



**OPEN MEETING**

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

**Thursday, August 15, 2024 – 9:30 a.m.  
Laguna Woods Village Board Room/Virtual Meeting  
24351 El Toro Road, Laguna Woods, California**

**REPORT**

**COMMITTEE MEMBERS PRESENT:** Maggie Blackwell (Alternate for Anthony Liberatore),  
Sue Quam

**COMMITTEE MEMBERS ABSENT:** Anthony Liberatore (Excused), Ellen Leonard (Excused)

**STAFF PRESENT:** Bart Mejia – Maintenance & Construction Assistant  
Director, Alan Grimshaw – Manor Alterations  
Manager, Gavin Fogg – Manor Alterations Supervisor,  
Laurie Chavarria – Senior Management Analyst, David  
Rudge – Inspector II, Josh Monroy – Manor  
Alterations Coordinator

**1. Call Meeting to Orders**

Director Blackwell called for a short recess at 9:30 a.m.

Director Quam entered the meeting at 9:34 a.m.

Director Blackwell called the meeting to order at 9:34 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 July 18, 2024**

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

**5. Chair's Remarks**

Director Blackwell reiterated that quorum was reached and work could commence.

**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. None.

**9. Variance Requests**

a. 532-E: Variance to Change Color on Front Door

Director Blackwell asked for approval of the variance.

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

Hearing no objection, the variance to change color on front door was approved by unanimous consent.

**10. Items for Discussion and Consideration**

a. Revision to Standard 20: Balcony, Patio and Atrium Covers

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

Hearing no objection, the motion to recommend the revised Standard 20: Balcony, Patio and Atrium Covers was approved by unanimous consent.

b. Revision to Standard 34: Patio and Balcony Awnings

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

Hearing no objection, the motion to recommend the revised Standard 34: Patio and Balcony Awnings was approved by unanimous consent.

c. Rescind Standard 39: Balcony and Patio Enclosures

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

Hearing no objection, the motion to recommend rescinding Standard 39: Balcony and Patio Enclosures was approved by unanimous consent.

**11. Items for Future Agendas**

- Revision to Standard 36: Ramps


**12. Concluding Business**

a. Committee Member Comments

- Directors made comments on the need to update standards for the welfare of the community.
- Director Quam asked staff to consider conferring with the mutual attorney about whether members should be required to take out their ramp when reviewing Standard 36: Ramps.

b. Date of Next Meeting: Thursday, September 19, 2024 at 9:30 a.m.

c. Adjournment: The meeting was adjourned at 10:14 a.m.

  
Anthony Liberatore, Chair  
*U. Secretary's replacement for Chair*

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