removal	Orange tree	2	Resident request	Staff
1/3/2022	3102	Hanging branch	Ash	2	Hanger in canopy	Staff
1/3/2022	5475	Hanging branch	Rusty Leaf fig	3	Hanger in canopy	Staff
1/3/2022	3407	Hanging branch	Silk Oak	2	Hanger in canopy	Staff
1/3/2022	3148	Removal	Orange tree	1	Resident request	Staff
1/3/2022	3086	Hanging branch	Brazilian Pepper	2	Hanger in canopy	Staff
1/3/2022	3160	Removal	Purple leaf plum	2	Pest	Staff
1/4/2022	2234	Clearance	Fern pine	4	Light clearance	Staff
1/4/2022	3035	Clearance	Carrotwood 2	5	End weight	Staff
1/5/2022	3451	Trim	Carrotwood 3	7	Full Trim	Staff
1/5/2022	3457	Trim	Carrotwood	2	Full Trim	Staff
1/6/2022	5342	Removal	Orange tree	2	Resident request	Staff
1/6/2022	5342	Hanging branch	Carrotwood	2	Hanger in canopy	Staff
1/6/2022	5327	Clearance	Fern pine	2	Touching the roof	Staff
1/6/2022	3512	Clearance	Camphor	2	Touching the roof	Staff
1/6/2022	3465	Branch removal	Eucalyptus	5	Storm related	Staff
1/7/2022	3239	Clearance	Brazilian Pepper	2	Touching the roof	Staff
1/7/2022	3396	Trim	Silk Oak	6	Full Trim	Staff
1/7/2022	3474	Hanging branch	Silver Dollar 2	3	Hanger in canopy	Staff
1/7/2022	5345	Removal	Spartan Juniper	3.5	Storm related	Staff
1/9/2022	3312	Clearance	Carrotwood	2	Touching the roof	Staff
1/10/2022	3229	Removal	Brazilian Pepper	6	Storm related	Staff
1/10/2022	3283	Hanging branch	Star Pine	2.5	Hanger in Canopy	Staff
1/10/2022	3101	Trim	Fern pine	4	Full Trim	Staff
1/11/2022	3095	Trim	Stone Pine	3	Full Trim	Staff
1/11/2022	3095	Trim	Lemon Gum	3	Full Trim	Staff
1/11/2022	5527	Clearance	Jacaranda	2.5	Touching the roof	Staff
1/12/2022	3164	Clearance	Carrotwood	3	Touching the roof	Staff
1/12/2022	3151	Clearance	Carolina Cherry	2	Touching the roof	Staff
1/17/2022	5569	Clearance	Canary Island Pine 2	4	Touching the roof	Staff
1/19/2022	3151	Removal	Australian willow	5	Uprooted, weak root system	Staff
1/19/2022	3151	Hanging branch	Silk Oak	2	Hanging branch in Canopy	Staff
1/19/2022	3361	Hanging branch	Star pine	2	Hanging branch in Canopy	Staff
1/19/2022	5515	Removal	Windmill Palm 2	3	Uprooted, weak root system	Staff
1/20/2022	3396	Trim	Silk Oak	3	End weight	Staff
1/20/2022	3421	Clearance	Canary Island Pine 2	4	Touching the roof	Staff
1/26/2022	3424	Trim	Ash	9	Restore after limb loss	Staff
1/26/2022	3424	Trim	Ash	4	Restore after limb loss	Staff
1/27/2022	3322	Trim	Eucalyptus	32	Full Trim	Staff
1/28/2022	3090	Removal	Bottlebrush	3	Pest bore	Staff
1/31/2022	4008	Clearance	Magnolia	2	Touching the roof	Staff
1/31/2022	5345	Removal	Juniper	2	Pest red spider mite	Staff
1/31/2022	3283	Removal	Rubber tree	8	Too close to the manor	Staff
1/31/2022	3283	Removal	Pepper	8	Too close to the manor	Staff
2/1/2022	5392	Trim	Eucalyptus	18	Full Trim	Staff
2/1/2022	3071	Clearance	Ficus	2	Touching the roof	Staff
2/2/2022	5506	Trim	Eucalyptus	18	Full Trim	Staff
2/3/2022	2354	Trim	King palms	12	Hanging Branches	Staff
2/3/2022	3242	Clearance	Ficus	2	Touching the roof	Staff
2/4/2022	4005	Clearance	AtlasCedar	4	Touching the roof	Staff
2/4/2022	5368	Hanging branch	Carrotwood	4	Hanger in Canopy	Staff
2/7/2022	2362	Trim	Stone pine	16	Deadwood and end weight	Staff
2/8/2022	2411	Removal	Pepper	8	Deadwood and decay	Staff
2/8/2022	2411	Removal	Brisbain box	4	Deadwood and decay	Staff
2/8/2022	5368	Hanging branch	Carrotwood	2	Hanger in Canopy	Staff
2/8/2022	2138	Trim	Torulosa	6	End weight	Staff
2/9/2022	5370	Hanging branch	Eucalyptus	2	Hanger in Canopy	Staff
2/9/2022	5030	Hanging branch	Eucalyptus	6	Hanger in Canopy	Staff
2/9/2022	2396	Removal	Bottlebrush	6	Split branch no restoration	Staff
2/10/2022	2402	Hanging branch	Ficus	4	Hanger in Canopy	Staff

2/10/2022	5481	Hanging branch	Star Pine	4	Hanger in Canopy	Staff
2/10/2022	3430	Hanging branch	Eucalyptus	4	Hanger in Canopy	Staff
2/10/2022	5536	Hanging branch	Eucalyptus	4	Hanger in Canopy	Staff
2/10/2022	3145	Hanging branch	Ash	3	Hanger in Canopy	Staff
2/11/2022	3354	Removal	Bottlebrush	4	Split branch	Staff
2/11/2022	3518	Hanging branch	Bottlebrush	2	Hanger in Canopy	Staff
2/11/2022	5487	Hanging branch	Carrotwood	3	Hanger in Canopy	Staff
2/11/2022	5480	Hanging branch	Eucalyptus	3	Hanger in Canopy	Staff
2/11/2022	5485	Hanging branch	Carrotwood	4	Hanger in Canopy	Staff
2/22/2022	5511	Clearance	Brazilian Pepper	3	clearance trim	Staff
2/22/2022	5345	Clearance	Camphor 2	2	clear from pole light and roof	Staff
2/22/2022	3332	Removal	Monterey Pine	5	dead tree	Staff
2/22/2022	3332	Clearance	Indian Laurel Fig	5	clearance trim	Staff
2/22/2022	3048	Removal	Queen Palm	4	Too close to the manor	Staff
2/22/2022	3358	Clearance	Pink Trumpet	3	clearance trim	Staff
2/22/2022	5509	Hanging branch	Desert Gum	3	limb down	Staff
2/24/2022	3417	Clearance	Canary Pine 2	4	clearance trim	Staff
2/24/2022	3417	Clearance	carrotwood	2	clearance trim	Staff
2/25/2022	2350	Clearance	Chinese flame	2	clearance from bldg	Staff
3/4/2022	5512	Removal	Chitalpa	3	Uprooted, weak root system	Staff
3/7/2022	5185	Removal	maleluca	8	Resident request	Staff
3/7/2022	5185	Clearance	Bottlebrush	2	clearance trim	Staff
3/7/2022	5186	Removal	carrotwood	6	Resident request	staff
3/7/2022	3105	Removal	Catalina Cherry	10	Resident request	Staff
3/7/2022	3131	trim	Carrotwood	4	clearance trim	Staff
3/7/2022	451	Removal	Canary Pine	12	deceased	Staff
3/8/2022	3222	Clearance	carrotwood 2	8	End weight	Staff
3/8/2022	3115	Trim	Brazilian Pepper	18	End weight	Staff
3/9/2022	5564	Clearance	Eucalyptus	3	clearance trim	Staff
3/9/2022	3462	Clearance	California Pepper	2	clearance trim	Staff
3/9/2022	3039	Clearance	Sycamore	2	clearance trim	Staff
3/9/2022	3460	Removal	Willow Tree	9	In Decline and Deceased	Staff
3/9/2022	3489	Hanging branch	Silver Dollar	2	Hanger in canopy	Staff
3/9/2022	3489	Hanging branch	Spotted Gum	2	Hanger in canopy	Staff
3/9/2022	3489	Hanging branch	Eucalyptus	2	Hanger in canopy	Staff
3/9/2022	3422	Hanging branch	Scented Gum	1	Hanger in canopy	Staff
3/9/2022	5563	Trim	Nichol Willow	12	Full Trim	Staff
3/9/2022	3508	Removal	Bronze Loquat	6	In Decline and Deceased	Staff
3/9/2022	3039	Clearance	Sycamore	4	clear from roof	Staff
3/11/2022	5297	Removal	Tangerine tree	2	Resident request	Staff
3/11/2022	5224	Trim	Brazilian Pepper	15	End weight	Staff
3/11/2022	5224	Trim	Carrotwood	15	End weight	Staff
3/14/2022	3508	Removal	Aleppo Pine	8	In Decline and Deceased	Staff
3/14/2022	3515	Removal	Bottlebrush	6	In Decline and Deceased	Staff
3/14/2022	3499	Removal	Victorian 2	6	In Decline and Deceased	Staff
3/14/2022	3508	Trim	Ironbark	3	End weight	Staff
3/14/2022	3419	Trim	carrotwood	4	End weight	Staff
3/14/2022	5120	Trim	Arborvitae	7	End weight	Staff
3/14/2022	5117	Hanging branch	Monterey Pine	2	Hanger in canopy	Staff
3/16/2022	5225	Trim	Loquat	2	End weight	Staff
3/16/2022	5225	Trim	Carrotwood	3	End weight	Staff
3/16/2022	4007	Clearance	Rusty Leaf fig	2	clear from bldg	Staff
3/16/2022	4007	Clearance	Olive tree	2	clear from bldg	Staff
3/16/2022	4007	Clearance	Silver Dollar	1	clear from bldg	Staff
3/16/2022	2233	Trim	Spanish Dagger	3	End weight	Staff
3/16/2022	5475	Hanging branch	Star Pine	3	Hanger in canopy	Staff
3/16/2022	5475	Hanging branch	Rusty Leaf fig	2	Hanger in canopy	Staff
3/17/2022	3311	Removal	Red Flowering	12	In Decline and Deceased	Staff
3/17/2022	3311	Removal	Aleppo Pine	24	In Decline and Deceased	Staff
3/18/2022	2223	Trim	Rusty Leaf fig	12	End weight	Staff



## STAFF REPORT

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**DATE:** April 7, 2022  
**FOR:** Landscape Committee  
**SUBJECT:** Tree Removal Request: 2305-A Via Puerta – One Jacaranda Tree

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### **RECOMMENDATION**

Deny the request for the removal of one Jacaranda tree located at 2305-A.

### **BACKGROUND**

The resident at 2305-A purchased the manor in October 2021, and is requesting the removal of one Jacaranda tree, *Jacaranda, mimosifolia*, located at the side of the manor. The reason cited for the removal is liter/debris. There are four additional signatures on the Mutual Request Form in favor of the tree removal and one signature in favor of trimming the tree (Attachment 1).

The tree was last pruned in March of 2020. Future trimming is tentatively scheduled for fiscal year 2023. The height of the tree is approximately 39 feet with a trunk diameter of approximately 14 inches. The tree is growing in the turf area approximately ten feet from the manor's walkway and seven feet from the common walkway (Attachment 2).

### **DISCUSSION**

At the time of inspection, the tree was found to be in fair condition with a favorable trunk flare, no decay, no pest activity, or damage to the trunk.

There are surface roots, however, there was no indication of poor root structure. The tree does have a balanced open canopy.

There was a new walkway installed in January 2019, at a cost of \$1,609. At that time, tree roots were removed.

Resolution 03-21-10 Tree Maintenance Policy states:

- Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents' personal preferences concerning shape, color, size, or fragrance.

It is staffs' opinion that that this tree does not meet the guidelines for removal.

### **FINANCIAL ANALYSIS**

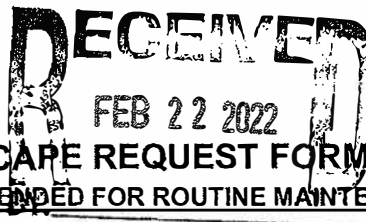
The cost to remove the tree would be approximately \$1,000. The cost to trim the tree would be \$169, and the estimated value of the tree is \$6,080 based on the tree inventory data.

**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.*

2305 Via Puerta Unit A  
Address

2-22-2022  
Today's Date

LI LI GONG  
Resident's Name

626-780-6936  
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.

The tree outside on the right side of my unit creates constant litter, and is too much of a nuisance for me to clean up constantly.

### Signatures of All Neighbors Affected By This Request

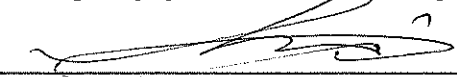
Because your request may affect one or more of your neighbors, it is imperative that you obtain their signatures, manor numbers, and whether they are for, undecided, or against this request.

Signature	Manor #	For	Undecided	Against
	206508	✓		
Jennifer Brown	2305 D		✓ → please TRIM!	
Kim K...	2305 B	✓		
Ethyl K. Offerle	2316 P	✓		
Maria A. L...	2316 C	✓		

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

### Acknowledgement - Owner

By signing, you are acknowledging this request.



Owner's Signature

LI LI GONG

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

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**DATE:** April 7, 2022  
**FOR:** Landscape Committee  
**SUBJECT:** Tree Removal Request: 3028-A Calle Sonora – One American Sweetgum Tree

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### **RECOMMENDATION**

Deny the request for the removal of one American Sweetgum tree located at 3028-A.

### **BACKGROUND**

The resident at 3028-A purchased the manor in March 2016, and is requesting the removal of one American Sweetgum tree, *Liquidambar, styraciflua*, located at the front of Manor D. The reasons cited for the removal are litter/debris, stating the seed pods (often referred to as gumballs) make it impossible to use the sidewalk. There are six additional signatures, including Manor D, on the Mutual Request Form in favor of the tree removal (Attachment 1).

The tree was last pruned in April of 2017. Future trimming is tentatively scheduled for fiscal year 2022. The height of the tree is approximately 30 feet with a trunk diameter of approximately 16 inches. The tree is growing in the turf area approximately two feet from the common walkway and six feet from the manor's patio wall (Attachment 2).

### **DISCUSSION**

At the time of inspection, the tree was found to be in fair condition with a favorable trunk flare, some decay, no pest activity, or damage to the trunk.

There are surface roots, however, there was no indication of poor root structure. American Sweetgum are known for surface roots; however, they are typically well attached.

There was no noticeable infrastructure damage.

During the next scheduled trim, staff will thin out and remove several limbs hanging over the sidewalk in an effort to reduce seed pods collecting on the walkway.

Resolution 03-21-10 Tree Maintenance Policy states:

- Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents' personal preferences concerning shape, color, size, or fragrance.

Staff recommends a canopy thinning and reduction and to deny the request for removal.

## **FINANCIAL ANALYSIS**

The cost to remove the tree would be approximately \$1,200. The cost to trim the tree would be \$300 (a one-time additional trimming is recommended), and the estimated value of the tree is \$1,380 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



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**PLEASE RETURN COMPLETED REQUEST FORM TO RESIDENT SERVICES.****Resident/Owner Information**

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

3028 Calle Lomosa Unit A  
Address

2/23/22  
Today's Date

Cristina Byrne  
Resident's Name

(949) 338-7842  
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): *unable to use sidewalk for walking, wheelchairs, & other things like ball, etc. due to the thorny pods covering it.*

**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.

Thorny pods from tree litter the sidewalk + we are unable to walk on it or use walkers, wheelchairs, moving dolly etc. Tree is in front of 3028 D. We walk in driveway to go around it.

### 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
	3028 D	X		
	3025 D	X		
	3025 D	X		
	3027-A	X		
	3027-A	X		
	3027 D	X		

(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: \_\_\_\_\_







ATTACHMENT 2























## STAFF REPORT

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**DATE:** April 7, 2022  
**FOR:** Landscape Committee  
**SUBJECT:** Revised Tree Removal Request: 3515-B Bahia Blanca West – One Weeping Bottlebrush tree

---

### **RECOMMENDATION**

Approve the request for the removal of one Weeping Bottlebrush tree located at 3515-B.

### **BACKGROUND**

This request was tabled at the last meeting for further inspection.

The resident at 3515-B purchased the manor in September 2019, and is requesting the removal of one Weeping Bottlebrush tree, *Callistemon, spp*, located at the rear of the manor. The reasons cited for the removal are structural damage, overgrown, roots encroaching on tile patio, bees in spring making patio unusable, and gutters getting clogged. Resident also stated his wife is allergic to bees. There are two additional signatures on the Mutual Request Form in favor of the tree removal (Attachment 1).

The tree was last pruned in April of 2021 as an off -schedule clearance trim. Future trimming is tentatively scheduled for fiscal year 2024. The height of the tree is approximately 39 feet with a trunk diameter of approximately 16 inches. The tree is growing in the turf area approximately six feet from the manor's patio wall (Attachment 2).

### **DISCUSSION**

At the March 3, 2022, Landscape Committee meeting, the committee voted unanimously to table this request for removal and direct staff to address remarks made by the requesting resident, which were accompanied by additional pictures and costs for repairs (Attachment 3).

Staff met with the resident onsite and was presented with the additional information. There was major repair and moisture intrusion due to clogged drains. Given the prevailing winds and the major blooms that this tree produces, future drain clogging is likely.

In order to reduce blooms, an annual hard trim of this tree would be necessary. Not only would an annual hard trim not be in the best interest of healthy future growth, it would also be expensive as shown below.

After reviewing the additional information provided by the resident, staff is recommending the removal of the tree and replacing it with a Trumpet tree, *Tabebuia, umbellate*, 25 feet from the manor. When mature, this tree will reach 20-25 feet in height.

## **FINANCIAL ANALYSIS**

The cost to remove the tree would be approximately \$1,200. The cost to annually hard trim the tree would be approximately \$450. The estimated value of the tree is \$3,260 based on the tree inventory data. The cost to provide and plant a new 15-gallon sized Trumpet tree is \$199.

**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 3:** Additional Information

**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.*

3515 Bahia Blanca W Unit B

Feb. 3, 2022

Address

Today's Date

Kevin Cryan

949-945-5003

Resident's Name

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): root encroaching on tile patio & bees in spring & summer making patio usable. See attached.**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.

Please remove the bottle brush tree directly between 3515 unit B manor and 3-4 feet from our patio. It's also extremely close to our roof dropping massive debris onto the roof clogging the gutters. In December we had a massive roof leak caused by clogged cutters (according to the Roofing Company). In the spring & Summer the tree is full of Bees, which my wife is allergic to, and makes our patio unsable. See photos. Thank You.

### 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
D. J. Rouse	3515A	✓		
Debra T. Long	3515C	✓		

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

### Acknowledgement - Owner

By signing, you are acknowledging this request.

K. J. Long  
Owner's Signature

Kevin CRYAN  
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











Fwd: Tree

Kevin Cryan <kcryan4691@gmail.com>

Wed 3/2/2022 1:59 PM

To: Kevin Cryan <endoftheroad@msn.com>

Thank you

Quick history,

In December we had a very large leak in our kitchen ceiling caused by the front gutter being clogged with debris. Dirt, leaves and branches (according to the roofer). The water went under the tiles and soaked and destroyed the underlayment which had to be replaced.

It took 6 weeks and 3 trades from South Coast Restoration before we were back to normal. Remove the drywall, insulation, install new dry wall and insulation and then paint. We were lucky that the electrical fixtures, floor and appliances were not damaged in the kitchen.

The tree in question is very large. Should never have been planted that close to the home. The back gutter is constantly full with the leaves, bottle brush flowers and twigs. The gutter cannot be cleaned without climbing onto the wooden patio cover.

As you can see in the photos-- provided by VMS-- the branches presently are only 3 feet from the roof.

As was stated in the report it was trimmed last April and has grown considerably. With very little breeze the debris blows onto the roof and washes down into the gutters -- again clogging the gutter.

During spring & summer this tree is full of bees making the patio unusable --- my wife cannot get a bee sting -- she's allergic, has Afib and a pacemaker.

The roots will eventually -- if they already haven't -- will make their way under the patio and break the concrete and my patio tiles. I do not have any of those tiles and will not be able to match them if this happens. We know tree roots extend at least to the width of its branch

The back of our unit houses furniture, drapes, carpet electronics, etc. and will be extremely costly to my wife & I to repair. So, I'm asking please removed the tree.

WE can plant another one farther away from the home,



Virus-free. [www.avast.com](http://www.avast.com)











## STAFF REPORT

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**DATE:** April 7, 2022  
**FOR:** Landscape Committee  
**SUBJECT:** Landscape Revision Request: 4006-1C Calle Sonora Oeste

---

### **RECOMMENDATION**

Deny the request to keep revisions made to the landscaping adjacent to 4006-1C.

### **BACKGROUND**

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

### **DISCUSSION**

The requesting resident is seeking permission to retain a garden area created in common area adjacent to the fence that abuts the slope next to Building 4006 after receiving a Courtesy Notice from Compliance stating that the garden violates Mutual policies.

The resident has created semi-raised planters using stones along the turf side and boards along the fence, behind the Garden Villa building (Attachment 2). During a recent inspection, the plants in place were being watered with a hose connected to the building spigot. This is in addition to the Mutual-owned irrigation. Additionally, the Mutual-owned irrigation there is on a turf cycle which waters too frequently for shrub beds and planters.

The planters should be removed and restored to turf.

### **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**

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**PLEASE RETURN COMPLETED REQUEST FORM TO RESIDENT SERVICES.****Resident/Owner Information***You must be an owner to request non-routine Landscape requests.*

4006 CALLE SONORA DESTA #1C 02/15/2022  
 Address Today's Date  
 OR JIH AN-JING WANG  
AN-JING JIH WANG  
 Resident's Name Telephone Number 949-825-9820

**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): I SET UP SMALL GARDEN.

**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): I PUT FLOWERS PLANTS IN GARDEN.

**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.



FEB 15 2022

### 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 ONLY USE AREA NEAR #1C, #1D  
I LIVE IN #1C, OWNERS OF #1D ALLOW  
ME TO PLANT THEM, THEY LIKE THEM.

### 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
Wang, Jih An-Jing	4006 #1C			

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

### Acknowledgement - Owner

By signing, you are acknowledging this request.

Wang, Jih An-Jing  
Owner's Signature

(ANGIE)  
JIH AN-JING WANG  
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: \_\_\_\_\_

To all 4006 neighbors,

I am Angie Wang lives in #1C, I have some plants near fence. I always take care of the small gardens.

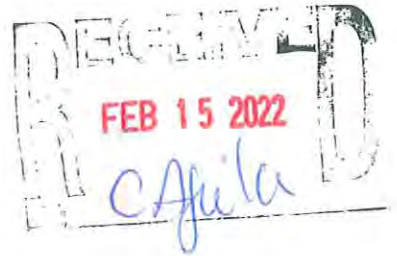
Laguna Woods asked to have all neighbors to approve them. Even Laguna woods contractors did not take good care of the area. I have tried to improve them since 2020. Everyone in this building can enjoy the flowers, plants and I will take care of them. I need your help, deeply appreciated if you can sign the required documentation.

Sincerely yours,

Angie (An Jing) Wang

*An Jing Wang*

*02/15/2022*



1-A Kim *Su/L*  
 1-B ✓ Hix & Deana Kightlinger *RENTER*  
 1-C A Wang *Angie Wang*  
 1-D Chris & Shu Fen Chou *Shu Fen Chou*  
 1-E Abbassi *~~Garamba~~*  
 1-F Ahn *Kyomoon Oh*  
 1-G Donna Vitta *OLD, SICK LADY WOULD NOT OPEN DOOR*  
 1-H Mark Stein *EMPTY - DARK ALL THE TIME*

2-A Sung Kook & Sue Park *SK*  
 2-B Loung *Lu*  
 2-C R. Blaine Amundson *RB*  
 2-D Hwang *Hwang*  
 2-E Straziuso *Elis Straziuso*  
 2-F Yoo *Tu Yang Yoo*  
 2-G X Empty *ON SALE*  
 2-H Kang *AK*

→ HE WANTS SIGN LAST ONE.

3-A Jack & Amy Miu  
 3-B Shimabukuro *Sh*  
 3-C Jon & Susan Pearlstone *JP*  
 3-D Arlene Dreyer *Arlene Dreyer*  
 3-E Ben & Young Lee *Young Lee*  
 3-F Lim *Kyomoon Oh*





## ATTACHMENT 2





















## STAFF REPORT

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**DATE:** April 7, 2022  
**FOR:** Landscape Committee  
**SUBJECT:** Landscape Revision Request: 5191 Duenas

---

### **RECOMMENDATION**

- Approve the request for revisions to the landscaping adjacent to 5191; to install artificial turf.
- Deny the request to install real turf and pavers.

### **BACKGROUND**

The requesting resident purchased the manor in September of 2021, 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 replace the existing, previously approved common area revised landscape with turf. The current southwest style landscape contains cactus, succulents, and decomposed granite (DG), all of which was accepted by the owner at resale. The request is to replace the current landscape with turf; either real or artificial.

The existing landscaping, while having been installed correctly and is thriving, is not in harmony with the adjacent landscaping in the cul-de-sac. With the current drought situation, staff is of the opinion, that if the existing landscape is removed, artificial turf is a viable option. It requires no maintenance or irrigation, and will blend in with the adjacent landscaping.

The request for pavers, as they are intended to replace landscaping and provide additional hardscape for the members' use, could be construed as additional exclusive use common area and should be denied. Staff will renovate the area on the right side of the driveway to increase curb appeal.

All work, except for the area Staff will renovate on the right side of the driveway, will be designed, installed, and maintained by the owner. Owner will be responsible for all costs associated with irrigation modifications, performed by staff as a chargeable service.

Resident shall submit working drawings for the turf manufacturer and installer. All work shall be inspected by staff.

Resident understands that the area shall remain common area, subject to the use and passage of all members.

### **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:** Proposed Plan











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

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**PLEASE RETURN COMPLETED REQUEST FORM TO RESIDENT SERVICES.****Resident/Owner Information**

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

5191 DUENAS  
Address

FEB 22 2022  
Today's Date

VETIT PIYAS  
Resident's Name

760-224-7568  
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): DANGEROUS FROM CACTUS THROWS TO REPLACE WITH GRASS, TO BLEND-IN WITH NEIGHBOR

**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): TO REPLACE WITH GRASS

**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.

**RECEIVED**  
FEB 28 2022  
BY: [Signature]



### 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.

TO REPLACE WITH GRASS BLENDING-IN WITH NEIGHBOR.

CACTUS THROWS ARE ALSO DANGEROUS. PLEASE SEE PICTURE.

ADDRESS: 5191 DUENAS

### 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
Harriet Schmitt	5192	✓		
SB Weiss	5193	✓		
Elson	5194	✓		
Raymond L. Bell	5190	✓		
Robert Wagner	5198	✓		

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

RECEIVED  
FEB 28 2022

### 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: \_\_\_\_\_





RECEIVED  
FEB 28 2022  
BY: *[Signature]*





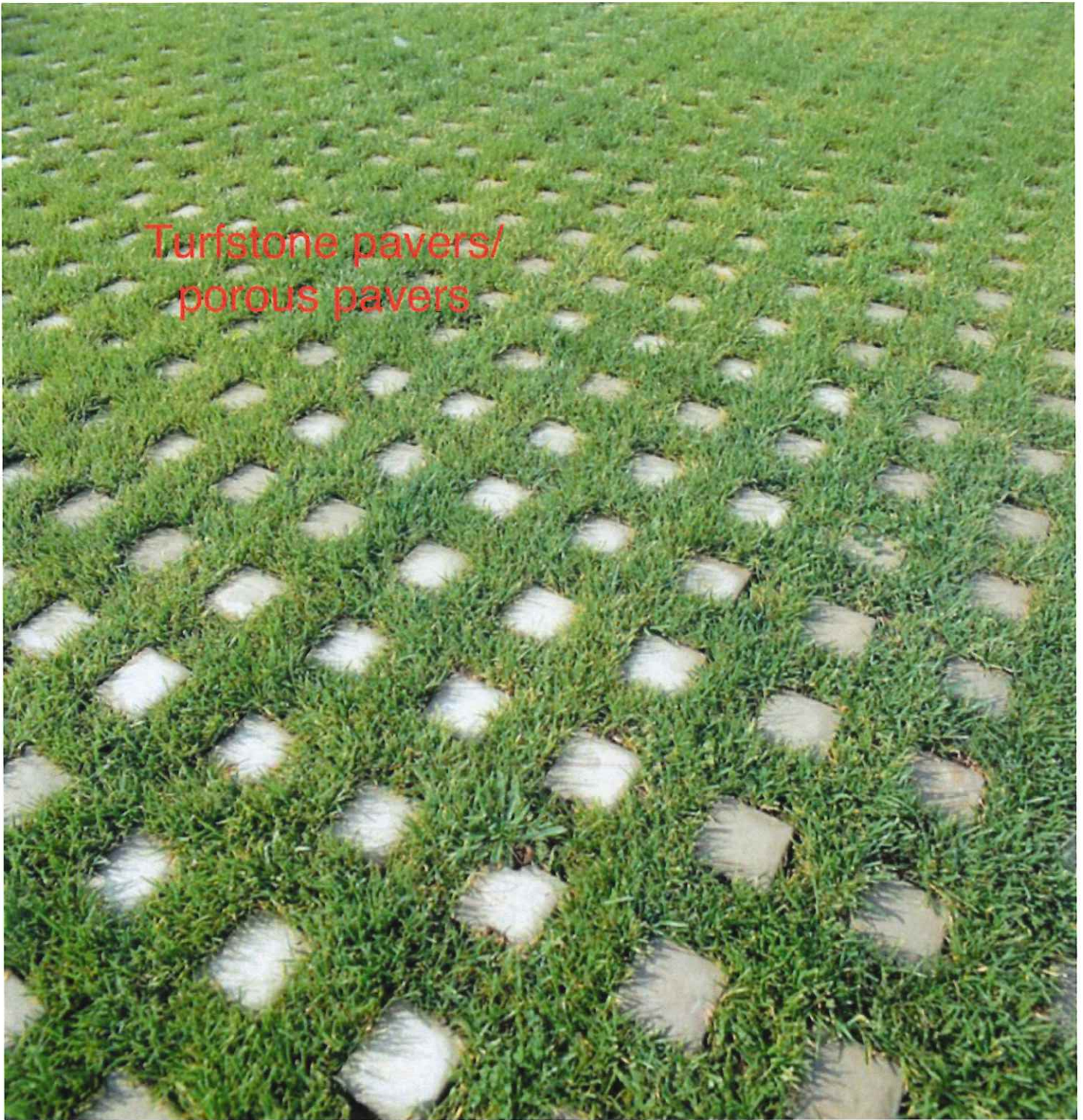
RECEIVED  
FEB 28 2022  
BY: *[Signature]*





**RECEIVED**  
FEB 28 2022  
BY: *[Signature]*





Turfstone pavers/  
porous pavers

**RECEIVED**  
FEB 28 2022  
BY: 

