



**OPEN MEETING**

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

**Thursday, July 18, 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 Ellen Leonard), Sue Quam

**OTHERS PRESENT:** Alison Bok

**COMMITTEE MEMBERS ABSENT:** Ellen Leonard (Excused)

**STAFF PRESENT:** 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 9:30 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 June 20, 2024**

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

**5. Chair's Remarks**

Chair Liberatore thanked Manor Alterations Manager Alan Grimshaw and staff for their efforts to update United's Architectural Standards.

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

None.

**7. Division Manager Update**

Manor Alterations Manager Alan Grimshaw, advised the committee that the latest issue of *The Village Breeze* contains the article "6 Tips to Expedite the Sale Process".

Director Quam entered the meeting at 9:32 a.m.

**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. None.

**9. Variance Requests**

a. 236-B: Variance to Extend Living Room on Exclusive Use Common Area Front Patio

Chair Liberatore asked for approval of the variance.

Director Blackwell made a motion to approve the variance. Director Quam seconded.

Hearing no objection, the variance to extend living room on exclusive use common area front patio was approved by a vote of 2/1/0 (Chair Liberatore, opposed)

b. 2149-A: Variance to Extend Living Room on Exclusive Use Common Area Front Patio

Chair Liberatore asked for approval of the variance.

Director Quam made a motion to approve the variance. Director Blackwell seconded.

Hearing no objection, the variance to extend living room on exclusive use common area front patio was approved by unanimous consent.

**10. Items for Discussion and Consideration**

a. Revision to Standard 18: Gutters & Downspouts

Chair Liberatore asked for approval of the revised standard.

Director Blackwell made a motion to approve the revised standard. Director Quam seconded.

Hearing no objection, the motion to recommend the revised Standard 18: Gutters & Downspouts was approved by unanimous consent.

**b. Your Mutual Resale Fees At Work**

Chair Liberatore asked for approval of the publication of the resale handout.

Director Blackwell made a motion to approve the publication of the resale handout. Chair Liberatore seconded.

Hearing no objection, the motion to approve the publication of the resale handout was approved by unanimous consent.

**11. Items for Future Agendas**

- Revision to Standard 20: Balcony, Patio and Atrium Covers
- Revision to Standard 34: Awnings
- Revision to Standard 36: Ramps
- Revision to Standard 39: Balcony and Patio Enclosures

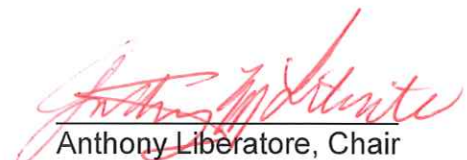
**12. Concluding Business**

**a. Committee Member Comments**

- All three directors thanked staff for the resale publications.

**b. Date of Next Meeting:** Thursday, August 15, 2024 at 9:30 a.m.

**c. Adjournment:** The meeting was adjourned at 10:02 a.m.



Anthony Liberatore, Chair