



Alteration Fee Schedule

Visit www.lagunawoodsvillage.com for mutual standards and standard plans

All items below require HOA mutual consent from Manor Alterations.

A City of Laguna Woods permit may also be required. Contact the City Building Permits office for permitting requirements

For all items not listed here, please contact the Manor Alterations Department at 949-597-4616 or alterations@vmsinc.org

Alterations: Simple / Standard Components	Associated Standards
Examples	Third
Awnings	22
Block Walls	6
Door Replacement - Exterior	10
Exhaust Fan	9
Fences & Gates (Like-for-Like)	13/17/45
Floor Coverings - Exterior	11
Floor Coverings - Interior	11a
Gutters & Downspouts	18
HVAC Equipment Replacement	4
Patio Slab Revisions	21
Plumbing / Electrical Single Items	
Soft Water Systems	28
Storage Cabinets - Carports	30
Tub / Shower Replacement	
Windows - Retrofit	34

Alterations: Complex Components	Associated Standards
Examples	Third
Atrium, Balcony, Patio Covers	22
Bathroom Addition / Split	47
Doors (New) - Exterior	10
Electric Vehicle Charging Stations	44
HVAC Systems / New	4
Interior Walls - Remodel	
Plumbing / Electrical	
Room Addition	
Shower To Shower	
Skylights	26
Sliding Glass Doors - New	
Tub To Shower - Remodel	
Washer & Dryer - New	31
Water Heater - Relocation	
Windows - New	34

Alterations: Simple / Standard Components
Processing Fee: \$100

Alterations: Complex Components	
Processing Fee: Valuation Based	
Less than \$1,500	\$115
\$1,501 to \$4,000	\$220
\$4,001 to \$10,000	\$360
\$10,001 to \$20,000	\$500
\$20,001 to \$30,000	\$640
Over \$30,000	\$890

Miscellaneous Fees	
License Agreement (Staff Processing Fee)	\$50
Correction Notice Reinspection Fee	\$110
Mutual Consent Reinspection Fee	\$60
Plan Check Changes Review Fee	\$80
Pre-Construction Mutual Consent (Asbestos Remediation)	\$60
License Agreement Legal Preparation Fee	\$300
Solar Application Fee	\$250
Unauthorized Alteration Fee	\$400
Variance Processing Fee	\$430



Alteration Fee Schedule

(Continued)

Notes

- Per Resolution 03-26-05, future revisions to the Alteration Fee Schedule will be included with the Annual Assessment Letter Packet that the Finance Department issues every year in November under the Architectural Review Procedures section of the Annual Policy Statement.
- Approval of requests for exclusive-use common area as recognized within the footprint of the property and variances for the use of common areas that extend beyond the original floorplan and that meet the requirements of Civil Code Section §4600 and existing Mutual Standards and Policies, requires executing a License Agreement.
- If pending alterations require an asbestos abatement procedure (CI07), a preconstruction mutual consent will be applied, which carries a \$60 fee. If you have questions or confirmation of asbestos abatement requirements, please contact Manor Alterations.
- Alteration fees are paid via credit card upon approval of a completed mutual consent application. Manor Alterations will contact applicants directly upon approval to collect payment.
- The following fees, as appropriate to the nature of the work, apply to work completed without a mutual consent:
 - Unauthorized alteration fee
 - Pre-construction mutual consent fee
 - Simple/standard components
 - Variance processing fee (if applicable)
- The following fees, as appropriate to the nature of the work, apply to work completed without a mutual consent or in addition to a mutual consent:
 - License Agreement
 - Correction notice reinspection
 - Mutual consent reinspection
 - Solar application fee