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Date: April 25, 2024

To: LARMAC Homeowners

From: LARMAC Board of Directors

Re: Official Notice of Proposed Changes to Community Guidelines, Aesthetic Standards, Covenant Hills Custom Home Design Guidelines, Construction Manual for Custom Homesites, Fee and Fine Schedule, and Payment Plan and Waiver of Delinquency Fees Policy

In accordance with California *Civil Code* Section 4360, the Board of Directors hereby provide you with a minimum of twenty-eight (28) days' notice of changes to the Community Guidelines, Aesthetic Standards, Covenant Hills Custom Home Design Guidelines, Construction Manual for Custom Homesites, Fee and Fine Schedule, and Payment Plan & Waiver of Delinquency Policy, which are proposed for adoption at the Open Session Board of Directors Meeting for the Ladera Ranch Maintenance Corporation ("LARMAC") on June 12, 2024, at 6:00 p.m., at the Oak Knoll Clubhouse, located at 28192 O'Neill Drive, Ladera Ranch, CA 92694. The purpose of this notice is to offer you an opportunity to provide comments on the proposed changes.

Enclosed please find a copy of the Community Guidelines, Aesthetic Standards, Covenant Hills Custom Home Design Guidelines, Construction Manual for Custom Homesites, Fee and Fine Schedule, and Payment Plan and Waiver of Delinquency Policy, with the proposed changes noted in red and underlined. Although a brief summary of the most significant proposed changes are summarized in the table below, we urge you to review the actual text provided.

Revisions to Community Guidelines:



Avendale Village Club

1 Daisy Street
Ladera Ranch, CA 92694
Tel: (949) 218-0900
contact.larmac@laderalife.com

Section	Change	Purpose and Effect
II. B. LARMAC Membership Cards	Addition of language authorizing LARMAC Security Patrol officers to request and photograph membership cards	This will assist in identifying user at LARMAC facilities are authorized users.
II. C. Guest Policy	Modification of language to clarify number of guests	The revised language clarifies the number of guests permitted at LARMAC facilities when accompanied by a Member (excluding reservations).
II. F. Parking and Vehicle Guidelines	Modification of language regarding “no parking” zones, fire lanes	The revised language will strengthen fire lane/alleyway parking restrictions.
II. G. 6. Sign Guidelines	Remove reference to Exhibit A	There is no Exhibit A for these signs.
II. K. Storage Container and Dumpster Storage and Placement	Addition of section to address storage containers, dumpsters, and similar items	This addresses placement of storage containers and such, including on LARMAC streets and common areas.
III. A. 14. Plunge/Clubhouse Pool Guidelines	Modification of language regarding swim instructor protocol	Changes made to swim instructors use of LARMAC pools in order to provide more clear understanding of permissible use of LARMAC facilities.
III. C. 1. Tennis/Pickleball Court Guidelines	Modification of language addressing Open Play hours being subject to change	The revised language will allow some flexibility and expand open play options.
III. C. 4. Tennis/Pickleball Court Guidelines	Modification of language regarding court reservation protocol	The revised language will allow 14 possible slots per day compared to the approximate 9 per day.
III. C. 5. Tennis/Pickleball Court Guidelines	Modification of language regarding instructor protocol	Changes made to instructors' use of LARMAC pickleball/tennis courts in order to provide more clear understanding of permissible use of LARMAC facilities.

III. F. Community Gardens	Addition of language regarding community garden responsibilities	Clarification of garden use and responsibilities.
III. F. 4. Community Gardens	Update garden renewal deadline from January 1 to December 1	This will allow management more time to process renewals and payments.
III. G. Park Guidelines	Addition of language prohibiting the use of candles and other open flame objects	Restrict use of open flames in LARMAC parks.
III. K. 5. Wagsdale Dog Park Guidelines	Modification of language to restrict the number of dogs allowed to “three per household” instead of “three per person”	The revised language prevents residents with dog boarding or walking businesses to profit from utilizing the park.
IV. A. 12. Clubhouse Facility Reservation and Use Rules	Addition of language regarding list of vendors compliant with LARMAC insurance requirements	This requires residents to communicate with LARMAC any vendor chosen.
IV. A. 15. Clubhouse Facility Reservation and Use Rules	Modification of language regarding rental fees and deposits	The revised language clarifies that monetary fines for violations and costs to repair will be deducted from the deposit.
IV. A. 5, 10, & 16. Clubhouse Facility Reservation and Use Rules	Renamed the “Clubhouse Facility Use Agreement” to “Clubhouse Use Agreement”	The revised name of the agreement will match the name of the agreement produced from Laderalife.com.
IV. A. 19. Clubhouse Facility Reservation and Use Rules	Modification of language to clarify when residents, guests, and vendors may enter the clubhouse	The revised language will prevent residents entering the clubhouse 1-2 hours before their reservation time.
IV. A. 24. Clubhouse Facility Reservation and Use Rules	Addition of language prohibiting firearms, explosives, and objects capable of propelling a projectile	This will prohibit the use of firearms or other dangerous objects in LARMAC facilities.

IV. A. 26. Clubhouse Facility Reservation and Use Rules	Addition of language prohibiting medical procedures	This will prohibit the use of LARMAC facilities as a venue for performing any time of medical procedure.
IV. A. 30. Clubhouse Facility Reservation and Use Rules	Addition of language prohibiting destructive fixtures when decorating	This will help prevent damage from decorations.
IV. A. 31. Clubhouse Facility Reservation and Use Rules	Modification of language prohibiting hanging objects on walls, sound panels, and lighting fixtures	The revised language will help prevent damage from decorations.
V. A. 1, 2, 5 & 7. Park Picnic Area Reservation Guidelines	Modification to language and reservation protocol	Changes to the reservation protocol and makes this section more consistent with the rest of the Community Guidelines.
V. A. 8. Park Picnic Area Reservation Guidelines	Addition of language regarding rental fees and cancellations	This will add a cancellation policy which currently does not exist.
V. A. 9. Park Picnic Area Reservation Guidelines	Modification of language regarding bounce houses	This will ensure LARMAC has adequate insurance coverage if users wish to use bounce houses.
V. A. 11 & 12. Park Picnic Area Reservation Guidelines	Addition of language prohibiting glassware, smoking, vaping, tobacco products, and consumption of alcohol	This will add consistency with other established rules.
V. B. 5 & 7 Aquatic Park Picnic Area & Cabana Reservation Guidelines	Addition of language to include new cabana areas and removal of rules	This will address the new reservable cabana areas. Some of these items are already part of Section A above and apply here accordingly.
V.C. Aquatic Park Cabana Reservations	Addition of language to include the new cabana areas	This will address the new reservable cabana areas.

V. D. 6. Park and Picnic Area Vendor Guidelines and Limitations	Addition of language prohibiting entertainment services that may cause damage to Association property or become a nuisance to neighboring residents	This will add consistency with other established rules and provide protections for LARMAC in the event of damage caused to LARMAC property.
VI. F. Covenant Hills Gate Access for Vendors and Contractors	Removal of rules regarding the construction gate; Modification of language clarifying contractor access via the Antonio gate	The construction gate is no longer necessary. This change identifies the proper gate for entry.
VI. F. 4. Covenant Hills Gate Access for Vendors and Contractors	Clarification of language regarding observed vs. actual holidays	This modification aims to clear up confusion for “No Work” days.
VI. L. 2. Covenant Hills Open House Events	Updates the process to notify LARMAC of open house events	To update the procedure to notify LARMAC of open house events.
VI. M. 1. Covenant Hills Real Estate Signage	Update Real Estate Signage “Exhibit A” Photo	The updated photo will more accurately represent a sign typically recommended to agents.
VI. O. 1-2 Covenant Hills Broker and/or Office Previews	Establishes hours for Broker Open and/or Office Preview events; and updates the process to notify LARMAC of these events	To establish the hours for Broker Open and Office preview events; and update the procedure to notify LARMAC of these events.
VI. P. 1, 5 Covenant Hills Parties & Special Events	Establishes a deadline to populate a guestlist in dwellingLIVE; and establishes a minimum window of time for an additional gate attendant	To establish a deadline to populate a guestlist to reduce backup at the vehicle gates; and establish a minimum timeframe for an extra gate attendant.

Revisions to Aesthetic Standards

Section	Change	Purpose and Effect
II. A. 5. Purpose	Modification of language regarding timely construction of ARC-approved improvements	The proposed modification provides clarification regarding length of construction for major improvements. KP
II. B. 2. Design Principles for Landscape	Modification of language regarding thematic designs	The proposed modification discourages extremely thematic designs.
II. C. 9 & 10. General Principles	Addition of language regarding special penalty assessments, construction activities, and common area usage/damage	This proposed rule provides clarification for homeowners and protects the Association from costs incurred for common area damage.
II. C. 11. General Principles	Addition of language regarding changes to ARC approved plans	This proposed rule provides clarification regarding submittals and modifications.
IV. C. Classification of Improvements and Aesthetic Review Fees	Removes the detailed classification list from the document	This information will be included in the Fee and Fine Schedule.
IV. E. 3. Quick Tips/Procedures for Submittals	Addition of language regarding the Neighbor Notification Statement	The additional language provides detail on the purpose of the Neighbor Notification Statement and provides instructions should a neighbor be unavailable. KP
V. B. Specific Criteria, Artificial Turf	Addition of language prohibiting artificial turf installation up to the base of any tree	The additional language is necessary as tree wells are required for all street trees.
V. B. Specific Criteria, Exterior Color Guidelines	Addition of language allowing painted brick for Colonial home styles on a case-by-case basis	The intent is to be consistent with a historical accuracy of color application for this home style.
V. B. Specific Criteria, Screen Doors	Modification of language regarding screen doors	This modification clarifies the requirements for non-retractable screen doors, as retractable screen doors are a pre-approved item.

V. C. Miscellaneous Items, Flag Poles	Addition of language regarding flag poles	The additional language provides clarity to current guidelines.
V. C. Miscellaneous Items, Holiday Lighting and Décor	Removal	This rule has been moved to Section D – Pre-Approved Items.
V. C. Miscellaneous Unsightly Items/Dumpster, PODs, etc.	Addition of language to address storage containers, dumpsters, and similar items.	This establishes timeline for the placement of storage containers, dumpsters, and similar items.
V. D. Pre-Approved Items, Basketball Backboards	Modification of language regarding basketball backboards storage	This modification allows flexibility for basketball backboard storage on homeowner property.
V. D. Pre-Approved Items, Portable Saunas	Addition of language address installation of portable saunas	This establishes language to address installation of portable saunas in rear yards.

Revisions to Covenant Hills Custom Home Design Guidelines and Construction Manual for Custom Homesites

Section	Change	Purpose and Effect
Construction Manual. IV. C.	Removal of Kelli Austin's name as contact	Deletes a former employee's name.
Construction Manual. III. D. Prior to Construction	Addition of fee	Adds a fee to help offset the increased expense in paving repairs/replacement due to heavy equipment as well as the Fire Protection Plan, which must be updated every three years.
Construction Manual. IV. The Construction Process	Update language to match that of the Community Guidelines as it pertains to the Construction Process	Update language to be consistent with Community Guidelines
Design Guidelines. Chapter 5.3, Neighborhood Landscape Concepts	Strike all references of Platanus acerifolia (London Plane tree) and California Sycamore and replace with "Virginia Oak"	Change to plant palette.

Design Guidelines. Chapter 5.3 Neighborhood Landscape Concepts; and 5.4 Parkways	Update plant palette to incorporate removal/additional/updated plants suitable for this area (swales)	Change to plant palette.
Design Guidelines. Chapter 7.4 Design Review; and 7.5 Fees & Costs	Addition of fee	Adds a fee to help offset the cost for the Fire Protection Plan, which must be updated every three years and road repairs/replacement due to heavy equipment.

Revisions to Fee and Fine Schedule

Section	Change	Purpose and Effect
Reservation Fees and Deposits	Increase of fees	Change will increase fees to help offset costs to LARMAC.
Facility Cleaning, Damage and Other Fees. All Clubhouse Reservation Clean Up Charges	Increase of fees	Change will impose more significant fees for cleaning, damage, and other occurrences to offset costs to LARMAC.
Facility Cleaning, Damage and Other Fees. New – Miscellaneous Fees	Addition of fee and language for miscellaneous violations of the contract; establishes levels of violations	Change will allow LARMAC to recover costs associated with violations of guidelines.
Facility Cleaning, Damage and Other Fees. Late Departure	Addition of “Early Arrival”	Change will effect use of facility by users who attempt to access outside of their designated time.
Enforcement Fines. New – Accelerated Fines for ARC Mod No Plans violations	Addition of fine	Authorize LARMAC to levy potential sanction for violation.
Facility Access Cards	Increase of fees	Change will increase fees to help offset costs to LARMAC.
Classification of Improvements & Aesthetic Review Fees Outside of Covenant Hills	Modification of projects in various levels; increases fee for workshops	This modification shifts some project types in the various levels; increases fee for workshops.

Classification of Improvements & Aesthetic Review Fees (Non - Custom Homes in Covenant Hills). New – Road Impact Fee	Modification of projects in various levels; increase/addition of fee	This modification shifts some project types in the various levels. Adds a fee to help offset the increased expense in paving repairs/replacement due to heavy equipment.
Classification of Improvements & Aesthetic Review Fees (Custom Homes in Covenant Hills). New – Road Impact Fee and Resubmittals	Modification of projects in various levels; increase/addition of fee	This modification shifts some project types in the various levels. Adds a fee to help offset the increased expense in paving repairs/replacement due to heavy equipment. Increases the resubmittal fee for 3 rd attempts.
Community Garden Fees and New Deposit	Addition of deposit requirement	Increases the fee. Adds a deposit requirement to encourage compliance with Community Guidelines

Revisions to Payment Plan and Waiver of Delinquency Fees Policy

Section	Change	Purpose and Effect
Validation Notice Fees	Addition of language regarding Validation Notice Fees not being waived	The additional language clarifies that Validation Notice Fees will not be waived as they represent a hard cost for the Association.

This is your opportunity as a member of LARMAC to provide feedback on the proposed revisions to the Community Guidelines, Aesthetic Standards, Covenant Hills Custom Home Design Guidelines, Construction Manual for Custom Homesites, Fee and Fine Schedule, and Payment Plan and Waiver of Delinquency Fees Policy before the Board’s formal vote on adoption. The Board of Directors will take all comments into consideration prior to voting. Please submit your comments to the address or email listed below no later than May 31, 2024, in order for the Board of Directors to consider your comments.

For your convenience, LARMAC created a survey to collect member comments. You can access the survey by visiting LaderaLife.com/GuidelineChanges. You may also attend the June 12, 2024, Open Session meeting and speak during the open forum portion of the meeting.

