Architectural Standards

Civil Code §4760 explains the shareholder’s right to improve or modify their separate interest subject to the governing documents, applicable law and issues of structural and mechanical integrity as well as support of any portions of the common interest development. Explanation of Mutual Fifteen’s review procedures outlined in §4765 appears below.

A. REQUIREMENTS AND LOCATION IN GOVERNING DOCUMENTS

You must obtain architectural approval for any change in the exterior of your unit, any structural alterations to the interior and plumbing or electrical alterations or any change in the common area. Most architectural provisions are included in the 7400 PHYSICAL PROPERTY Section of the 7000 SERIES POLICIES, RULES AND REGULATIONS. See also 7502.15, 7507.15, in the 7500 SHAREHOLDER REGULATIONS Section. These policies are available at www.lwsb.com, the Leisure World Library or from a Mutual Fifteen Director.

The Member shall not, without the written consent of the Corporation, make any structural alterations in the premises, or in the water, gas or steam pipes, electrical conduits, plumbing or other fixtures connected therewith, or remove any additions, improvements, or fixtures from the premises. (Occupancy Agreement, Article 12).

“Premises include your unit and the common area.

B. PROCEDURES

Small alterations, for example changing a garden border from concrete scallops to brick, require only written Board approval on the Policy 7480.15.1 – Architectural Standards – Approval Form. Any significant change or addition requires a GOLDEN RAIN FOUNDATION BUILDING PERMIT.

Typically, the Member engages a contractor who has complied with or complies with the GRF CONTRACTOR REQUIREMENTS. The contractor submits plans to the Mutual’s GRF Building Inspector. The permit is then prepared and, after approval, signed by the designated Mutual Director, the Owner/Member, the Contractor and the GRF Building Inspector. The Contractor, if required, will obtain City permits. Approval of GOLDEN RAIN FOUNDATION BUILDING PERMIT does not constitute approval by the City, nor does approval by the City constitute approval by GOLDEN RAIN FOUNDATION. No work of any kind that requires a GRF or Mutual Building Permit may be commenced anywhere in Mutual Fifteen until said permit has been fully executed and posted fully visible from the exterior. Non-compliance may result in immediate shut down of the job.
Permits for any construction work valued at more than $10,000 to be performed in Mutual Fifteen shall require a Performance Bond that shall provide sufficient funds to Mutual Fifteen to complete that work in the event it is not completed by the date stated in the permit for any reason, if

1. The contractor is not listed on the GRF Physical Property List of Approved Contractors, and

2. The contractor has not been completing more than $100,000 in contracts in Leisure World, Seal Beach per year for the last three years.

The Owner/Member and the Mutual Director sign the NOTICE TO RESIDENT OF AGREEMENT section of the permit that informs the Owner/Member that they and any successors are totally responsible for the alteration and its maintenance. The Contractor and Building Inspector sign the section that details Contractor responsibilities.

Mutual Fifteen will, whenever practicable, sign permits where there are established precedents for the work to be performed within one week of the Building Inspector’s approval. Unless circumstances cause further delay, decisions on contracts where there are special considerations including, but not limited to, those described in Policy 7411.15 – New Plan Concepts and Changes will be made by the next Regular Monthly Meeting of the Mutual Fifteen Board of Directors that occurs after that one-week period.

If an application for an alteration is not approved, the reason for disapproval and the maximum time for response or, if required, request for reconsideration shall be provided to the owner/members within ten days. The Owner/Member’s rights if a proposed change is disapproved are located in California Civil Code §4765.

Once all requirements have been met, the contractor must display the GOLDEN RAIN FOUNDATION BUILDING PERMIT on the unit in a prominent location visible to passersby. Timely completion and approval are expected on all aspects of the alteration. Policy 7403.1 – Building Alterations or Additions as amended and updated explains expectations and penalties.

C. ATTACHMENT

1. Golden Rain Foundation Building Permit

(See Mutual Fifteen Board Approval Form – Policy 7480.15.1)
MUTUAL OPERATIONS

PHYSICAL PROPERTY

Architectural Standards

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FOIL: ____________________

GOLDEN RAIN FOUNDATION

BUILDING PERMIT

Permit # ____________
Sys. Entry ____________

START DATE ____________

MUTUAL

ART NO ____________

COMPLETION DATE ____________

TODAY'S DATE ____________

RESIDENT NAME: ____________________

ADDRESS: ____________________

NATURE OF ALTERATION: ____________________

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Do not make or add to the above-specified alterations without proper written approval and change order from Physical Property Office.

NOTICE TO RESIDENT OF AGREEMENT

This represents your official Building Permit. When you receive this permit, please tape it in a conspicuous location in or at your unit. No alteration may be started until this permit is posted. Do not remove this permit until final inspections are completed.

Owner/Member of the above apartment do hereby agree to have the expense of the above alteration and, in the event of its vacating the apartment, the alteration shall remain a part of the building.

I agree that all work will comply with Foundation and Mutual Corporation policies, regulations and procedures.

DURING MY TENANCY OF THIS APARTMENT, I WILL BE FREE TO USE AND ENJOY THE ALTERATION WITHIN THE FRAMEWORK OF THE OCCUPANCY AGREEMENT.

I agree that I will not build to Golden Rain Foundation or the Mutual Corporation for reimbursement for repair or maintenance of the alteration.

I also agree to be personally responsible for the repair and maintenance of the alteration and authorize, in the event of my failure to perform, the mutual corporation to perform repairs or maintenance upon the alteration, even though some of the alteration which has been authorized may be exterior to the interior surfaces of the permanent walls, floors and ceiling of the dwelling unit.

Further, I agree that I will personally maintain the alteration and, in the event of my failure, offer reasonable notice from the Mutual Corporation is the event that the Mutual Corporation performs any repairs or maintenance upon the alteration, I will immediately pay the Mutual corporation upon being billed.

I, in the event of sale or transfer, transfer this covenant of the notice (hereinafter) to become personally responsible for the repair and maintenance of the alteration herein provided.

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Mutual Director’s Signature: ____________________ Date: ____________

Owner/Member Signature: ____________________ Date: ____________

NOTICE TO CONTRACTOR - Contractor performing this work is required to maintain insurance in such amounts as may be deemed adequate by the Physical Property Office, considering the nature of the work which is undertaken. Prior to the issuance of this Building Permit, evidence of insurance and endorsements, together with Contractor’s licenses issued by the State of California, and a copy of the city of Seal Beach, must be filed with the Physical Property Office.

CONTRACTOR MUST CALL PHYSICAL PROPERTY OFFICE FOR INSPECTIONS WHEN JOB IS READY.

City of Seal Beach Permit Required: □ Yes □ No

Permit # ____________________

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OFFICE COPY (PRINTED) Return to Physical Property prior to start date

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(Aug 18)