



OPEN MEETING

REGULAR OPEN MEETING OF THE UNITED LAGUNA WOODS MUTUAL ARCHITECTURAL CONTROL AND STANDARDS COMMITTEE*

**Thursday, April 18, 2024 – 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: <https://us06web.zoom.us/j/91432172027> or by calling 669-900-6833 Webinar ID: 91432172027.
2. Via email to meeting@vmsinc.org 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 March 21, 2024
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. 2148A: Variance to Replace Wood Framed Stucco Wall with Wrought Iron Fence
10. Items for Discussion and Consideration
 - a. Revision to Standard 11: Doors; Exterior

11. Items for Future Agendas

- a. Revision to Standard 26: Solariums & Garden Rooms
- b. Revision to Standard 34: Awnings

12. Concluding Business

- a. Committee Member Comments
- b. Date of Next Meeting – Thursday, May 16, 2024 at 9:30 a.m.
- c. Recess: At this time, the meeting will recess for a short break and reconvene to Closed Session to discuss the following matters:

Closed Session Agenda

Approval of the Agenda

Chair's Remarks

Discuss Disciplinary Matters

Adjournment

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

Anthony Liberatore, Chair
Alan Grimshaw, Staff Officer
Telephone: 949-597-4616



OPEN MEETING

**REPORT OF THE REGULAR MEETING OF UNITED LAGUNA WOODS MUTUAL
ARCHITECTURAL CONTROL AND STANDARDS COMMITTEE**

**Thursday, March 21, 2024 – 9:30 a.m.
Laguna Woods Village Board Room/Virtual Meeting
24351 El Toro Road, Laguna Woods, California**

REPORT

COMMITTEE MEMBERS PRESENT: Anthony Liberatore – Chair, Maggie Blackwell
(Alternate for Sue Quam), Ellen Leonard

COMMITTEE MEMBERS ABSENT: Sue Quam (Excused)

STAFF PRESENT: Bart Mejia – Maintenance & Construction Assistant
Director (In the Audience), Alan Grimshaw – Manor
Alterations Manager, David Rudge – Inspector II,
Josh Monroy – Manor Alterations Coordinator

1. Call Meeting to Order

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

2. Acknowledgment of Media

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

3. Approval of the Agenda

Hearing no objection, the agenda was approved by unanimous consent.

4. Approval of the Meeting Report for February 15, 2024

Hearing no objection, the meeting report was unanimously approved as written.

5. Chair's Remarks

Chair provided the United Architectural Control and Standards Committee purpose statement.

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

None.

7. Division Manager Update

None.

8. Consent

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. Mr. Grimshaw discussed the number of mutual consents issued and completed over a five-month period.

9. Variance Requests

- a. 80-F: Variance to Install a Stair Lift

The variance was introduced by Mr. Rudge. Discussion ensued and staff answered questions from the committee. For this variance staff recommended approval.

Three members commented on the variance request and staff responded.

A motion was made to approve the variance as described. The motion was approved by unanimous consent.

10. Items for Discussion and Consideration

- a. Revision to Standard 22: Patio Slabs, Walkways and Pavers

A motion was made to recommend the United Board approve the revisions to Standard 22: Patio Slabs, Walkways and Pavers. Hearing no objection, the motion was approved by unanimous consent.

- b. Mutual Consent Process Presentation

11. Items for Future Agendas

- Revision to Standard 11: Doors; Exterior

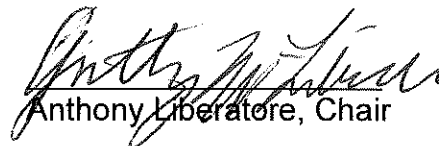
12. Committee Member Comments

- Director Leonard commented on the stair lift variance accommodation.
- Director Blackwell commented on the stair lift variance accommodation and the Manor Alterations flow charts.
- Chair Liberatore commented on the Manor Alterations flow charts and asked staff to consider practical verbiage for standard enforcement.

13. Date of Next Meeting: Thursday, April 18, 2024 at 9:30 a.m.

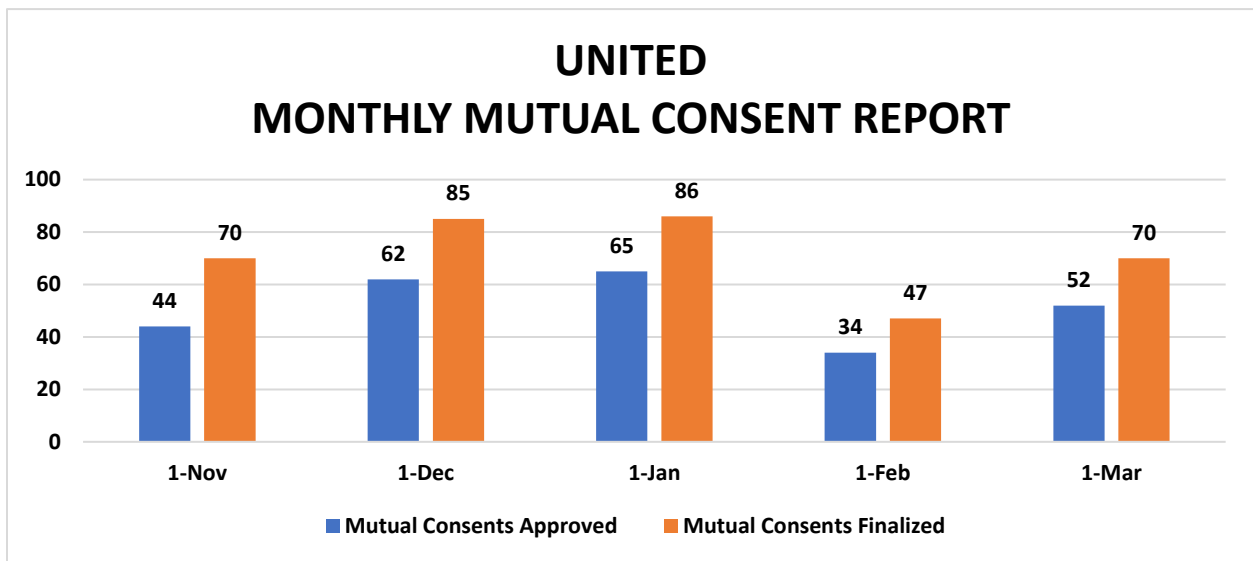
14. Adjournment

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



Anthony Liberatore, Chair

Anthony Liberatore, Chair
Alan Grimshaw, Manor Alterations Manager
Telephone: 949-597-4616



United ACSC – April 18, 2024

Variance Requests

Agenda Item #9	Manor Address	Description of Request	Summary of Request and Staff Recommendation (*)
A	2148-A	Replace wood framed stucco wall with wrought iron fence.	<p><u>GENERAL NOTES:</u></p> <ul style="list-style-type: none">• 2148-A is one of four manors in the building• Water damage required removal of the wood stucco wall• Member would like to install a wrought iron fence to replace the wood stucco wall.• The height of the 16"x16" plaster will be reduced from feet to 5 feet. <p>Staff Recommendation: Approve</p>

(*) 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:

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

Variance Request Form

SA _____

Model: Cordoba	Plan: AB04 1	Date: 3/27/2024
Member Name: _____	Signature: _____	
Phone: _____	E-mail: _____	
Contractor Name/Co: Five Brothers Fence	Phone: (949) 939-7507	E-mail: livebrothersfence@gmail.com
Mailing Address: _____ (to be used for official correspondence)		

Description of Proposed Variance Request ONLY:

Replace wood framed stucco wall with wrought iron fence.

The Mutual Corp will repair the stucco where the wall attached and the flashing at the roof.

Dimensions of Proposed Variance Alterations ONLY:

The back fence consists of two sections, each 5 feet wide and no taller than 5 feet high, positioned on either side of the gate.

The side of the patio features one section, 10 feet wide and no taller than 5 feet high.

FOR OFFICE USE ONLY

RECEIVED BY: _____ DATE RECEIVED: _____ Check# _____ BY: _____

Alteration Variance Request

Check Items Received:

- ☐ Drawing of Existing Floor Plan
- ☐ Drawing of Proposed Variance
- ☐ Dimensions of Proposed Variance
- ☐ Before and After Pictures
- ☐ Other: _____

Complete Submittal Cut Off Date:

Meetings Scheduled:

Third AC&S Committee (TACSC): _____

United AC&S Committee: _____

Board Meeting: _____

☐ Denied

☐ Approved

☐ Tabled

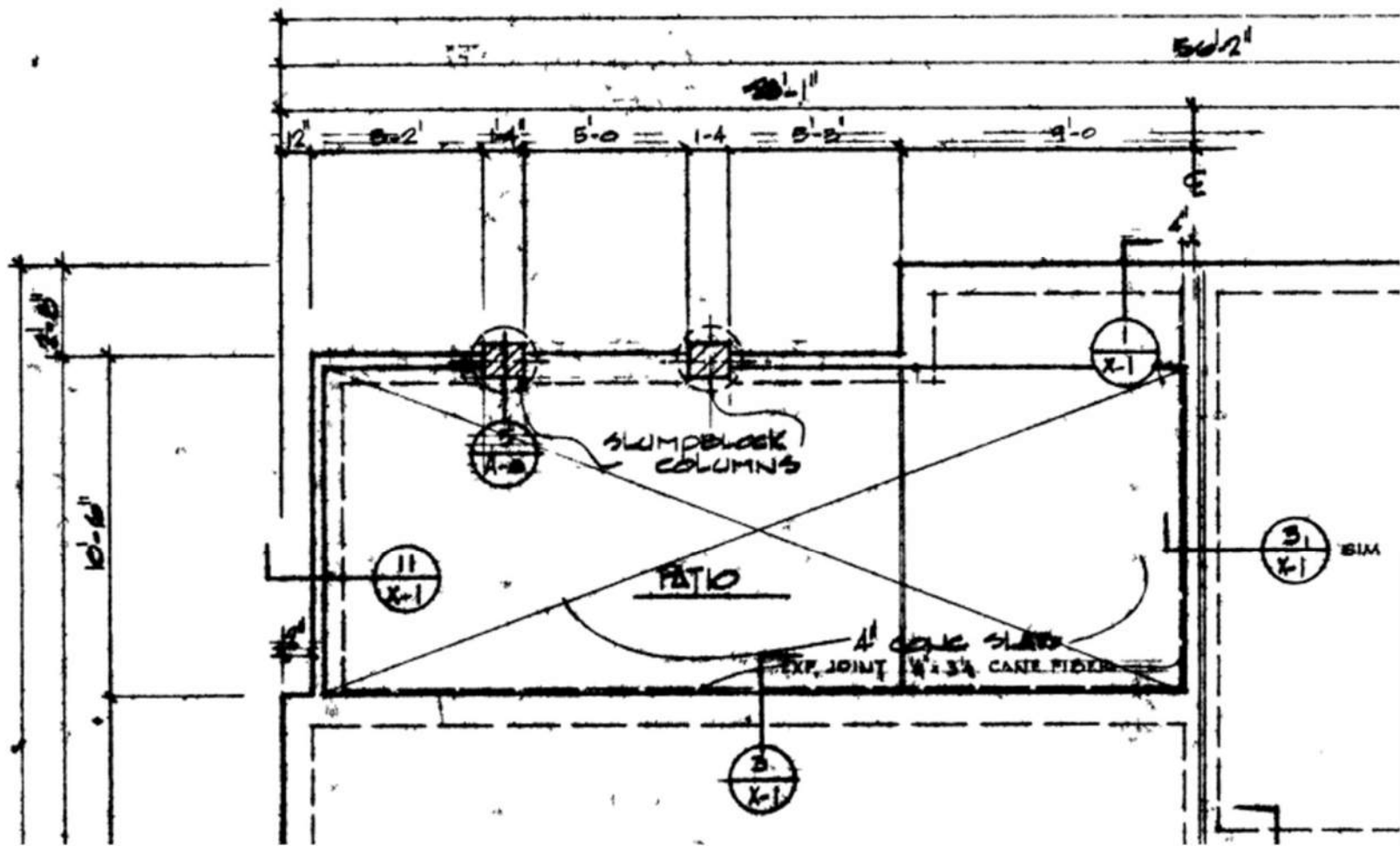
☐ Other _____

GUIDELINES FOR SUBMITTALS FOR VARIANCE REQUESTS

1. Variance Requests are submitted to obtain approval for a variance to construct a non-standard alteration, that which is different from the Mutual's Alteration Standards and/or Standard Plans. Variance Requests are submitted to the Alterations Department for consideration by the Mutual's Architectural Control Standards Committee (ACSC) and the Board. A **\$150.00 (nonrefundable)** variance fee will be paid by credit card.
2. The submitted proposal for a Variance Request must be legible, clear and concise and should not require assumptions on the part of the reviewing agent.
3. The Variance Request Form must be submitted **30 days** prior to the Committee meeting and include **11x17** conceptual drawings, or plans, of the proposed alteration.
4. The plans must represent a true replication of both the **existing floor plan and proposed floor plan** modifications, scope of work, inclusive of specific dimensional details of each. The plans must identify the precise location of the proposed alteration *and* any related alterations/installations. For example, if the proposal is for a room expansion, the re- location of doors, if necessary, should be identified.
5. Where a Variance Request is for an alteration that is visible from the outside of a manor (room expansion, window installation, door re-location, etc.), an **exterior elevation** must be submitted, inclusive of the alteration's proposed roofline.
6. All plans must be site specific and original. Plans submitted for another manor for a similar requested alteration would not be considered.
7. Do not change or alter standard plans; if an alteration will differ slightly from a standard plan, provide written documentation with a new manor plan indicating how the proposed alteration would vary from the standard plan.
8. The Manor Alterations Department must be informed in writing of any deviations from an approved alteration that is being performed, prior to making any field changes. Any deviations from an approved plan must be approved by the Manor Alterations Department before it is made on the manor. Deviations from approved plans may require Board approval of an additional variance, thus a waiting period may result.

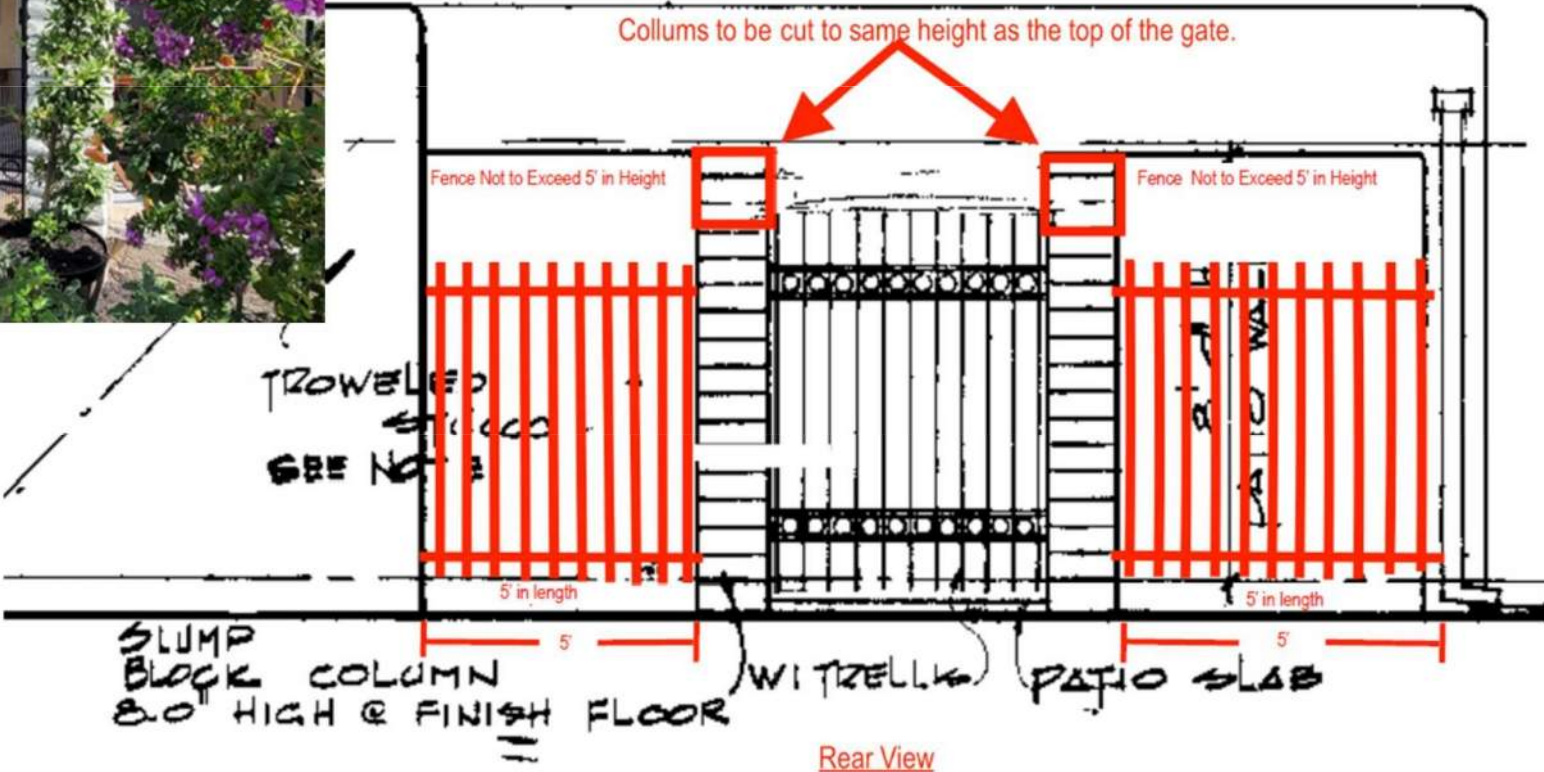
ATTACHMENT 2
PHOTOS

2148-A Replace wood frame stucco wall with 5' high Wrought Iron Fence



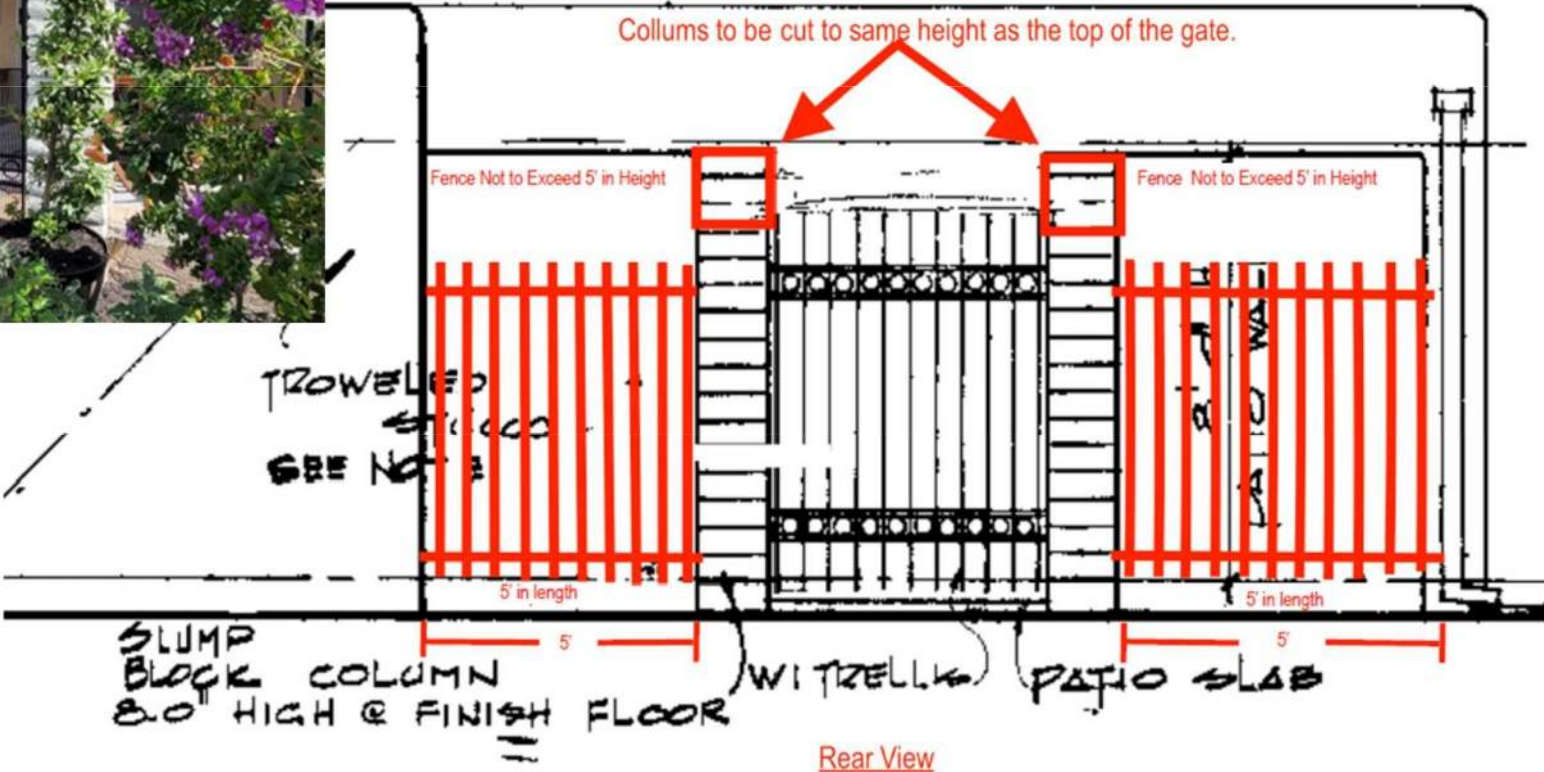
ATTACHMENT 2
PHOTOS

2148-A Replace wood frame stucco wall with 5' high Wrought Iron Fence



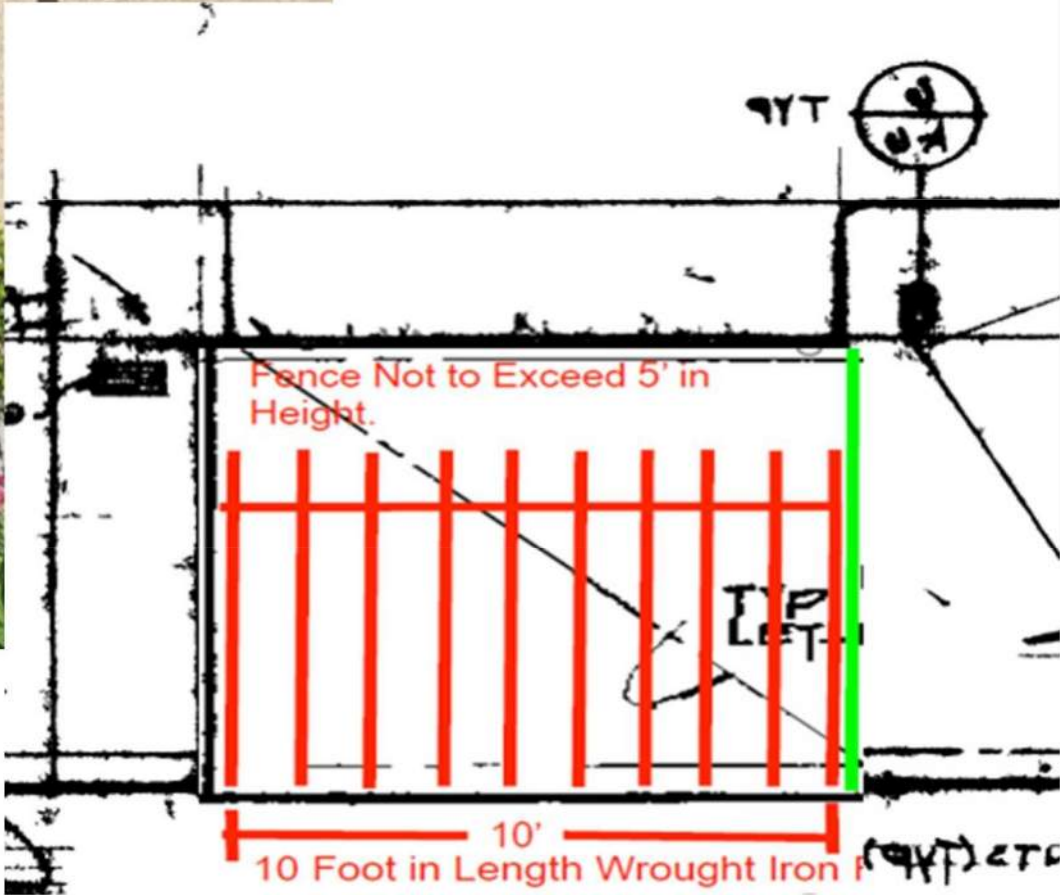
ATTACHMENT 2
PHOTOS

2148-A Lower height of Pilaster to match gate height



ATTACHMENT 2
PHOTOS

2148-A Replace wood frame stucco wall with 5' high Wrought Iron Fence



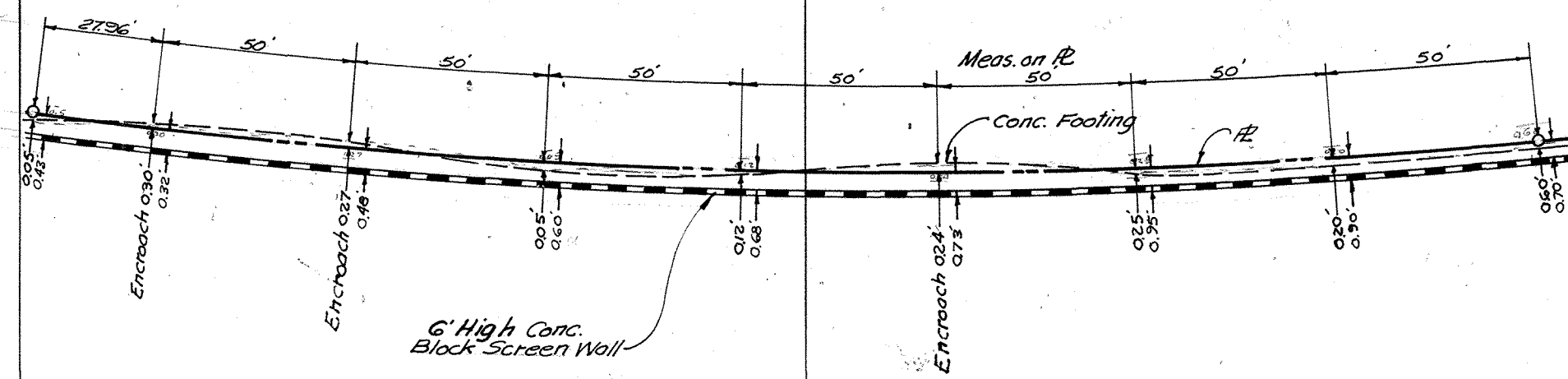
ATTACHMENT 3
AERIAL

2148-A Ronda Granada



ATTACHMENT 4
SITE PLANS

PASEO DE VALENCIA



DETAIL
SCREEN WALL
No Scale

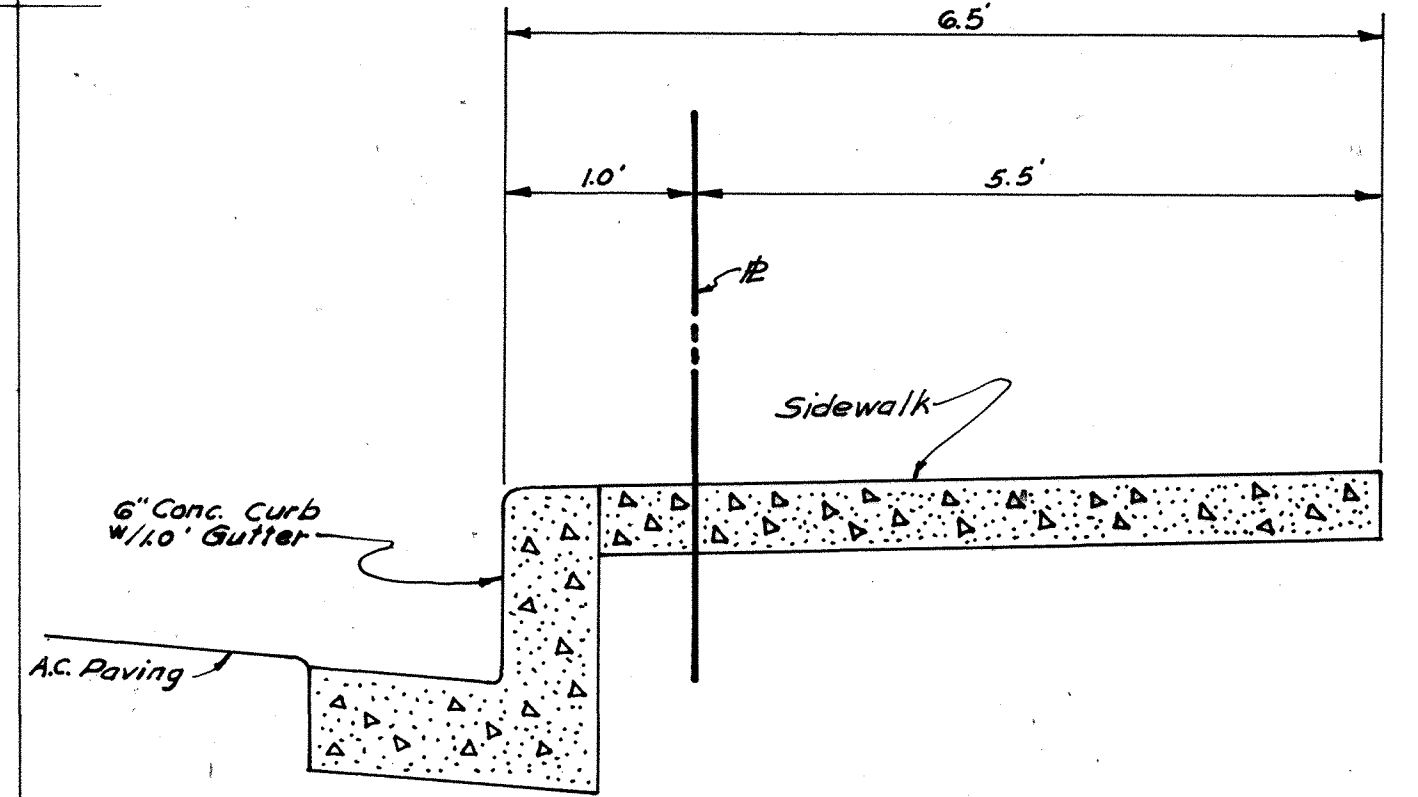
TRACT
LOT 9

TRACT
LOT 5081
2

PASEO

DE

VALENCIA



SECTION A-A
No Scale

LEGEND

- Indicates Manhole & Sanitary Sewer Line
- Indicates Fire Hydrant
- Indicates Gate Valve
- Indicates Telephone & Electric Lines
- Indicates Water Line
- Indicates Water Meter
- Indicates Small Tree
- Indicates 6" Thick Retaining Wall 1' to 2' High, Unless Otherwise Noted
- Indicates Sanitary Sewer Cleanout, Unless Otherwise Noted
- Indicates 5' High Conc. Block Screen Wall

AS-BUILT SURVEY
TRACT 5081 - LOT NO. 1
AS-BUILT SURVEY
24522 CALLE ARAGON

NOTE:
THE WATER EASEMENTS SHOWN HEREON ARE
RECORDED IN BOOK 6938 PAGE 80 OFFICIAL
RECORDS OF ORANGE COUNTY, CALIFORNIA.
THE SEWER EASEMENTS SHOWN HEREON ARE
RECORDED IN BOOK 6938 PAGE 13 OFFICIAL
RECORDS OF ORANGE COUNTY, CALIFORNIA.

I HEREBY CERTIFY THAT THIS SURVEY MADE UNDER MY
SUPERVISION NOVEMBER 19, 1964 CORRECTLY SHOWS
THE RELATION OF BUILDINGS AND OTHER STRUCTURES TO
THE PROPERTY LINES OF THE LAND INDICATED HEREON;
THAT THE WALLS OF SAID BUILDINGS ARE PLUMB AND THAT
THERE ARE NO ENCROACHMENTS OF ADJOINING BUILDINGS
OR STRUCTURES ONTO SAID LAND, NOR OVERLAP OF BUILDINGS
OR STRUCTURES OFF FROM SAID MAP, EXCEPT AS SHOWN.

Donald L. Van Bogart
DONALD L. VAN BOGART R.C.E. 10363

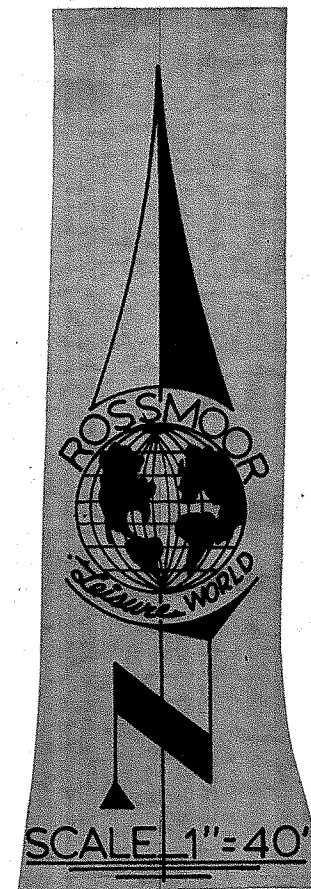
I HEREBY CERTIFY THAT ON MAY 24, 1965 A RESURVEY
OF THE PREMISES SHOWN HEREON WAS MADE UNDER MY
SUPERVISION AND SAID PREMISES WERE FOUND TO BE AS
SURVEYED ON NOVEMBER 19, 1964, EXCEPT AS NOTED.

Donald L. Van Bogart
DONALD L. VAN BOGART RCE 10363

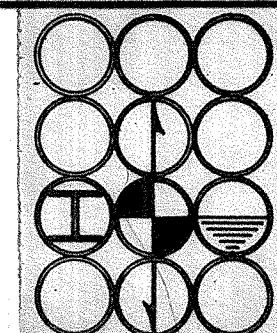
AS BUILT

F.H.A. PROJECT
122-30317-M NO 33A

24522 Calle Aragon
5.615 ACRES



RESTRICTIVE NOTICE—ARCHITECTURAL DRAWINGS
THE INFORMATION, PLANS, SPECIFICATIONS AND DESIGNS CONTAINED IN THIS DRAW-
ING ARE CONFIDENTIAL. THE RECIPIENT ACKNOWLEDGES THAT THE DRAWING
AND ITS CONTENTS ARE THE PROPERTY OF ROSS W. CORTESE AND THAT THEY SHALL
NOT BE DISCLOSED TO OTHERS, USED OR REPRODUCED IN WHOLE OR IN PART, FOR
ANY PURPOSE WITHOUT THE PRIOR WRITTEN CONSENT OF ROSS W. CORTESE.
© Copyright by ROSS W. CORTESE All Rights Reserved



TOUPS ENGINEERING, INC.

CONSULTING CIVIL ENGINEERS

SANTA ANA
PHONE: 547-6785

FULLERTON

LAND PLANNING CONSULTANTS

EL TORO
837-0560

AS BUILT SURVEY

TRACT 5093
LOT N° 1
DATE
REV. 1/24/65 (REV. P.E. DEQU)
REV. 5/24/65 Added sidewalk SE. side of Lot
REV.
SHEET

CONDITIONS OF APPROVAL

Manor: 2148-A

Variance Description: Replace wood frame stucco wall with wrought iron fence

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 fence material.

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 2148-A Ronda Granada, ("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 2148-A Ronda Granada and all future Mutual Members at 2148-A Ronda Granada.

- 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 appropriate 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.



RESOLUTION 03-24-XX

Variance Request

WHEREAS, Member located at 2148-A Ronda Granada, a Cordoba style manor, requests Architectural Control and Standards Committee approval of a variance to replace wood framed stucco wall with wrought iron fence; 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 Control and Standards Committee or in person at the Architectural Control and Standards Committee Meeting on April 18, 2024; and

WHEREAS, the Architectural Control and Standards Committee reviewed the variance and moved for approval of the variance to replace wood framed stucco wall with wrought iron fence;

NOW THEREFORE BE IT RESOLVED, on May 14, 2024, the United Laguna Woods Mutual Board hereby approves the request to replace wood framed stucco wall with wrought iron fence; and

RESOLVED FURTHER, all costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Property's Member at 2148-A Ronda Granada and all future Mutual Members at 2148-A Ronda Granada; 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: April 18, 2024
FOR: Architectural Control and Standards Committee
SUBJECT: Revision to Standard 11: Doors; Exterior

RECOMMENDATION

Staff recommends that the United Architectural Control and Standards Committee (ACSC) endorse the revised Standard 11: Doors; Exterior.

BACKGROUND

The ACSC initiated a review of the current Standard 11: Doors; Exterior (Attachment 1) and proposed revisions to the Standard intended to bring it up to current industry standards and improved designs. Standard 11 was last revised in July 2018, via Resolution 01-18-84 (Attachment 2).

DISCUSSION

A review of materials and styles currently available resulted in several update modifications. Current building codes were also reviewed and updated. Any landscaping alterations should be performed only by the managing agent's landscape crews with the cost of any revisions to be the responsibility of the member.

FINANCIAL ANALYSIS

There are no direct added costs to the Mutual. Any potential landscaping costs incurred by the Mutual will be the responsibility of the Member.

Prepared By: Alan Grimshaw, Manor Alterations Manager

Reviewed By: Baltazar Mejia, Maintenance & Construction Assistant Director
Gavin Fogg, Manor Alterations Supervisor

ATTACHMENT(S)

Attachment 1 – Current Standard 11: Doors; Exterior
Attachment 2 – Current Resolution 01-18-84
Attachment 3 – Redlined Revised Standard 11: Doors; Exterior
Attachment 4 – Final Draft Standard 11: Doors; Exterior
Attachment 5 – Proposed Resolution 01-24-XX



STANDARD 11: DOORS; EXTERIOR

JUNE 1999

REVISED NOVEMBER 2003, RESOLUTION 01-03-152

REVISED FEBRUARY 2007, RESOLUTION 01-07-18

REVISED FEBRUARY 2008, RESOLUTION 01-08-18

REVISED AUGUST 2008, RESOLUTION 01-08-142

REVISED DECEMBER 2010, RESOLUTION 01-10-269

GENERAL REQUIREMENTS REVISED JUNE 2011, RESOLUTION 01-11-104

GENERAL REQUIREMENTS REVISED JANUARY 2016, RESOLUTION 01-16-08

GENERAL REQUIREMENTS REVISED JUNE 2018, RESOLUTION 01-18-57

REVISED JULY 2018, RESOLUTION 01-18-84

1.0 GENERAL REQUIREMENTS

See Standard Section 1: General Requirements

2.0 TYPES OF DOORS

2.1 All doors shall be of solid core 1-1/2" minimum thickness with exterior grade hardware that is harmonious with the existing designs of the Community.

2.2 Dutch doors, French doors, and double door conversions to single doors, with or without sidelights, are allowed in an area that faces into a patio or courtyard surrounded by walls, or is more than 25 feet away from other front doors.

2.3 Security/Screen door additions are acceptable.

3.0 APPLICATIONS

3.1 All doors shall be of wood, fiberglass, or vinyl clad materials. Doors shall be the body or trim color of the building, or be white. Doors may have natural or stained wood finish.

- 3.2** The exterior of the doors shall match the Mutual's approved paint colors of the building's body color, trim color, or approved accent colors as determined by the Mutual, or be of natural wood, white, or black.
- 3.3** Any required irrigation or landscaping modifications resulting from the door (or required stoop) installation must be performed by the Mutual, at the Mutual Member's expense.
- 3.4** Address letters shall be placed in plain view, minimum 4 inches in height with a ½ inch stroke; in a contrasting color to the door or the building to the side of or above the door.
- 3.5** Existing double entry doors may be changed to a single entry door, sidelights are permitted. If the header height is changed, Staff approval is required. If header change is significant, a variance will be required.
- 3.6** Existing header height must remain unchanged.
- 3.7** Door frames may not be replaced. Exterior doors shall only be allowed in existing openings. For existing openings wider than 36", doors with accompanying sidelights may be used.

RESOLUTON 01-18-84

Revise Alteration Standard 11: Doors; Exterior

WHEREAS, the Architectural Controls and Standards Committee recognizes the need to amend Alteration Standards and create new Alteration Standards as necessary; and,

WHEREAS, the Architectural Controls and Standards Committee recognizes the need to revise Alteration Standard 11: Doors; Exterior.

NOW THEREFORE BE IT RESOLVED, August 14, 2018, that the Board of Directors of this Corporation hereby adopts revisions to Alteration Standard 11: Doors; Exterior, attached as part of the Official Minutes;

RESOLVED FURTHER, that Resolution 01-10-269, adopted December 14, 2010 is hereby superseded and cancelled; and

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



STANDARD 11: DOORS; EXTERIOR

JUNE 1999

REVISED NOVEMBER 2003, RESOLUTION 01-03-152

REVISED FEBRUARY 2007, RESOLUTION 01-07-18

REVISED FEBRUARY 2008, RESOLUTION 01-08-18

REVISED AUGUST 2008, RESOLUTION 01-08-142

REVISED DECEMBER 2010, RESOLUTION 01-10-269

GENERAL REQUIREMENTS REVISED JUNE 2011, RESOLUTION 01-11-104

GENERAL REQUIREMENTS REVISED JANUARY 2016, RESOLUTION 01-16-08

GENERAL REQUIREMENTS REVISED JUNE 2018, RESOLUTION 01-18-57

REVISED JULY 2018, RESOLUTION 01-18-84

REVISED [DATE], RESOLUTION 01-24-XX

1.0 GENERAL REQUIREMENTS

See Standard ~~Section~~-1: General Requirements

2.0 TYPES OF DOORS TYPES

2.1 All doors shall be of solid core 1-1/2" minimum thickness and rated for exterior use. Materials shall be of wood, fiberglass, steel, aluminum or vinyl clad composite. with exterior grade hardware that is harmonious with the existing designs of the Community.

2.2 Dutch doors, French doors, and double door conversions to single doors, with or without sidelights, are allowed in an area that faces into a patio or courtyard surrounded by walls, or is more than 25 feet away from other front doors.

2.22.3 Glass in entry doors and other modern designs may be allowed subject to Manor Alterations review for compliance with mutual architectural standards.

2.4 Security/~~S~~screen door additions are acceptable. Finish to match main door.

3.0 DOOR HARDWARE

3.1 All door hardware to be rated for exterior use.

3.2 Hardware finish to match adjacent doors in the immediate community.

4.0 DOOR FINISH

4.1 Painted finishes of doors and trim to match the mutual approved paint schemes for building body, trim, or approved accent colors. A white finish is also an acceptable alternate.

~~2.3~~4.2 Stained finishes must blend with or complement existing building trim.**3.05.0 APPLICATIONS**5.1 Entry door openings shall be a minimum of 36 inches in width, subject to current building codes.5.2 Door Opening ModificationsA. Existing double entry doors may be changed to a single-entry door with sidelights or vice versa within the existing door frame structure.B. Any opening modifications that require the removal of the existing door framework – door jambs and header – will require the following:1. A mutual consent with accompanying plans and details.A. Significant modifications may require a variance, to be determined at the time of mutual consent submittal.2. Plan review by the City of Laguna Woods Building Department to determine if interior drywall is being disturbed. Asbestos testing may subsequently be required.5.3 Address letters shall be placed in plain view, minimum 4 inches in height, in a contrasting color to the door or the building and mounted to the side of or above the door.5.4 Any required irrigation or landscaping modifications resulting from the door (or required landing) installation must be performed by the mutual, at the member's expense.5.5 Member is responsible for all ongoing maintenance costs when doors or openings are changed by the member.~~3.1 All doors shall be of wood, fiberglass, or vinyl clad materials. Doors shall be the body or trim color of the building, or be white. Doors may have natural or stained wood finish.~~

- ~~3.2 The exterior of the doors shall match the Mutual's approved paint colors of the building's body color, trim color, or approved accent colors as determined by the Mutual, or be of natural wood, white, or black.~~
- ~~3.3 Any required irrigation or landscaping modifications resulting from the door (or required stoop) installation must be performed by the Mutual, at the Mutual Member's expense.~~
- ~~3.4 Address letters shall be placed in plain view, minimum 4 inches in height with a~~
~~1/2 inch stroke; in a contrasting color to the door or the building to the side of or above the door.~~
- ~~3.5 Existing double entry doors may be changed to a single entry door, sidelights are permitted. If the header height is changed, Staff approval is required. If header change is significant, a variance will be required.~~
- ~~3.6 Existing header height must remain unchanged.~~
- ~~3.75.6 Door frames may not be replaced. Exterior doors shall only be allowed in existing openings. For existing openings wider than 36", doors with accompanying sidelights may be used.~~



STANDARD 11: DOORS; EXTERIOR

JUNE 1999

REVISED NOVEMBER 2003, RESOLUTION 01-03-152

REVISED FEBRUARY 2007, RESOLUTION 01-07-18

REVISED FEBRUARY 2008, RESOLUTION 01-08-18

REVISED AUGUST 2008, RESOLUTION 01-08-142

REVISED DECEMBER 2010, RESOLUTION 01-10-269

GENERAL REQUIREMENTS REVISED JUNE 2011, RESOLUTION 01-11-104

GENERAL REQUIREMENTS REVISED JANUARY 2016, RESOLUTION 01-16-08

GENERAL REQUIREMENTS REVISED JUNE 2018, RESOLUTION 01-18-57

REVISED JULY 2018, RESOLUTION 01-18-84

REVISED [DATE], RESOLUTION 01-24-XX

1.0 GENERAL REQUIREMENTS

See Standard 1: General Requirements

2.0 DOOR TYPES

- 2.1** All doors shall be of solid core 1-1/2" minimum thickness and rated for exterior use. Materials shall be of wood, fiberglass, steel, aluminum or vinyl clad composite.
- 2.2** Dutch doors, French doors, and double door conversions to single doors, with or without sidelights, are allowed in an area that faces into a patio or courtyard surrounded by walls, or is more than 25 feet away from other front doors.
- 2.3** Glass in entry doors and other modern designs may be allowed subject to Manor Alterations review for compliance with mutual architectural standards.
- 2.4** Security/screen door additions are acceptable. Finish to match main door.

3.0 DOOR HARDWARE

- 3.1** All door hardware to be rated for exterior use.
- 3.2** Hardware finish to match adjacent doors in the immediate community.

4.0 DOOR FINISH

- 4.1** Painted finishes of doors and trim to match the mutual approved paint schemes for building body, trim, or approved accent colors. A white finish is also an acceptable alternate.

4.2 Stained finishes must blend with or complement existing building trim.

5.0 APPLICATIONS

5.1 Entry door openings shall be a minimum of 36 inches in width, subject to current building codes.

5.2 Door Opening Modifications

- A.** Existing double entry doors may be changed to a single-entry door with sidelights or vice versa within the existing door frame structure.
- B.** Any opening modifications that require the removal of the existing door framework – door jambs and header – will require the following:
 - 1.** A mutual consent with accompanying plans and details.
 - A.** Significant modifications may require a variance, to be determined at the time of mutual consent submittal.
 - 2.** Plan review by the City of Laguna Woods Building Department to determine if interior drywall is being disturbed. Asbestos testing may subsequently be required.

5.3 Address letters shall be placed in plain view, minimum 4 inches in height, in a contrasting color to the door or the building and mounted to the side of or above the door.

5.4 Any required irrigation or landscaping modifications resulting from the door (or required landing) installation must be performed by the mutual, at the member's expense.

5.5 Member is responsible for all ongoing maintenance costs when doors or openings are changed by the member.

RESOLUTION 01-24-XX
REVISE STANDARD 11: DOORS; EXTERIOR

WHEREAS, the United Laguna Woods Mutual recognizes the need to amend Standards and create new Standards as necessary; and

WHEREAS, the Mutual recognizes the need to update and clarify the construction methods and materials of all exterior doors;

NOW THEREFORE BE IT RESOLVED, [DATE], that the Board of Directors of this Corporation hereby adopts revision and amendments to Standard 11: Doors; Exterior as attached to the official minutes of this meeting; and

RESOLVED FURTHER, Resolution 01-18-84 adopted August 14, 2018, 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 this resolution.

MAY 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.