



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

**Thursday, September 2, 2021 – 9:30 a.m.
BOARD ROOM AND 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. *Join the meeting in-person in the Community Center Board Room.*
2. *Join the meeting via Zoom by using this link: <https://zoom.us/j/92325659805>*
3. *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 August 5, 2021
5. Chair Remarks
6. Department Head Update
 - a. Project Log
 - b. Tree Work Status Report

Consent:

None

Items for Discussion and Consideration

7. Tree Removal Request: 3075-C Via Serena S. (Koshi) – One Rusty Leaf Fig
8. Tree Removal Request: 3094-C Via Serena N. (Alavi) – One Rusty Leaf Fig
9. Tree Removal Request: 5158 Avenida Despacio (Yang) – One Canary Island Pine tree and One Hollywood Juniper tree

10. Landscape Revision Request: 3085-C Via Serena N. (Grandmont)
11. Landscape Revision Request: 3428-A Bahia Blanca W. (Archer)
12. Member Comments (Items Not on the Agenda)
13. Response to Member Comments

Future Agenda Items

Concluding Business:

14. Committee Member Comments
15. Date of Next Meeting – Wednesday, September 29, 2021 at 9:30 a.m.
16. 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, August 5, 2021 – 9:30 a.m.
BOARD ROOM AND VIRTUAL MEETING
Laguna Woods Village Community Center
24351 El Toro Road**

REPORT

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

COMMITTEE MEMBERS ABSENT: Reza Karimi

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 June 11, 2021 Report

The report was approved by consensus.

5. Committee Chair Remarks

Chair Jarrett stated this is the first time in a long time that this meeting is in the Board room. Welcome.

This is the time of the year when weeds are growing.

Don't forget that Landscape Request Forms are on the website. Only one signature is needed on form for each of your neighboring manors.

The landscape crew schedules are also on the website.

Many residents speak to me about putting in more drought tolerant plants. It is expensive to remove turf and put in these plants and there is no more money for this in this year's budget. We have some money planned for more of these projects in next year's budget.

She thanked Kurt for all that he has done.

6. Department Head Update

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. Ticket Slides

Mr. Wiemann reviewed some information regarding landscape tickets and answered some questions.

The budget for Landscaping should stay the same for next year, with the same service levels.

Consent:

None

Items for Discussion and Consideration

7. Tree Removal Request: 3023-B Calle Sonora (Taylor) – One Magnolia tree

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

8. Tree Removal Request: 3230-C Via Carrizo (Chen) – One Italian Stone Pine and Three Eucalyptus Trees

Mr. Chen was present at the meeting and addressed the committee.

The committee denied the request for the removal of one Stone Pine tree and three Eucalyptus trees, however, they approved a hard trimming of the trees ahead of the rainy season to reduce any potential hazards. The trees will get a regular trimming in the future as needed.

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

9. Off Schedule tree trimming Request: 3335-1D (Schneider) – One Silver Dollar Eucalyptus tree

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

10. Landscape Revision Request: 3157-B Alta Vista (Keck)

Director Engdahl made a motion to accept staff recommendation and approve this request at the expense of the owner. Director McCary seconded. The committee was in unanimous support.

11. Member Comments (Items Not on the Agenda)

None.

12. Response to Member Comments

None.

Future Agenda Items

Concluding Business:

13. Committee Member Comments

Director Rane-Szostak discussed an El Toro Water District (ETWD) study in 2019 regarding drought resistant plants and now more than 62,000 feet of Village turf has been replaced with drought resistant plants.

The irrigation system is being updated.


Third's Mutual's landscaping water now is primarily recycled water.

Mr. Wiemann reported that ETWD found the Village to be 98 percent efficient in water usage.

Chair Jarrett is very happy that the Landscaping budget won't be cut for next year. She is very happy with the job Mr. Wiemann is doing.

14. Date of Next Meeting – Thursday, September 2, 2021 at 9:30 a.m.

15. Adjournment at 10:42 a.m.


Lynn Jarrett (Aug 10, 2021 08:02 PDT)

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

Third Mutual Landscape Project Log September 2021 2021 Reserve Fund Projects (YTD July 31, 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 1,887 trees, removed 39, and planted 0 trees.	Annual Program	63%	\$402,397	\$254,135
	In-House Tree Crew		As of July 31, 2021, the in-house crew trimmed 1,013 trees, removed 93 trees and planted 9 tree.		46%	\$518,475	\$239,004
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	65%	\$140,697	\$90,785
Slope Maintenance Outsourced	Mission Landscape	Annual Maintenance	In progress, on schedule.	Annual Program	68%	\$473,650	\$321,715
Fire Risk Reduction	Andre Landscaping/Mission Landscaping/Staff	Project includes the removal of vegetation with a high risk of fire.	Staff is waiting on word from OC Parks and Nature Preserve for extension of fire fuel reduction. Contract awarded to Andre Landscape for clearing open space. Mission and Staff working on interior slopes.	Annual Program	52%	\$180,000	\$93,025
Operations Contracts							
Grounds Maintenance Services	Adams Landscape	This annual program includes grounds maintenance services and herbicide spraying for buildings 2109-2120, 2126-2129, 2131-2136, 2166-2182, 2192-2208, and 2221-2405. This contract ends on September 10, 2021.	In July, the contracted crew performed landscape services for buildings 2166-2167, 2171-2182, 2192-2208, 2256, 2331-2355, 2377-2379, and 2384-2405 totaling 79 buildings.	Annual	53%	\$300,789	\$158,346
	In-House Grounds Maintenance Crew	In-House Grounds Maintenance Crew will provide grounds maintenance and herbicide spraying full time starting September 13, 2021. In the interim, In-House Crew is helping with the Trim Cycle.	In July, the in-house crew performed landscape services for buildings 2258-2271 and 2289-2317 totaling 43 buildings.	Annual	33%	\$37,390	\$12,519
Balance							
							\$142,443
							\$24,871

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

Third Mutual Off Schedule Tree Work						
Date	Manor	Description	Tree Type	Labor Hours	Reason	Decision Level
6/2/2021	2232	Clearance	Podocarpus	2	Branches on building	Staff
6/2/2021	2232	Clearance	2 Brazilian Pepper	3	Branches on building	Staff
6/7/2021	2173	Clearance	New Zealand Christmas tree	2	Branches on building	Staff
6/9/2021	3511	Removal	Bottle Brush hedge	4	Fire authority request	Staff
6/9/2021	3459	Clearance	Loquat	2	Branches on patio	Staff
6/10/2021	3489	Removal	Papaya	3	Resident request	Staff
6/14/2021	3486	Clearance	Desert Gum Eucalyptus	2	Branches on building	Staff
6/16/2021	5515	Hanging branch	Rusty leaf fig	3	Hanger in canopy	Staff
6/16/2021	5516	Hanging branch	Carrotwood	2	Hanger in canopy	Staff
6/16/2021	5516	Hanging branch	Carrotwood	2	Hanger in canopy	Staff
6/16/2021	2330	Hanging branch	Rusty leaf fig	2	Hanger in canopy	Staff
6/16/2021	5472	Removal	Chitalpa	3	Root failure	Staff
6/16/2021	2402	Hanging branch	Myoporum	2	Hanger in canopy	Staff
6/17/2021	5476	Hanging branch	Carrotwood	2	Hanger in canopy	Staff
6/17/2021	2129	Hanging branch	Carrotwood	3	Hanger in canopy and a trim	Staff
6/25/2021	3169	Full trim	Aleppo pine	8	End weight and clearance	Staff
6/29/2021	3022	Trim	Carrotwood	2	End weight	Staff
6/30/2021	3024	Trim	Carrotwood	4	Restore after limb loss	Staff
6/30/2021	5369	Clearance	Loquat	2.5	Branches on building	Staff
6/30/2021	3169	Full trim	Aleppo pine	6	End weight and clearance	Staff
7/1/2021	3024	Hanging branch	Carrotwood	2	Hanger in canopy	Staff
7/1/2021	3024	Hanging branch	Carrotwood	2	Hanger in canopy	Staff
7/1/2021	3022	Hanging branch	Carrotwood	3	Hanger in canopy	Staff
7/1/2021	5307	Hanging branch	White Birch	2	Hanger in canopy	Staff
7/2/2021	5369	Clearance	Loquat	2	Branches on building	Staff
7/2/2021	2363	Removal	Red Bub	2.5	Dead due to pest/disease	Staff
7/2/2021	2128	Removal	Torulosa	3.5	Obstruction of light	Staff
7/6/2021	2227	Removal	2 Ficus	4	Volunteers	Staff
7/6/2021	3144	Hanging branch	Carrotwood	2	Hanger in Canopy	Staff
7/6/2021	3141	Hanging branch	Carrotwood	2	Hanger in Canopy	Staff
7/8/2021	5371	Trim	Flaxleaf	3	Branches on building	Staff
7/8/2021	5029	Clearance	Queensland	2	Branches on building	Staff
7/9/2021	2314	Removal	King Palm	2	Uprooted, poor rootstructure	Staff
7/9/2021	2333	Removal	Torulosa	3	Dead due to pest/disease, red spider mite	Staff
7/9/2021	5476	Hanging branch	Carrotwood	2	Hanger in canopy	Staff

7/12/2021	2355	Clearance	Tipu	2	Branches on building	Staff
7/19/2021	5523	Hanging branch	Liquid Amber	1.5	Hanger in Canopy	Staff
7/19/2021	3262	Clearance	Aleppo pine	2	Branches on building	Staff
7/19/2021	3025	Clearance	White Mulberry	2	Branches on building	Staff
7/19/2021	3024	Clearance	Crape Myrtle	1	Branches on building	Staff
7/19/2021	3512	Clearance	Ficus	2	Low hanging branches	Staff
7/19/2021	5511	Clearance	Canary Island Pine 2	3	Branches touching windows	Staff
7/19/2021	3492	Clearance	Crape Myrtle	1.5	Branches on building	Staff
7/20/2021	2379	Hanging branch	Silk Oaks	2	Hanger in Canopy	Staff
7/20/2021	2393	Clearance	Australian willow	1.5	Branches on building	Staff
7/20/2021	2255	Clearance	Canary Island Pine	2	Branches on building	Staff
7/20/2021	2384	Clearance	Crape Myrtle	2	Branches on building	Staff
7/21/2021	2385	Hanging branch	Bottle Brush	1	Hanger in Canopy	Staff
7/21/2021	2317	Clearance	Yucca	1	Branch growing under eve	Staff
7/21/2021	2201	Removal	Carrotwood	3	Decay due to pest	Staff
7/22/2021	5523	Trim	Liquid Amber	2	Remove end weight	Staff
7/22/2021	5210	Trim	Australian Willow	2.5	Remove deadwood	Staff
7/28/2021	2290	Trim	Yucca	1.75	Crown reduce	Staff
7/29/2021	3002	Removal	Hollywood Juniper	2	Out growm the area	Staff
8/2/2021	3299	Hanging branch	Silver Dollar Euc	2	Hanger in Canopy	Staff
8/2/2021	5527	Clearance	Chinese Elm	3	Hanging on Roof	Staff
8/3/2021	3022	Clearance	White Mulberry	2	Hanging on Roof	Staff
8/3/2021	3128	Clearance	Carob	2	Remove end weight	Staff
8/3/2021	3053	Clearance	Crape Myrtle	2	Branches on building	Staff
8/4/2021	4014	Removal	Evergreen Pear	3	Dead due to pest	Staff
8/5/2021	3075	Removal	Lemon tree	1.5	Resident request	Mutual Policy
8/5/2021	3103	Trim	Aleppo pine	8	Full trim, end weight	Staff
8/6/2021	3279	Hanging branch	Spotted Gum Euc	2.5	Hanger in Canopy	Staff
8/11/2021	3022	Trim	Silver Dollar Euc	7	Full trim, end weight	Staff
8/12/2021	2197	Clearance	Willow	3	Branches on building	Staff
8/12/2021	3017	Removal	Fruit trees (2)	4	Resale inspection removal	Mutual Policy
8/13/2021	5259	Trim	Carolina Cherry (4)	4.5	Clearance trim traffic view obstruction	Staff
8/13/2021	3324	Trim	Aleppo pine	7	Full trim, end weight	Staff
8/13/2021	3325	Trim	Silk Oak	3	Remove dead braches and end weight	Staff
8/13/2021	5264	Clearance	New Zealand Christmas tree	2	Hanging on Roof	Staff

STAFF REPORT

DATE: September 2, 2021
FOR: Landscape Committee
SUBJECT: Tree Removal Request: 3075-C Via Serena S. (Koshi) – One Rusty Leaf Fig tree

RECOMMENDATION

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

BACKGROUND

Mr. Koshi purchased the manor in March 2021, and is requesting the removal of one Rusty Leaf Fig tree, *Ficus, rubiginosa* located at the rear of the manor. The reason cited for the removal is litter/debris, falling leaves, berries in the patio area, as well as the surrounding landscape. There are no additional signatures on the Mutual Request Form (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 40 feet with a trunk diameter of approximately 31 inches. The tree is growing in the turf area at the rear of the manor, approximately 11 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. The tree had no signs of damage or decay in the trunk or canopy. The tree has a well-balanced open canopy. There are a number of surface roots surrounding the tree, however, there are no visible roots growing at the patio area and no damage was found.

There is approximately 5 feet by 25 feet of the canopy hanging over the open patio area, as well as the roof. Staff does recommend a canopy reduction during the next scheduled trim cycle. Given the shape of the canopy and positioning of major limbs, cuts could be made back-to-attachment to reduce the overall canopy size and provide clearance from the manor's roof line.

Back-to-attachment cuts are cuts made back to a major limb, allowing future growth to be maintained at those cuts. Not all species of trees grow in such a way where this type of trimming can be performed. However, *Ficus* trees, for the most part, are suitable for this type of trimming.

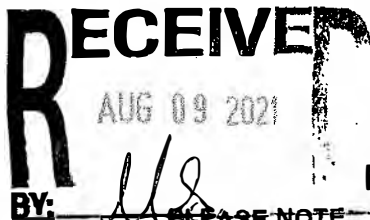
FINANCIAL ANALYSIS

The cost to remove the tree would be approximately \$1,829. The cost to trim the tree would be \$100 and the cost to reduce the canopy size would be approximately \$390. The estimated value of the tree is \$9,830 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

BY: MS 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.

3075 VIA SERENA S. Unit C 8-09-21
Address Today's Date

JOHN KOSHI 714-785-2705
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):

Tree overhangs patio and drops leaves and berries. I guess it could be trimmed but removal would be better. Gardeners do not pick up leaves below the tree also. Grass cuttings are left under tree and spread all over the place.

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.

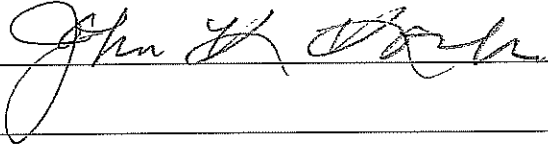
Description & Location of Request

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.

3075 VIA SERENA S UNIT C Tree drops berries and leaves in PATIO of the condo we bought - Accumulation is much too frequent and ^{berries} stains the concrete patio.

Signatures of All Neighbors Affected By This Request

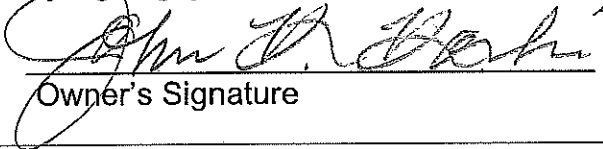
Because your request may affect one or more of your neighbors, it is imperative that you obtain their signatures, manor numbers, and whether they are for, undecided, or against this request.

Signature	Manor #	For	Undecided	Against
	C	✓		

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

Acknowledgement - Owner

By signing, you are acknowledging this request.


Owner's Signature

JOHN E. KOSTI
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: September 2, 2021
FOR: Landscape Committee
SUBJECT: Tree Removal Request: 3094-C Via Serena N. (Alavi) – One Rusty Leaf Fig tree

RECOMMENDATION

Approve the request for the removal of one Rusty Leaf Fig tree.

BACKGROUND

Mr. Alavi purchased the manor in November 2019, and is requesting the removal of one Rusty Leaf Fig tree, *Ficus, rubiginosa* located at the front of the manor. The reasons cited for the removal are structural damage (roots growing under the foundation) and mold on the roof. There are four additional signatures on the Mutual Request Form in favor of the removal and one signature as undecided (Attachment 1).

The tree was last pruned in July of 2020. Future trimming is tentatively scheduled for fiscal year 2022. The height of the tree is approximately 45 feet with a trunk diameter of approximately 30 inches. The tree is growing in the turf area approximately 10 feet from the manor and approximately 12 feet from the walkways (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. The tree had no signs of damage or decay in the trunk or canopy.

There are a number of small to medium sized surface roots at the base of the foundation. Root trenching is not an option as there is not enough available space between the manor and the tree trunk, additionally trenching could disturb unseen larger roots and cause an unstable situation.

There is approximately 8 feet by 20 feet of canopy overhanging over the roof causing some black mold due to shade. One major limb could be removed to avoid this, however, the issue with the surface roots would still remain.

There has been a recent concrete walkway replacement and some grinding of the walkway to avoid a trip hazard due to an offset lip. Staff was unable to find the cost of the replacement in our database. There are many visible surface roots at the edges of the sidewalks and future damage will occur.

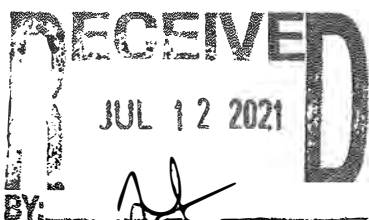
FINANCIAL ANALYSIS

The cost to remove the tree would be approximately \$1,770. The estimated value of the tree is \$9,830 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

To Ben
7/15
Laguna Woods Village**MUTUAL LANDSCAPE REQUEST FORM****PLEASE NOTE: THIS FORM IS NOT INTENDED FOR ROUTINE MAINTENANCE REQUESTS**

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

PLEASE RETURN COMPLETED REQUEST FORM TO RESIDENT SERVICES.**Resident/Owner Information***You must be an owner to request non-routine Landscape requests.*3094-C Via Serena N.

Address

10/4/2019

Today's Date

Kamal Alavi & Mahin Hoseini

Resident's Name

(339) 364-1532

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 Ice - Roots Growing under structure - If were to fall could land on structure or carport

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 "Roots growing under structure"

☒ Other (explain): Ice on roof - expense to structure - Tree could fall on or carport

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.

Directly in Front of bedroom windows - at Front Door -

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
George Fatah	3095 B	X		
Greg Kumpf	3095A		X Removal 3/4 of tree	
Mary Carlson	309A D	X		
Ronald Cornie	3088e	X		
Linda Stein	3093 B	X		

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

Kamal Tabatabaie Alavi
Owner's Signature

Kamal Tabatabaie Alavi
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: September 2, 2021
FOR: Landscape Committee
SUBJECT: Tree Removal Request: 5158 Avenida Despacio (Yang) – One Canary Island Pine tree and One Hollywood Juniper tree

RECOMMENDATION

Deny the request for the removal of one Canary Island Pine tree and approve the request for removal of one Hollywood Juniper tree.

BACKGROUND

Mr. Yang purchased the manor in March 2015, and is requesting the removal of one Canary Island Pine tree, *Pinus, canariensis* and one Hollywood Juniper tree, *Juniper, chinensis*, 'Kaizuka'. Both are located at the rear of the manor on the slope. The reasons cited for the removal are litter/debris and overgrown. There are two additional signatures on the Mutual Request Form in favor of the removal (Attachment 1).

Both trees were last pruned in April of 2018. Future trimming is tentatively scheduled for fiscal year 2023.

The height of the Canary Island Pine tree is approximately 64 feet with a trunk diameter of approximately 28 inches. This tree is growing on the rear slope approximately 50 feet from the manor's patio and has a canopy within 24 feet of the patio.

The height of the Hollywood Juniper tree is approximately 30 feet in height with a trunk diameter of 10 inches and is also growing on the slope approximately 50 feet from the manor's patio with a canopy within 45 feet of the patio (Attachment 2).

DISCUSSION

At the time of the inspection, the Canary Island Pine tree was found to be in good condition with no signs of pests or previous pest damage. The tree had no signs of damage or decay in the trunk or canopy. There was die back on some of the needles and needle drop on the slope which is typical for pine trees this time of the year.

Resolution 03-21-10 Tree Maintenance Policy regarding tree removal 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." Therefore, policy does not permit removal of this tree.

At the time of the inspection, the Hollywood Juniper tree had major dieback due to an infestation of red spider mite. More than 65% of the tree is affected; there is too much damage to trim away the failing and dead branches and save the tree. Therefore, staff is recommending removal of this tree.

FINANCIAL ANALYSIS

The cost to remove the Pine tree would be approximately \$1,652 and the cost to trim the tree would be \$100. The estimated value of the tree is \$14,740 based on the tree inventory data. The cost to remove the Hollywood Juniper would be \$490.

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**

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.*5158 Avenida Despacio

Address

7-30-21

Today's Date

LIN TAEK YANG, KANG JA YANG

Resident's Name

267 575-4633

Telephone Number

Non-Routine Request*Please checkmark the item that best describes your request. If none apply, please checkmark "Other" and explain.*

Tree Removal



New Landscape



Off-Schedule Trimming



Other (explain): _____

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

Structural Damage



Sewer Damage



Overgrown



Poor Condition



Litter/Debris



Personal Preference



View Obstruction



Other (explain): _____

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.





















STAFF REPORT

DATE: September 2, 2021
FOR: Landscape Committee
SUBJECT: Landscape Revision Request: 3085-C Via Serena N. (Grandmont)

RECOMMENDATION

Approve the request for revisions to the landscaping adjacent to 3085-C, with the exception of the walkway shown on the plan (Attachment 1).

BACKGROUND

Ms. Grandmont purchased the manor in 2018 and is requesting permission to revise the landscape area adjacent to the subject manor.

DISCUSSION

The requesting resident seeks permission to remove existing turf and shrubs and to plant non-standard landscape for resident preferences. She is requesting to remove the grass adjacent to her manor and replant with drought tolerant plant material. She has provided a plan (Attachment 1).

Per Third Mutual policy, new walkways in common area are not permitted, therefore staff is recommending to deny the pathway shown on the plan running from her patio area to the sidewalk.

As for converting turf to shrub bed, significant changes to the irrigation system must be performed. The resident will be responsible for these costs which are estimated to be \$2,000. This work would be performed by staff as a chargeable service.

Staff recommends the approval of this request with the following conditions:

1. All costs for design, construction, and maintenance of the improvement are the responsibility of the Property's Member Owner at 3085-C.
2. All materials and installation shall be approved by the Landscape Department prior to start of work. Work must be performed by a licensed landscape professional.
3. 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

There is no cost to the Mutual involved in this request.

Prepared By: Kurt Wiemann, Director of Landscape Services

Reviewed By: Eve Morton, Landscape Coordinator

ATTACHMENT(S)

Attachment 1: Mutual Landscape Request Form

Attachment 2: Photographs



ATTACHMENT 1



Laguna Woods Village

BY: _____

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.*3085 Via Serena Unit C

Address

7-2-21

Today's Date

Chantale Grandmont

Resident's Name

949-400-5672

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):Grass Removal**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):Grass allergy**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.

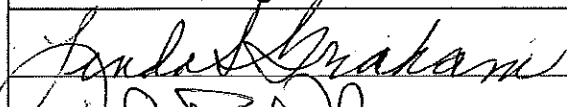
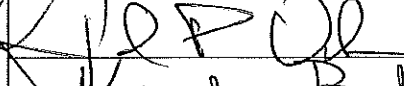
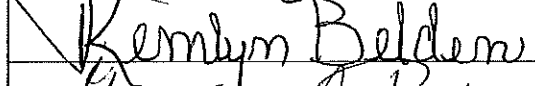
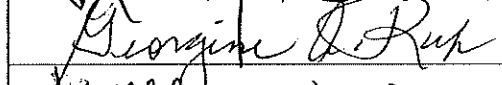
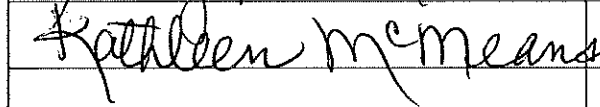
Description & Location of Request

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.

Due to my severe allergy to grass when it is cut and blown; Remove the sod around the house at Manor 3085 C. And replace with succulents plant if possible. Here are the pictures attached. THANK YOU ;

Signatures of All Neighbors Affected By This Request

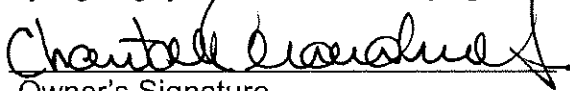
Because your request may affect one or more of your neighbors, it is imperative that you obtain their signatures, manor numbers, and whether they are for, undecided, or against this request.

Signature	Manor #	For	Undecided	Against
	3086-C	X		
	3085-B	X		
	3608-B	X		
	3085-D	X		
	3084-C	X		

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

Acknowledgement - Owner

By signing, you are acknowledging this request.


Owner's Signature

Chantale Grandmont
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: _____



PACIFIC
FAMILY
MEDICINE

1441 Avocado Ave., Suite 503
Newport Beach, CA. 92660
Phone: (949) 718-9020
Fax: (949) 718-9040

07/01/2021

Chantale Grandmont
3085 Via Serena N Unit C
Laguna Woods, CA 92637-

To whom it may concern:

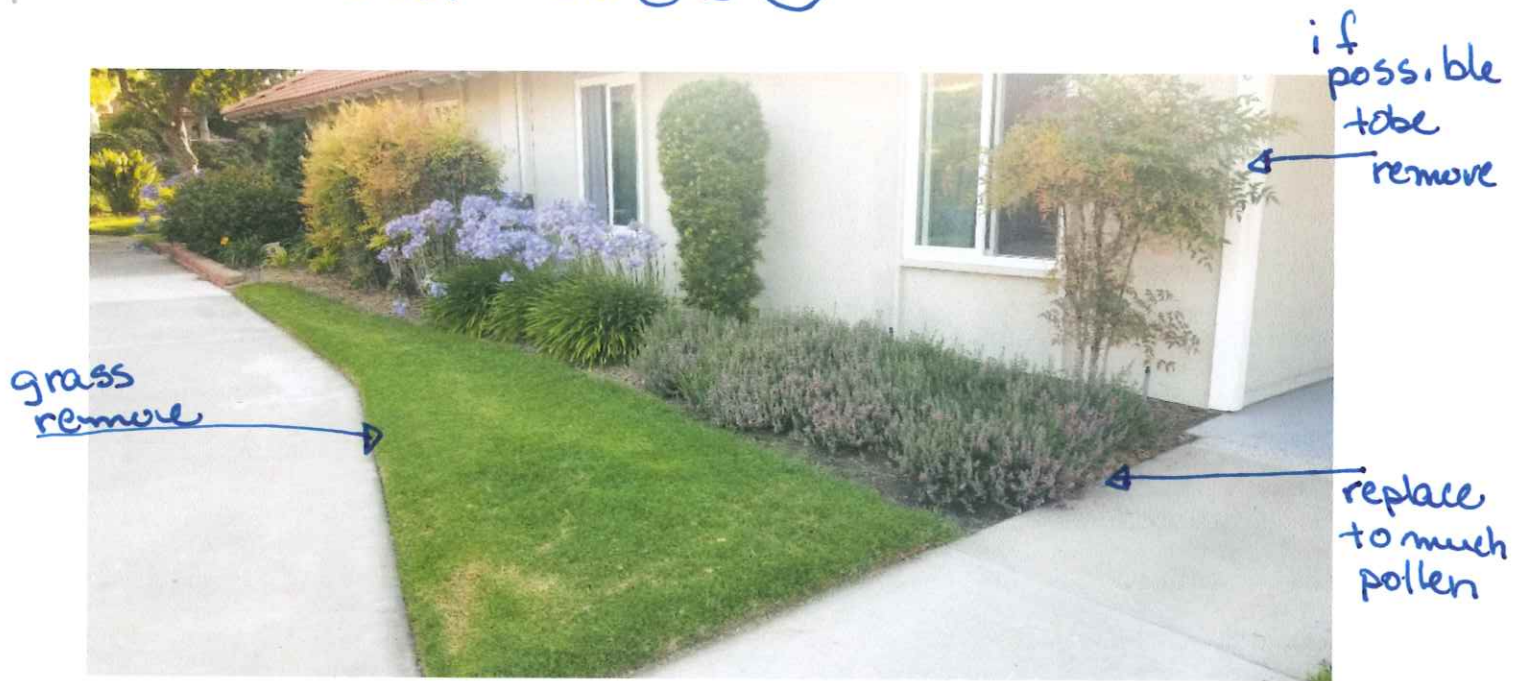
Chantale Grandmont has a history of grass allergy and is very symptomatic whenever the grass is cut.

Sincerely,

Catou Greenberg MD

Document generated by: Catou Greenberg 07/01/2021

Manor 3085 C



Manor 3085-C

- Remove grass
- Replace with succulent plants.

Thank you

Mrs. A Grandmont

Manor 3085C



remove grass

- Remove the sod from the patio side.

Thank you ☺

Mrs. Chantale Grandmont

3085-C

MANOR

Existing Bush

Existing Bush

Euphorbia Mauritanica

Agapanthus
Existing
Calandrinia Spectabilis

Entrance

Dwarf Carpet of
Stars - PPAF

Bougainvillea Dwarf
"Pile Queen"

Water Meter

Garden
Brick

Water
Heater

Agapanthus
Existing
Calandrinia Spectabilis

Existing
Tree

Yucca
Gloriosa

Grass

SIDE walk

PATIO

Door

Bougainvillea Dwarf
Existing
Calandrinia Spectabilis
Dwarf Carpet of
Stars - PPAF

Electrical
Meters

Garden
Brick

SIDE walk

ATTACHMENT 2







STAFF REPORT

DATE: September 2, 2021
FOR: Landscape Committee
SUBJECT: Landscape Revision Request: 3428-A Bahia Blanca W. (Archer)

RECOMMENDATION

Deny the request for revisions to the landscaping adjacent to 3428-A and to direct the resident to remove the items from the common area.

BACKGROUND

Ms. Archer purchased the unit in April of 2021, and is requesting permission to keep revisions to the landscape area adjacent to the subject manor. She had previously installed landscape material which includes; a birdbath, two Adirondack chairs, decorative pebbles, and potted plants.

DISCUSSION

The requesting resident seeks permission to retain non-standard landscape for resident preferences. Per Third Mutual policy, these items are not permitted in the common area. The subject area is approximately 400 square feet and encompasses the Common Area adjacent to the rear of the residence (Attachment 2).

Staff is recommending denial of these requests and to direct this resident to remove these items from the common area.

FINANCIAL ANALYSIS

No cost.

Prepared By: Kurt Wiemann, Director of Landscape Services

Reviewed By: Eve Morton, Landscape Coordinator

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

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

Today's Date

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☐ View Obstruction☐ 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.
- **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.

page 1 of 3

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.

see attached.

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>Judith A. Hasen</i>	<i>B</i>	<i>X</i>		
<i>Barbara Baker</i>	<i>B</i>			<i>X</i>
<i>Annette Isabel Soule</i>	<i>C</i>	<i>X</i>		
<i>Michael Thompson</i>	<i>P</i>	<i>X</i>		

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

Acknowledgement - Owner

By signing, you are acknowledging this request.

Brigitte Archer
Owner's Signature

BRIGITTE ARCHER
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: _____

7-19-2021

Non-Routine Request

Closed Escrow on 4/19/2021 and the area in question was only dirt and thus in *poor condition*. The dirt has been covered for *personal preference* with highest quality pebbles and an underlayment to prevent weeds from coming through. All existing sprinklers remain in place.

Description and Location

Adjacent to back patio slab: Coral Sea Buff pebbles which match the building exterior and small plants in coordinating pots and planters. One birdbath with a small, small battery charged fountain to prevent standing water. It empties and is refilled frequently during days, and it is always dry at night. Additionally, I have bath drops that prevent mosquitos without harming birds, butterflies, and wildlife. There are about 8 potted flowering plants. There are 2 Adirondack chairs tucked underneath the juniper trees in the corner at the recommendation of the now complaining neighbor, Phyllis Waite. This section is in alignment with the extended patios areas of my next-door neighbors into common area and does not extend beyond anyone of the 2 downstairs condos .

Initially Phyllis offered unsolicited compliments about the groundcover choice, and she let me know her preference about placement of the Adirondack chairs which I followed. In fact, I've received lots of compliments from everyone in this structure and other neighbors in the next building as well. It's my understanding from the landscape crew there's no problem with the maintenance because the area in question is the exact same footprint as prior owner's usage.

I apologize for not properly getting advance approval for this. I'm certain all including Phyllis and Barbara would have signed. Now the 2 ladies have decided to make it difficult for me to the dismay of everyone else.

Thank you in advance for your consideration and I look forward to your direction on how best to satisfy community requirements and come to a fair resolution.



Page 3 of 3

ATTACHMENT 2







