



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

**Wednesday, September 29, 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](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 September 2, 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: 2151-C Rhonda Granada – One Indian Laurel Fig
8. Tree Removal Request: 3316-C San Amadeo – One Carrotwood Tree
9. Tree Removal Request: 4007-2G Calle Sonora Oeste – One Rusty Leaf Fig
10. Tree Removal Request: 5348-Q Algarrobo – One Indian Laurel Fig tree

11. Discuss Stepping Stones Approval Process
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, September 2, 2021 – 9:30 a.m.  
BOARD ROOM AND VIRTUAL MEETING  
Laguna Woods Village Community Center  
24351 El Toro Road**

**REPORT**

**COMMITTEE MEMBERS PRESENT:** Chair - Lynn Jarrett, Ralph Engdahl, Donna Rane-Szostak, Reza Karimi, Cush Bhada

**COMMITTEE MEMBERS ABSENT:** Annie McCary

**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 August 5, 2021 Report**

The report was approved by consensus.

**5. Committee Chair Remarks**

Chair Jarrett stated that the mowing schedule was moved from every seven days to every nine days.

There is a bare area in Gate 5. There is a drought tolerant project there and they are not happy with tall grass.

We are starting a drought tolerant campaign to ask residents to put in drought tolerant plantings.

We have to reduce potted plants on balconies of multi-story buildings.

We are always looking for ways to reduce water usage.

---

## **6. Department Head Update**

Mr. Wiemann reported that due to the cycle of four visits per manor, per year, that the weeds get overgrown at times. Staff mows every week in the summer. They mow less as it gets closer to winter and that will leave more time for weeding.

Landscaping is short-staffed six people at the moment. We are constantly recruiting.

Mr. Wiemann spoke with Vector Control and found out the Creek is not the source of the mosquitos. The mosquitos are breeding in potted plant saucers and other still water areas--another reason why we need to ask people to remove any potted plants.

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

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

Director Karimi asked if they will still be cutting grasses back to 100 foot from Village perimeter which borders the conservation area. Mr. Wiemann said eventually, yes. We are still waiting for approval from OC Parks.

Chair Jarrett stated that the Landscape Department didn't get any budget cuts this year and she is glad about that, although it was disappointing we didn't receive the additional \$300K that was requested for 2022.

Mr. Wiemann discussed rodent control measures.

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

Mr. Wiemann reviewed this report with the committee.

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

#### **7. Tree Removal Request: 3075-C Via Serena S.– One Rusty Leaf Fig**

Director Karimi made a motion to accept staff recommendation and deny this request with a caveat that a canopy reduction will be performed at the next scheduled trim cycle. Director Rane-Szostak seconded. The committee was in unanimous support.

#### **8. Tree Removal Request: 3094-C Via Serena N.– One Rusty Leaf Fig**

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



**9. Tree Removal Request: 5158 Avenida Despacio– One Canary Island Pine tree and One Hollywood Juniper tree**

Director Rane-Szostak made a motion to accept staff recommendation and deny the request to remove one Canary Island Pine and to approve the request to remove one Hollywood Juniper tree. Director Engdahl seconded. The committee was in unanimous support.

**10. Landscape Revision Request: 3085-C Via Serena N.**

Director Karimi made a motion to accept staff recommendation and approve the request for revisions to the landscaping adjacent to 3085-C, with the exception of the walkway shown on the plan, which will not be allowed. Director Bhada seconded. The committee was in unanimous support.

**11. Landscape Revision Request: 3428-A Bahia Blanca W.**

Ms. Archer's attorney addressed the committee and provided some documents to the committee members.

Resident will agree to remove the birdbath and Adirondack chairs.

Resident proposes to reduce pebbles back to encompass only 240 sq. ft.

She would like to keep potted plants. Many neighbors have them.

Chair Jarrett brought to his attention a resolution on Page 5 of his exhibit regarding gravel use.

The resident at 3428-O was in attendance and lives above this unit. When she purchased her unit, there was only grass below but now both neighbors have extended their patios onto the common area. It is true that even the residents next to her are using common area and were able to get an extension to their patio. They have continued to extend it further. The resident before the current resident, only took away what they did when they moved out. They did not restore it to its prior state. Nothing is enforced so areas keep expanding. Why are you giving away common area is the question. (VMS and Third are not.)

Resident at 3428-N spoke and stated that she also lives above unit 3428-A. Everyone who has lived there has taken it further and further. When a new resident moved in, it was all dirt. She requested the committee not approve anything beyond that tree.

Mr. Wiemann recommended to table this request and work with resident for an agreeable plan for all.

The committee unanimously agreed.

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

Resident at 5289 commented on RV Lot 1 and asked when re-seeding takes place in his area. Mr. Wiemann replied November thru March.

Resident at 3456-B stated her neighbor at 3451 is requesting that grass clippings are picked up.

The Board needs an extra cycle into the summertime. The grass is two feet high. It would go a long way to beautify the neighborhood.

3456-B also commented on blowers and gophers.

She is speaking for six other people today.

5321-A: Issues with sprinkler pressure.

3439-A: Dead dying area on slope behind her home.

3444-A: Issues with large tree in common area that drop leaves and blocks sun. Flowering plants are cut to ground and leave dirt. Every week of mowing turns grass brown.

3457-C: Sidewalk replaced 4-5 months ago and now the ditch area and grass is very high.

3439-B: Crews are different each time they come. No one has history of what had been done. They cut completely to ground. Weed spraying creates dirt areas. No one has authority to do anything outside main work but no one is overseeing work.

Chair Jarrett stated that she would love to have another cycle in summer but we don't have the staff or funding.

3436-O: Requesting that staff replace her current landscape with succulents. Mr. Wiemann asked her to submit a Landscape Request Form.

3446: She asked that when they do the mowing, can they not do the edging? Grass grows under the shrubs.

Topping of the trees, some have gotten very large. Can we have them topped? Mr. Wiemann reported that pine trees cannot be topped.

## **13. Response to Member Comments**

Above.

Concluding Business:

**14. Committee Member Comments**

Director Engdahl said it was a great meeting and thanked everyone for coming out.

~~Director Rane-Szostak thanked residents. She asked Mr. Wiemann to talk about~~  
landscape requests and how they should be done.

There was a panel regarding water use and it will be shown on Village TV. We don't have the date of it yet.

Director Bhada said good meeting and thanked residents for coming.

Director Karimi also thanked residents for coming today. All work and debate happen in committees so best to come to those rather to wait until the Board meeting.

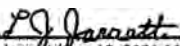
Mr. Wiemann explained when to use the Landscape Request Form. Turn it into Resident Services and they get it to Eve Morton. It then goes to the Supervisor and a report is written which goes to committee and then to the Board for a decision.

Be as specific as possible when calling Resident Services with requests.

Chair Jarrett stated that El Toro Water District reported that the Village water consumption went up 9 percent from last year.

**15. Date of Next Meeting – Wednesday, September 29, 2021 at 9:30 a.m.**

**16. Adjournment at 11:20 a.m.**

  
Lynn Jarrett [Sep 13, 2021 10:16 PDT]

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



The updated Project Log  
will be provided  
at the committee meeting.



Third Mutual Off Schedule Tree Work						
Date	Manor	Description	Tree Type	Labor Hours	Reason	Decision Level
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	Whie Birch	2	Hanger in canopy	Staff
7/2/2021	5369	Clearance	Loquate	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
8/16/2021	2169	Clearance	Magnolia	2	Trim away from patio	Staff
8/16/2021	2403	Hanging branch	Bottlebrush	1.5	Hanger in Canopy	Staff
8/16/2021	3100	Trim	Aleppo pine (2)	8	Full trim, end weight	Staff
8/17/2021	5471	Hanging branch	Eucalyptus	2.5	Hanger in Canopy	Staff
8/18/2021	3401	Hanging branch	Liquid Amber	2	Hanger in canopy	Staff
8/19/2021	3506	Trim	Rusty leaf fig	3	End weight	Staff
8/19/2021	3302	Removal	Purple Leaf Plum	2	Pest, scorch	Staff
8/20/2021	3015	Trim	Dragon Tree	2	Low hanging branches	Staff
8/20/2021	3292	Removal	Jacaranda	3.5	Major limb loss could not restore	Staff
8/20/2021	3023	Removal	Magnolia	2.5	Pest, bore	Staff
8/20/2021	2230	Removal	White sapote	2.5	Safety issue too close to walk	Staff
8/20/2021	2230	Trim	Elm	3	Low hanging branches	Staff
8/23/2021	4014	Removal	Bushy Yate	4	Pest	Staff
8/23/2021	4001	Removal	Myaporum	3	Old and woody	Staff
8/24/2021	4007	Hanging branch	Rusty leaf fig	2	Hanger in Canopy	Staff
8/24/2021	5268	Trim	Carolina Cherry	2	Low hanging branches	Staff
8/24/2021	3364	Removal	Sycamore	3	Pest, bores	Staff
8/26/2021	3242	Hanging branch	Ca Pepper	2	Hanger in Canopy	Staff
8/26/2021	3266	Trim	Chitalpa	2	Low hanging branches	Staff
8/27/2021	2113	Clearance	Rusty leaf fig	2.5	Low hanging branches	Staff
8/27/2021	3427	Clearance	Canary Island Pine	3	Branches on building	Staff
8/27/2021	5318	Trim	Ca Pepper	3	Remove dieback	Staff



8/27/2021	5002	Trim	Melaluca	3	End weight	Staff
9/1/2021	2246	Removal	Lime tree	2	Resident request	Staff
9/1/2021	5389	Removal	Loquate	2	Resident request	Staff
9/1/2021	5389	Removal	Spotted Gum Euc	3	Pest, beetle	Staff
9/1/2021	3288	Removal	Ca Pepper	4	Lost major limb no restoration	Staff
9/1/2021	5591	Removal	Bottlebrush	3	Planted to close to the building	Staff
9/1/2021	5590	Removal	Bottlebrush	3	Lost major limb no restoration	Staff
9/1/2021	3472	Trim	Evergreen Pear	3	Remove deadwood	Staff
9/1/2021	5318	Clearance	Red Ironbarck	3	Low hanging branches	Staff
9/1/2021	5002	Clearance	Cajeput	2.5	Low hanging branches	Staff
9/2/2021	2307	Removal	Crape Myrtle	2	Planted too deep	Staff
9/2/2021	5587	Trim	Canary Island Pine	3	Remove deadwood	Staff
9/2/2021	3446	Trim	Crape Myrtle	3	Remove end weight	Staff
9/2/2021	5526	Trim	Ficus nitida	4	Low hanging branches	Staff
9/2/2021	3421	Trim	Canary Islan Pine	3	Branches on the roof	Staff
9/2/2021	3520	Trim	Evergreen Pear	4	Remove deadwood	Staff
9/3/2021	4026	Hanging branch	Liquid Amber	2.5	Hanger in the canopy	Staff
9/3/2021	2120	Removal	Fig	2.5	Resident request	Staff
9/3/2021	2119	Clearance	Ca Pepper	3	Clearance from patio	Staff
9/3/2021	2089	Removal	Brazilian Pepper	4.5	Large amount of decay, in decline	Staff
9/13/2021	5379	Hanging branch	Kaffer plum	2	Hanger in Canopy	Staff
9/13/2021	5268	Trim	Catalina Cherry	2.5	End weight	Staff
9/13/2021	3266	Clearance	Chitalpa	2	End weight	Staff
9/13/2021	3171	Clearance	Rusty leaf fig	3	End weight	Staff
9/16/2021	2233	Hanging branch	Silk Oak	2.5	Hanger in Canopy	Staff





## STAFF REPORT

---

**DATE:** September 29, 2021  
**FOR:** Landscape Committee  
**SUBJECT:** Tree Removal Request: 2151-C Rhonda Granada – One Indian Laurel Fig tree

---

### **RECOMMENDATION**

Approve the request for the removal of one Indian Laurel Fig tree.

### **BACKGROUND**

The requesting resident purchased the manor in July 2019, and is requesting the removal of one Indian Laurel Fig tree, *Ficus, microcarpa*, 'Nitida' located at the front of the manor. The reasons cited for the removal are overgrown, poor condition, litter/debris, and shedding of berries. There are six additional signatures on the Mutual Request Form in favor of the removal (Attachment 1).

The tree was last pruned in May of 2020. Future trimming is tentatively scheduled for fiscal year 2022. The height of the tree is approximately 60 feet with a trunk diameter of approximately 35 inches. The tree is growing in the turf area approximately ten feet from the manor and approximately five feet from the walkways (Attachment 2).

### **DISCUSSION**

At the time of inspection, the tree was found to be in fair 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 been topped in the past which has caused an unfavorable growth of new branches over the years. When a tree is topped, and cuts are made in the middle or upper middle of the canopy, the new growth at those points are weak as the normal taper of the branches have been affected.

There are a number of small to medium sized surface roots at the base of the tree which is typical for these types of trees. There are also several cracks in the sidewalk, most likely due to the trees root system. There was no visible damage to the manor's walls or foundation at the time of the inspection.

There is approximately 10 feet by 50 feet of canopy overhanging the manor causing a large amount of debris on the roof. Based on the amount of canopy and crown reduction needed to bring the tree into a manageable state, the tree would have to be placed onto an annual trim cycle to maintain proper clearance. Staff is recommending the removal of the tree rather than the continual expense of annual trimming.

### **FINANCIAL ANALYSIS**

The cost to remove the tree would be approximately \$2,450, the first hard trim is estimated at \$900, and future annual trimming is estimated at \$300. The estimated value of the tree is \$17,220 based on the tree inventory data.

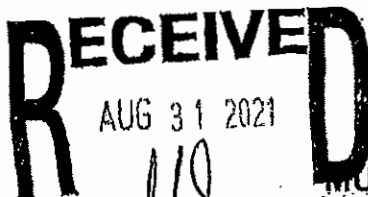
**Prepared By:** Bob Merget, Landscape Manager

**Reviewed By:** Kurt Wiemann, Director of Landscape Services

**ATTACHMENT(S)**

**Attachment 1:** Mutual Landscape Request Form

**Attachment 2:** Photographs



Laguna Woods Village

## MUTUAL LANDSCAPE REQUEST FORM

BY:                      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.*2151 RONDA GRANADA - C  
Address8-29-21  
Today's DateRichard Rippe  
Resident's Name928-379-1965  
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): SAFETY HAZARD FOR US AND OTHER RESIDENTS

## 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): RELENTLESS SHEADING OF BERRIES, LEAVES AND

## GUIDELINES:

- OTHER DEBRIS - TREELIMBING TOWARDS 2152 RESIDENCE BUILDING
- Structural/Sewer Damage: Damage to buildings, sidewalks, sewer pipes, or other facilities may justify removal if corrective measures are not practical.
  - Overgrown/Crowded: Trees or plants that have outgrown the available space may justify removal.
  - Damaged/Declining Health: Trees or plants that are declining in health will be evaluated for corrective action before removal/replacement is considered.
  - View Blockage: By nature, view blockage must be reviewed case by case to determine the appropriate course of action.
  - Litter and Debris: Because all trees shed litter seasonally, generally this is not an adequate reason to justify removal. However, if granted, removal/replacement may be at the resident's expense.
  - Personal Preference: Because one does not like the appearance or other characteristics of the tree or plant generally does not justify its removal. However, if granted, removal/replacement is usually at the resident's expense.

### Description & Location of Request

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

THE TREE LOCATED AT 2151C SHEDS LEAVES, BRANCHES AND LAYERS OF BERRIES ALL YEAR PRESENTING THE DANGER OF SLIPPING & FALLING PHOTOS SENT TO CARL RANDAZZO

### 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
* Margie Anderson	2147C	✓		
Sharon S. Moon-Duckworth	2152 P	✓		
John Anderson	2152P	✓		
Diane C. Hunt	2152Q	✓		
Er. Nore	2152Q	✓		
Kathleen Feldman	2151D	✓		
(Please attach a separate sheet if more signatures are necessary.)				
Ronald Brandon	2152-0	✓		

### Acknowledgement - Owner

By signing, you are acknowledging this request.

*Richard Rippe*  
Owner's Signature

Richard Rippe DeLores Rippe  
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: \_\_\_\_\_

\* Tree needs to be desperately removed. The berries are very dangerous when walking also at night. M. Anderson



MANOR

2147-C

2152-P

2152-Q

2151-D

2152-O

2151-C



MANOR  
2147-C  
2152-P  
2152-Q  
2151-D  
2152-O  
2151-C



ATTACHMENT 2



















## STAFF REPORT

---

**DATE:** September 29, 2021  
**FOR:** Landscape Committee  
**SUBJECT:** Tree Removal Request: 3316-C San Amadeo – One Carrotwood tree

---

### **RECOMMENDATION**

Deny the request for the removal of one Carrotwood tree.

### **BACKGROUND**

The resident at 3316-C purchased the manor in August 2016, and is requesting the removal of one Carrotwood tree, *Cupaniopsis, anacardioides* located at the rear of the manor. The reasons cited for the removal are personal preference and litter/debris. There are two additional signatures on the Mutual Request Form in favor of the removal (Attachment 1).

The tree was last pruned in August of 2020. Future trimming is tentatively scheduled for fiscal year 2022. The height of the tree is approximately 36 feet with a trunk diameter of approximately 32 inches. The tree is growing in the turf area approximately 14 feet from the manor and four feet from the slope (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 and there are a couple of medium sized roots at the base of the tree.

There is an irrigation valve box approximately six feet from the tree with no noticeable damage. The tree has a large canopy with several end weight branches that can wait until the next scheduled trimming.

The policies set forth in Resolution 03-21-10 state: "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, there is no justification to remove the tree at this time.

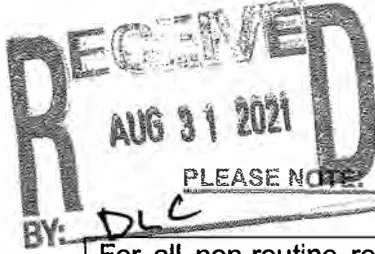
### **FINANCIAL ANALYSIS**

The cost to remove the tree would be approximately \$1,920. The cost to trim the would be \$100 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)**

<b>Attachment 1:</b>	Mutual Landscape Request Form
<b>Attachment 2:</b>	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.*

3316 C San Amadeo  
Address

8-30-21  
Today's Date

Mary Reeni  
Resident's Name

949-457-1640  
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.


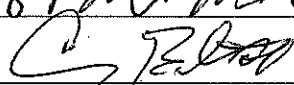
### Description & Location of Request

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 directly behind my patio has overgrown its space. Furthermore it drops things which make my patio dirty plus it is impossible to walk under it - I can't use my patio or the space behind my patio because of what that tree has dropped.

### 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
	3315A	X		
	3316A	X		

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

### Acknowledgement - Owner

By signing, you are acknowledging this request.

Mary Reiner  
Owner's Signature

Mary Reiner  
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 29, 2021  
**FOR:** Landscape Committee  
**SUBJECT:** Tree Removal Request: 4007-2G Calle Sonora Oeste – One Rusty Leaf Fig tree

---

### **RECOMMENDATION**

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

### **BACKGROUND**

The requesting party purchased the manor in September 2009, and is requesting the removal of one Rusty Leaf Fig tree, *Ficus, rubiginosa* located at the rear of the manor. The reasons cited for the removal are over grown, branches are breaking off, the tree blocks sunlight, roots growing under the foundation, and mold on the roof. There are two 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 February of 2021. Future trimming is tentatively scheduled for fiscal year 2023. The height of the tree is approximately 45 feet with a trunk diameter of approximately 45 inches. The tree is growing on the slope area approximately 20 feet from the manors and the canopy is approximately eight feet from the manors (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 medium to large sized surface roots, however, no infrastructure damage was noticed at the time of the inspection.

The tree has a very large canopy with some branches developing end weight. The previous trimming was light which was all that was needed at the time. Since then, heavy end weight branches have developed. This area is very shady and the branches are competing for sunlight.

Staff will monitor the tree through next year's growing cycle and should these branches become problematic, staff will schedule an off-schedule trim. However, at this time, staff does not feel a trim is necessary and that there is no basis for removal of this tree.

### **FINANCIAL ANALYSIS**

The cost to remove the tree would be approximately \$3,800, the estimated cost to trim is \$400, and 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)**

<b>Attachment 1:</b>	Mutual Landscape Request Form
<b>Attachment 2:</b>	Photographs



70 Bld  
8/23

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.*

4007- 2G  
Address

8-21-21  
Today's Date

Wan Lai  
Resident's Name

949-573-4988  
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): ① Branches are breaking off ② Too Big and too high ③ Sunlight is blocked from units

**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): Has become dangerous

**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.

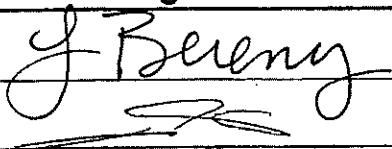
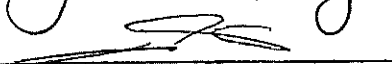
### Description & Location of Request

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.

1. Tree is too big, branches are breaking off and it is dangerous.
2. Blocks too much sunlight
3. Feels very unsafe on windy days.

### 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
	3E	✓		
	2G	✓		
No	1G		✓	

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

### Acknowledgement - Owner

By signing, you are acknowledging this request.

  
Owner's Signature

WAN LAI  
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: \_\_\_\_\_



Wan Lai

4007 Calle Sonora Oeste 2G

949-573-4988 email: [mrphones@hotmail.com](mailto:mrphones@hotmail.com)

Aug 21, 2021

Dear Third Mutual Board members.

We want to draw your attention to AN UNUSUAL SUDDEN FALLING DOWN OF A BIG BRANCH from a huge tree in front of the balconies of 1G, 2G and 3E of 4007 Calle Sonora Oeste. (SEE PICTURE 1)

On Aug 10, 2021, about 11:00 am, I heard a very loud sound that sounded like some very heavy stuff dropping onto the ground. Looking through my window I saw a big branch lying on the ground. It was a branch broken down from a huge and tall tree growing in front of our balconies. It was so scary to me that I suddenly thought that if I were walking under the trees or if your gardeners were working THERE at that time, someone could have been killed by that branch which is about 5 inches in diameter by 15 feet long.

There must be some problem which made this big branch fall down on such a lovely sunny day. I look up from the window of my balcony, there are at least two more similar branches hanging from this big tree which are going to fall down at any time.

The residents and owners of 1G, 2G and 3E of 4007 are very concerned.

We suggest this huge tree should be moved away as soon as possible for the following reasons:

- 1) This tree is too tall and too big occupying too much of our spacious garden space and blocking natural light to our balconies and living rooms. Natural light is very important to seniors and is key to emotional well-being and reducing seasonal depression, improving sleep and increasing vitamin D production and storage.
- 2) This tree is more than 50 FT HIGH and growing too close to us: It is only about 10 FT AWAY FROM our balconies.

- 3) It MAKES HORRIBLE SOUNDS on WINDY DAYS and its BRANCHES WAVE IN ALL DIRECTIONS MAKING US FEEL VERY UNSAFE every year.
- 4) The removal of this tree will SOLVE THE SEASONAL TRIMMING PERMANANTLY. (see picture2 shows branches growing too fast after trimming)
- 5) There are 4 smaller trees under this big tree that once bloomed with colorful flowers but they no longer do so because they don't receive enough light; and they are being pressed down from growing by the lower branches of this big tree. (see picture 3)
- 6) This big tree makes our balconies and living rooms so shady that we have to keep our lights on most of the time.(SEE PICTURE 2)
- 7) We, all residents of 1G,2G, and 3E will have a better view and can enjoy more from our living rooms and balconies.  
WE RESPECTFULLY REQUEST THAT THE HUGE BIG TALL TREE BE REMOVED ASAP FOR THE SAFETY AND BENEFIT OF ALL RESIDENTS AND OWNERS OF 4007. At the very least, please do a major trimming.

If your choice is only trimming, I have a picture of the same type of tree from another location which shows that all higher branches were being trimmed. It started to grow back and looks quick acceptable to us, if you keep the height of this big tree not to over the balcony of 2G. (see picture 4)

ENCLOSED ARE SOME PICTURES FOR YOUR CONSIDERATION ABOUT THIS MATTER.

Sincerely

All residents and owners of

1G

ne

2G

SK

3E

J. Beery



1

THE 4 SMALLER TREES ONCE BLOOMED COLORFUL FLOWERS

1G

THE BIG TREE

THE BIG BRANCH BROKEN DOWN

VIEW FROM THE WEST



- right after trimming in May

THE BIG TREE WHICH BLOCKS SUNSHINE

TO BE REMOVED

A VIEW OF 1G,2G,3E BEING BLOCKED FROM SUNLIGHT

A VIEW FROM THE WEST





THIS TREE TO BE REMOVED

THE 4 SMALLER TREES ONCE BLOOMED COLORFUL FLOWERS

VIEW FROM NORTH

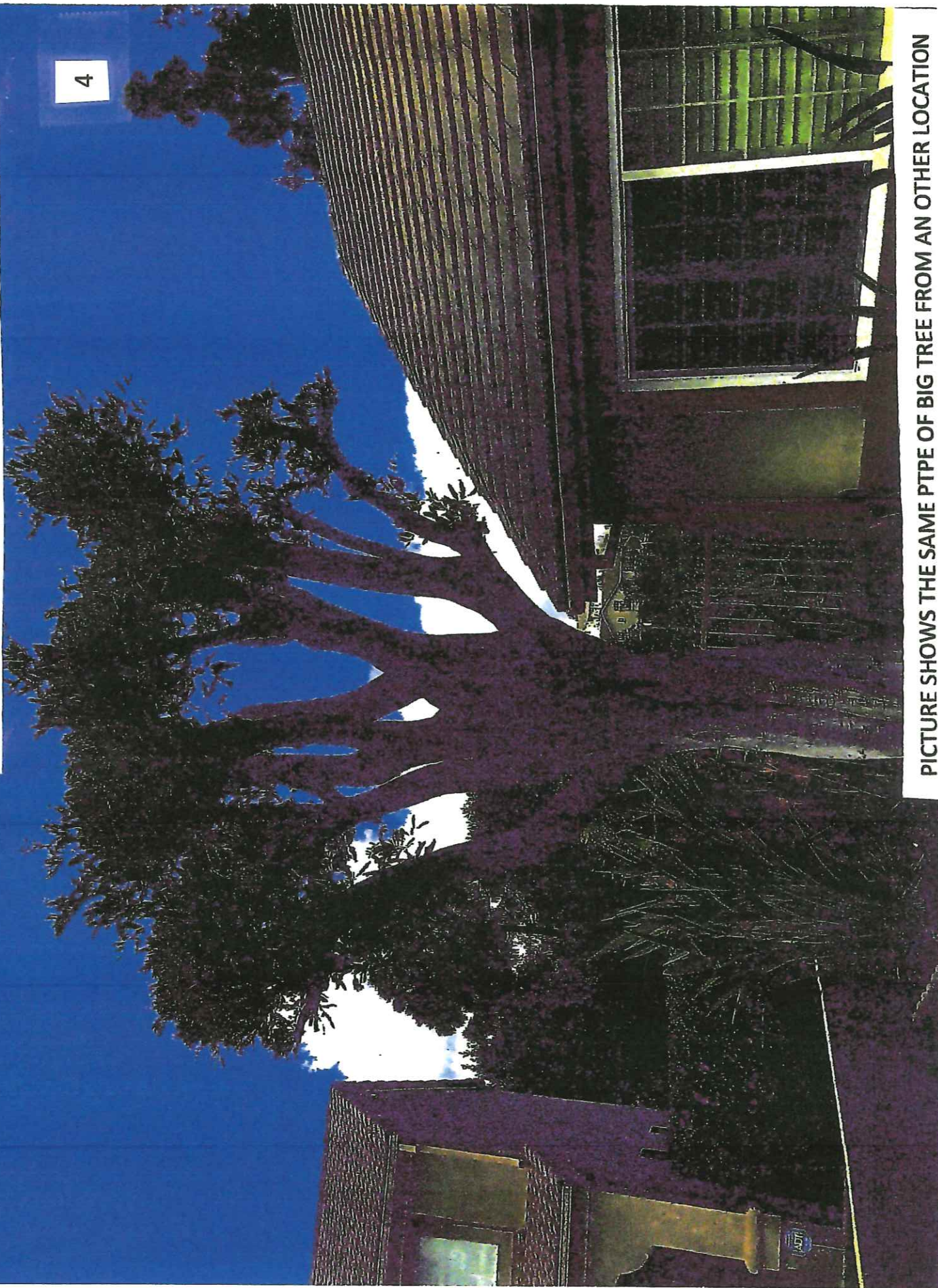
3

4



SAME TYPE OF THIS BIG TREE AFTER A MAJOR TRIMMING

4



PICTURE SHOWS THE SAME PTPE OF BIG TREE FROM AN OTHER LOCATION



ATTACHMENT 2

























## STAFF REPORT

---

**DATE:** September 29, 2021  
**FOR:** Landscape Committee  
**SUBJECT:** Tree Removal Request: 5348-Q Algarrobo – One Indian Laurel Fig tree

---

### **RECOMMENDATION**

Approve the request for the removal of one Indian Laurel Fig tree.

### **BACKGROUND**

The requesting resident purchased the manor in September 2009, and is requesting the removal of one Indian Laurel Fig tree, *Ficus, microcarpa 'Nitida'* located at the front of the manor. The reasons cited for the removal are structural damage, overgrown, sewer damage, and shade causing a moist, damp situation for mosquitos to breed. There are three additional signatures on the Mutual Request Form in favor of the removal (Attachment 1).

The tree was last pruned in February of 2021. Future trimming is tentatively scheduled for fiscal year 2023. The height of the tree is approximately 45 feet with a trunk diameter of approximately 30 inches. The tree is growing in the turf area approximately 12 feet from the manor, approximately 15 feet from the sidewalk, and the canopy is approximately five feet from a street light (Attachment 2).

### **DISCUSSION**

At the time of inspection, the tree was found to be in good condition with no signs of pests, however, there was some noticeable scale possibly due to a previous white fly infestation. The tree had no signs of damage or decay in the trunk or canopy.

There are a large number of medium to large sized surface roots reaching as far away from the trunk as 20 to 25 feet. One of these larger roots is growing under the foundation of the patio wall and several of the medium sized roots are growing close to the manor's foundation. Root trenching is not an option due to the size and quantity of these visible roots and belief that there are many larger roots below grade and, if trenched, may cause an unstable situation.

This tree is on a two-year trim cycle, however, given the proximity of the tree's canopy to the nearby street light, more frequent trimming is required (annually) to allow full efficiency for night lighting.

For these reasons, staff is recommending removal of the tree.

### **FINANCIAL ANALYSIS**

The cost to remove the tree would be approximately \$1,770, the cost to annually trim the tree is approximately \$250, 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



## ATTACHMENT 1



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.

5348 Q ALGARROBO  
Address Linda P. Donnell  
Terry Walker  
DAN O'DONNELL to WILLIAM WALKER  
Resident's Name Terry Walker  
Aug. 12 2021  
Today's Date  
949-235-6767  
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): FICUS TREE CAUSING SERIOUS  
ROOT PROBLEMS, AFFECTING STRUCTURE

## 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): Other Plants Not Able to get sun - Damp - Mosquitos

## 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.

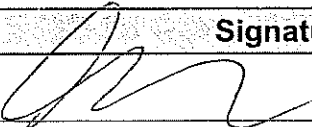
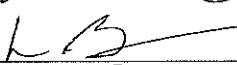
### Description & Location of Request

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.

Roots of Ficus tree are damaging the plumbing.  
Concentration of trees not in keeping with the  
rest of the street.

### 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
	5364 N	✓		
	5364 O	✓		
Doris Carroll	5364A	✓		

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

### Acknowledgement - Owner

By signing, you are acknowledging this request.

  
 Owner's Signature

Terry Walker  
 WILLIAM WALKER  
 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 29, 2021  
**FOR:** Landscape Committee  
**SUBJECT:** Stepping Stone Approval Process and Guidelines

---

### **RECOMMENDATION**

Approve the Stepping Stone Resolution and Guidelines.

### **BACKGROUND**

Stepping stones in common area have long been a contentious subject in Third Mutual. There have been various resolutions adopted and revoked over the years (Attachment 1). The most recent Board action on the subject was Resolution 03-07-02 in which the stepping stone standard was revoked and required an application for a variance from the Alterations Committee.

### **DISCUSSION**

Stepping stones are popular with residents; they enable them to access hose bibs, gardens, and electrical panels.

The most recent Board action requires the time-consuming process of applying for an architectural variance. As the stepping stones are located within the common area landscaping, the issue is better served by review from the Landscape Committee. Additionally, with the proposed process, the member would submit a Landscape Request form which is free to the members; requiring an Architectural Variance is an expensive and time-consuming process.

The proposed resolution (Attachment 2) would change the process to the Landscape Request form.

The proposed resolution makes it clear that stepping stones are not a gift of common area and must be temporary in nature. All existing stepping stones not approved by this process, or the variance process, will still need to be removed at resale.

### **FINANCIAL ANALYSIS**

There are no funds attributable to this action.

**Prepared By:** Kurt Wiemann, Director of Landscape Services  
**Reviewed By:** Eve Morton, Landscape Coordinator

### **ATTACHMENT(S)**

**Attachment 1:** Stepping Stone Resolution History  
**Attachment 2:** Proposed Stepping Stone Resolution

ATTACHMENT 1

**Stepping Stone Resolution History in Third Mutual**

<b>Resolution Number</b>	<b>Topic</b>	<b>Date Approved</b>
M385-7	Prohibition of stepping stones in common area	1/15/85
M396- 28	Approve Third LHM Alteration Standards revised	5/21/96
03-05-19	Approval of New Alteration Standard, Section 36 <i>Stepping Stones</i> (Resolution M3-96-28, adopted May 21, 1996 is amended and Resolution M3-85-7 adopted January 15, 1985 is cancelled)	9/20/05
03-07-02	Approval to revoke Alteration Standard <i>Section 36 – Stepping Stones</i> (Resolution M3-96-28, adopted May 21, 1996 is amended; and Resolution 03-05-19, adopted September 20, 2005 is cancelled.)	1/16/07
03-09-108	Adopt policy to allow for the installation of pavers, gravel, decomposed granite, and stepping stones as part of the re-landscaping program for soil retention in areas not to exceed 300 square feet	09/15/09

ATTACHMENT 2

**RESOLUTION 03-21-XX**

**Stepping Stone Policy and Guidelines**

**WHEREAS**, on January 16, 2007, that the Board of Directors adopted Resolution 03-07-02 Approval to Revoke Alteration Standard Section 36 – Stepping Stones;

**WHEREAS**, Resolution 03-07-02, revoked the standard for stepping stones and required a variance application to the Architectural Committee;

**WHEREAS**, the Landscape Committee determined that stepping stones are temporary in nature and are placed within common area landscaping;

**WHEREAS**, the Landscape Committee determined that requiring a variance application is unduly burdensome for Members and the process could be simplified by use of the Landscape Request form.

**NOW THEREFORE BE IT RESOLVED**, November XX, 2021, the Board of Directors approves the change from variance request to landscape request form and consideration thereof shall be performed by the Landscape Committee;

**RESOLVED FURTHER**, all new stepping stone installations shall be performed following the attached Stepping Stone Guidelines and all existing stepping stone installations not approved by variance shall be removed upon resale;

**RESOLVED FURTHER**, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out this resolution.



# THIRD LAGUNA HILLS MUTUAL

## Stepping Stone Guidelines

PLANS: The Member applying for a Landscape Variance shall provide to the Landscape Department a Landscape Request Form with detailed plan(s), for approval, indicating all work to be done, i.e., size, location, description, and specifications.

### 2.0 PREPARATIONS

- 2.1 Stepping stones shall not be used to create a new path across common area for access to exclusive use patios, courtyards or parking areas.
- 2.2 No stepping stones will be allowed that will hinder yard drainage.
- 2.3 In no case will stepping stones cover over sprinklers, sprinkler lines, or other related items.
- 2.4 Stepping stones may not hinder access by maintenance crews.
- 2.5 Stepping stones will not be allowed farther than four feet from the walls of the manor. No stepping stones will be permitted in the grass.
- 2.6 Stepping stone layout will only be permitted to provide access from a point of ingress/egress to a hose bib, an existing patio gate or opening and/or personal plants.

### 3.0 APPLICATIONS

- 3.1 Stepping stones should be constructed of concrete. No wood or degradable products.
- 3.2 All stepping stones must have a non-slip/non-skid surface.
- 3.3 All stepping stones must have a minimum diameter or width of 12 inches.
- 3.4 Stepping stones should be spaced no more than eight inches apart.
- 3.5 The layout created with the stepping stones should be no greater than two feet wide.
- 3.6 No decorative material may be used to fill in the spacing between stepping stones (i.e. gravel, pebbles, etc.)