

Cameron Park Community Services District
2502 Country Club Drive
Cameron Park, CA 95682



Covenants, Conditions & Restrictions (CC&R) Committee
Monday, November 4, 2019
5:30 p.m.

Cameron Park Community Services District
2502 Country Club Drive, Cameron Park

Agenda

Members: Chair Director Ellie Wooten (EW), Vice Chair Sidney Bazett (SB),
Director Felicity Carlson (FC), Gerald Lillpop (GL), Bob Dutta (BD)
Alternate Director Holly Morrison (HM)

Staff: General Manager Jill Ritzman, CC&R Compliance Officer Kate Magoolaghan

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF AGENDA**
- 4. APPROVAL OF CONFORMED AGENDA**
- 5. OPEN FORUM**

At this time, members of the Committee or public may speak on any item not on the agenda that falls within the jurisdiction of this Committee; however, no action may be taken unless the Committee agrees to include the matter on a subsequent agenda.

Principal party on each side of an issue (where applicable) is allocated 10 minutes to speak, individual comments are limited to four minutes and individuals representing a group allocated five minutes. Individuals shall be allowed to speak to an item only once. The Committee reserves the right to waive said rules by a majority vote.

COMMITTEE REVIEW/ACTION

- 6. MONTHLY STAFF REPORT**

Update on October Action Items:

Item #	Property Address	Unit	Parcel Number	Violation	CC&R Violation Case #	Action	Outcome
6a.	4321 Crazy Horse Rd	Cambridge Oaks Unit #3	119-310-07-100	Unmaintained Lot	CCR19-1033	Legal Counsel has sent letter	No response yet from owner
6b.	4165 Crazy Horse Rd	Cambridge Oaks Unit #3	119-274-019	Unmaintained Lot	CCR19-1032	Legal Counsel has sent letter	No response yet from owner

Items Requiring Action:

Item #	Property Address	Unit	Parcel Number	Violation	CC&R Violation Case #	Recommended Action
6d.	3115 Boeing Rd	Airpark Estates	083-162-006-000	Improperly Stored Materials	CCR19-1035	Forward to Board of Directors for consideration of legal action

6e. Open Violations

- Initial Notices - 16
- Final Notices - 5
- Pre-Legal Notices – 0
- Pending – 10
- Legal Cases – 3 (2 in limited legal)

Note: A list of current violations will be available at the meeting.

6f. Architectural Review

- Projects Reviewed – 20
- Approved – 20
- Denied – 0
- Held Over to November – 0

6g. Staff Update

7. ARC Fees; CC&R Amendment and Variance Fees (K. Magoolaghan)

8. Items for December and Future CC&R Committee Agendas

- CC&R Procedures Handbook – Process for Updating

9. Items to take to the Board of Directors

10. MATTERS TO AND FROM COMMITTEE MEMBERS

11. ADJOURNMENT

Cameron Park Community Services District
2502 Country Club Drive
Cameron Park, CA 95682



Covenants, Conditions & Restrictions (CC&R) Committee
Monday, October 7, 2019
5:30 p.m.

Cameron Park Community Services District
2502 Country Club Drive, Cameron Park

Conformed Agenda

Members: Chair Director Ellie Wooten (EW), Vice Chair Sidney Bazett (SB),
Director Felicity Carlson (FC), Gerald Lillpop (GL), Bob Dutta (BD)
Alternate Director Holly Morrison (HM)

Staff: General Manager Jill Ritzman, CC&R Compliance Officer Kate Magoolaghan

1. **CALL TO ORDER** – 5:30pm
2. **ROLL CALL** – EW/GL/SB (FC & BD were absent)
3. **APPROVAL OF AGENDA** - *Approved*
4. **APPROVAL OF CONFORMED AGENDA** - *Approved*
5. **OPEN FORUM**

At this time, members of the Committee or public may speak on any item not on the agenda that falls within the jurisdiction of this Committee; however, no action may be taken unless the Committee agrees to include the matter on a subsequent agenda.

Principal party on each side of an issue (where applicable) is allocated 10 minutes to speak, individual comments are limited to four minutes and individuals representing a group allocated five minutes. Individuals shall be allowed to speak to an item only once. The Committee reserves the right to waive said rules by a majority vote.

COMMITTEE REVIEW/ACTION

6. **MONTHLY STAFF REPORT**

Update on September Action Items:

Item #	Property Address	Unit	Parcel Number	Violation	CC&R Violation Case #	Action	Outcome
6a.	611 Taraya Ct	Cambridge Oaks Unit #3	119-310-018-000	Repeat Violation-Improperly stored boat	CCR19-1057	Staff to notice CHP & Sheriff	Boat moved; case cleared
6b.	3115 Boeing Rd	Airpark Estates	083-162-006-000	Improperly Stored Materials	CCR19-1035	Move from Pre-Legal to Limited Legal	Staff requested legal to send letter

Items Requiring Action:

6c.	4321 Crazy Horse Rd	Cambridge Oaks Unit #3	119-310-07-100	Unmaintained Lot	CCR19-1033	Move from Pre-Legal to Legal
6d.	4165 Crazy Horse Rd	Cambridge Oaks Unit #3	119-274-019	Unmaintained Lot	CCR-1032	Move from Pre-Legal to Legal

- *Motion to Move Items #6c & #6d from Pre-Legal to Legal Status.*

SB/GL – Motion Passed

Ayes – EW, SB, GL

Noes – 0

Absent – FC, BD

Abstain – 0

6e. Open Violations

- Initial Notices - 16
- Final Notices - 4
- Pre-Legal Notices - 2
- Pending - 14
- Legal Cases – 1 (letter sent by attorney)

Note: A list of current violations will be available at the meeting.

6d. Architectural Review

- Projects Reviewed – 18
- Approved – 16
- Denied – 0
- Held Over to September – 2

7. Staff Update

- District Strategic Planning efforts
- Status of CC&R Compliance Officer return date

8. Items for November and Future CC&R Committee Agendas

- *Strategic Plan for CC&Rs*
- *Airpark Estates report back*

9. Items to take to the Board of Directors

10. MATTERS TO AND FROM COMMITTEE MEMBERS

11. ADJOURNMENT – 6:04pm



Agenda Transmittal

DATE: November 4, 2019

FROM: Kate Magoolaghan, CC&R Compliance Officer

AGENDA ITEM #7: **PROPOSED FEE SCHEDULE FOR ARC & CC&R**

RECOMMENDED ACTION: **REVIEW AND APPROVE**

In accordance with the District's Five Year Strategic Plan, staff has reviewed the current fees associated with the CC&R Department and Architectural Review. While some fees were increased or introduced in 2018 for fiscal year 2019, many fees have remained unchanged since 2005. As the cost of providing these services continues to increase, staff is proposing slight increases to some of the project fees that were not increased for 2019. Additionally, staff is proposing two new project types to the fee schedule. Garage/Hangar and Exterior Structure Renovation are new to the fee schedule. These projects do not fit into any of the existing project types on the current fee schedule.

In addition to the proposed Architectural Review Fees, staff is recommending the continuance of the Administrative Fee for CC&R Amendments, CC&R Variance Application Fee and CC&R Variance Admin Fee.

In order to ensure that CC&R Amendments are enforceable, staff currently provides assistance to property owners throughout the amendment process. The process sometimes includes obtaining legal advice.

Requests for Temporary CC&R Violation Variances due to Hardship require significant staff time. The two fees reflect the application process, and separately the administrative fee for monitoring the variance should it be granted.

It is the goal of staff to ensure that the District continues to be able to provide these necessary services. Fees will continue to be reviewed annually.

Project	Current Fee	Proposed Fee	Amount of Increase
New Home	\$600.00	\$600.00	0
Room Addition	\$200.00	\$200.00	0
Swimming Pool	\$175.00	\$175.00	0
Solar Panel	\$75.00	\$75.00	0
Siding	\$75.00	\$75.00	0
Roof	\$75.00	\$75.00	0
Storage Shed	\$35.00	\$35.00	\$5.00
Exterior Paint	\$35.00	\$35.00	\$5.00
Deck/Porch	\$35.00	\$35.00	\$5.00
Patio Cover/Trellis	\$35.00	\$35.00	\$5.00
Gazebo	\$35.00	\$35.00	\$5.00
Fence	\$35.00	\$35.00	\$5.00
Retaining Wall	\$35.00	\$35.00	\$5.00
Landscaping	\$35.00	\$35.00	\$5.00
Tree Removal	\$35.00	\$35.00	\$5.00
Misc (Satellite Dish, Play Structure)	\$35.00	\$35.00	\$5.00
Basketball Hoop	\$35.00	\$35.00	\$5.00
New Garage/Hangar	N/A	\$250.00	New Project Type
Exterior Structure Renovation	N/A	\$100.00	New Project Type

Administrative Fees

CC&R Amendment Admin Fee	\$100.00	\$100.00	0
CC&R Variance Application Fee	\$50.00	\$50.00	0
CC&R Variance Admin Fee	\$50.00	\$50.00	0