

#### **OPEN MEETING**

## REGULAR OPEN MEETING OF THE UNITED LAGUNA WOODS MUTUAL ARCHITECTURAL CONTROLS AND STANDARDS COMMITTEE\*

Thursday, July 20, 2023 – 9:30 a.m.
Laguna Woods Village Board Room /Virtual Meeting
24351 El Toro Road, Laguna Woods, CA 92637

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

- 1. Join via Zoom by clicking this link: <a href="https://us06web.zoom.us/j/91432172027">https://us06web.zoom.us/j/91432172027</a> or by calling 669-900-6833 Webinar ID: 91432172027.
- 2. Via email to <a href="mailto:meeting@vmsinc.org">meeting@vmsinc.org</a> any time before the meeting is scheduled to begin or during the meeting. Please use the name of the committee in the subject line of the email. Name and unit number must be included.

#### **NOTICE and AGENDA**

This Meeting May Be Recorded

- 1. Call to Order
- 2. Acknowledgement of Media
- 3. Approval of Agenda
- 4. Approval of Meeting Report for June 15, 2023
- 5. Chair's Remarks
- 6. Member Comments (Items Not on the Agenda)
- 7. Division Manager Update
- 8. Consent: All matters listed under the Consent Calendar are considered routine and will be enacted by the Committee by one motion. In the event that an item is removed from the Consent Calendar by members of the Committee, such item(s) shall be the subject of further discussion and action by the Committee.
  - a. Monthly Mutual Consent Report
- 9. Variance Requests
  - a. 405-B: Variance for Handrail and Ramp Installation at Entry
  - b. 2010-C: Variance for Polycarbonate Patio Cover on Front Patio
  - c. 921-G: Variance for Atrium Enclosure with Non-Standard Opening in Wall
  - d. 484-D: Variance for Interior Stair Relocation and Bathroom Remodel

United Architectural Controls and Standards Committee Regular Open Meeting July 20, 2023 Page 2 of 2

- 10. Items for Discussion and Consideration
  - a. Revision to Alteration Fee Schedule
  - b. Accommodation for Disabled Residents-Relationship between renter, resident (owner) and United Mutual for ADA exposure sent to appropriate parties Resales (Pamela Bashline) and Legal.
- 11. Items for Future Agendas
  - a. Contractor Violation Policy
  - b. Revised Resale Inspection Fee
  - c. Approve United Board Contractor List
- 12. Concluding Business
  - a. Committee Member Comments
  - b. Date of Next Meeting Thursday, August 17, 2023 at 9:30 a.m.
  - c. Adjournment

\*A quorum of the United Board or more may also be present at the meeting.

Anthony Liberatore, Chair Michael Horton, Manor Alterations Manager Telephone: 949-597-4616



#### **OPEN MEETING**

## REPORT OF THE REGULAR OPEN MEETING OF THE UNITED LAGUNA HILLS MUTUAL ARCHITECTURAL CONTROLS AND STANDARDS COMMITTEE\*

Thursday, June 15, 2023 – 9:30 a.m.
Laguna Woods Village Board Room/Virtual Meeting
24351 El Toro Road, Laguna Woods, California

#### **REPORT**

**MEMBERS PRESENT:** Anthony Liberatore – Chair, Maggie Blackwell

**STAFF PRESENT:** Bart Mejia – Maintenance & Construction Assistant

Director (in the audience), Michael Horton – Manor Alterations Manager, Gavin Fogg – Manor Alterations Supervisor (via Zoom), Manor Alterations, Josh

Monroy – Manor Alterations Coordinator

OTHER DIRECTORS PRESENT: Alison Bok

1. Call Meeting to Order

Chair Liberatore called the meeting to order at 9:30 a.m.

2. Acknowledgement of Media

The meeting was being broadcast on Granicus and Zoom. No media was present.

3. Approval of the Agenda

Hearing no objection, the agenda was approved by consent.

4. Approval of the Meeting Report for January 19, 2023

Hearing no objection, the meeting report was approved by consent.

United Architectural Controls and Standards Committee Report of the Regular Open Meeting June 15, 2023 Page 2 of 3

#### 5. Chair's Remarks

Chair Liberatore thanked staff for saving resources, time and money by avoiding unnecessary meetings.

#### 6. Member Comments - (Items Not on the Agenda)

None.

#### 7. Division Manager Update

Mr. Horton introduced himself to the Committee.

#### 8. Monthly Mutual Consent Report

<u>Consent:</u> All matters listed under the Consent Calendar are considered routine and will be enacted by the Committee by one motion. In the event that an item is removed from the Consent Calendar by members of the Committee, such item(s) shall be the subject of further discussion and action by the Committee.

There are no items on the consent calendar for this month.

a. Mr. Horton provided insight into the number of mutual consents submitted and completed over a five-month period. Additionally, the time span spent on a single project could differ considerably, on average five business days.

#### 9. Variance Requests

None.

#### 10. Items for Discussion and Consideration

#### a. Revision to Architectural Standard 1: General Requirements

Mr. Horton introduced the item and answered questions from the committee. The committee requested a change to 1.7 "clothes" to cloths. The committee had concerns about staging. Mr. Horton advised that work being performed in the common area, would require the contractor to drop cloths in a clean and condensed fashion. If the work being performed is in a member's unit it would be in their patio.

A motion was made to recommend the United Board approve the standard with the suggested edit. Hearing no objection, the motion was approved by unanimous consent.

United Architectural Controls and Standards Committee Report of the Regular Open Meeting June 15, 2023 Page 3 of 3

b. Revision to Architectural Standard 15: Floor Coverings: Exterior [Balconies and Patios]

Mr. Horton introduced the item and answered questions from the committee. The committee had concerns regarding patio inspection "eye-balling". Mr. Horton advised that the Project Division Department supervises this area. Although there's a visual inspection component to it, an engineer is also brought out to finalize it. Additionally, Mr. Horton will do research on the safe working load conditions (so many pounds per square foot) code.

A motion was made to recommend the United Board approve the standard. Hearing no objection, the motion was approved by unanimous consent.

c. Accommodations for Disabled Residents

Mr. Horton introduced the item and answered questions from the committee. The committee asked Mr. Horton to pursue the relationship between renter, resident (owner) and United Mutual for exposure to ADA.

#### 11. Items for Future Agendas

Accommodations for Disabled Residents exposure.

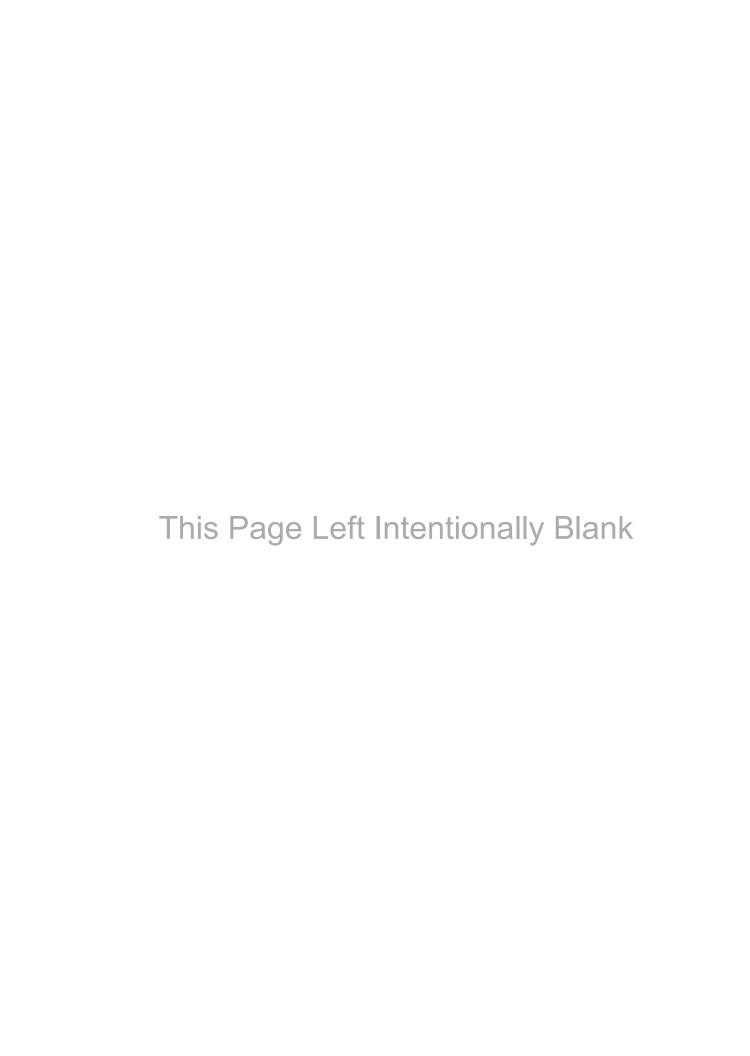
#### 12. Committee Member Comments

- Director Blackwell thanked staff for providing information on accommodations for disabled residents.
- Chair Liberatore welcomed Mr. Horton and thanked staff for providing efficiency and data.
- 13. Date of Next Meeting: July 20, 2023 at 9:30 a.m.

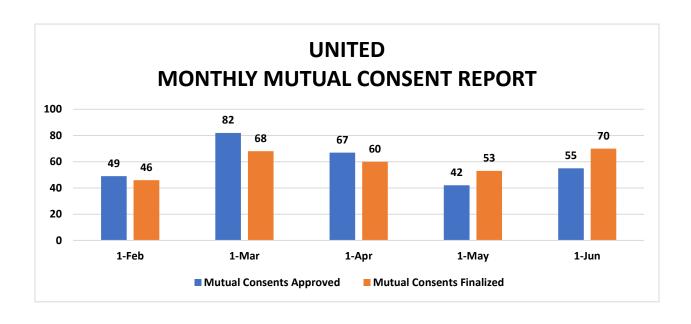
14. Adjournment

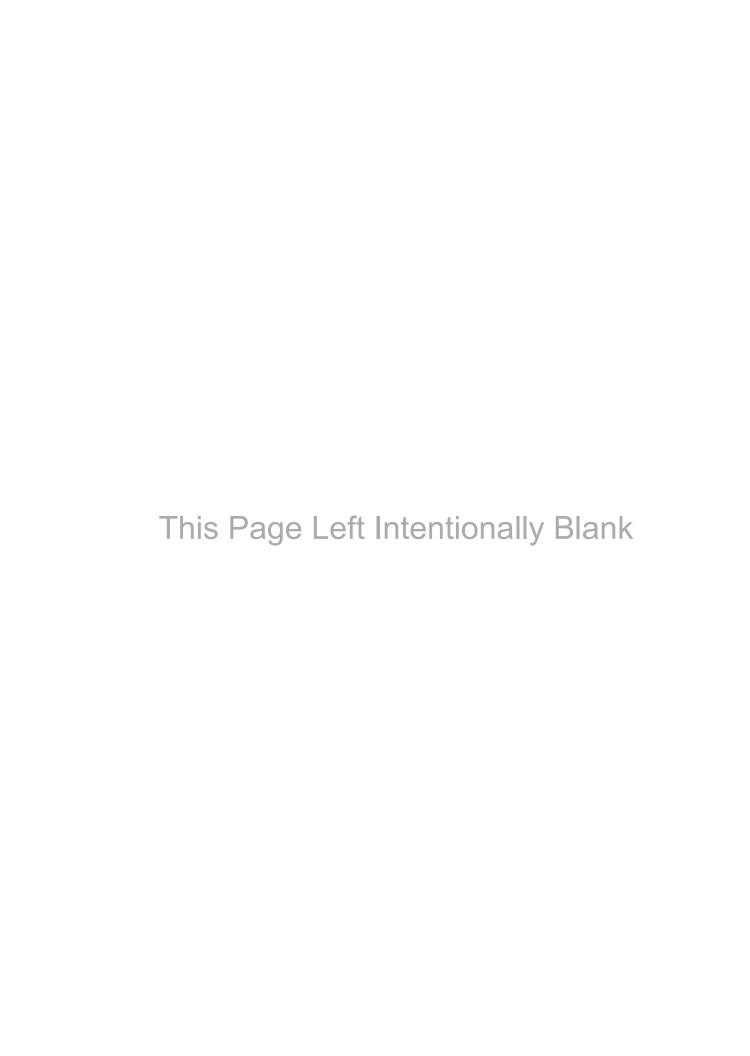
The meeting was adjourned at 10:10 a.m.

Anthony Liberatore, Chair Baltazar Mejia, Staff Officer Telephone: 949-597-4616









# United ACSC – July 20, 2023 Variance Requests

Agenda Item #9	Manor Address	Description of Request	Summary of Request and Staff Recommendation (*)
⋖	405-B	Handrail and Ramp Installation at Entry	<ul> <li>GENERAL NOTES:</li> <li>405-B is an end unit of a four-manor building.</li> <li>Variance is to install a ramp and handrail to replace 4 exterior steps.</li> <li>Approx. 20ft between patio walls of 405-B and 406-A. Main walkway is 6ft wide.</li> <li>Retaining wall would be required on North East facing portion of ramp due to the landscape area.</li> <li>Staff Recommendation: Approve</li> </ul>
Δ	2010-C	Polycarbonate Patio Cover on Front Patio	<ul> <li>2010-C is an inside unit of a four-manor building.</li> <li>Variance to install non -standard polycarbonate panels to replace existing patio cover.</li> <li>Existing Patio cover was approved with Mutual Consent # 8177 in 1969.</li> <li>Standard 20: Patio Covers; Aluminum and Vinyl states in section 2.8 Plexiglas, corrugated fiberglass, and similar coverings will not be permitted.</li> </ul> Staff Recommendation: Deny
U	921-G	Atrium Enclosure with Non- Standard Opening in Wall	<ul> <li>921-G is an inside unit of an eight-manor building.</li> <li>Variance is for an non-standard atrium enclosure by increasing the size of the opening left when removing an original window by removing 2'-6" wide portion of wall.</li> <li>3. The adjacent atrium is already enclosed.</li> <li>4. City plan check and permit process will require all shear and load bearing components are accounted for and meet existing residential building code standards.</li> </ul> Staff Recommendation: Approve
Q	484-D	Interior Stair Relocation and Bathroom Remodel	<ul><li>484-D is a four manor building</li><li>Variance is for interior stair relocation and bathroom remodel.</li></ul>

Staff Recommendation: Approve		
compliant		
<ul><li>outside the kitchen in the living room.</li><li>City plan check and permit process will require all work to be code</li></ul>		
Kitchen demo and build back has the post for the loft exposed		

The following attachments are included for your review and reference. Should any of these requests be recommended for approval, the final version of these documents will become the attachments to the United Laguna Woods Mutual Board staff report: \*

- Variance Request Form
- Photos 3. 2. 3.
- Location Map
- Plan(s)
- **Draft Conditions of Approval**
- **Draft Resolution** 6 .5

## Manor 405-B

Laguna Woods Villag	VARIANCE PLICATION FORM Signature E-mail:	MANOR # 40 ULWM SA Date: 5-1-2	☐ TLHM
Contractor Name/Co:  Mailing Address: (to be used for official correspondence)	hône:	F-mail:	
Description of Proposed Variance Reque REMOUE EXISTING S OF SIDEWALK, REP AND NEW PAIL, I	HAIRS, HANDRA	HNDRAP	RAMP
Dimensions of Proposed Variance Altera  RAMP - 47" X 15' -6"  PER SPEC SHEET FROM	UIDE RETAINING U	/	
	R OFFICE USE ONLY	6	
Alteration Variance Popular		A 25 474 7000 700 700	
Alteration Variance Request  Check Items Received:  Drawing of Existing Floor Plan Drawing of Proposed Variance Dimensions of Proposed Variance Before and After Pictures  Other:	Meetings Scheduled: Third AC&S Committee (TA United AC&S Committee: Board Meeting: Denied A	csc):	







Agenda Item #9a Page 2 of 18

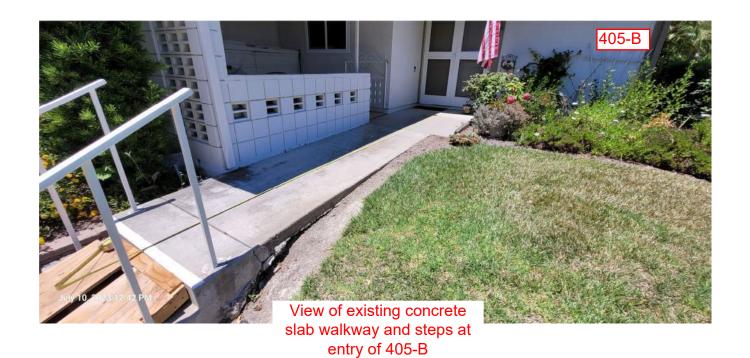
# ATTACHMENT 2 PHOTOS



PIC #1



PIC #2



PIC #3



PIC #4



PIC #5



PIC #6

ATTACHMENT 3

AERIAL

405-B Avenida Castilla

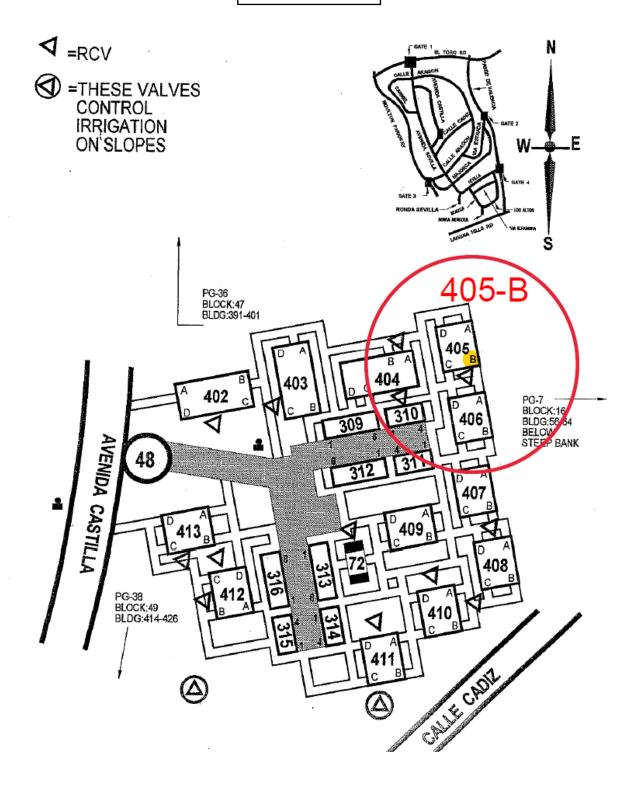


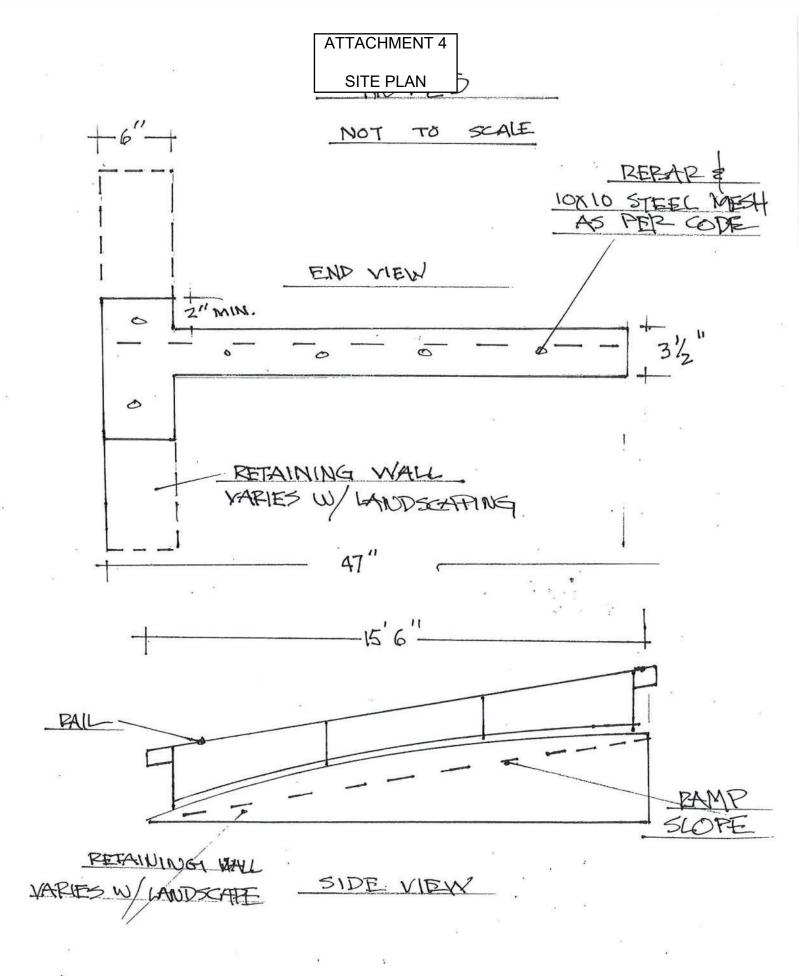


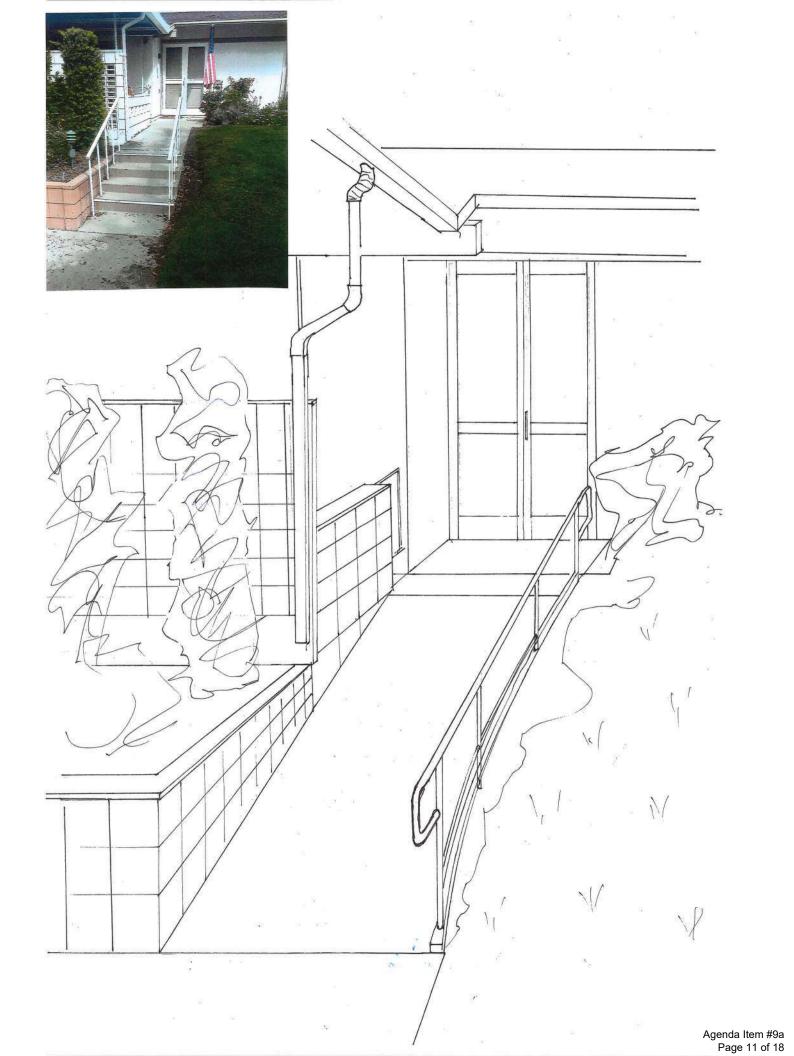
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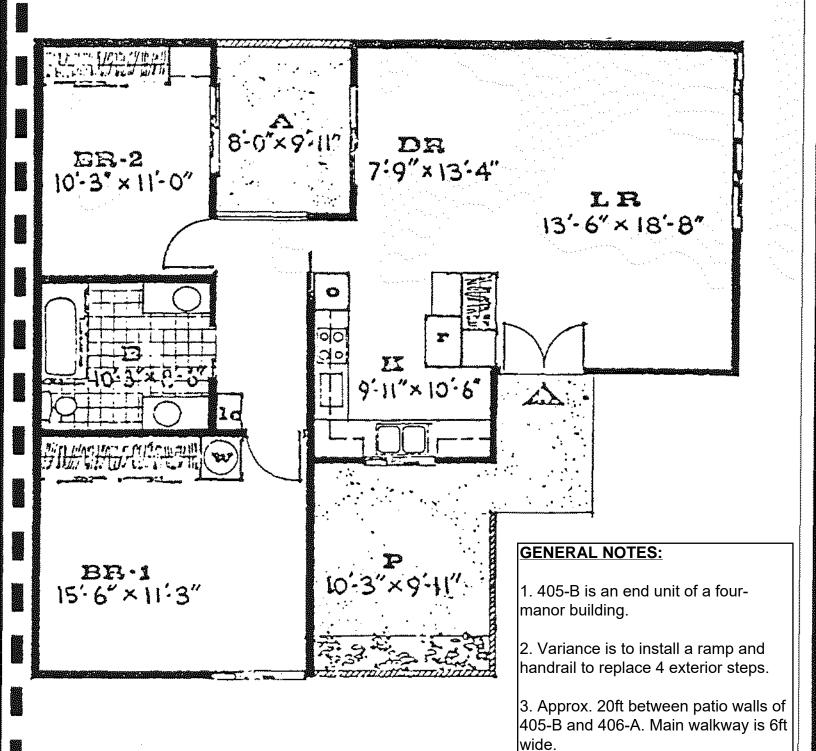


# ATTACHMENT 3 LOCATION MAP









4. Retaining wall would be required on North East facing portion of ramp due

to the landscape area.

#### **ATTACHMENT 5**

#### CONDITIONS OF APPROVAL DRAFT

#### **CONDITIONS OF APPROVAL**

<u>Manor:</u> 405-B

**Variance Description:** Handrail and Ramp Installation at Entry

A Variance for Alterations has been granted at the above manor, subject to the attached plans stamped approved and is subject to a final inspection by the Division. Any variations to the approved attached plans are not allowed and could result in a stop work notice and/or disciplinary action taken against the Member.

#### **Manor-Specific Conditions:**

#### A. General Comments:

- A.1. The Member shall provide plans, specifications, and calculations from a duly licensed architect or structural engineer to conform to the Building Code for all footing and foundation additions and modifications for the work of this variance, up to and including both patio wall modifications and new construction retaining wall.
- A.2. A City of Laguna Woods Building Permit will be required and provided to Manor Alterations to verify all code requirements for new or modified structural components, and shoring have been satisfied.

#### B. Materials and Methods:

B.1. Prior to the issuance of a Mutual Consent for Alterations, a sample of the handrail, baluster and posts system to be installed shall be provided to Manor Alterations for review and approval.

#### C. Requirements for Mutual Consent for Alterations:

C.1. Prior to the Issuance of a Mutual Consent for Alterations, a complete set of unit specific plans, specifications and calculations prepared by a licensed architect or structural engineer depicting the proposed improvement must be submitted to the Division office located in the Laguna Woods Village Community Center. The plans must depict any required structural modifications ensuring the structural integrity of the building is maintained upon completion of the proposed improvement.

#### D. Requirements for Final Inspection by Manor Alterations:

- D.1. Prior to Final Inspection by Manor Alterations, a scanned copy of the City-Approved and Stamped plan set shall be submitted to the Division office located in the Laguna Woods Village Community Center. The plans must depict the work as completed and approved by the City, including all structural and architectural modifications.
- D.2. Prior to Final Inspection by Manor Alterations, all altered exterior surfaces should match the Building texture and color; vinyl fence/gate will be either white or taupe, tubular steel or wrought iron fence/gate will be black or existing body color of the building; the approved colors and materials are available at Resident Services, located at the Community Center first floor.

#### **General Conditions:**

#### G. General Conditions

- G.1. No improvement shall be installed, constructed, modified or altered at 405-B, ("Property") within the United Laguna Woods Mutual ("Mutual") without an approved Mutual Consent for Alterations application for the improvement has been made to, and approved, in writing, by, the Village Management Services, Inc. ("VMS, Inc."), Alterations Division ("Division"), or, in the event of a Variance from the Mutual's Alteration Standards, the Architectural Control and Standards Committee ("ACSC"). In the event written permission is given for the installation, construction, modification or alteration of any improvement(s) upon the Property, the Member or Members ("Member") agrees to comply with the Mutual's Governing Documents and any specific terms or conditions imposed, and that the installation, construction, modification or alteration shall be in strict compliance with the terms of the approval.
- G.2. Member hereby consents to and grants to the Mutual and the Maintenance and Construction Department, and their representatives, a right of entry upon the Property, with reasonable notice, to inspect the permitted improvements, and for their representatives and contractors to remedy any violation upon the Property, including, but not limited to, unauthorized disturbance of regulated materials, removing trash from common areas, removing any improvement

installed without approval or modifying an improvement to bring the same into compliance with the terms of the approval. Any remedial work performed on behalf of the manor owner as a result of violations to Mutual policy and/or regulatory violations will be processed as a chargeable service.

- G.3. All costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Property's Member at 405-B and all future Mutual Members at 405-B.
- G.4. Member shall be responsible for all activity by contractors, subcontractors, material suppliers and their employees and agents and any others who perform work on the Property, including any violation of the Mutual's Governing Documents, including, but not limited to, traffic and parking violations, maintenance of a clean job site at all times, damage to Mutual property, and use of Mutual property for storage of equipment or materials without prior approval. Member acknowledges and agrees that all such persons are his/her invitees. Member shall be responsible for informing all his/her invitees of the Mutual's Rules and Regulations.
- G.5. Member shall be liable for any violation of the Mutual's Governing Documents by any invitee, including any fine, assessment or other charge levied in connection therewith.
- G.6. Member is responsible for following the gate clearance process (http://www.lagunawoodsvillage.com/residents/resident-services and click on documents and Business Pass Application Instructions) in place to admit contractors and other invitees.
- G.7. Member's contractors and other invitees shall have business signage on vehicles and travel to and from the job site by the most direct route available and are not authorized to use Mutual recreational facilities or other amenities while they are in the Village for performance of work in connection with the Property.
- G.8. Parking of contractors or other invitees' vehicles is prohibited in covered resident parking, open resident spaces, handicapped spaces or fire lanes. Contractors or other invitees must park on the street. To the extent possible contractors' or other invitees' vehicles should be limited in number.
- G.9. Must obtain an approved Mutual Consent application within 180 days or 6 months of the variance approval before it is expired.

- G.10. A City of Laguna Woods permit may be required, which may include the requirement to obtain clearance from the South Coast Air Quality Management District (Asbestos Hot Line at (909) 396-2336). Prior to the issuance of a City of Laguna Woods permit an applicant must present the approprite Mutual Consent issued by Manor Alterations to the City. Please complete this step with Manor Alterations prior to submitting an application to the City. Once the City issues a Building Permit, you must submit a copy of the permit with the permit number to Manor Alterations. The City permit must be finalized within the prescribed timeframe, and a copy of the final permit must be submitted to the Division within two weeks.
- G.11. Prior to the issuance of a Mutual Consent for Alterations, a complete set of unit specific plans prepared by a licensed architect or structural engineer depicting the proposed improvement must be submitted to the Division office located in the Laguna Woods Village Community Center. The plans must depict any required structural modifications ensuring the structural integrity of the building is maintained upon completion of the proposed improvement.
- G.12. All improvements must be installed in accordance with the California State Building Code, and the published Mutual Architectural Alterations Standards, Policies and Guidelines. See http://www.lagunawoodsvillage.com.
- G.13. During construction, work hours established by the Mutual and the Noise Ordinance set forth in the City of Laguna Woods Municipal Code must be adhered to at all times.
- G.14. During construction, both the Mutual Consent for Alterations and the City Building Permit must be on display for public view at all times in a location approved by the Division.
- G.15. It is mandatory that no waste or materials associated with the construction be dumped in the Village trash bins; such waste or materials associated with the construction must be disposed of offsite by the contractor.
- G.16. A dumpster is approved for placement at the location identified by Security Staff by calling 949-580-1400. All dumpsters must conform to the Policy for Temporary Containers. Dumpsters must be ordered from the approved City of Laguna Woods waste hauler and must be maintained at all times.
- G.17. Dumpsters must be ordered from the approved City of Laguna Woods waste

hauler and must be maintained at all times.

- G.18. A portable bathroom is approved for placement at the location identified by Security Staff by calling 949-580-1400.
- G.19. The Mutual Consent for Alterations expires six months after the date of Notice of Approval issued by Manor Alterations, unless an application is submitted with fees and approved by the Division for an extension. Only one extension for a maximum of an additional six months may be granted.
- G.20. Violations of the forgoing conditions or the Mutual's Governing Documents (See http://www.lagunawoodsvillage.com), including, but not limited to, unpaid assessments, work outside the approved plans, excessive noise, illegal dumping, or working after hours, will result in disciplinary action, which could result in a stop work notice, loss of privileges and/or severe fines to the Member. Such fines left unpaid will result in forfeiture of a portion or all of the Conformance Deposit required above or other legal remedy.
- G.21. Member shall indemnify, defend and hold harmless United Laguna Woods Mutual and its officers, directors, committee Members and agents from and against any and all claims, demands, costs, fines, judgments, settlements and any other costs, expenses, amounts and liabilities arising from Member's improvements and installation, construction, design and maintenance of same.

#### ATTACHMENT 6

#### RESOLUTION DRAFT

#### **RESOLUTION 01-23-XX**

#### **Variance Request**

**WHEREAS,** Member of 405-B Avenida Castilla, a Valencia style manor, requests Board approval of a variance for a Handrail and Ramp Installation at Entry; and

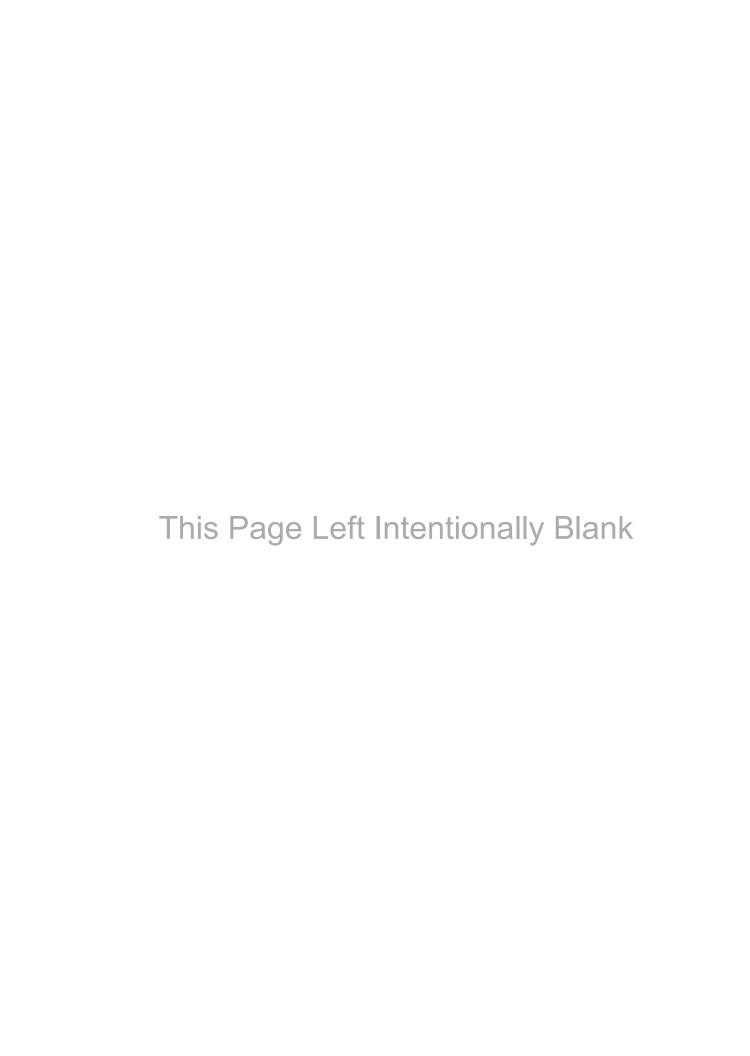
WHEREAS, a Neighborhood Awareness Notice was sent to Members of affected units notifying them that an application to make an alteration to a neighboring unit had been made and that comments or objections could be made in writing to the Architectural Controls and Standards Committee or in person at the Architectural Controls and Standards Committee Meeting on July 20, 2023; and

**WHEREAS**, the Architectural Controls and Standards Committee reviewed the variance and moved for approval of the variance for a Handrail and Ramp Installation at Entry;

**NOW THEREFORE BE IT RESOLVED**, on [DATE], the United Laguna Woods Mutual Board of Directors hereby approve the request for a Handrail and Ramp Installation at Entry; and

**RESOLVED FURTHER,** all costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Member at 405-B Avenida Castilla and all future Mutual Members at 405-B Avenida Castilla; and

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



## **Manor 2010-C**



## DEGETVEN

### VARIANCE REQUEST FORM

MANOR # 2	010 -C
DULWM	☐ TLHM

## Variance Request Form

	ariance Request	orm SA 21797302
Model: COR do b A	Plan:	Date: 5/2/23
lember Name:	Signatur	0/2/23
hone:	E-mail:	
Phone: (949):560 - 3406 Contractor Name/Co:		F mails
M/A	Phone:	E-mail:
Mailing Address: o be used for official orrespondence)		
escription of Proposed Variance		
		SCANNED  RR dinensions.
Track of the Control	FOR OFFICE USE O	NLYCheck#CCBY:SH
No Change to CURR	FOR OFFICE USE O	NLYCheck#CCBY:SH omittal Cut Off Date:

Rather than using Aluminum material I propose to use clear 16mm multilayer Polycarbonate which is far superior to the aluminum in weight and durability. The proposed 16mm multi-layer polycarbonate material is approved for use in skylights and hurricane protection.

The 16mm polycarbonate material is approved by the Maimi Dade County for use in home protection in high velocity hurricane zones. See the attached documentation.

Polycarbonate material is far lighter at 0.55lbs/sq.ft. than aluminum. The total weight of my polycarbonate patio cover would be less than 68lbs compared to aluminum which would be between 209 and 307lbs.

I have been told by the alterations department that under Mutual Standard 20 only aluminum material can be used in a patio cover, WHY? Replacing my current patio cover which is aluminum with plastic panels with all aluminum will make our unit darker inside.

# ATTACHMENT 2 PHOTOS









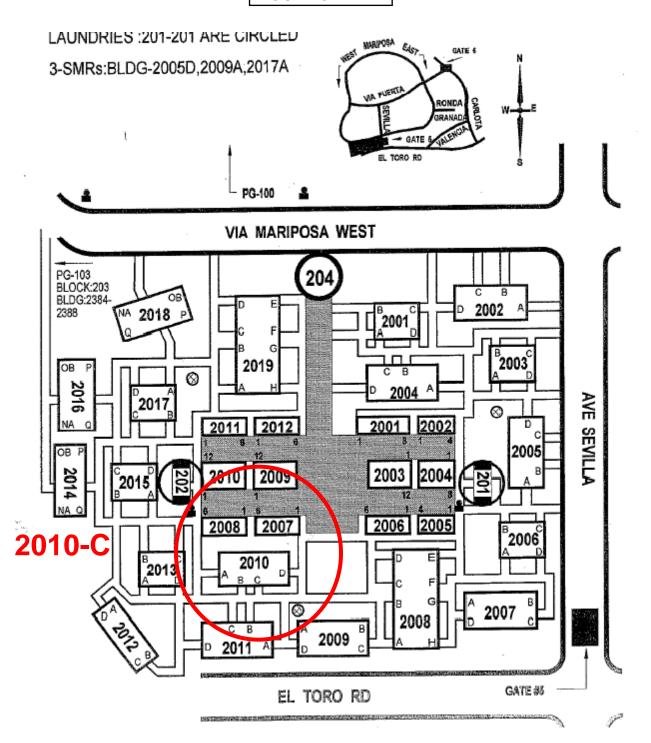
ATTACHMENT 3

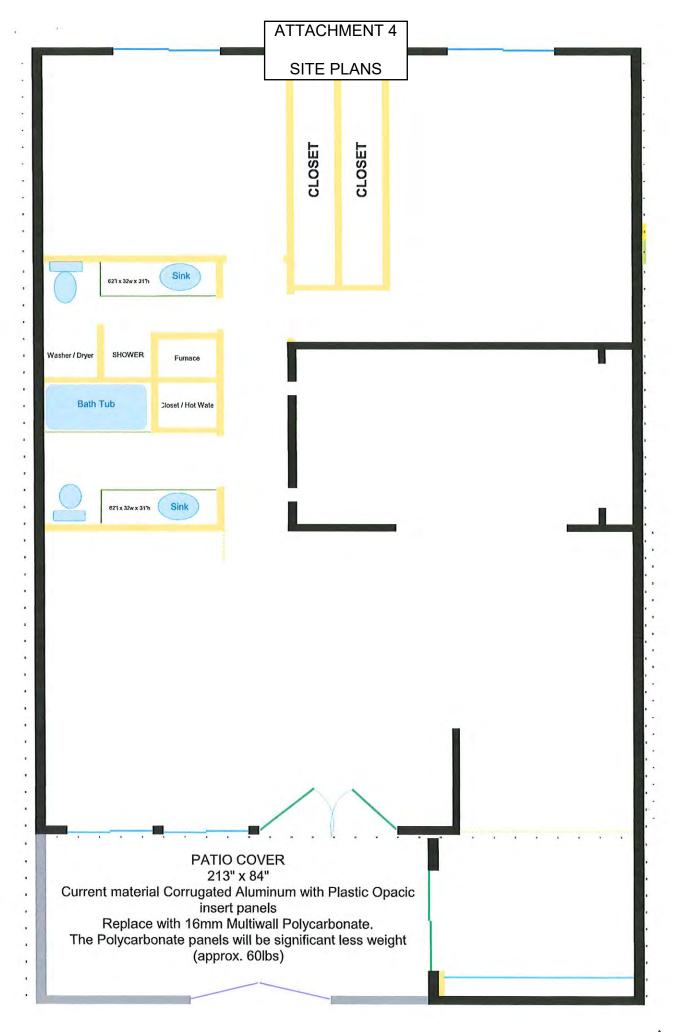
AERIAL

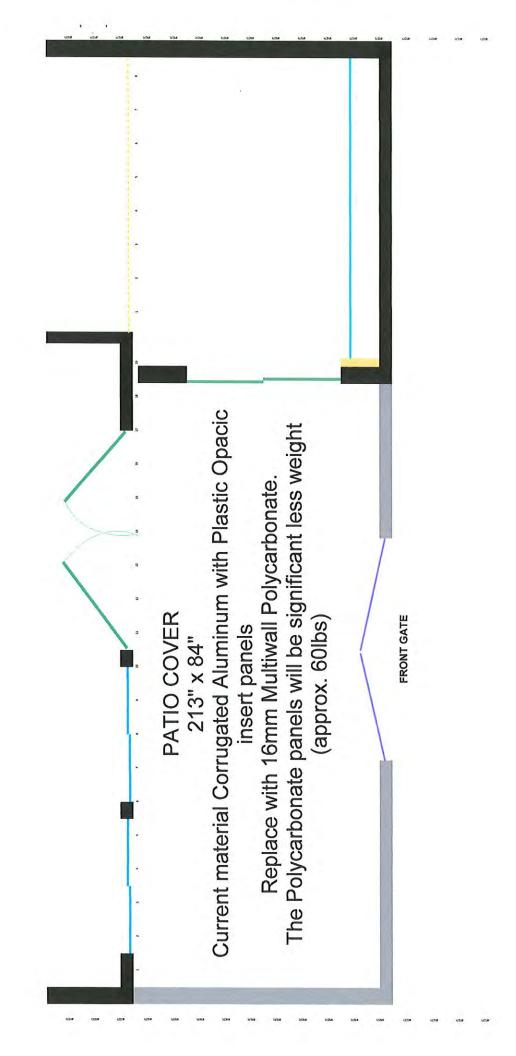
2010-C Via Mariposa West

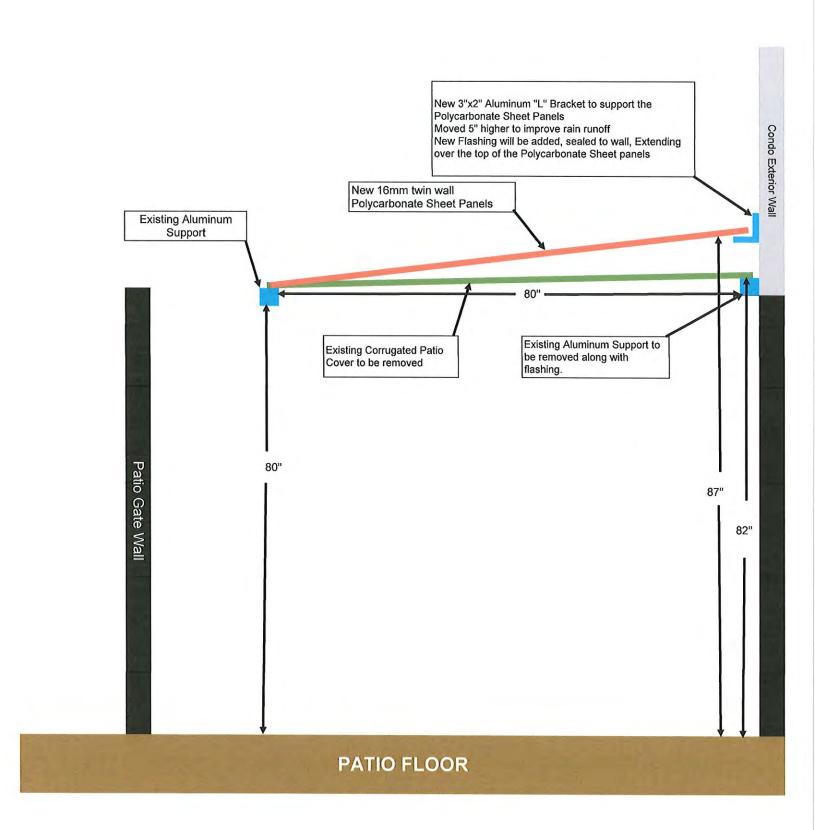


# ATTACHMENT 3 LOCATION MAP











Toll-Free: 888-768-5759 www.interstateplastics.com



# 16mm (5/8") / 25mm (1") RDC Storm Panels

# Get rid of your plywood and let the light in!

**16mm / 25mm RDC Storm Panels** are made of clear Polycarbonate. They will protect your windows and doors from hurricane force winds, flying debris, and severe weather and yet — yet allow light in.

I6mm / 25mm RDC Storm Panels passed the Dade County Hurricane test, and resisted Large

Missile Impact (9 lb 2" X 4" missile shot out of an air cannon). The missile bounced off the 16mm / 25mm

RDC Storm Panel, preventing any damage to the panel or the glass behind it.

The panels were also exposed to high air pressure — simulated 170 MPH wind and passed the test!

You CAN install it yourself!

You CAN order it today!!!



NOA No. 08-0213.02

Florida Approval #10799



16mm RDC Storm Panels for commercial businesses protect windows from strong winds and flying debris during hurricane season.



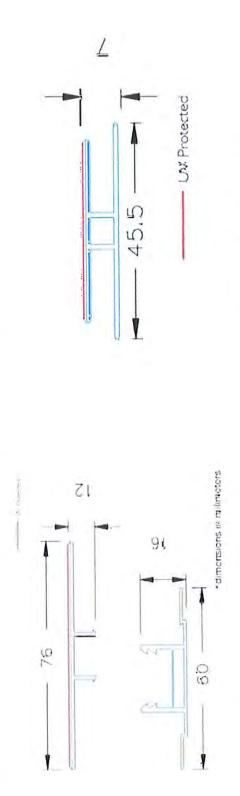




16mm RDC Storm Panels for homes protect windows from winds and flying debris during hurricane season.

The Polycarbonate sheets will be supported at the condo wall, sides and outer patio wall using the Cap #207/#211 For use Polycarbonate Clear Extruded Base/Cap #207/#211 For use with .630" (16mm) Polycarbonate Twinwall with .630" (16mm) Polycarbonate Twinwall.

The Polycarbonate sheets will be joined using the Base/Cap #207/#211 For use with .630" (16mm) Polycarbonate Twinwall. The Polycarbonate Clear Extruded Base/Caps will be attached to the condo walls using inserts and screws.



Clear Extruded "H" Panel Connector

0.630 (16mm) - 48"W x 82"L Triple Wall Sheet Thermalglas Polycarbonate Mulitwall - Clear 2 sheets cut to 48"Wx 82"L; 1 sheet will be 24"W x 82"L.

Clear Extruded Base/Cap

sheets to keep water from seeping down the patio wall. This rust-resistant flashing is angled at 120 degrees to provide extra Products 4-1/2 in. x 10 ft. Aluminum Angle Flashing, Qty.2 cut to cover the width of the patio above the new polycarbonate Existing Flashing will be replaced as it has seperated from the stucco wall. The new flashing will be Amerimax Home weatherproofing protection.

The flashing will be secured to the stucco wall using ancor inserts and screws with adhesive calking behind the flashing.

# F Required:

1"x1" Aluminum Square Tubing

The 1" square tubing will be used to support Polycabonate .630" (16mm) Polycarbonate Twinwall Sheets placed below and Aluminum Alloy: Thickness(T): 1/20", Height(H): 1", Width(W): 1", Length(L): 8' qty.3 cut to fit attached at the condo front wall using ancors and screws.

If the 1" square tubing is used to support the polycarbonate sheeting the original support at the stucco wall will be removed.

# F Required:

Alloy: 6061, Thickness(T): 1/8", Height(H): 1", Width(W): 2", Length(L): 20', Temper: T6 Used as bracket supports for the 6061 Aluminum Rectangle Tubing [61RT10020012] Alloy: 6061, Thickness(T): 1/8", Width(W): 1-1/4", Length(L): 25', Height(H): 1-1/4" Bracket supports will be attached to the walls using inserts and screws. 4 x 6061 Aluminum Angle [61A12512]

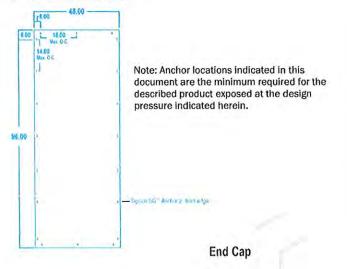
# Installation Instructions 16mm / 25mm Storm Panels

- 1) Measure each opening (window, door, etc.) Add 8" to the height and width of the opening to arrive at the proper panel size. For example, a 24" x 36" window would require a 32" x 44" Policarb® 16mm/25mm RDC Clear panel.
- 2) Measure and cut the panel using a circular saw with a laminate or fine toothed saw blade. For radius cutting use a jigsaw with laminate blade. Sand the cut edges with 100 or 200 grit sandpaper. Mark the location and panel size on each panel, e.g.: Master Bedroom 32" x 44".
- 3) Pre-drill 3/8" holes as shown in Figure "A" (48" x 96" panel). Begin your holes 6" from the end of the panel on the 48" side and space them equally @ 18" on center using a 1" reveal (1" from edge of panel). Begin your holes 6" from the end of the panel on the 96" side and space them equally @ 14" on center. On the other size panels, start with your holes 6" from the corner and equally space them according to the above maximum anchor spacing of 18" (fluted sides) and 14" (non fluted sides).
- 4) End caps provide a support base as well as prevent water & debris intrusion.
- 5) Center the panel on the window and mark the center of each hole around the panel. Remove panel, drill holes.

### **CBS Construction**

- 6) When attaching to concrete block, use a 3/16" masonry drill bit.
- 7) When attaching to solid concrete, use a 7/32" masonry drill bit.
- 8) Use the 3/16" hex drive socket to install the Tapcon  $SG^{TM}$  into all holes.
- 9) Place washer over each Tapcon SG™. Position panel on the Tapcons and secure using washered wing nuts.
- 10) Place white cap over Tapcon SG™ when not in use. These caps can be painted to match the color of the building.

Figure A. Anchor Locations



Patent Pending

### **Wood Construction**

- 11) Installation of the Policarb® 16/25mm RDC Clear panel must be into the structural members of the wood framed residence. The Tapcon SG™ must be anchored into the center of wood framing around the window.
- 12) Measure and cut panel as described in step one and two.
- 13) Determine the distance to the center of the wood framing from the edge of the opening. This will be the location of all Tapcon SG™ anchors.
- 14) Because the overlap is 4" on all sides of panel, subtract the distance of step #13 from 4". This will be the distance from the edge of the panel to where the holes are drilled.

### Disclaimer

These storm panels comply with most municipal codes and regulations but may not comply with all requirements. Purchaser must determine that this product and it's installation comply with all codes and regulations for storm panels at the place of installation. Manufacturer disclaims any responsibility for determining compliance with codes and/or regulations applicable to the purchaser and makes no representations or warrants regarding suitability in this regard.

- Manufactured by Gallina USA
- Florida Building Code approved (#FL10799) when installed as instructed.
- Miami-Dade County Product Control Approved.
- TDI approval Texas Department of Insurance (SHU-135)
- Visit www.gallinausa.com/photo.gallerles/stormpanels.html for corporate tests and to see impact video.

### Hardware Needed for 4'x 8' Panel:

1/4" x 2-1/4" Tapcon SG™ anchor-20 EA • 1/4" EPDM washer- 20 EA 1/4"-20 washered wingnut-20 EA • 1/4" White Cap - 20 EA

## Tools Needed:

Drill • 3/16" or 7/32" masonry bit and 3/8" standard bit Circular saw if panel needs to be cut • Safety glasses • Gloves Sandpaper if panel needs to be cut • Level

# Maintenance:

Remove panels after storm or storm season.
 Rinse with clean water.
 Wash with soap or mild detergent using a soft cloth or sponge.
 Not use any abrasive cleaners.
 Rinse with clean water.
 Dry with a soft, non-abrasive cloth.
 Store in a dry area out of direct sunlight.





\*Interstate Plastics is a Distributor for www.gallinausa.com



# Thermaglas™ Multiwall Polycarbonate

Multi-Wall Structured Polycarbonate Sheet

# Description and Overview

Thermaglas™ is a multiwall polycarbonate sheet designed for selective light transmission and radiation. It has proprietary condensate control technology that maximizes light transmission by minimizing water droplet formation that would reflect valuable sunlight. Thermaglas™'s condensate protection is built into the bottom of the panel, while the top is coated with a special 99.5% UV protection coat that blocks harmful ultraviolet rays and only transmits beneficial radiation.

Thermaglas™ has excellent thermal insulation and is weather resistant. It is Class A fire rated and is self-extinguishing. As a result of its cellular multi-layer structure, Thermaglas™ is 60% more energy-efficient than similar glass products, and 25% more energy-efficient than 8mm twinwall acrylic.

# Applications and Uses

By reducing or eliminating condensate drip, Thermaglas™ helps prevent various moisture-related diseases in crops and improves crop quality and yield, making it an ideal fit for greenhouses and other applications such as retail garden centers and outdoor signage.

Thermaglas™ may be installed with ordinary tools and cold-formed to arch. Besides greenhouse applications and outdoor signage, it can be used wherever selective light transmission and radiation is needed. This includes anything from packing and holding areas to swimming pool coverings.

- · Commercial greenhouses and garden centers
- · Packing and holding areas
- · Skylights and sidelights
- · Signs and displays
- · Covered walkways
- · Industrial roofing and glazing
- Swimming pools



1 roperties and openineations		
Optimal Service Temperature Range	-40° F to +248° F (-40° C to ± 120° C)	ASTM D-648
Maximum Service Temperature	270° F (132° C)	
Heat Deflection Temperature(Load: 264 PS)	275° F	
VICAT Softening Temperature (Load: 2.2 lb.)	300° F	ASTM D-1525
Coefficient of Linear Thermal Expansion	3.6 x 10(5)in./in.°F	ASTM D-696

**ASTM** 

Thermal Conductivity

(BTU-in/hr-ft2- °F)	1.45	C-177	
Mecha	anical		
Tensile Strength At Yield (0.4 in./min.)	9,400 psi	ASTM D-638	
Tensile Strength At Break (0.4 in./min.)	8,800 psi		
Elongation At Yield (0.4 in./min.)	6%		
Elongation At Break (0.4 in./min.)	> 90%		
Tensile Modulus of Elasticity (0.4 in./min.)	350,000 psi		
Flexural Modulus (0.052 in./min.)	380,000 psi	ASTM D-790	
Flexural Strength At Yield	14,500 psi	ASTM D-790	
Rockwell Hardness	118 R Scale	ASTM D-785	
Density	75 lb/ft(3)	ASTM D-792	
Specific Gravity	1.2 g/cc	ASTM D-792	

330 Commerce Circle Sacramento, CA 95815 (888) 768-5759



WARNING: This product can expose you to chemicals, which are known to the State of California to cause cancer, birth defects, and/or other reproductive harm. For more information, go to www.P65Warrings.ca.gov.





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Home / Building Materials / Roofing / Roof Flashing / Step Flashing

Internet #100081760 Model #5445000120 Store SKU #142300

**7156** 

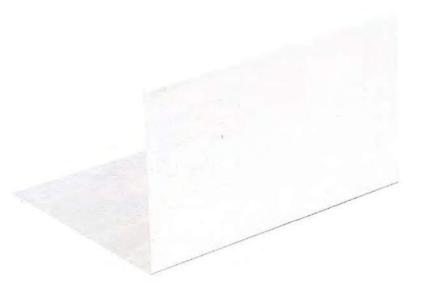
Amerimax Home Products

4.5 in. x 10 ft. Mill Finish Aluminum Angle Flashing



\*\*\*\* (35) V Questions & Answers (5)





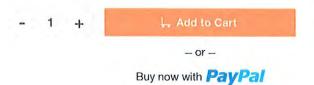
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# **Product Details**

Help protect your roof from deterioration caused by wet weather with the Amerimax Home Products 4-1/2 in. x 10 ft. Aluminum Angle Flashing. This rust-resistant flashing is angled at 120 degrees to provide extra weatherproofing protection.

Constructed with durable, rust-free aluminum, the angle flashing is ideal for protection against the elements and ideal for both residential and commercial roofs

### **Additional Resources**

From the Manufacturer

# **Specifications**

### **Dimensions**

Product Width (in.)

Nailing edge width (in.) 4.5

Product Length (in.) 120 in

Product Thickness (in.) 0.0162

Details

Color Family Aluminum

Features Paintable, Rust Resistant

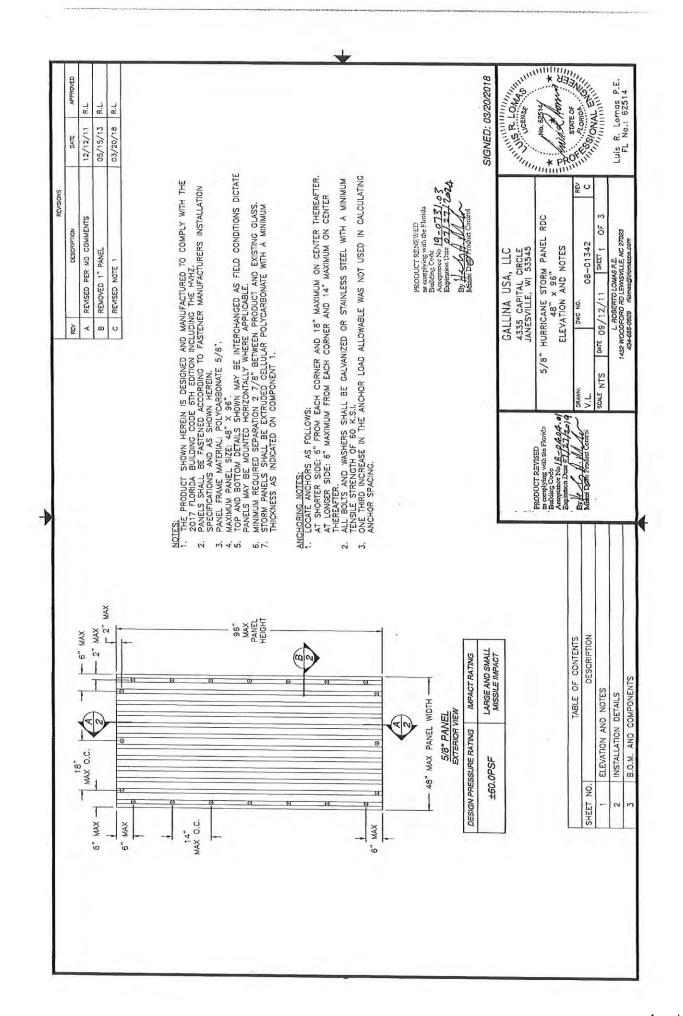
4.5 in

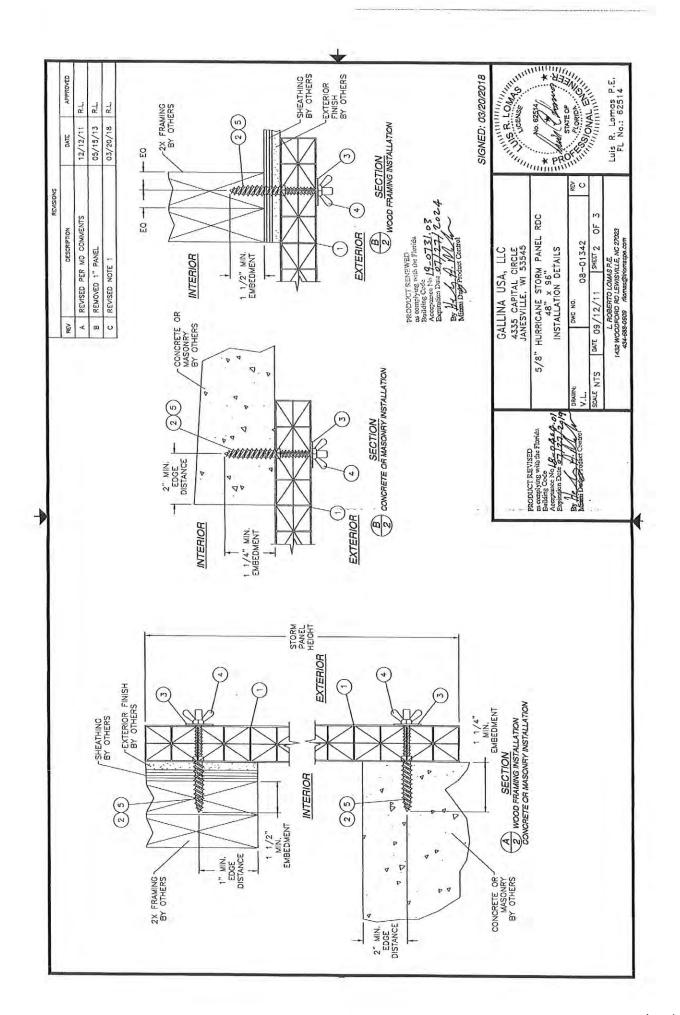
Flashing Type Roof-To-Wall

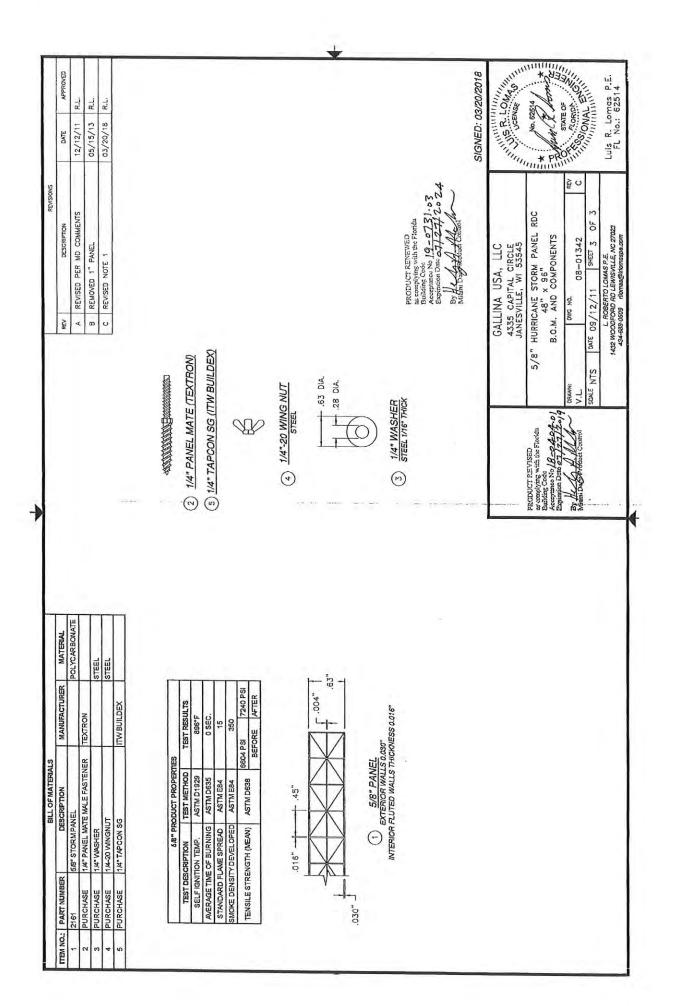
Gauge 26

Material Aluminum

Product Weight (lb.)









DEPARTMENT OF REGULATORY AND ECONOMIC RESOURCES (RER) BOARD AND CODE ADMINISTRATION DIVISION

MIAMI-DADE COUNTY PRODUCT CONTROL SECTION 11805 SW 26 Street, Room 208 Miami, Florida 33175-2474 T (786) 315-2590 F (786) 315-2599 www.miamidade.gov/economy

# NOTICE OF ACCEPTANCE (NOA)

Gallina USA, LLC 4335 Capital Circle Janesville, WI 53546

# SCOPE:

This NOA is being issued under the applicable rules and regulations governing the use of construction materials. The documentation submitted has been reviewed and accepted by Miami-Dade County RER- Product Control Section to be used in Miami Dade County and other areas where allowed by the Authority Having Jurisdiction (AHJ).

This NOA shall not be valid after the expiration date stated below. The Miami-Dade County Product Control Section (In Miami Dade County) and/or the AHJ (in areas other than Miami Dade County) reserve the right to have this product or material tested for quality assurance purposes. If this product or material fails to perform in the accepted manner, the manufacturer will incur the expense of such testing and the AHJ may immediately revoke, modify, or suspend the use of such product or material within their jurisdiction. RER reserves the right to revoke this acceptance, if it is determined by Miami-Dade County Product Control Section that this product or material fails to meet the requirements of the applicable building code.

This product is approved as described herein, and has been designed to comply with the High Velocity Hurricane Zone of the Florida Building Code.

DESCRIPTION: 5/8" RDC Storm Panels Shutter

APPROVAL DOCUMENT: Drawing No. 08-01342, titled 5/8" Hurricane Storm Panel RDC, sheets 1 through 3 of 3, prepared by Gallina USA, LLC, dated September 12, 2011, last revision #C dated March 20, 2018, signed and sealed by Luis R. Lomas, P.E., on March 20, 2018, bearing the Miami-Dade County Product Control Renewal stamp with the Notice of Acceptance number & the expiration date by Miami-Dade County Product Control Section

# MISSILE IMPACT RATING: Large and Small Missile Impact Resistant

**LABELING:** Each panel shall bear a permanent label with the manufacturer's name or logo, city, state, the following statement: "Miami-Dade County Product Control Approved", and NOA number, per TAS-201, TAS-202, and TAS-203, unless otherwise noted herein.

**RENEWAL** of this NOA shall be considered after a renewal application has been filed and there has been no change in the applicable building code negatively affecting the performance of this product.

**TERMINATION** of this NOA will occur after the expiration date or if there has been a revision or change in the materials, use, and/or manufacture of the product or process. Misuse of this NOA as an endorsement of any product, for sales, advertising or any other purposes shall automatically terminate this NOA. Failure to comply with any section of this NOA shall be cause for termination and removal of NOA.

**ADVERTISEMENT:** The NOA number preceded by the words Miami-Dade County, Florida, and followed by the expiration date may be displayed in advertising literature. If any portion of the NOA is displayed, then it shall be done in its entirety.

**INSPECTION:** A copy of this entire NOA shall be provided to the user by the manufacturer or its distributors and shall be available for inspection at the job site at the request of the Building Official.

This NOA renews NOA #18-0404.01 and consists of this page 1, evidence submitted pages E-1, E-2, E-3 & E-4 as well as approval document mentioned above.

The submitted documentation was reviewed by Helmy A. Makar, P.E., M.S.

MIAMIDADE COUNTY

He GA. Mehr 08/15/2019

NOA No. 19-0731.03 Expiration Date: 07/27/2024 Approval Date: 08/15/2019 Page 1

# NOTICE OF ACCEPTANCE: EVIDENCE SUBMITTED

# 1. EVIDENCE SUBMITTED UNDER PREVIOUS APPROVAL # 06-0222.04

# A. DRAWINGS

1. Drawing No. GAL – 0004-1, titled "5/8" & 1" Hurricane Storm Panel RDC", sheets 1 through 5 of 5, prepared by PTC Engineering, Inc., dated December 01, 2005, signed and sealed by L. Roberto Lomas, P.E.

## B. TESTS

- 1. Test report on Large Missile Impact Test, Cyclic Wind Pressure Test, and Uniform Static Air Pressure Test of 5/8" Hurricane Storm Panel R.D.C., prepared by National Certified Testing Laboratories, Report No. 210-3249-1, dated October 14, 2005, signed and sealed by Gerald John Ferrara, P.E.
- 2. Test report on Large Missile Impact Test, Cyclic Wind Pressure Test, and Uniform Static Air Pressure Test of 1" Hurricane Storm Panel R.D.C., prepared by National Certified Testing Laboratories, Report No. 210-3249-2, dated October 14, 2005, signed and sealed by Gerald John Ferrara, P.E.
- 3. Test report on Spontaneous Ignition Temperature per ASTM D-1929, Report No. 3064952, dated September 29, 2004.
- 4. Test report on Rate of Burning per ASTM D635-98, Report No. 3033484(a) and 3041325(a), dated May 28, 2003.
- 5. Test Report on Flame Spread and Smoke Development per ASTM E-84-01, Report No. 3033484(b), dated January 17, 2003.

# C. CALCULATIONS

 Comparative Analysis, Anchor Calculations and details for 5/8" & 1" Storm Panels RDC, dated November 28, 2005, pages 1 through 5 of 5, prepared by PTC Engineering, Inc., signed and sealed by Luis R. Lomas, P.E.

## D. QUALITY ASSURANCE

1. By Miami-Dade County Building Code Compliance Office.

## E. MATERIAL CERTIFICATIONS

 4500 hrs. Accelerated Weathering, pre-and-post-weathering Tensile Test contract letter from Intertek Testing Laboratory, dated September 06, 2006 to begin before 09/30/2006, in accordance with ASTM D638, signed Jeff Gearhart.

# 2. EVIDENCE SUBMITTED UNDER PREVIOUS APPROVAL # 07-0320.04

# A. DRAWINGS

1. None.

# B. TESTS

1. None.

Helmy A. Makar, P.E., M.S.

Product Control Section Supervisor

NOA No. 19-0731.03 Expiration Date: 07/27/2024

Approval Date: 08/15/2019

# NOTICE OF ACCEPTANCE: EVIDENCE SUBMITTED

- C. CALCULATIONS
  - 1. None.
- D. QUALITY ASSURANCE
  - 1. By Miami-Dade County Building Code Compliance Office.
- E. MATERIAL CERTIFICATIONS
  - 1. 4500 hrs. Accelerated Weathering, pre-and-post-weathering Tensile Test contract letter from Intertek Testing Laboratory, dated September 06, 2006 to begin before 09/30/2006, in accordance with ASTM D638, signed Jeff Gearhart.
- 3. EVIDENCE SUBMITTED UNDER PREVIOUS APPROVAL # 08-0213.02
- A. DRAWINGS
  - 1. None.
- B. TESTS
  - 1. None.
- C. CALCULATIONS
  - 1. None.
- D. QUALITY ASSURANCE
  - 1. By Miami-Dade County Building Code Compliance Office.
- E. MATERIAL CERTIFICATIONS
  - None.
- 4. EVIDENCE SUBMITTED UNDER PREVIOUS APPROVAL # 11-1006.12
- A. DRAWINGS
  - 1. Drawing No. 08-01342, titled "5/8" & 1" Hurricane Storm Panel RDC", sheets 1 through 5 of 5, prepared by Gallina USA, LLC, dated September 12, 2011, signed and sealed by Luis R. Lomas, P.E., on December 22, 2011.
- B. TESTS
  - 1. None.
- C. CALCULATIONS
  - 1. None.
- E. MATERIAL CERTIFICATIONS
  - 1. None.

Helmy A. Makar, P.E., M.S.

Product Control Section Supervisor

NOA No. 19-0731.03

Expiration Date: 07/27/2024 Approval Date: 08/15/2019

### NOTICE OF ACCEPTANCE: EVIDENCE SUBMITTED

# EVIDENCE SUBMITTED UNDER PREVIOUS APPROVAL # 13-1126.21 5.

### A. DRAWINGS

Drawing No. 08-01342, titled 5/8" Hurricane Storm Panel RDC, sheets 1 through 3 of 3, prepared by Gallina USA, LLC, dated September 12, 2011, last revision #Bdated May 15, 2013, signed and sealed by Luis R. Lomas, P.E., on May 16, 2013.

### B. TESTS

None. 1.

### CALCULATIONS C.

None. 1.

### **QUALITY ASSURANCE** D.

By Miami-Dade County Department of Regulatory and Economic Resources.

### E. MATERIAL CERTIFICATIONS

1. None.

## EVIDENCE SUBMITTED UNDER PREVIOUS APPROVAL # 18-0404.01 6.

### A. DRAWINGS

Drawing No. 08-01342, titled 5/8" Hurricane Storm Panel RDC, sheets 1 through 3 of 3, prepared by Gallina USA, LLC, dated September 12, 2011, last revision #C dated March 20, 2018, signed and sealed by Luis R. Lomas, P.E., on March 20, 2018.

### B. TESTS

1. None.

# CALCULATIONS

1. None.

### **OUALITY ASSURANCE** D.

By Miami-Dade County Department of Regulatory and Economic Resources.

### MATERIAL CERTIFICATIONS E.

1. None.

### F. **STATEMENTS**

1. FBC, 2017 Edition compliance letter prepared by Luis R. Lomas, P.E., dated March 22, 2018, signed and sealed by Luis R. Lomas, P.E.

Helmy A. Makar, P.E., M.S.

Product Control Section Supervisor

NOA No. 19-0731.03 Expiration Date: 07/27/2024 Approval Date: 08/15/2019

E-3

# NOTICE OF ACCEPTANCE: EVIDENCE SUBMITTED

- 7. NEW EVIDENCE SUBMITTED
- A. DRAWINGS

1. None.

- B. TESTS
  - 1. None.
- C. CALCULATIONS
  - 1. None.
- D. QUALITY ASSURANCE
  - 1. By Miami-Dade County Department of Regulatory and Economic Resources.
- E. MATERIAL CERTIFICATIONS
  - 1. None.
- F. STATEMENTS
  - 1. FBC, 2017 Edition compliance letter prepared by Luis R. Lomas, P.E., dated March 22, 2018, signed and sealed by Luis R. Lomas, P.E.

Helmy A. Makar, P.E., M.S.

Product Control Section Supervisor

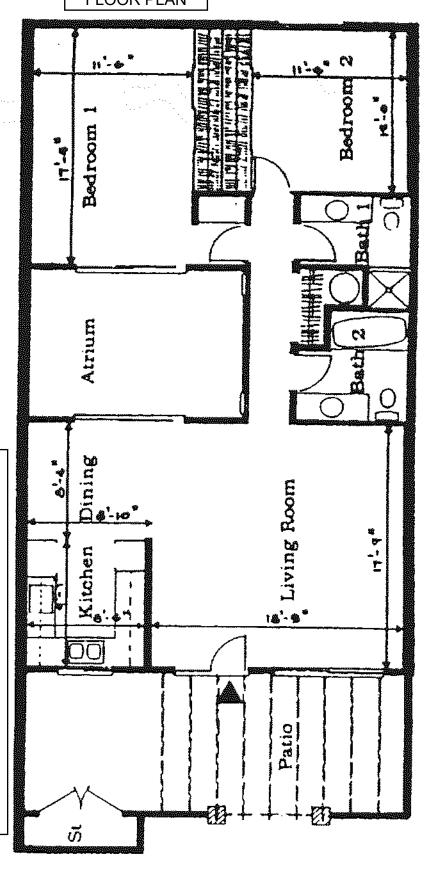
NOA No. 19-0731.03 Expiration Date: 07/27/2024

Approval Date: 08/15/2019

Cordoba(ABO4) INSIDEUNIT

# **GENERAL NOTES**

- 1. 2010-C is an inside unit of a four-manor building.
- 2. Variance to install non standard polycarbonate panels to replace existing patio cover.
- 3. Existing Patio cover was approved with Mutual Consent # 8177 in 1969.
- 4. Standard 20: Patio Covers; Aluminum and Vinyl states in section **2.8** Plexiglas, corrugated fiberglass, and similar coverings will not be permitted.



### ATTACHMENT 5

## CONDITIONS OF APPROVAL DRAFT

# **CONDITIONS OF APPROVAL**

<u>Manor:</u> 2010-C

**<u>Variance Description:</u>** Polycarbonate Patio Cover on Front Patio

A Variance for Alterations has been granted at the above manor, subject to the attached plans stamped approved and is subject to a final inspection by the Division. Any variations to the approved attached plans are not allowed and could result in a stop work notice and/or disciplinary action taken against the Member.

# **Manor-Specific Conditions:**

# A. General Comments:

- A.1. The Member shall provide plans, specifications, and calculations from a duly licensed architect or structural engineer to conform to the Building Code for the use of polycarbonate panels as a replacement patio cover.
- A.2. A City of Laguna Woods Building Permit will be required and provided to Manor Alterations to verify all code requirements have been satisfied.

# B. Materials and Methods:

N/A

# C. Requirements for Mutual Consent for Alterations:

- C.1. Prior to the Issuance of a Mutual Consent for Alterations, a complete set of unit specific plans, specifications and calculations prepared by a licensed architect or structural engineer depicting the proposed improvement must be submitted to the Division office located in the Laguna Woods Village Community Center. The plans must depict any required structural modifications ensuring the structural integrity of the building is maintained upon completion of the proposed improvement.
- C.2. Prior to the issuance of a Mutual Consent for Alterations, if required, a Mutual Roof Alteration Notification ("Tie-In Form") must be submitted to the Division. All roof tie-ins must be performed by a C-39 Licensed Contractor. The Member may hire a C-39 Licensed Contractor of his/her own choice to perform roof tie-

ins for the installation of solar panels on all roof types except PVC Cool Roofs. For PVC Cool Roofs, regardless of the roof type, all tie-ins must be performed by the Mutual's roofing contractor at the Member's expense. All tie-ins may only be made to sound structural elements. Existing structural elements proposed to be tied to, which exhibit signs of dry rot or other structural defects, must first be replaced or repaired at the Member's expense during construction of the improvement.

# D. Requirements for Final Inspection by Manor Alterations:

- D.1. Prior to Final Inspection by Manor Alterations, a scanned copy of the City-Approved and Stamped plan set shall be submitted to the Division office located in the Laguna Woods Village Community Center. The plans must depict the work as completed and approved by the City, including all structural and architectural modifications.
- D.2. Prior to Final Inspection by Manor Alterations, all altered exterior surfaces should match the Building texture and color; vinyl fence/gate will be either white or taupe, tubular steel or wrought iron fence/gate will be black or existing body color of the building; the approved colors and materials are available at Resident Services, located at the Community Center first floor.

# **General Conditions:**

# G. General Conditions

- G.1. No improvement shall be installed, constructed, modified or altered at 2010-C, ("Property") within the United Laguna Woods Mutual ("Mutual") without an approved Mutual Consent for Alterations application for the improvement has been made to, and approved, in writing, by, the Village Management Services, Inc. ("VMS, Inc."), Alterations Division ("Division"), or, in the event of a Variance from the Mutual's Alteration Standards, the Architectural Control and Standards Committee ("ACSC"). In the event written permission is given for the installation, construction, modification or alteration of any improvement(s) upon the Property, the Member or Members ("Member") agrees to comply with the Mutual's Governing Documents and any specific terms or conditions imposed, and that the installation, construction, modification or alteration shall be in strict compliance with the terms of the approval.
- G.2. Member hereby consents to and grants to the Mutual and the Maintenance and Construction Department, and their representatives, a right of entry upon

the Property, with reasonable notice, to inspect the permitted improvements, and for their representatives and contractors to remedy any violation upon the Property, including, but not limited to, unauthorized disturbance of regulated materials, removing trash from common areas, removing any improvement installed without approval or modifying an improvement to bring the same into compliance with the terms of the approval. Any remedial work performed on behalf of the manor owner as a result of violations to Mutual policy and/or regulatory violations will be processed as a chargeable service.

- G.3. All costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Property's Member at 2010-C and all future Mutual Members at 2010-C.
- G.4. Member shall be responsible for all activity by contractors, subcontractors, material suppliers and their employees and agents and any others who perform work on the Property, including any violation of the Mutual's Governing Documents, including, but not limited to, traffic and parking violations, maintenance of a clean job site at all times, damage to Mutual property, and use of Mutual property for storage of equipment or materials without prior approval. Member acknowledges and agrees that all such persons are his/her invitees. Member shall be responsible for informing all his/her invitees of the Mutual's Rules and Regulations.
- G.5. Member shall be liable for any violation of the Mutual's Governing Documents by any invitee, including any fine, assessment or other charge levied in connection therewith.
- G.6. Member is responsible for following the gate clearance process (http://www.lagunawoodsvillage.com/residents/resident-services and click on documents and Business Pass Application Instructions) in place to admit contractors and other invitees.
- G.7. Member's contractors and other invitees shall have business signage on vehicles and travel to and from the job site by the most direct route available and are not authorized to use Mutual recreational facilities or other amenities while they are in the Village for performance of work in connection with the Property.
- G.8. Parking of contractors or other invitees' vehicles is prohibited in covered resident parking, open resident spaces, handicapped spaces or fire lanes. Contractors or other invitees must park on the street. To the extent possible

- contractors' or other invitees' vehicles should be limited in number.
- G.9. Must obtain an approved Mutual Consent application within 180 days or 6 months of the variance approval before it is expired.
- G.10. A City of Laguna Woods permit may be required, which may include the requirement to obtain clearance from the South Coast Air Quality Management District (Asbestos Hot Line at (909) 396-2336). Prior to the issuance of a City of Laguna Woods permit an applicant must present the approprite Mutual Consent issued by Manor Alterations to the City. Please complete this step with Manor Alterations prior to submitting an application to the City. Once the City issues a Building Permit, you must submit a copy of the permit with the permit number to Manor Alterations. The City permit must be finalized within the prescribed timeframe, and a copy of the final permit must be submitted to the Division within two weeks.
- G.11. Prior to the issuance of a Mutual Consent for Alterations, a complete set of unit specific plans prepared by a licensed architect or structural engineer depicting the proposed improvement must be submitted to the Division office located in the Laguna Woods Village Community Center. The plans must depict any required structural modifications ensuring the structural integrity of the building is maintained upon completion of the proposed improvement.
- G.12. All improvements must be installed in accordance with the California State Building Code, and the published Mutual Architectural Alterations Standards, Policies and Guidelines. See http://www.lagunawoodsvillage.com.
- G.13. During construction, work hours established by the Mutual and the Noise Ordinance set forth in the City of Laguna Woods Municipal Code must be adhered to at all times.
- G.14. During construction, both the Mutual Consent for Alterations and the City Building Permit must be on display for public view at all times in a location approved by the Division.
- G.15. It is mandatory that no waste or materials associated with the construction be dumped in the Village trash bins; such waste or materials associated with the construction must be disposed of offsite by the contractor.
- G.16. A dumpster is approved for placement at the location identified by Security Staff by calling 949-580-1400. All dumpsters must conform to the Policy for

- Temporary Containers. Dumpsters must be ordered from the approved City of Laguna Woods waste hauler and must be maintained at all times.
- G.17. Dumpsters must be ordered from the approved City of Laguna Woods waste hauler and must be maintained at all times.
- G.18. A portable bathroom is approved for placement at the location identified by Security Staff by calling 949-580-1400.
- G.19. The Mutual Consent for Alterations expires six months after the date of Notice of Approval issued by Manor Alterations, unless an application is submitted with fees and approved by the Division for an extension. Only one extension for a maximum of an additional six months may be granted.
- G.20. Violations of the forgoing conditions or the Mutual's Governing Documents (See http://www.lagunawoodsvillage.com), including, but not limited to, unpaid assessments, work outside the approved plans, excessive noise, illegal dumping, or working after hours, will result in disciplinary action, which could result in a stop work notice, loss of privileges and/or severe fines to the Member. Such fines left unpaid will result in forfeiture of a portion or all of the Conformance Deposit required above or other legal remedy.
- G.21. Member shall indemnify, defend and hold harmless United Laguna Woods Mutual and its officers, directors, committee Members and agents from and against any and all claims, demands, costs, fines, judgments, settlements and any other costs, expenses, amounts and liabilities arising from Member's improvements and installation, construction, design and maintenance of same.

### ATTACHMENT 6

### **RESOLUTION DRAFT**

### **RESOLUTION 01-23-XX**

# **Variance Request**

**WHEREAS,** Member of 2010-C Via Mariposa West, a Cordoba style manor, requests Board approval of a variance for a Polycarbonate Patio Cover on Front Patio; and

WHEREAS, a Neighborhood Awareness Notice was sent to Members of affected units notifying them that an application to make an alteration to a neighboring unit had been made and that comments or objections could be made in writing to the Architectural Controls and Standards Committee or in person at the Architectural Controls and Standards Committee Meeting on July 20, 2023; and

**WHEREAS**, the Architectural Controls and Standards Committee reviewed the variance and moved for denial of the variance for a Polycarbonate Patio Cover on Front Patio due to not meeting the architectural intent of the existing Mutual Standards and Policies;

**NOW THEREFORE BE IT RESOLVED**, on [DATE], the United Laguna Woods Mutual Board of Directors hereby deny the request for a Polycarbonate Patio Cover on Front Patio; and

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

# Manor 921-G

# ATTACHMENT 1



VARIANCE REQUEST FORM

MANOR #	921-G
■ ULWM	■ TLHM

# Variance Request Form

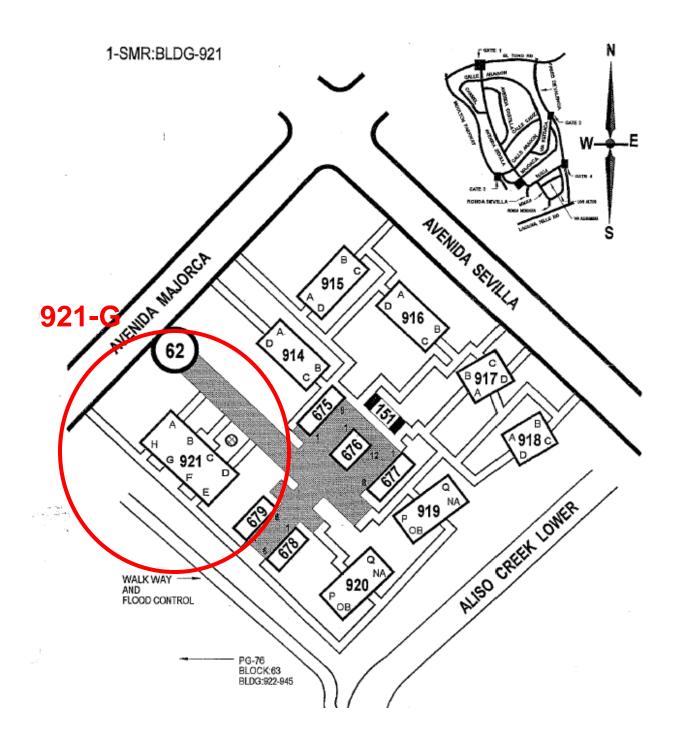
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Model: Granad	da	Plan:		Date:	05-23-2023	
Member Name:		S	ignature	ray times to to to to to to		
Phone:		E	-mail:			
Contractor Nam	e/Cv.	Phon	0'	E.mai		
Mailing Address (to be used for official correspondence)	: P.O. Box 2296, N	Mission Viejo	, CA, 92690			

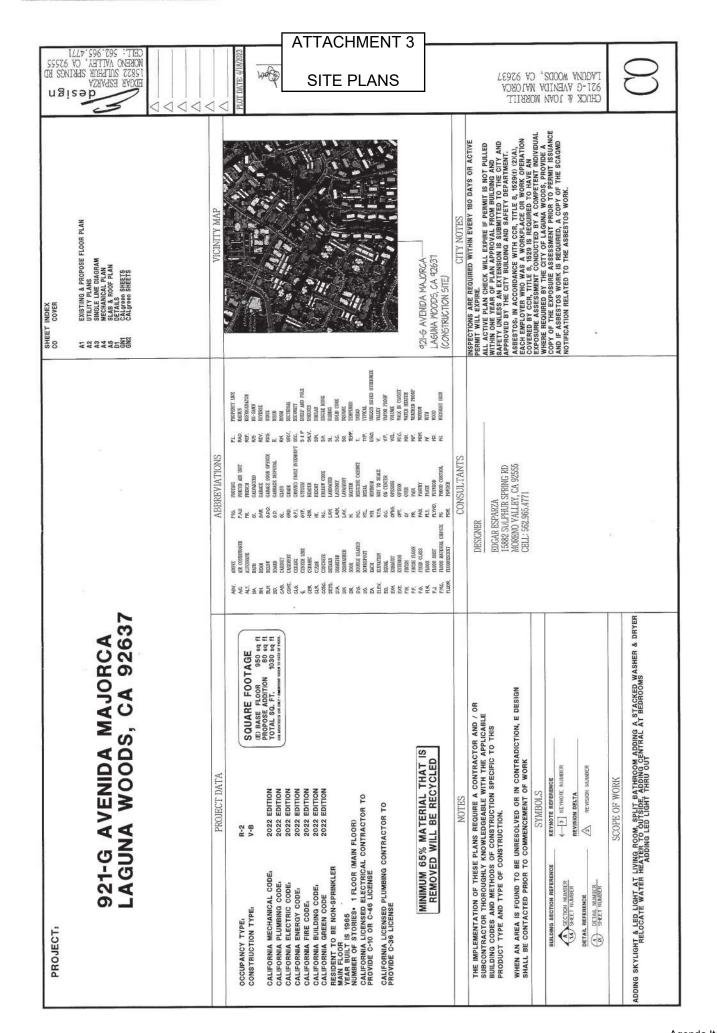
(to be used for official correspondence) P.O. Box 2296, Mission Viejo, CA, 92690			
Description of Proposed Variance Request ONLY:			
Atrium: Enclose the atrium area with the sa	me height as it is.		
Install x2 skylights 2x4in the new enclosure. Install x4 LED inside the enclosure. Install built-in lower and upper cabinet (Pantry stile White Shaker) inside the enclosure according to the plans. (Upper door with glass and lights) Create an open area surrounding the new enclosure by removing the existing sliding window and door and partial walls. Remove the existing sliding window in between the atrium and the bedroom and replace with new barn door (36").			
Dimensions of Proposed Variance Altera	ations ONLY:		
9'5" x 11'4"			
FC	OR OFFICE USE ONLY		
RECEIVED BY:DATE RECEIVED:Check#BY:			
Alteration Variance Request	Complete Submittal Cut Off Date:		
Check Items Received:	Meetings Scheduled:		
□ Drawing of Existing Floor Plan	Third AC&S Committee (TACSC):		
□ Drawing of Proposed Variance			
□ Dimensions of Proposed Variance	• ·		
□ Before and After Pictures	Board Meeting:		
□ Other:	□ Denied □ Approved		
	□ Tabled □ Other		

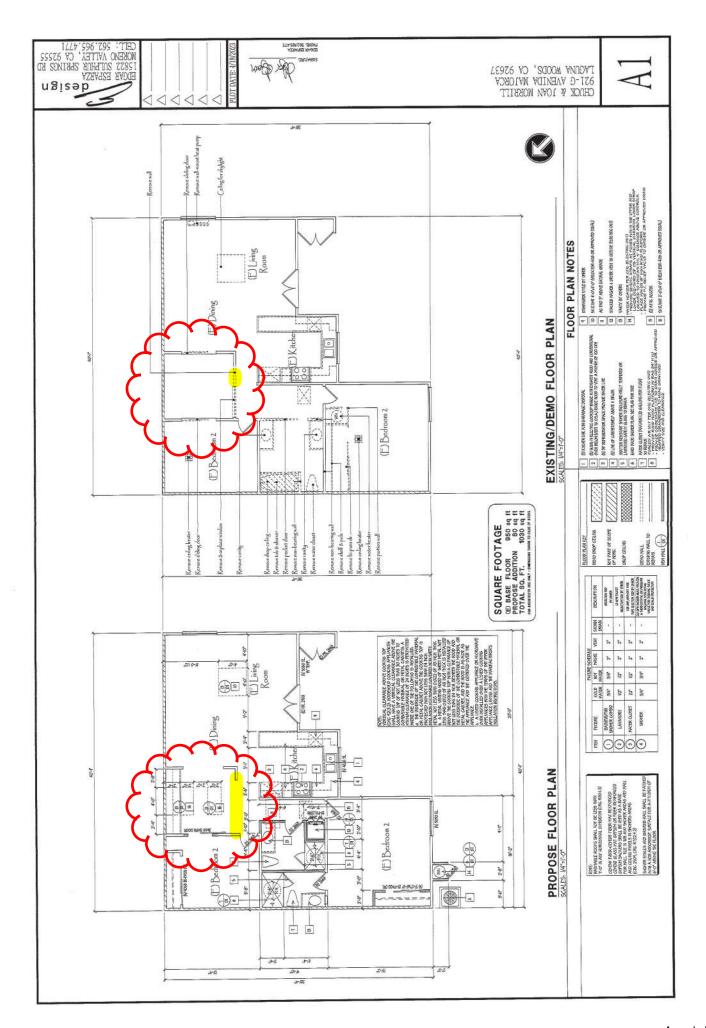
# ATTACHMENT 2 AERIAL

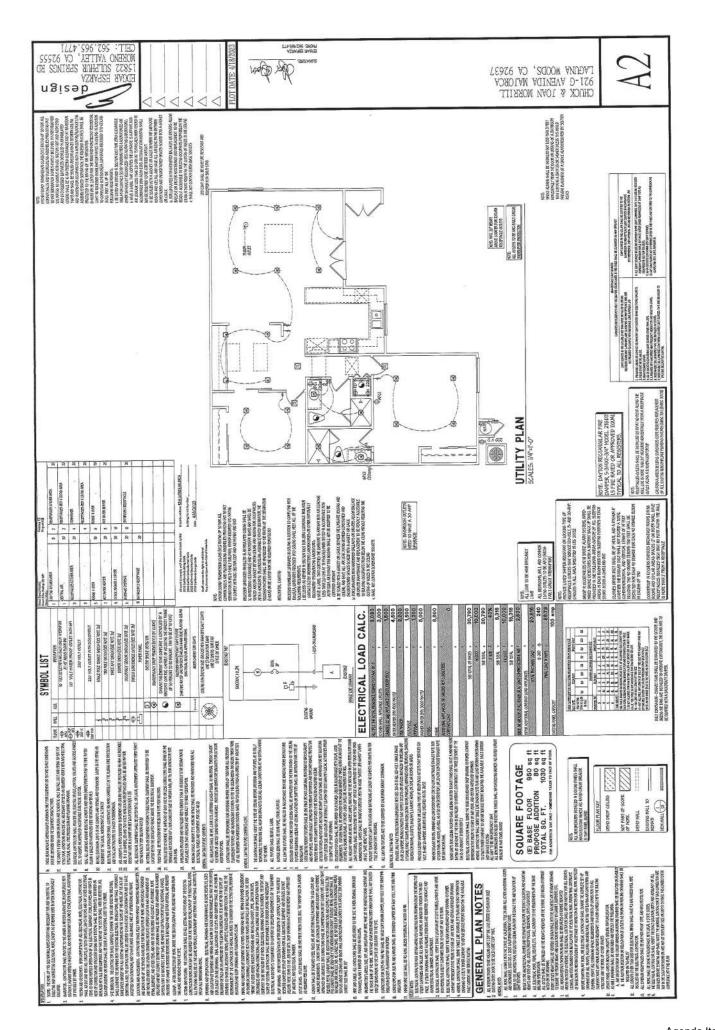


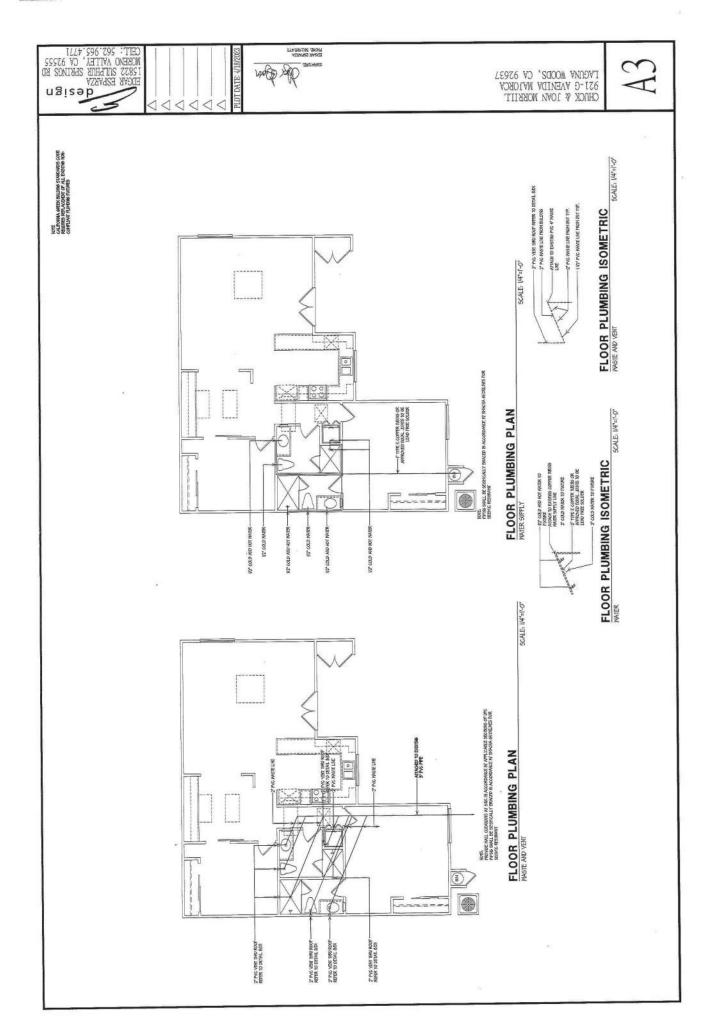
# ATTACHMENT 2 LOCATION MAP

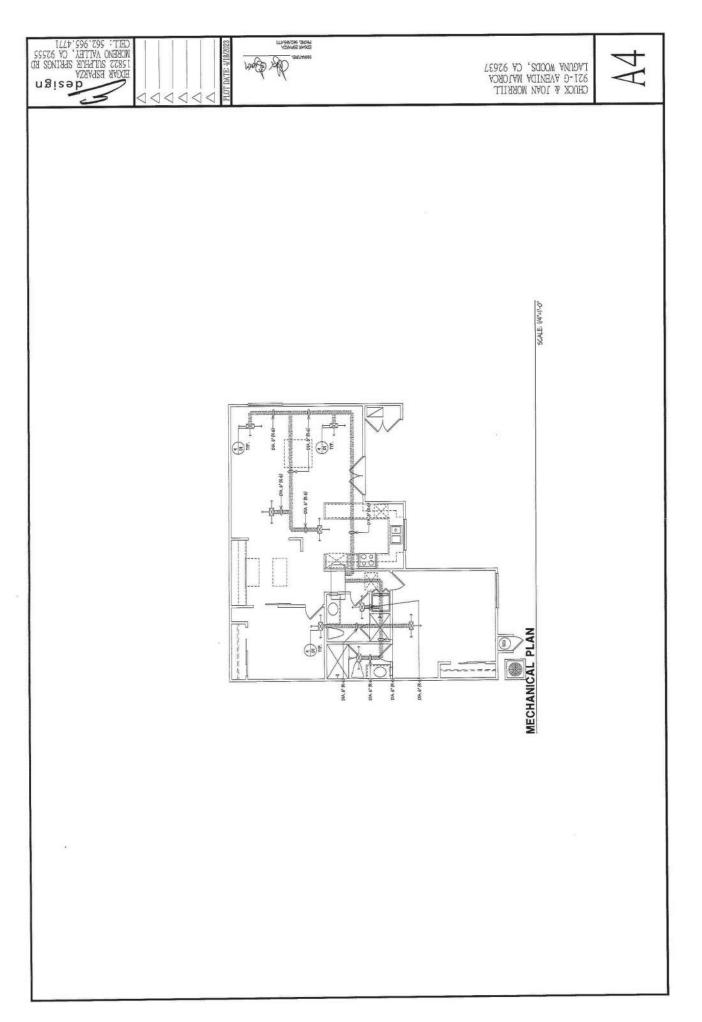


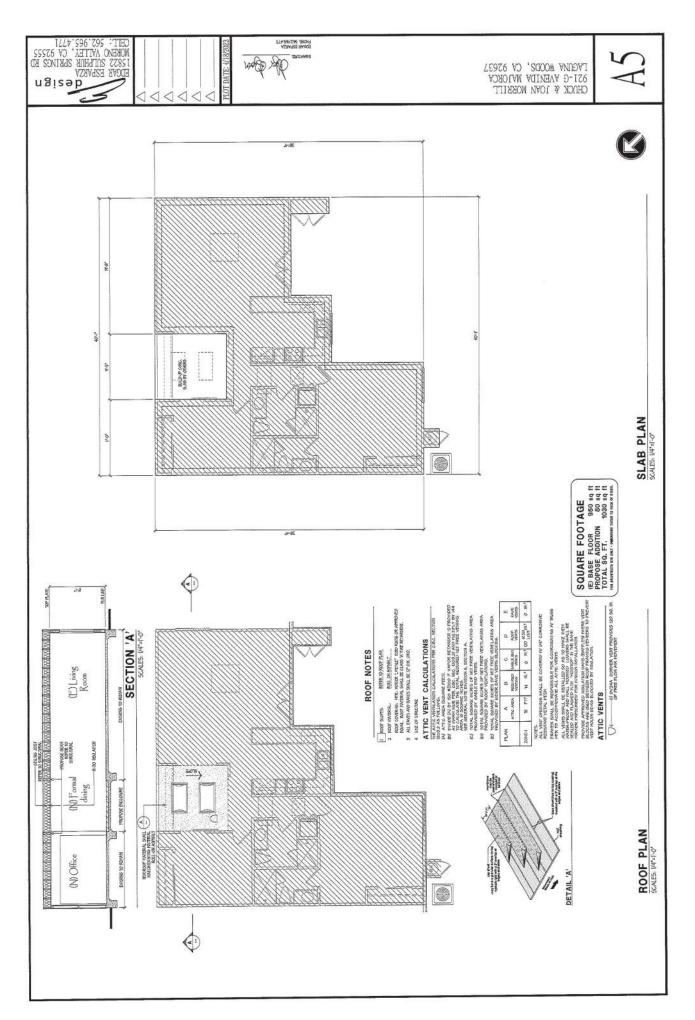


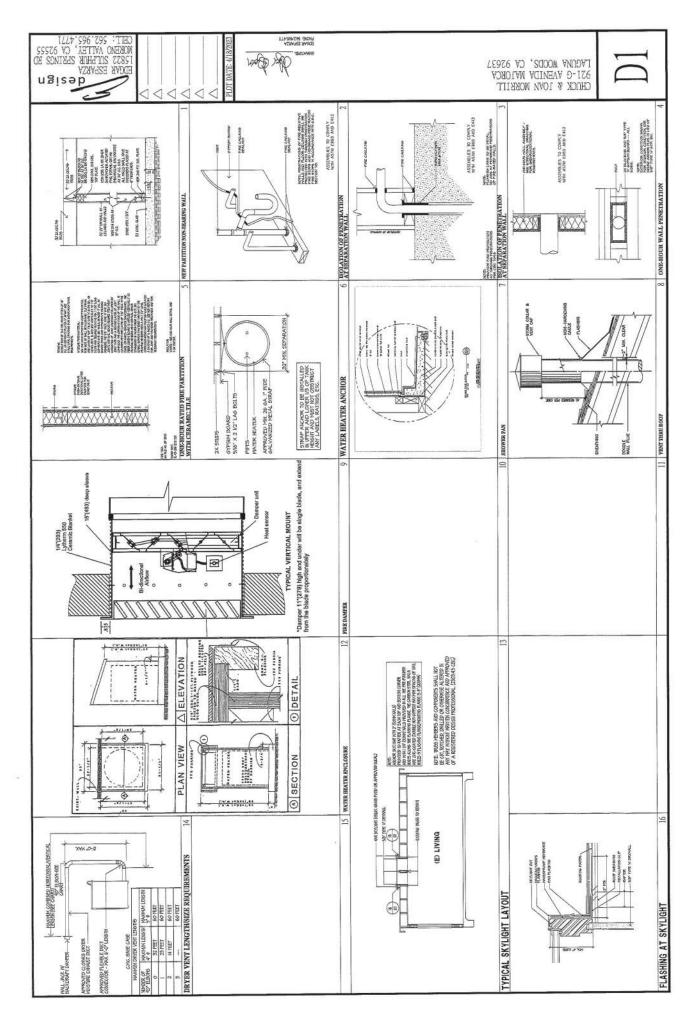


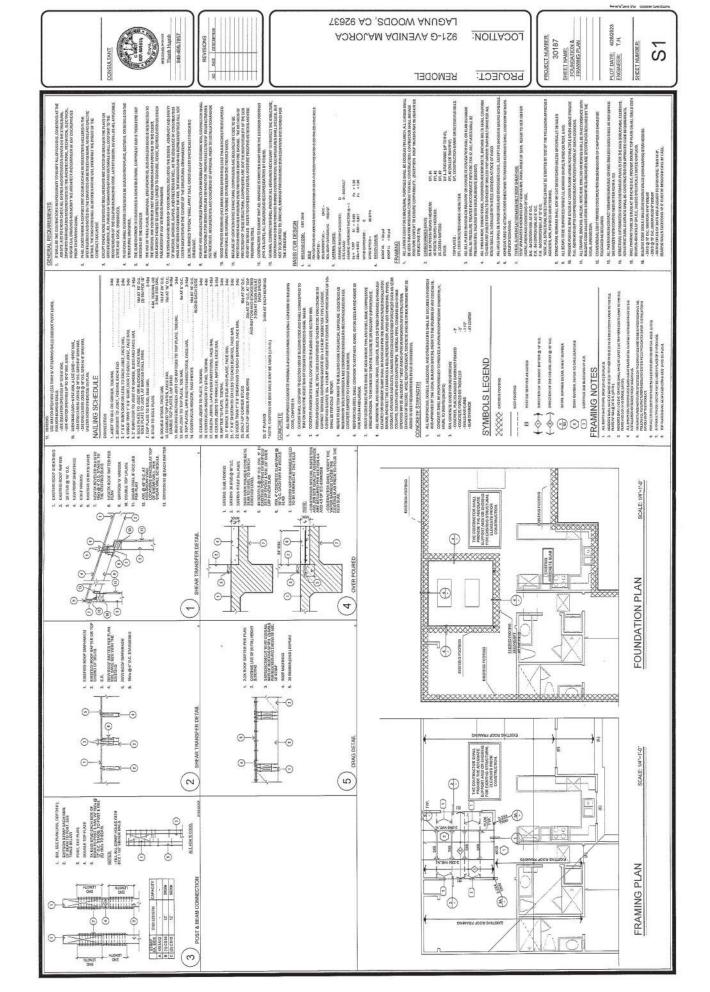












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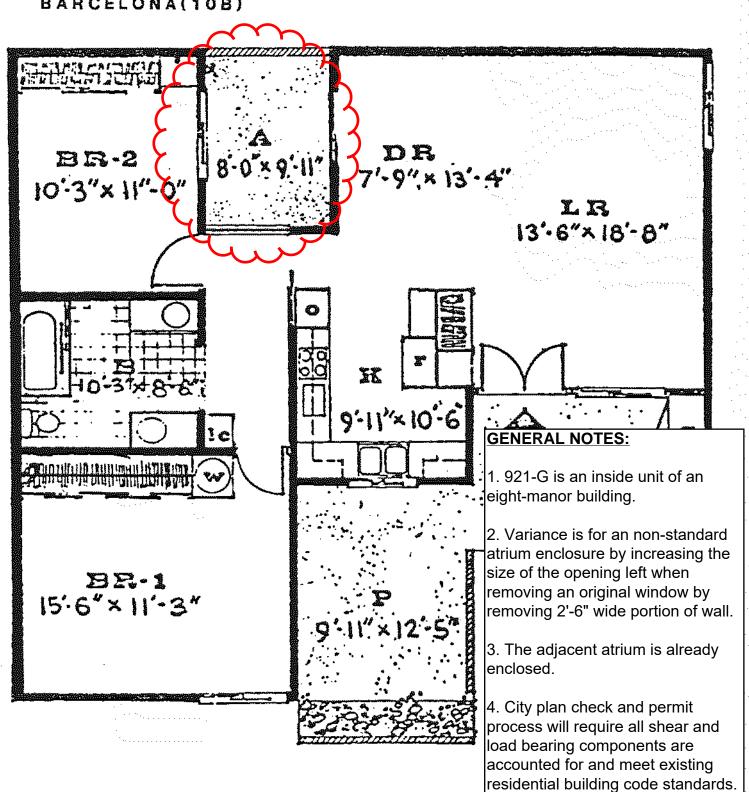
# 2022 CALIFORNIA GREEN BUILDING STANDARDS CODE RESIDENTIAL MANDATORY MEASURES, SHEET 1 (January 2023)

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ATTACHMENT 4
FLOOR PLAN

GRANADA(10A)
BARCELONA(10B)



#### ATTACHMENT 4

#### CONDITIONS OF APPROVAL DRAFT

#### **CONDITIONS OF APPROVAL**

<u>Manor:</u> 921-G

**Variance Description:** Atrium Enclosure with Non-Standard Opening in Wall

A Variance for Alterations has been granted at the above manor, subject to the attached plans stamped approved and is subject to a final inspection by the Division. Any variations to the approved attached plans are not allowed and could result in a stop work notice and/or disciplinary action taken against the Member.

#### **Manor-Specific Conditions:**

#### A. General Comments:

- A.1. The Member shall provide plans, specifications, and calculations from a duly licensed architect or structural engineer to conform to the Building Code for all foundation, framing, and beam additions for the work of this variance.
- A.2. A City of Laguna Woods Building Permit will be required and provided to Manor Alterations to verify all code requirements for new or modified structural components, and shoring have been satisfied.

#### B. Materials and Methods:

B.1. Prior to the issuance of a Mutual Consent for Alterations, shoring plans must be submitted and approved by manor alterations for any structural modifications approved by variance.

#### C. Requirements for Mutual Consent for Alterations:

- C.1. Prior to the Issuance of a Mutual Consent for Alterations, a complete set of unit specific plans, specifications and calculations prepared by a licensed architect or structural engineer depicting the proposed improvement must be submitted to the Division office located in the Laguna Woods Village Community Center. The plans must depict any required structural modifications ensuring the structural integrity of the building is maintained upon completion of the proposed improvement.
- C.2. Prior to the Issuance of a Mutual Consent for Manor Alterations, an acoustical impact report shall be prepared by a licensed acoustics engineer regarding the

- proposed improvement and must be submitted to the Division office located in the Laguna Woods Village Community Center for consideration and approval by Manor Alterations Division.
- C.3. Prior to the Issuance of a Mutual Consent for Alterations, the Member must have conducted an inspection of the waste lines, by a VMS Plumber, to assure no repairs are needed. The inspection will be a chargeable service to the Member. Inspection appointments are to be made with Resident Services, by authorized persons only. Findings from the video inspection will be recorded on the chargeable service ticket for Alterations staff to review.
- C.4. Prior to the Issuance of a Mutual Consent for Alternations, if required, the Member shall verify with Plumbing if the manor plumbing has been treated with an ePIPE Epoxy Barrier, to assure that Mutual property is appropriately addressed during construction. Any repair or connection to the epoxy coated pipe should be performed in such a manner that the repair or the remodel of the existing system does not damage the epoxy barrier. Before repairing or remodeling any ACE Duraflo epoxy barrier, call 800-359-6369 to ensure the proper technique is used for the specific repair or remodel.
- C.5. Prior to the issuance of a Mutual Consent for Alterations, if required, a Mutual Roof Alteration Notification ("Tie-In Form") must be submitted to the Division. All roof tie-ins must be performed by a C-39 Licensed Contractor. The Member may hire a C-39 Licensed Contractor of his/her own choice to perform roof tie-ins for the installation of solar panels on all roof types except PVC Cool Roofs. For PVC Cool Roofs, regardless of the roof type, all tie-ins must be performed by the Mutual's roofing contractor at the Member's expense. All tie-ins may only be made to sound structural elements. Existing structural elements proposed to be tied to, which exhibit signs of dry rot or other structural defects, must first be replaced or repaired at the Member's expense during construction of the improvement.
- C.6. Prior to the issuance of a Mutual Consent for Manor Alternations, the Member shall request a Broadband infrastructure inspection to assure that Mutual property is appropriately identified in order to be addressed during construction.

#### D. Requirements for Final Inspection by Manor Alterations:

D.1. Prior to Final Inspection by Manor Alterations, a scanned copy of the City-Approved and Stamped plan set shall be submitted to the Division office located in the Laguna Woods Village Community Center. The plans must

- depict the work as completed and approved by the City, including all structural and architectural modifications.
- D.2. Prior to Final Inspection by Manor Alterations, all altered exterior surfaces should match the Building texture and color; vinyl fence/gate will be either white or taupe, tubular steel or wrought iron fence/gate will be black or existing body color of the building; the approved colors and materials are available at Resident Services, located at the Community Center first floor.

#### **General Conditions:**

#### G. General Conditions

- G.1. No improvement shall be installed, constructed, modified or altered at 921-G, ("Property") within the United Laguna Woods Mutual ("Mutual") without an approved Mutual Consent for Alterations application for the improvement has been made to, and approved, in writing, by, the Village Management Services, Inc. ("VMS, Inc."), Alterations Division ("Division"), or, in the event of a Variance from the Mutual's Alteration Standards, the Architectural Control and Standards Committee ("ACSC"). In the event written permission is given for the installation, construction, modification or alteration of any improvement(s) upon the Property, the Member or Members ("Member") agrees to comply with the Mutual's Governing Documents and any specific terms or conditions imposed, and that the installation, construction, modification or alteration shall be in strict compliance with the terms of the approval.
- G.2. Member hereby consents to and grants to the Mutual and the Maintenance and Construction Department, and their representatives, a right of entry upon the Property, with reasonable notice, to inspect the permitted improvements, and for their representatives and contractors to remedy any violation upon the Property, including, but not limited to, unauthorized disturbance of regulated materials, removing trash from common areas, removing any improvement installed without approval or modifying an improvement to bring the same into compliance with the terms of the approval. Any remedial work performed on behalf of the manor owner as a result of violations to Mutual policy and/or regulatory violations will be processed as a chargeable service.
- G.3. All costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Property's Member at 921-G and all future Mutual Members at 921-G.

- G.4. Member shall be responsible for all activity by contractors, subcontractors, material suppliers and their employees and agents and any others who perform work on the Property, including any violation of the Mutual's Governing Documents, including, but not limited to, traffic and parking violations, maintenance of a clean job site at all times, damage to Mutual property, and use of Mutual property for storage of equipment or materials without prior approval. Member acknowledges and agrees that all such persons are his/her invitees. Member shall be responsible for informing all his/her invitees of the Mutual's Rules and Regulations.
- G.5. Member shall be liable for any violation of the Mutual's Governing Documents by any invitee, including any fine, assessment or other charge levied in connection therewith.
- G.6. Member is responsible for following the gate clearance process (http://www.lagunawoodsvillage.com/residents/resident-services and click on documents and Business Pass Application Instructions) in place to admit contractors and other invitees.
- G.7. Member's contractors and other invitees shall have business signage on vehicles and travel to and from the job site by the most direct route available and are not authorized to use Mutual recreational facilities or other amenities while they are in the Village for performance of work in connection with the Property.
- G.8. Parking of contractors or other invitees' vehicles is prohibited in covered resident parking, open resident spaces, handicapped spaces or fire lanes. Contractors or other invitees must park on the street. To the extent possible contractors' or other invitees' vehicles should be limited in number.
- G.9. Must obtain an approved Mutual Consent application within 180 days or 6 months of the variance approval before it is expired.
- G.10. A City of Laguna Woods permit may be required, which may include the requirement to obtain clearance from the South Coast Air Quality Management District (Asbestos Hot Line at (909) 396-2336). Prior to the issuance of a City of Laguna Woods permit an applicant must present the approprite Mutual Consent issued by Manor Alterations to the City. Please complete this step with Manor Alterations prior to submitting an application to the City. Once the City issues a Building Permit, you must submit a copy of the permit with the

- permit number to Manor Alterations. The City permit must be finalized within the prescribed timeframe, and a copy of the final permit must be submitted to the Division within two weeks.
- G.11. Prior to the issuance of a Mutual Consent for Alterations, a complete set of unit specific plans prepared by a licensed architect or structural engineer depicting the proposed improvement must be submitted to the Division office located in the Laguna Woods Village Community Center. The plans must depict any required structural modifications ensuring the structural integrity of the building is maintained upon completion of the proposed improvement.
- G.12. All improvements must be installed in accordance with the California State Building Code, and the published Mutual Architectural Alterations Standards, Policies and Guidelines. See http://www.lagunawoodsvillage.com.
- G.13. During construction, work hours established by the Mutual and the Noise Ordinance set forth in the City of Laguna Woods Municipal Code must be adhered to at all times.
- G.14. During construction, both the Mutual Consent for Alterations and the City Building Permit must be on display for public view at all times in a location approved by the Division.
- G.15. It is mandatory that no waste or materials associated with the construction be dumped in the Village trash bins; such waste or materials associated with the construction must be disposed of offsite by the contractor.
- G.16. A dumpster is approved for placement at the location identified by Security Staff by calling 949-580-1400. All dumpsters must conform to the Policy for Temporary Containers. Dumpsters must be ordered from the approved City of Laguna Woods waste hauler and must be maintained at all times.
- G.17. Dumpsters must be ordered from the approved City of Laguna Woods waste hauler and must be maintained at all times.
- G.18. A portable bathroom is approved for placement at the location identified by Security Staff by calling 949-580-1400.
- G.19. The Mutual Consent for Alterations expires six months after the date of Notice of Approval issued by Manor Alterations, unless an application is submitted with fees and approved by the Division for an extension. Only one extension

for a maximum of an additional six months may be granted.

- G.20. Violations of the forgoing conditions or the Mutual's Governing Documents (See http://www.lagunawoodsvillage.com), including, but not limited to, unpaid assessments, work outside the approved plans, excessive noise, illegal dumping, or working after hours, will result in disciplinary action, which could result in a stop work notice, loss of privileges and/or severe fines to the Member. Such fines left unpaid will result in forfeiture of a portion or all of the Conformance Deposit required above or other legal remedy.
- G.21. Member shall indemnify, defend and hold harmless United Laguna Woods Mutual and its officers, directors, committee Members and agents from and against any and all claims, demands, costs, fines, judgments, settlements and any other costs, expenses, amounts and liabilities arising from Member's improvements and installation, construction, design and maintenance of same.

#### ATTACHMENT 5

#### RESOLUTION DRAFT

#### **RESOLUTION 01-23-XX**

#### **Variance Request**

**WHEREAS,** Member of 921-G Avenida Majorca, a Granada style manor, requests Board approval of a variance for an Atrium Enclosure with Non-Standard Opening in Wall; and

WHEREAS, a Neighborhood Awareness Notice was sent to Members of affected units notifying them that an application to make an alteration to a neighboring unit had been made and that comments or objections could be made in writing to the Architectural Controls and Standards Committee or in person at the Architectural Controls and Standards Committee Meeting on July 20, 2023; and

**WHEREAS**, the Architectural Controls and Standards Committee reviewed the variance and moved for approval of the variance for an Atrium Enclosure with Non-Standard Opening in Wall;

**NOW THEREFORE BE IT RESOLVED**, on [DATE], the United Laguna Woods Mutual Board of Directors hereby approve the request for an Atrium Enclosure with Non-Standard Opening in Wall; and

**RESOLVED FURTHER,** all costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Member at 921-G Avenida Majorca and all future Mutual Members at 921-G Avenida Majorca; and

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

# Manor 484-D

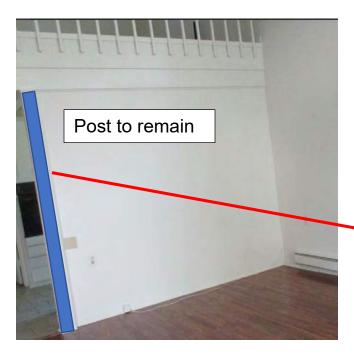
	ATTACHMENT 1	1
Laguna Woods Millage.	VARIANCE APPLICATION FORM	MANOR #
JUN 1 a 2023	nce Request Form	
lodely By Div	ice Request Form	SA
Seville	5	Date: 06,15,23
lember Name:	Signature	
hone:	E-mail:	~ ^
Contractor Name/Co:	hone:	E-mail:
woor Mailing Address:		<u></u>
wner Mailing Address: be used for official correspondence)		
Description of Proposed Variance Requ	est ONLY:	
DemoLation OF Floor de	cabinets , cunter	sopartiaion for Kitch
Re Locat interior steps	an add closet to p	en pturn to be
MASTER Bedroom		
MASTEL PERTINAM		
-Y-		
D	d' ONLY	
Dimensions of Proposed Variance Alter	ations ONLY:	
¥.		
F	OR OFFICE USE ONLY	
RECEIVED BY:DATE REC	CEIVED: Chec	k# BY:
Alteration Variance Request	Complete Submittal (	Cut Off Date:
Check Items Received:	Meetings Scheduled:	
□ Drawing of Existing Floor Plan	Third AC&S Committee (TA	ACSC):
□ Drawing of Proposed Variance	A STATE OF THE STA	
□ Dimensions of Proposed Variance	United M&C Committee:	
□ Before and After Pictures	Board Meeting:	
Other:		Approved
a canon		
	□Tabled □C	other

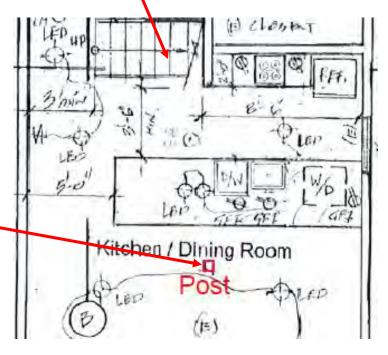
ATTACHMENT 2
PHOTOS

# 484 – D Stairs relocate



# 484-D Kitchen Post to remain



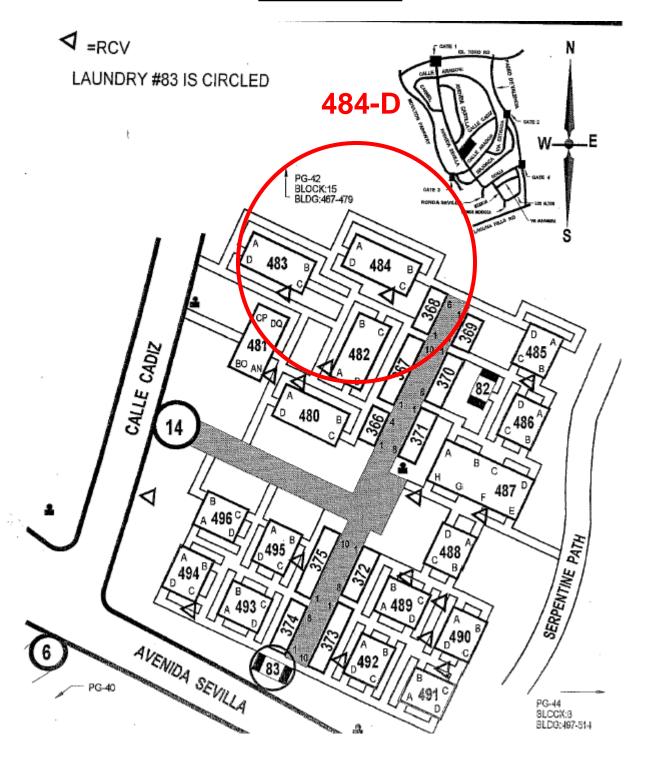


# 484 – D Rail to remain in place

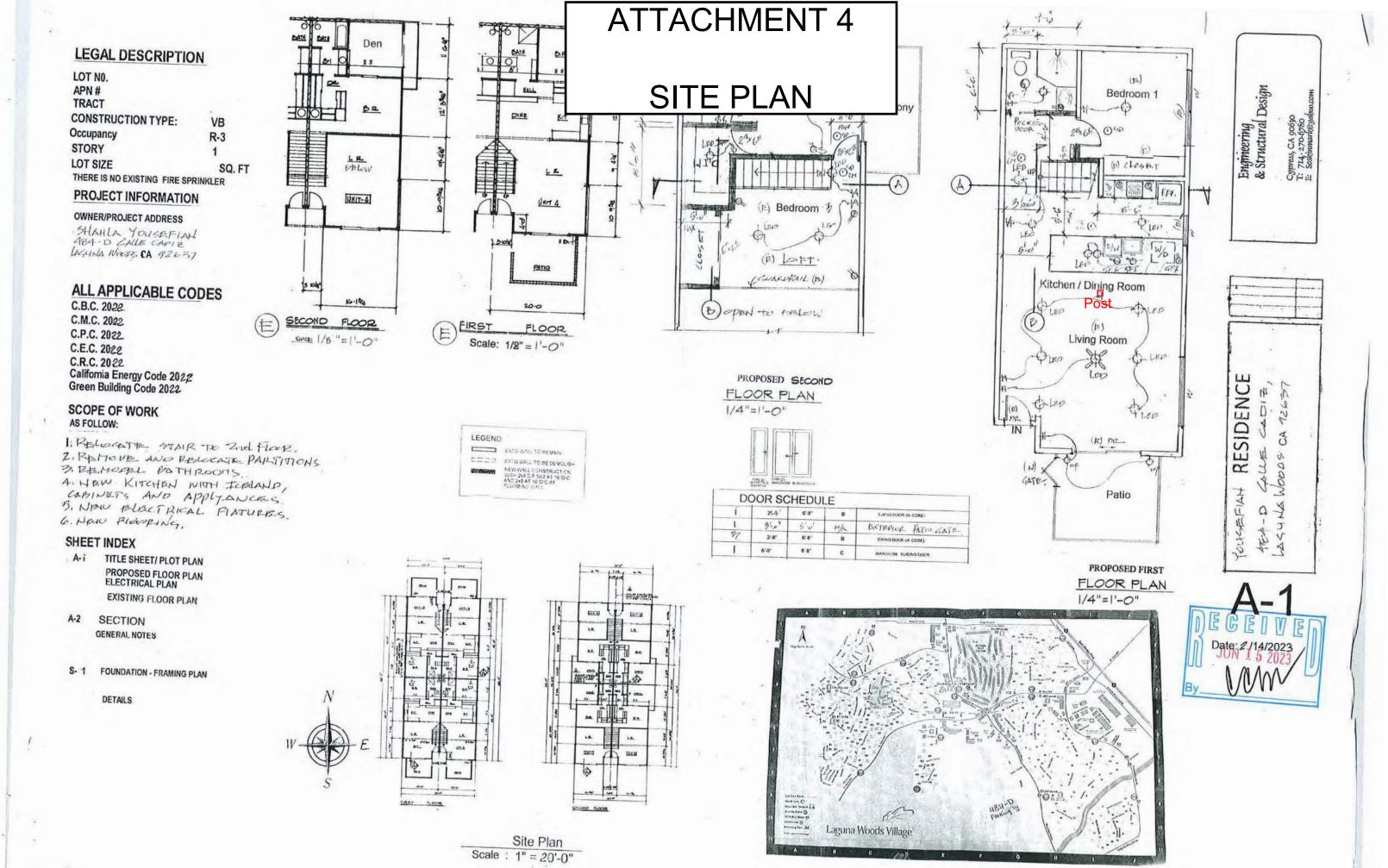


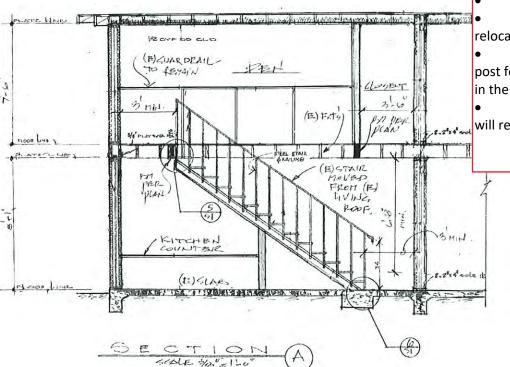
ATTACHMENT 3

AERIAL









12-33/4

(E) BY DAMANT YOMETE GOL

(F)

611

(EKILE

BISTAIR

(B) LIVING ROOM

(E) cont.

GLAB

MOVED

FROM

KITCHEN

(M1X4 .

(E) 2 PPLA JOTE CKO DC

Muby & Kisc

(E)

(B) HENDERIL

CP.AVE

The state of the s

(N) PEILING

PIBLO YEAR

Chi 5191

410

(N)

Whee

BETIL

744

VII WALL

#### General Notes

- 484-D is a four manor building
- Variance is for interior stair relocation and bathroom remodel.
- Kitchen demo and build back has the post for the loft exposed outside the kitchen in the living room.
- City plan check and permit process will require all work to be code compliant

#### PLUMBING NOTES

PLBG CONTRACTOR TO LOCATE AND VERIFY EXISTING HOT AND COLD WATER, WASTE AND VENT LINES CONDITION PRIOR TO ANY WORK. ANY DISCREPANCY SHALL BE BROUGHT TO ENGINEER'S ATTENTION.

EXISTING PLUMBING FIXTURES TO REMAIN

CONNECT 1/2" CW, 1/2" HW, 3" W & 2" V TO EXISTING COLD WATER, WASTE & VENT LINE. FIELD VERIFY

CONNECT 2" W, 2" V TO EXISTING WASTE & VENT LINES. FIELD VERIFY CONNECT 1/2" CW, 2" WASTE AND 2" VENT TO EXISTING COLD WATER, WASTE AND VENT LINES. FIELD VERIFY

#### KEY NOTES:

The construction shall not restrict a five-foot clear and unobstructed access to any water or power distribution feather (Power public public to see transformers yearls) promps valves, metels appurtenencies, etc.) or to the location of the hook-up. The construction shall not be within ten feet of any power fines whether or not the lines are located on the property. Failure to comply may cause construction delays and for additional expenses.

Provide ultra-flush water closets for all new construction. Existing shower healts and tolets must be adapted for low water consumption.

In residential buildings, every interior door through which occupants pass shall have a minimum width of 32. [6304.1]

Water healtst must be strapped to well (Sec. 507.3.8 LAPC)

KITCHEN LOCAL EXHAUST VENTILATION REQUIRES A MINIMUM RATE OF 100 CFM MEETING THE REQUIREMENTS OF ASHRAE 622 THIS INCLUDES A MAXMUM SOUND RATING OF 3 SONE @ 100 CFM.

#### PLUMBING NOTES:

P-1 THE FOLLOWING NEW FIXTURES SHALL BE LOW FLUSH OR LOW FLOW

TOILET: SHOWER HEAD: FAUCET: 1.6 GAL PER FLUSH MAXIMUN 2.5 GAL PER MIN. 2.0 GAL PER MIN.

#### WINDOW AND DOOR NOTES

- 1. ALL WINDOWS, SLIDING GLASS DOORS AND GLAZED OPENINGS SHALL BE DUAL GLAZED & LOWE COATED
- CONTRACTOR TO VERIFY ALL WINDOWS AND DOORS MEET LOCAL CODE AND CBC REQ'S FOR EGRESS, OPENINGS, ETC.
   CONTRACTOR TO VERIFY ALL WINDOW AND DOOR SIZES, SWING AND OPENINGS PRIOR TO ORDERING. ALL EXISTING OPENINGS SHALL.
- BE MEASURED IN THE FIELD PRIOR TO ORDERING
- 4. ALL FRAME INTERIORS SHALL BE PAINT GRADE WOOD UNLESS OTHERWISE NOTED
- 5. WINDOW STYLE TO BE VINYL, FINISH T.B.D.
- 6. SLIDING GLASS DOORS SHALL BE SAFETY GLAZED
- 7. ALL SHOWER ENCLOSURES SHALL BE SAFETY GLAZED

#### FINISH NOTES

PRYCHO

- 1 DRYWALL: MATCH (E) TEXTURE / CORNERS
- 2 ALL MATERIALS, FINISH SAMPLES, AND SHOP DRAWINGS SHALL BE SUBMITTED TO DESIGNER PRIOR TO APPLICATION OR FABRICATION
- 3. ALL TRANSITIONS OF FLOOR MATERIALS SHALL BE LOCATED AT CENTER OF DOOR IN CLOSED POSITION U.N.O.
- 4. ALL WOOD BASE CORNERS SHALL BE MITERED AND SANDED SMOOTH
- 5. ALL SURFACES SHALL BE PROPERLY PREPARED, TAPED AND SANDED TO A MINIMUM LEVEL 4 FINISH BEFORE PAINT IS APPLIED.

#### TEXTURE SHALL BE AS

INDICATED IN THE FINISH SCHEDULE AND OR LEGEND
6. INSULATED WALLS, GYPSUM PERIMETERS, VERTICAL JOINTS, CUTOUTS, DOORWAYS, OUTLETS AND OTHER PENETRATIONS SHALL

#### BE COMPLETELY CAULKED

WITH NON-HARDENING, PERMANENT RESILIENT ACOUSTICAL SEALANT.

#### LIGHTING NOTES

- A24. FROMDE DIMMER SWITCH AT ALL ROOMS AND HALLS.
  - NOT REQUIRED AT SWITCHES WITH MANUAL ON OCCUPANCY SENSOR.
     NOT REQUIRED AT FLOURESCENT FIXTURES.
  - NOT REQUIRED AT CLOSETS LESS THAN 70 SQ. FT. IN AREA.
  - NOT REQUIRED AT SWICHES TO 1/2 HOT OUTLETS.
  - BATHROOM, GARAGE, LAUNDRY AND UIDUTY ROOMS FERMAHENTLY INSTALLED LIGHTING MUST BE HIGH EFFICACY OR BE PROVIDED WITH MANUAL ON OCCUPANCY SENSOR. THE HIGH AND LOW EFFICACY LIGHTING SHALL BE CONTROLLED FROM SEPARATE SMITCHES
- F24. ALL INTERIOR ROOMS PERMANENTLY INSTALLED LIGHTING MUST BE HIGH EFFICACY OR BE PROVDED WITH MANUAL ON OCCUPANCY SENSOR OR DAWER. THE HIGH AND LOW EFFICACY LIGHTING SHALL BE CONTROLLED FROW SEPARATE SWITCHES.

OUTDOOR LIGHTING ATTACHED TO THE BUILDING MUST BE HIGH EFFICACY OR CONTROLLED BY MOTION SENSOR OR PHOTOCELL.

#### NOTES

- 1 ALL RECEPTACLES SHALL BE USTED TAMPER-RESISTANT RECEPTACLES, CEC 210.52C
- 2 AT LEAST ONE 20-AMP BRANCH ORGUIT SHALL BE PROVIDED TO SUPPLY BATHROOM RECEPTACLE DUTLETS.
- J ALL BRANCH CROUTS THAT SUPPLY 125 VOLT, SINGLE PHASE, 15 AND 20 AMPÈRE CUTTETS INSTALLED IN DIVELLING UNIT SHALL BE PROTECTED BY AN ARC-FAULT ORCUIT INTERRUPTER(S), CEC 210.12.

PROVIDE ONE SMOKE & CARBON DETECTOR IN EACH ROOM AND ONE IN EACH CORRIDOR ACCESSING BEDROOMS. CONNECT SMOKE DETECTORS TO HOUSE POWER AND INTER-CONNECT SMOKE DETECTORS SO THAT, WHEN ANY ONE IS TRIPPED, THEY ALL WILL SOUND. PROVIDE BATTERY BACKUP FOR ALL UNITS.

#### SYMBOLS

DUPLEX CONVENIENCE OUTLET AT 12' ABOVE FLOOR UNLESS NOTED OTHERWISE. DUPLEX OUTLET WITH GROUND FAULT INTERRUPTER CIRCUIT ⊕ WP GFI WEATHERPROF DUPLEX OUTLET WITH GROUND FAULT INTERRUPTER CIRCUIT 220v 220 VOLT SPECIAL PURPOSE OUTLET ON SEPARATE CIRCUIT 0 FLOOR DUPLEX CONVENIENCE OUTLET SWITCH SWITCH DIMMER (A) D TWO-WAY SWITCH. THREE-WAY SWITCH. FOUR-WAY SWITCH. MANUAL ON VACANCY SENSOR SWITCH. SURFACE MOUNTED WALL FIXTURE SURFACE MOUNTED CEILING FIXTURE

FL FLUORESCENT SURFACE MOUNTED CEILING FIXTURE.

HANGING LIGHT

CIRCULAR RECESSED MOUNTED CEILING FIXTURE.
All recessed lighting must be IC at AT rated, and must be sealed

VAPOR PROOF CEILING FIXTURE

CIRCULAR FLUORESCENT RECESSED
CEILING FIXTURE.

FUEL GAS.

PUSH BUTTON FOR DOOR CHIMES OR GARAGE DOOR OPENER

S EXHAUST FAN CAPABLE OF FIVE AIR CHANGES PER HOUR. (50 CFM MIN) HUMIDITY CONTROL REQUIRED

SMOKE DETECTOR.

C CARBON MONIXIDE

CEILING FAN W/ LIGHT

THEATRICAL LIGHT

TELEVISION JACK.

TELEPHONE JACK.

Engineering
& Structural Design
Cypress, CA 90630
T: 714, 2706780
E: Soskimmar@valno.com

YOU YEFURY RESIDENCY
484-D CAUSE CAPIE,
LAGUHA WOODS CA 92637

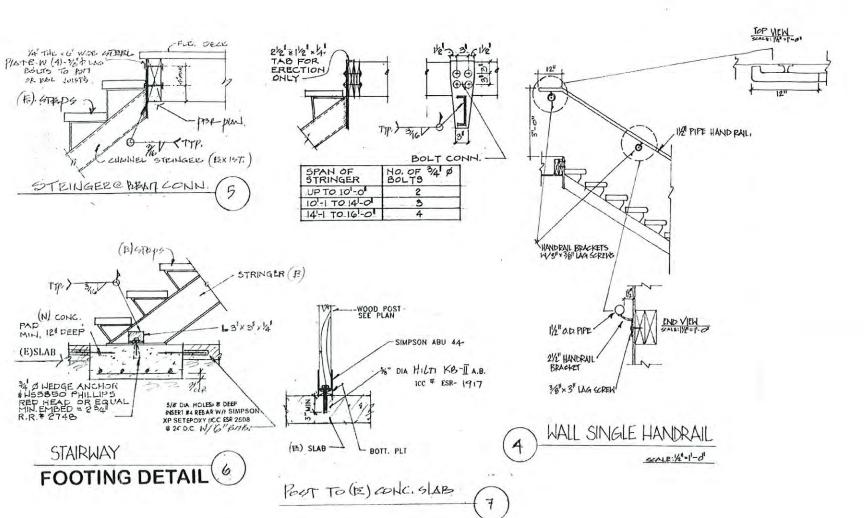
SHEET N:

A-2

Date: 2/14/2023

SECTION B

Agenda Item #9d Page 7 of 20



FOUNDATION NOTES

I CONCRETE STRENGTH SHALL BE MAY 2500 PSI N 28 CAYS. USE TIPE VICENCIA

2 PENFORONS SIEEL SHALL BE MIN ASTM A 615 GRACE 40

3 NO TREVIOUS ON EXCAVATION 5 FEET OR MORE IN DEPTH INTO WHICH A PERSON IS REQUIRED TO DESCEND SHALL BE MADE WITHOUT PROPER PERMIT

4 SON BENEATH FOOTINGS AND SLAB SHALL BE COMPACTED FER CBC (90% RELATIVE COMPACTION MAN.)

5 IN MINUTUR BOLING FOR SILL PLATES TO FOUNDATION (URLESS OTHERWISE HOTEL) SHILL BE AS FOLLOWS:

17.5 5/8 BITH DIMERIE ANCHOR BOLIS WITH 7 INCH VIN EMBEDMENT IN CONCRETE SPACING NOT GRAFER THAN 4 FEET O/C. NOR FURTHER THAN 12 INCHES FOR DICC. FOR FURCH THAN 12 INCHES FOR DICC.

6 SEE FOUNDATION PLANYSHEAR WALL SCHEDULE TO DETERMINE FURTHER BOLTANS PROPERTIES.

REAFORONG SIEE

1. REINFORCING STEEL, \$3 AND \$4 GRIDE 40, \$5 AND LARGER GRADE 60 PER ASTAM ASTS.

2. LOW HYDROGEN WELDING RODS SHALL BE USED FOR ALL WELDING OF REINFORCING SARS.

9. NUMBER 5 OR LANGER RESPONDING DAYS SHALL NOT BE RE-BENT WITHOUT APPROVAL OF THE STRUCTURAL ENGINEER

STRUCT, STEEL WELDING

7. WELDING SUNT HE PERFORMED BY CERTIFIED WELDERS WHO ARE APPROVED BY

A AL FELD WILD'S SHALL HAVE CONTAUDUS INSPECTION PER USE (1701.6.5) UNLESS OTHERWISE NOTED.

6 USE 170 ELECTRON' W/201-1 TOURNESS FACTOR

#### REMODELING NOTES

1. EXISTING STRUCTURES SHALL BE REVIEWED FOR DIMENSIONAL AND STRUCTURAL CONFORMANCE WITH THE PLANS BY THE CONTRACTOR PRIOR TO CONSTRUCTION

2. MAIOR DISCREPANCIES SHALL BE REPORTED TO THE DESIGNER/ENGINEER

3. CONTRACTOR SHALL PROVIDE PROPER BRACING AND/OR SHORING TO THE EXISTING STRUCTURE WHICH MAY BE REQUIRED DURING CONSTRUCTION

4. USE SIMPSON ST6224 TO TIE-IN TO EXISTING TUP PLATES

FRAUNG SHALL COMPLY WITH : CBC & CRC LATES" EDITON FRAMING GENERAL

1. USE SIMPSON U-HANGERS ON ALL JOIST/BEAM/BEAM CONNECTIONS UNLESS NOTED ON PLANS.

2. ALL POSTS SHALL HAVE SIMPSON "PC" CONNECTORS AT TOP AND SIMPSON "BO OR "PCO" CONNECTORS AT BASES UNLESS OTHERWISE NOTED ON PLANS.

FRAMING-MALL

1. SZE, SPACING & HEIGHT LIVITS FOR WOOD STUDS ARE AS FOLLOWS (UNLESS OTHERWISE NOTED ON FLANS):

234 O 1670C (GEARAGE WALL) SLEPORTING A WAXWAY OF ONE FLOOR AND ONE ROOF SYALL HAVE A MAXMAY HEIGHT OF 10 FEET

234 O 1670C (NOV-HELARING ROLL) STIPLE HAVE A WAXWAY HEIGHT OF 14 FEET

#### STRUCTURAL STEEL

1. STRUCTIAN STEEL SHALL CONFORM TO STANDARD SPECIFICATION FOR STRUCTIANAL STEEL FOR BREDGES OR BUYCONSS ASJUM, AS72 GRADE SO OR DULK SWOOT STEEL.

I FARRICATION SHALL COMPLY WITH THE LATEST ALS.C. SPECS.

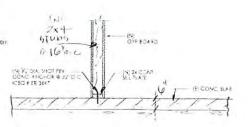
3, ALL BOLTS FOR STILL VENGERS SHALL CONFORM TO A ST.M. A-325 UNIESS

4. HIGH HARLE BOLIS WIBE. INDICATED ON DIE PLANS OR DETALS SHALL BE 1mt.
PROCIDIO TIPE AND HIBES. SHALL BE 1mt PANT. DIL LAQUER DR GALWALNO
SHEWEN THE CONTACT SUFFERES, HIGH IDNSTE BOLIS SHALL CONTON TO
ABILA A-1935 CR A-1490.

5 PIPE COLLWIS SHALL CONFORM TO A S.T.M. 7-53 GRADE SI

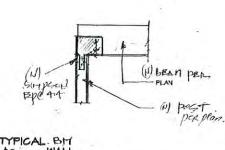
B STEEL TURE S-W-FD MEMBERS SHALL CONFORM TO A.S.T.M. A-501 OF A-500 GRACE B.

8 BEAM CONNECTIONS SHALL COUPLY WITH "TRAVED BEAM CONNECTIONS" ALEXE PART 4, TABLE 1, USING 3/4" DIA A307 BOLTS (W.B.).



WALL to (E) COALCR SLAB

TYPICAL BHY



Date: 2-/14-2023

Engineering & Structural Design

Cypress, CA 90630 T: 714.270.6780 E: Soskinmark@ydh

15

926

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NOO

DAD J

V

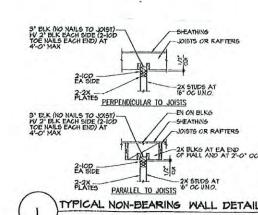
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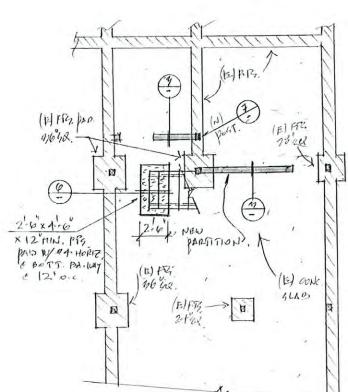
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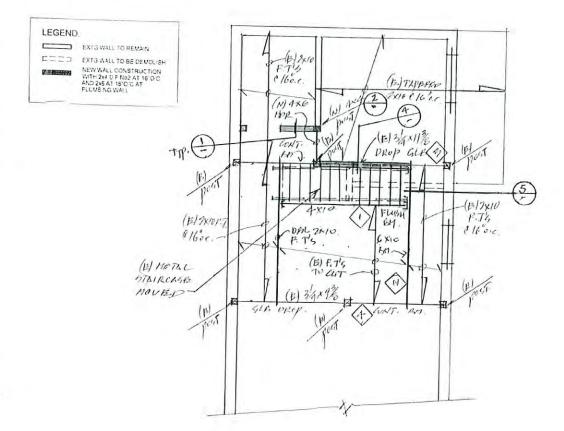
t

RESIDENCE



OF WALL AND AT 2'-0" OC TYPICAL NON-BEARING WALL DETAIL





Scale: 1/4" = 1'-0"

FRAMING Scale: 1/4" = 1'-0"

Agenda Item #9¢ Page 8 of 20

# Structural Calculations

Date:

SHT # 1 of . 5.



Project:

PROPOSED PROPEL
FOR YOUSEFIAN FRSIDENCE
484-D CALLE CADZ
LAGUNA WOWDS CA 92637

Firm:

Engineering & Structural Design

Cypress, CA 90630 714) 270 - 6780 Soskinmark@yahoo.com Contact: Mark

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SPRINKLER		MISC	
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DECK'G		2x4 STUDS	1.0
SHT'G		DRYWALL	
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CLG & INSUL		MISC	0.5
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L.L	P.S.F.	7.5	
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6-5-23 femodel / Systha Praning; New # Place BEACT (PEUSIX) LZ12 W Z53X9/2 +20 = (200 %) (P) = 260×12 1560# (Mmax) = 260 × 12/2 = 4680 GR) = 4680×12 = 521N3 OK OR BELTER Melo # X OR DEL TISTS D=110x12/2+202680/1 P= 1560 + 2 1560 x 3,5 + 680x 3,5 = 680x 3,5 = 2 x 13 = 2 Musx = 740×9,5/2 7030 1# (5B)2 (W) 9/ 3/ w2 EXIST GLB S/4X1/26 TRA L212' TRB W) = 10 × 8 + 20 = (100) (W) = 53 × 13/2 + 20 = 2005/2 PART. PM = 100 × 12 + 20 = 2005/2 PM = 100 × 12 + 2200×3 + 265 × 32 = 12 = 2×17 Agenda Item #9d

(MAIN)= GLB 3/4 X/1/8 ex1454 + 80×3 2/4600# 4602 (1860) 1460x5.6-260x576/2=4100

#### ATTACHMENT 5

#### CONDITIONS OF APPROVAL DRAFT

#### **CONDITIONS OF APPROVAL**

<u>Manor:</u> 484-D

**Variance Description:** Interior Stair Relocation and Bathroom Remodel

A Variance for Alterations has been granted at the above manor, subject to the attached plans stamped approved and is subject to a final inspection by the Division. Any variations to the approved attached plans are not allowed and could result in a stop work notice and/or disciplinary action taken against the Member.

#### **Manor-Specific Conditions:**

#### A. General Comments:

- A.1. This approval does not change the number of bedrooms or the original maximum occupants permitted in the Unit.
- A.2. The Member shall provide plans, specifications, and calculations from a duly licensed architect or structural engineer to conform to the Building Code for all foundation, framing, and beam additions for the work of this variance.
- A.3. A City of Laguna Woods Building Permit will be required and provided to Manor Alterations to verify all code requirements for new or modified structural components, and shoring have been satisfied.

#### B. Materials and Methods:

B.1. Any piping in bathrooms with adjacent units shall be insulated for sound reduction, including penetrations through framing.

#### C. Requirements for Mutual Consent for Alterations:

C.1. Prior to the Issuance of a Mutual Consent for Alterations, a complete set of unit specific plans, specifications and calculations prepared by a licensed architect or structural engineer depicting the proposed improvement must be submitted to the Division office located in the Laguna Woods Village Community Center. The plans must depict any required structural modifications ensuring the structural integrity of the building is maintained upon completion of the proposed improvement.

- C.2. Prior to the Issuance of a Mutual Consent for Manor Alterations, an acoustical impact report shall be prepared by a licensed acoustics engineer regarding the proposed improvement and must be submitted to the Division office located in the Laguna Woods Village Community Center for consideration and approval by Manor Alterations Division.
- C.3. Prior to the Issuance of a Mutual Consent for Alterations, the Member must have conducted an inspection of the waste lines, by a VMS Plumber, to assure no repairs are needed. The inspection will be a chargeable service to the Member. Inspection appointments are to be made with Resident Services, by authorized persons only. Findings from the video inspection will be recorded on the chargeable service ticket for Alterations staff to review.
- C.4. Prior to the Issuance of a Mutual Consent for Alternations, if required, the Member shall verify with Plumbing if the manor plumbing has been treated with an ePIPE Epoxy Barrier, to assure that Mutual property is appropriately addressed during construction. Any repair or connection to the epoxy coated pipe should be performed in such a manner that the repair or the remodel of the existing system does not damage the epoxy barrier. Before repairing or remodeling any ACE Duraflo epoxy barrier, call 800-359-6369 to ensure the proper technique is used for the specific repair or remodel.
- C.5. Prior to the issuance of a Mutual Consent for Alterations, if required, a Mutual Roof Alteration Notification ("Tie-In Form") must be submitted to the Division. All roof tie-ins must be performed by a C-39 Licensed Contractor. The Member may hire a C-39 Licensed Contractor of his/her own choice to perform roof tie-ins for the installation of solar panels on all roof types except PVC Cool Roofs. For PVC Cool Roofs, regardless of the roof type, all tie-ins must be performed by the Mutual's roofing contractor at the Member's expense. All tie-ins may only be made to sound structural elements. Existing structural elements proposed to be tied to, which exhibit signs of dry rot or other structural defects, must first be replaced or repaired at the Member's expense during construction of the improvement.
- C.6. Prior to the issuance of a Mutual Consent for Manor Alternations, the Member shall request a Broadband infrastructure inspection to assure that Mutual property is appropriately identified in order to be addressed during construction.
- D. Requirements for Final Inspection by Manor Alterations:

- D.1. Prior to Final Inspection by Manor Alterations, a scanned copy of the City-Approved and Stamped plan set shall be submitted to the Division office located in the Laguna Woods Village Community Center. The plans must depict the work as completed and approved by the City, including all structural and architectural modifications.
- D.2. Prior to Final Inspection by Manor Alterations, all altered exterior surfaces should match the Building texture and color; vinyl fence/gate will be either white or taupe, tubular steel or wrought iron fence/gate will be black or existing body color of the building; the approved colors and materials are available at Resident Services, located at the Community Center first floor.

#### **General Conditions:**

#### G. General Conditions

- G.1. No improvement shall be installed, constructed, modified or altered at 484-D, ("Property") within the United Laguna Woods Mutual ("Mutual") without an approved Mutual Consent for Alterations application for the improvement has been made to, and approved, in writing, by, the Village Management Services, Inc. ("VMS, Inc."), Alterations Division ("Division"), or, in the event of a Variance from the Mutual's Alteration Standards, the Architectural Control and Standards Committee ("ACSC"). In the event written permission is given for the installation, construction, modification or alteration of any improvement(s) upon the Property, the Member or Members ("Member") agrees to comply with the Mutual's Governing Documents and any specific terms or conditions imposed, and that the installation, construction, modification or alteration shall be in strict compliance with the terms of the approval.
- G.2. Member hereby consents to and grants to the Mutual and the Maintenance and Construction Department , and their representatives, a right of entry upon the Property, with reasonable notice, to inspect the permitted improvements, and for their representatives and contractors to remedy any violation upon the Property, including, but not limited to, unauthorized disturbance of regulated materials, removing trash from common areas, removing any improvement installed without approval or modifying an improvement to bring the same into compliance with the terms of the approval. Any remedial work performed on behalf of the manor owner as a result of violations to Mutual policy and/or regulatory violations will be processed as a chargeable service.

- G.3. All costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Property's Member at 484-D and all future Mutual Members at 484-D.
- G.4. Member shall be responsible for all activity by contractors, subcontractors, material suppliers and their employees and agents and any others who perform work on the Property, including any violation of the Mutual's Governing Documents, including, but not limited to, traffic and parking violations, maintenance of a clean job site at all times, damage to Mutual property, and use of Mutual property for storage of equipment or materials without prior approval. Member acknowledges and agrees that all such persons are his/her invitees. Member shall be responsible for informing all his/her invitees of the Mutual's Rules and Regulations.
- G.5. Member shall be liable for any violation of the Mutual's Governing Documents by any invitee, including any fine, assessment or other charge levied in connection therewith.
- G.6. Member is responsible for following the gate clearance process (http://www.lagunawoodsvillage.com/residents/resident-services and click on documents and Business Pass Application Instructions) in place to admit contractors and other invitees.
- G.7. Member's contractors and other invitees shall have business signage on vehicles and travel to and from the job site by the most direct route available and are not authorized to use Mutual recreational facilities or other amenities while they are in the Village for performance of work in connection with the Property.
- G.8. Parking of contractors or other invitees' vehicles is prohibited in covered resident parking, open resident spaces, handicapped spaces or fire lanes. Contractors or other invitees must park on the street. To the extent possible contractors' or other invitees' vehicles should be limited in number.
- G.9. Must obtain an approved Mutual Consent application within 180 days or 6 months of the variance approval before it is expired.
- G.10. A City of Laguna Woods permit may be required, which may include the requirement to obtain clearance from the South Coast Air Quality Management District (Asbestos Hot Line at (909) 396-2336). Prior to the issuance of a City of Laguna Woods permit an applicant must present the approprite Mutual

Consent issued by Manor Alterations to the City. Please complete this step with Manor Alterations prior to submitting an application to the City. Once the City issues a Building Permit, you must submit a copy of the permit with the permit number to Manor Alterations. The City permit must be finalized within the prescribed timeframe, and a copy of the final permit must be submitted to the Division within two weeks.

- G.11. Prior to the issuance of a Mutual Consent for Alterations, a complete set of unit specific plans prepared by a licensed architect or structural engineer depicting the proposed improvement must be submitted to the Division office located in the Laguna Woods Village Community Center. The plans must depict any required structural modifications ensuring the structural integrity of the building is maintained upon completion of the proposed improvement.
- G.12. All improvements must be installed in accordance with the California State Building Code, and the published Mutual Architectural Alterations Standards, Policies and Guidelines. See http://www.lagunawoodsvillage.com.
- G.13. During construction, work hours established by the Mutual and the Noise Ordinance set forth in the City of Laguna Woods Municipal Code must be adhered to at all times.
- G.14. During construction, both the Mutual Consent for Alterations and the City Building Permit must be on display for public view at all times in a location approved by the Division.
- G.15. It is mandatory that no waste or materials associated with the construction be dumped in the Village trash bins; such waste or materials associated with the construction must be disposed of offsite by the contractor.
- G.16. A dumpster is approved for placement at the location identified by Security Staff by calling 949-580-1400. All dumpsters must conform to the Policy for Temporary Containers. Dumpsters must be ordered from the approved City of Laguna Woods waste hauler and must be maintained at all times.
- G.17. Dumpsters must be ordered from the approved City of Laguna Woods waste hauler and must be maintained at all times.
- G.18. A portable bathroom is approved for placement at the location identified by Security Staff by calling 949-580-1400.

- G.19. The Mutual Consent for Alterations expires six months after the date of Notice of Approval issued by Manor Alterations, unless an application is submitted with fees and approved by the Division for an extension. Only one extension for a maximum of an additional six months may be granted.
- G.20. Violations of the forgoing conditions or the Mutual's Governing Documents (See http://www.lagunawoodsvillage.com), including, but not limited to, unpaid assessments, work outside the approved plans, excessive noise, illegal dumping, or working after hours, will result in disciplinary action, which could result in a stop work notice, loss of privileges and/or severe fines to the Member. Such fines left unpaid will result in forfeiture of a portion or all of the Conformance Deposit required above or other legal remedy.
- G.21. Member shall indemnify, defend and hold harmless United Laguna Woods Mutual and its officers, directors, committee Members and agents from and against any and all claims, demands, costs, fines, judgments, settlements and any other costs, expenses, amounts and liabilities arising from Member's improvements and installation, construction, design and maintenance of same.

#### ATTACHMENT 6

#### **RESOLUTION DRAFT**

#### **RESOLUTION 01-23-XX**

#### **Variance Request**

**WHEREAS**, Member of 484-D Calle Cadiz, a Seville style manor, requests Board approval of a variance for an Interior Stair Relocation and Bathroom Remodel; and

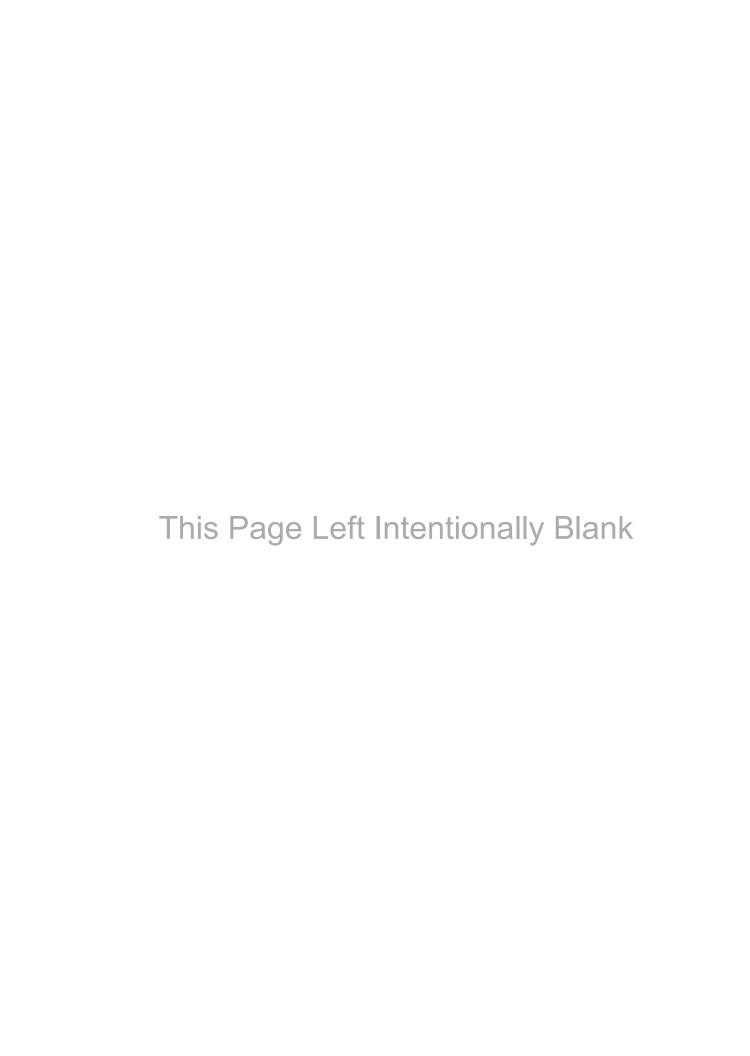
WHEREAS, a Neighborhood Awareness Notice was sent to Members of affected units notifying them that an application to make an alteration to a neighboring unit had been made and that comments or objections could be made in writing to the Architectural Controls and Standards Committee or in person at the Architectural Controls and Standards Committee Meeting on July 20, 2023; and

**WHEREAS**, the Architectural Controls and Standards Committee reviewed the variance and moved for approval of the variance for an Interior Stair Relocation and Bathroom Remodel;

**NOW THEREFORE BE IT RESOLVED**, on [DATE], the United Laguna Woods Mutual Board of Directors hereby approve the request for an Interior Stair Relocation and Bathroom Remodel; and

**RESOLVED FURTHER**, all costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Member at 484-D Calle Cadiz and all future Mutual Members at 484-D Calle Cadiz; and

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





#### STAFF REPORT

**DATE:** July 20, 2023

FOR: Architectural Controls and Standards Committee

**SUBJECT:** Revision to the Alteration Fee Schedule

#### RECOMMENDATION

Staff recommends the United Architectural Controls and Standards Committee (ACSC) endorse the revised alteration fee schedule to the United Laguna Woods Mutual Board.

#### **BACKGROUND**

The Architectural Controls and Standards Committee requested staff to review and revise the current Alteration Fee schedule for applicability, and current bill rates. The Alteration Fee Schedule (Attachment 1) was last revised in March 2023, via Resolution 01-23-14 (Attachment 2) to address Solar Panel Alteration Processing fees.

#### **DISCUSSION**

The Alteration Fee schedule has been reviewed and revised to reflect the processing times spent for applications along with mutual bill rates and mutual policies. Attachment 3 incorporates these revisions and requirements.

Staff recommends that alterations that require less time for plan check processing are moved to the minimum \$50 fixed fee, while raising the valuation threshold at scaled intervals up to \$30,000 and above for application plan checks that incur the maximum \$700 alteration fee.

A final version along with revised fee resolution are included as Attachment 4.

#### FINANCIAL ANALYSIS

Based on the Mutual Consent Processing Analysis, it is anticipated that the projected revenue for 2023 will be reduced from \$234,415 to \$210,974, a reduction of \$23,441; however, the proposed new rates, which are based on actual average processing times, more closely represent and reimburse the staff time used to process these applications.

Prepared By: Michael Horton, Manor Alterations Manager

**Reviewed By:** Gavin Fogg, Manor Alterations Supervisor

Baltazar Mejia, Maintenance & Construction Assistant Director

#### ATTACHMENT(S)

Attachment 1 – Current Alteration Fee Schedule

Attachment 2 - Current Resolution 01-23-14

Attachment 3 – Redlined Alteration Fee Schedule

Attachment 4 – Revised Resolution 01-23-XX and Alteration Fee Schedule



### **Alteration Fee Schedule**

Visit www.lagunawoodsvillage.com for Mutual Standards and Standard Plans
All items below require HOA Mutual Consent from Manor Alterations.
A City Permit may also be required. Contact the City Building Permits office for permitting requirements.

For items not listed, please contact Manor Alterations at (949) 597-4616 or alterations@vmsinc.org

	,
Unauthorized Alteration Fee	\$300
\$50 Alteration Processing Fee	
Alteration Type	
Acoustic Ceiling Removal	
Awnings (Standard, Less than 54")	
Awnings (Powered)	
HVAC (No Increase in Amperage)	
Tub Replacement	
Block Walls (Less than 48" H)	
Block Walls (More than 48" H)	
Planter Wall	
Dishwasher (New Installation)	
Door Revision (Exterior)	
Electrical	
Exhaust Fan	
Fences (Less than 84") and Gates	
Floor Coverings (Exterior)	
Flooring (Vinyl)	
Gutters and Downspouts	
Metal Drop Shades	
Modesty Panels (Balcony)	
Patio Slab Revision	
Patio Wall Revision	
Plumbing	
Soft Water System (Independent)	
Soft Water System (Connected to Water Heater)	
Storage Cabinets (Carport)	
Shades (Roll-up)	

Alteration Fees Based on Valuation
Alteration Type
Air Conditioner (Through the Wall)
Bathroom Addition (Split)
Central HVAC (New Installation)
Atrium, Balcony, Patio Covers (Replacement or New Installation
Doors (New Construction)
Atrium, Balcony, Patio Enclosures
French Doors (New Installation)
Garden Room, Solarium
Heat Pumps (New Installation through Wall)
Man Doors (New Installation)
Plumbing (New Installation or Relocation)
Room Addition
Shower to Shower Replacement
Skylights
Sliding Glass Doors (New Installation)
Sliding Glass Doors (Retrofit)
Solar Tubes
Tub to Shower Installation
Tub to Tub Replacement
Wall Revisions
Washer and Dryer (New Installation)
Water Heater (Relocation)
Windows (New Construction)
Windows (Retrofit)

Variance Processing Fee

#### **NOTES**

- Some Alterations may require a Demolition Mutual Consent, which carries a \$50 fee. To confirm if your Alteration will require a Demolition Mutual Consent, please contact Manor Alterations.
- Alteration Fees are paid via credit card upon approval of a completed Mutual Consent application. Manor Alterations will contact applicants directly upon approval to collect payment.
- The following fees, as appropriate to the nature of the work, apply to work completed without a Mutual Consent: Unauthorized alteration fee + Demolition fee + Mutual Consent fee + Variance fee (if applicable).
- Variance Processing Fees are in addition to any fees incurred via Mutual Consent processing.

Alteration Fee Legend	
Valuation	Fee
Less than \$750	\$50
\$751 to \$2,000	\$77
\$2,001 to \$4,000	\$168
\$4,001 to \$6,000	\$280
\$6,001 to \$8,000	\$392
\$8,001 to \$10,000	\$504
Above \$10,000	\$700

\$150



# **Solar Application Processing Fee Schedule**

For questions pertaining to the Solar Application process, please contact Manor Alterations at (949) 597-4616 or alterations@vmsinc.org

Visit www.lagunawoodsvillage.com for Mutual Standards and Standard Plans All items require HOA Mutual Consent from Manor Alterations and a City Permit.

Variance Type	Fee
Solar Application Processing Fee	\$223

#### ATTACHMENT 2 - CURRENT RESOLUTION 01-23-14



#### **RESOLUTION 01-23-14**

#### **Solar Application Processing Fee**

**WHEREAS,** alteration and variance requests require significant staff time for proper processing, including research, report preparation, presentation to the appropriate committee and Board; and

**WHEREAS,** in order to offset a portion of the administrative costs associated with processing variance requests, which is often followed by multiple resubmittals, and can be followed by an appeal to the Board in accordance with Resolution 01-20-27; and

**WHEREAS,** the following revisions are approved: 1) The Solar Installation Application Fee is revised to \$223; and

**WHEREAS**, the new Alteration Fee Schedule better aligns the fees with the administrative time it takes to process each task;

**NOW THEREFORE BE IT RESOLVED,** March 14, 2023, to partially offset administrative costs associated with processing alteration and variance requests, the Board of Directors of this Corporation hereby revise the alteration and inspection fees as attached to the official minutes of this meeting and the new Alteration Fee Schedule will be adopted; and

**RESOLVED FURTHER,** that Resolution 01-19-22 adopted February 12, 2019 is hereby superseded and canceled; and

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

#### ATTACHMENT 3 - REDLINED ALTERATION FEE SCHEDULE



#### **Alteration Fee Schedule**

Visit www.lagunawoodsvillage.com for Mutual Standards and Standard Plans All items below require HOA Mutual Consent from Manor Alterations.

A City Permit may also be required. Contact the City Building Permits office for permitting requirements. For items not listed, please contact Manor Alterations at (949) 597-4616 or <a href="mailto:alterations@vmsinc.org">alterations@vmsinc.org</a>

Unauthorized Alteration Fee \$300	
L:	_
\$50 Alteration Processing Fee	
Alteration Type	
Acoustic Ceiling Removal	
Awnings (Standard, Less than 54")	
Awnings (Powered)	
HVAC (No Increase in Amperage)	
Tub Replacement	
Block Walls (Less than 48" H)	
Block Walls (More than 48" H)	
Planter Wall	
Dishwasher (New Installation)	
Door Revision (Exterior)	
Electrical	
Exhaust Fan	
Fences (Less than 84") and Gates	
Floor Coverings (Exterior)	
Flooring (Vinyl)	
Gutters and Downspouts	
Metal Drop Shades	
Modesty Panels (Balcony)	
Patio Slab Revision	
Patio Wall Revision	
Plumbing	
Sliding Glass Doors (Retrofit)	
Soft Water System (Independent)	
Soft Water System (Connected to Water Heater)	
Solar Tubes	
Storage Cabinets (Carport)	
Tub to Tub Replacement	
Windows (Retrofit)	
Shades (Roll-up)	

#### **NOTES**

- Some Alterations may require a Demolition Mutual Consent, which carries a \$50 fee. To confirm if your Alteration will require a Demolition Mutual Consent, please contact Manor Alterations.
- Alteration Fees are paid via credit card upon approval of a completed Mutual Consent application. Manor Alterations will contact applicants directly upon approval to collect payment.
- The following fees, as appropriate to the nature of the work, apply to work completed without a Mutual Consent: Unauthorized alteration fee + Demolition fee + Mutual Consent fee + Variance fee (if applicable).
- Variance Processing Fees are in addition to any fees incurred via Mutual Consent processing.

Alteration Fees Based on Valuation
Alteration Type
Air Conditioner (Through the Wall)
Bathroom Addition (Split)
Central HVAC (New Installation)
Atrium, Balcony, Patio Covers (Replacement or New Installation
Doors (New Construction)
Atrium, Balcony, Patio Enclosures
French Doors (New Installation)
Garden Room, Solarium
Heat Pumps (New Installation through Wall)
Man Doors (New Installation)
Plumbing (New Installation or Relocation)
Room Addition
Shower to Shower Replacement
Skylights
Sliding Glass Doors (New Installation)
Tub to Shower Installation
Wall Revisions
Washer and Dryer (New Installation)
Water Heater (Relocation)
Windows (New Construction)

**Variance Processing Fee** 

Alteration Fee Legend	
Valuation	Fee
Less than \$750	\$50
\$751 to \$2,000	\$77
\$2,001 to \$4,000	\$168
\$4,001 to \$10,000	\$280
\$10,001 to \$20,000	\$392
\$20,001 to \$29,999	\$504
Above \$30,000	\$700

\$150



# **Solar Application Processing Fee Schedule**

For questions pertaining to the Solar Application process, please contact Manor Alterations at (949) 597-4616 or alterations@vmsinc.org

Visit www.lagunawoodsvillage.com for Mutual Standards and Standard Plans All items require HOA Mutual Consent from Manor Alterations and a City Permit.

Variance Type	Fee
Solar Application Processing Fee	\$223



#### **RESOLUTION 01-23-XX**

#### **Alteration Fee Schedule**

**WHEREAS**, alteration and variance requests require significant staff time for proper processing, including research, report preparation, presentation to the appropriate committee and Board; and

**WHEREAS,** in order to offset a portion of the administrative costs associated with processing alteration applications, the Board has adopted an Alterations Fee Schedule; and

**WHEREAS**, the attached revisions to the Alteration Fee Schedule are recommended to be approved by the Board; and

**WHEREAS**, the new Alteration Fee Schedule better aligns the fees with the administrative time it takes to process each task;

**NOW THEREFORE BE IT RESOLVED,** [DATE], that the Board hereby adopts the revised Alteration Fee Schedule as attached to the official minutes of this meeting; and

**RESOLVED FURTHER**, that Resolution 01-23-14 adopted March 14, 2023 is hereby superseded and canceled; and

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

#### **AUGUST INITIAL NOTIFICATION:**

Should the Board endorse the proposed revisions, Staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the Board. Staff then recommends that a Board Member postpones the resolution to the next available Board Meeting no less than 28-days from the postponement to comply with Civil Code §4360



#### **Alteration Fee Schedule**

Visit www.lagunawoodsvillage.com for Mutual Standards and Standard Plans All items below require HOA Mutual Consent from Manor Alterations.

A City Permit may also be required. Contact the City Building Permits office for permitting requirements. For items not listed, please contact Manor Alterations at (949) 597-4616 or <a href="mailto:alterations@vmsinc.org">alterations@vmsinc.org</a>

Awnings (Standard, Less than 54")  Awnings (Powered)  HVAC (No Increase in Amperage)  Tub Replacement  Block Walls (Less than 48" H)  Block Walls (More than 48" H)  Planter Wall  Dishwasher (New Installation)  Door Revision (Exterior)  Electrical  Exhaust Fan  Fences (Less than 84") and Gates  Floor Coverings (Exterior)  Flooring (Vinyl)  Gutters and Downspouts  Metal Drop Shades  Modesty Panels (Balcony)  Patio Slab Revision  Patio Wall Revision  Plumbing  Sliding Glass Doors (Retrofit)  Soft Water System (Independent)  Soft Water System (Connected to Water Heater)  Solar Tubes  Storage Cabinets (Carport)  Tub to Tub Replacement  Windows (Retrofit)	
Acoustic Ceiling Removal Awnings (Standard, Less than 54") Awnings (Powered) HVAC (No Increase in Amperage) Tub Replacement Block Walls (Less than 48" H) Block Walls (More than 48" H) Planter Wall Dishwasher (New Installation) Door Revision (Exterior) Electrical Exhaust Fan Fences (Less than 84") and Gates Floor Coverings (Exterior) Flooring (Vinyl) Gutters and Downspouts Metal Drop Shades Modesty Panels (Balcony) Patio Slab Revision Patio Wall Revision Plumbing Sliding Glass Doors (Retrofit) Soft Water System (Independent) Soft Water System (Connected to Water Heater) Solar Tubes Storage Cabinets (Carport) Tub to Tub Replacement Windows (Retrofit)	
Awnings (Standard, Less than 54")  Awnings (Powered)  HVAC (No Increase in Amperage)  Tub Replacement  Block Walls (Less than 48" H)  Block Walls (More than 48" H)  Planter Wall  Dishwasher (New Installation)  Door Revision (Exterior)  Electrical  Exhaust Fan  Fences (Less than 84") and Gates  Floor Coverings (Exterior)  Flooring (Vinyl)  Gutters and Downspouts  Metal Drop Shades  Modesty Panels (Balcony)  Patio Slab Revision  Patio Wall Revision  Plumbing  Sliding Glass Doors (Retrofit)  Soft Water System (Independent)  Soft Water System (Connected to Water Heater)  Solar Tubes  Storage Cabinets (Carport)  Tub to Tub Replacement  Windows (Retrofit)	Alteration Type
Awnings (Powered)  HVAC (No Increase in Amperage)  Tub Replacement  Block Walls (Less than 48" H)  Block Walls (More than 48" H)  Planter Wall  Dishwasher (New Installation)  Door Revision (Exterior)  Electrical  Exhaust Fan  Fences (Less than 84") and Gates  Floor Coverings (Exterior)  Flooring (Vinyl)  Gutters and Downspouts  Metal Drop Shades  Modesty Panels (Balcony)  Patio Slab Revision  Patio Wall Revision  Plumbing  Sliding Glass Doors (Retrofit)  Soft Water System (Independent)  Soft Water System (Connected to Water Heater)  Solar Tubes  Storage Cabinets (Carport)  Tub to Tub Replacement  Windows (Retrofit)	Acoustic Ceiling Removal
HVAC (No Increase in Amperage)  Tub Replacement  Block Walls (Less than 48" H)  Block Walls (More than 48" H)  Planter Wall  Dishwasher (New Installation)  Door Revision (Exterior)  Electrical  Exhaust Fan  Fences (Less than 84") and Gates  Floor Coverings (Exterior)  Flooring (Vinyl)  Gutters and Downspouts  Metal Drop Shades  Modesty Panels (Balcony)  Patio Slab Revision  Plumbing  Sliding Glass Doors (Retrofit)  Soft Water System (Independent)  Soft Water System (Connected to Water Heater)  Solar Tubes  Storage Cabinets (Carport)  Tub to Tub Replacement  Windows (Retrofit)	Awnings (Standard, Less than 54")
Tub Replacement  Block Walls (Less than 48" H)  Block Walls (More than 48" H)  Planter Wall  Dishwasher (New Installation)  Door Revision (Exterior)  Electrical  Exhaust Fan  Fences (Less than 84") and Gates  Floor Coverings (Exterior)  Flooring (Vinyl)  Gutters and Downspouts  Metal Drop Shades  Modesty Panels (Balcony)  Patio Slab Revision  Patio Wall Revision  Plumbing  Sliding Glass Doors (Retrofit)  Soft Water System (Independent)  Soft Water System (Connected to Water Heater)  Solar Tubes  Storage Cabinets (Carport)  Tub to Tub Replacement  Windows (Retrofit)	Awnings (Powered)
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Planter Wall  Dishwasher (New Installation)  Door Revision (Exterior)  Electrical  Exhaust Fan  Fences (Less than 84") and Gates  Floor Coverings (Exterior)  Flooring (Vinyl)  Gutters and Downspouts  Metal Drop Shades  Modesty Panels (Balcony)  Patio Slab Revision  Patio Wall Revision  Plumbing  Sliding Glass Doors (Retrofit)  Soft Water System (Independent)  Soft Water System (Connected to Water Heater)  Solar Tubes  Storage Cabinets (Carport)  Tub to Tub Replacement  Windows (Retrofit)	Block Walls (Less than 48" H)
Dishwasher (New Installation) Door Revision (Exterior) Electrical Exhaust Fan Fences (Less than 84") and Gates Floor Coverings (Exterior) Flooring (Vinyl) Gutters and Downspouts Metal Drop Shades Modesty Panels (Balcony) Patio Slab Revision Patio Wall Revision Plumbing Sliding Glass Doors (Retrofit) Soft Water System (Independent) Soft Water System (Connected to Water Heater) Solar Tubes Storage Cabinets (Carport) Tub to Tub Replacement Windows (Retrofit)	Block Walls (More than 48" H)
Door Revision (Exterior)  Electrical  Exhaust Fan  Fences (Less than 84") and Gates Floor Coverings (Exterior)  Flooring (Vinyl)  Gutters and Downspouts  Metal Drop Shades  Modesty Panels (Balcony)  Patio Slab Revision  Patio Wall Revision  Plumbing  Sliding Glass Doors (Retrofit)  Soft Water System (Independent)  Soft Water System (Connected to Water Heater)  Solar Tubes  Storage Cabinets (Carport)  Tub to Tub Replacement  Windows (Retrofit)	Planter Wall
Electrical  Exhaust Fan  Fences (Less than 84") and Gates  Floor Coverings (Exterior)  Flooring (Vinyl)  Gutters and Downspouts  Metal Drop Shades  Modesty Panels (Balcony)  Patio Slab Revision  Patio Wall Revision  Plumbing  Sliding Glass Doors (Retrofit)  Soft Water System (Independent)  Soft Water System (Connected to Water Heater)  Solar Tubes  Storage Cabinets (Carport)  Tub to Tub Replacement  Windows (Retrofit)	Dishwasher (New Installation)
Exhaust Fan  Fences (Less than 84") and Gates  Floor Coverings (Exterior)  Flooring (Vinyl)  Gutters and Downspouts  Metal Drop Shades  Modesty Panels (Balcony)  Patio Slab Revision  Patio Wall Revision  Plumbing  Sliding Glass Doors (Retrofit)  Soft Water System (Independent)  Soft Water System (Connected to Water Heater)  Solar Tubes  Storage Cabinets (Carport)  Tub to Tub Replacement  Windows (Retrofit)	Door Revision (Exterior)
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Gutters and Downspouts  Metal Drop Shades  Modesty Panels (Balcony)  Patio Slab Revision  Patio Wall Revision  Plumbing  Sliding Glass Doors (Retrofit)  Soft Water System (Independent)  Soft Water System (Connected to Water Heater)  Solar Tubes  Storage Cabinets (Carport)  Tub to Tub Replacement  Windows (Retrofit)	Floor Coverings (Exterior)
Metal Drop Shades  Modesty Panels (Balcony)  Patio Slab Revision  Patio Wall Revision  Plumbing  Sliding Glass Doors (Retrofit)  Soft Water System (Independent)  Soft Water System (Connected to Water Heater)  Solar Tubes  Storage Cabinets (Carport)  Tub to Tub Replacement  Windows (Retrofit)	Flooring (Vinyl)
Modesty Panels (Balcony) Patio Slab Revision Patio Wall Revision Plumbing Sliding Glass Doors (Retrofit) Soft Water System (Independent) Soft Water System (Connected to Water Heater) Solar Tubes Storage Cabinets (Carport) Tub to Tub Replacement Windows (Retrofit)	Gutters and Downspouts
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Soft Water System (Connected to Water Heater) Solar Tubes Storage Cabinets (Carport) Tub to Tub Replacement Windows (Retrofit)	Sliding Glass Doors (Retrofit)
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Storage Cabinets (Carport) Tub to Tub Replacement Windows (Retrofit)	Soft Water System (Connected to Water Heater)
Tub to Tub Replacement Windows (Retrofit)	Solar Tubes
Windows (Retrofit)	Storage Cabinets (Carport)
	Tub to Tub Replacement
ci i (p. ii )	Windows (Retrofit)
Snades (Koll-up)	Shades (Roll-up)

#### **NOTES**

- Some Alterations may require a Demolition Mutual Consent, which carries a \$50 fee. To confirm if your Alteration will require a Demolition Mutual Consent, please contact Manor Alterations.
- Alteration Fees are paid via credit card upon approval of a completed Mutual Consent application. Manor Alterations will contact applicants directly upon approval to collect payment.
- The following fees, as appropriate to the nature of the work, apply to work completed without a Mutual Consent:
   Unauthorized alteration fee + Demolition fee + Mutual Consent fee + Variance fee (if applicable).
- fee + Variance fee (if applicable).

  Variance Processing Fees are in addition to any fees incurred via Mutual Consent processing.

Variance Processing Fee \$150	
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Alteration Fees Based on Valuation		
Alteration Type		
Air Conditioner (Through the Wall)		
Bathroom Addition (Split)		
Central HVAC (New Installation)		
Atrium, Balcony, Patio Covers (Replacement or New Installation		
Doors (New Construction)		
Atrium, Balcony, Patio Enclosures		
French Doors (New Installation)		
Garden Room, Solarium		
Heat Pumps (New Installation through Wall)		
Man Doors (New Installation)		
Plumbing (New Installation or Relocation)		
Room Addition		
Shower to Shower Replacement		
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Sliding Glass Doors (New Installation)		
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Wall Revisions		
Washer and Dryer (New Installation)		
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# **Solar Application Processing Fee Schedule**

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Variance Type	Fee
Solar Application Processing Fee	\$223

