

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



**Architectural Review Committee
Regular Meeting
Tuesday, November 28th, 2023
8:30 a.m.**

**Cameron Park Community Center – Social Room
2502 Country Club Drive, Cameron Park**

AGENDA

Members: Chair: Jeff Heuerman (JH), V. Chair: Don Clason (DC), Patricia Rivera (PR)

Alternate: Kathi Markan (KM), Brennen Overstreet (BO)

Staff: CC&R Compliance Officer Jim Mog

CALL TO ORDER

ROLL CALL

Public testimony will be received on each agenda item as it is called. Principal party on each side of an issue is allocated 10 minutes to speak, individual comments are limited to 3 minutes except with the consent of the Committee; individuals shall be allowed to speak on an item only once. Members of the audience are asked to volunteer their name before addressing the Committee. The Committee reserves the right to waive said rules by a majority vote.

APPROVAL OF AGENDA

APPROVAL OF CONFORMED AGENDA

1. Conformed Agenda – ARC Committee Meeting – November 14th, 2023

Open Forum

The public may make comments on items that do not fall under this agenda. Individual comments are limited to 3 minutes except with the consent of this committee. Individuals may only speak once.

COMMITTEE REVIEW/ACTION

Items Requiring ACTION – Review and Provide Decision

2. **New Business**
 - 2a. ARC Fee Increase Review – Application make-up and fee schedule.

Item #	Property Address	Unit	APN	Project
2b.	3541 Castlebrook Rd.	Cameron Park N. Unit #1	082-093-003	Shed and Gate
2c.	3271 Kimberly Rd.	Cameron Park N. Unit #3	082-303-007	Swimming Pool
2d.	3710 Sudbury Rd.	Cameron Park N. Unit #6	083-261-013	Window Replacement
2e.	3430 Jose Ct.	Cameron Park N. #7	083-072-012	Deck
2f.	3192 Oxford Rd.	Air Park Estates	083-231-003	Landscape
2g.	3062 Boeing Rd.	Air Park Estates	083-153-006	New Home Construction and Hanger

ADMINISTRATIVE APPROVALS

3. Review and Support Staffs Approvals

- Staff Approved Roofs – (4) Four
- Staff Approved Solar - (1) One
- Staff Approved Trees Removals - (1) One

FUTURE AGENDAS

4. Items for Future Architectural Review Committee Agendas

5. Items to take to the CC&R Committee.

MATTERS TO AND FROM COMMITTEE MEMBERS AND STAFF

ADJOURNMENT

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



**Architectural Review Committee
Regular Meeting
Tuesday, November 14th, 2023
8:30 a.m.**

**Cameron Park Community Center – Social Room
2502 Country Club Drive, Cameron Park**

CONFORMED AGENDA

Members: Chair: Jeff Heuerman (JH), V. Chair: Don Clason (DC), Patricia Rivera (PR)

Alternate: Kathi Markan (KM), Brennen Overstreet (BO)

Staff: CC&R Compliance Officer Jim Mog

CALL TO ORDER - 8:34 AM.

ROLL CALL – JH/DC/ALT -KM – PR Absent

Public testimony will be received on each agenda item as it is called. Principal party on each side of an issue is allocated 10 minutes to speak, individual comments are limited to 3 minutes except with the consent of the Committee; individuals shall be allowed to speak on an item only once. Members of the audience are asked to volunteer their name before addressing the Committee. The Committee reserves the right to waive said rules by a majority vote.

APPROVAL OF AGENDA – Approved 3-0

APPROVAL OF CONFORMED AGENDA – Approved 3-0

1. Conformed Agenda – ARC Committee Meeting – October 31st, 2023

Open Forum

The public may make comments on items that do not fall under this agenda. Individual comments are limited to 3 minutes except with the consent of this committee. Individuals may only speak once.

COMMITTEE REVIEW/ACTION

Items Requiring ACTION – Review and Provide Decision

2. **New Business**

Item #	Property Address	Unit	APN	Project	Status
2a.	3788 De Sabla Rd.	Cameron Park N. Unit #1	082-051-017	Fence-Shed	Approved
2b.	3759 Fairway Dr.	Cameron Park N. Unit #1	082-073-017	Swimming Pool	Approved
2c.	3710 Sudbury Rd.	Cameron Park N. Unit #1	082-072-018	Shed and Fence	Hold for more information
2d.	3495 La Cienega Way	Cameron Park N. #7	083-072-012	Deck	Approved
2e.	3192 Oxford Rd.	Air Park Estates	083-231-003	Landscape	Hold for more information
2f.	2767 Alhambra Dr.	Cameron Park N. #7	083-074-015	ADU	Approved

ADMINISTRATIVE APPROVALS

3. Review and Support Staffs Approvals

- Staff Approved Roofs – (5) Five
- Staff Approved Solar - (1) One
- Staff Approved Trees Removals - (0) None

FUTURE AGENDAS

4. Items for Future Architectural Review Committee Agendas – Jill District Update

5. Items to take to the CC&R Committee. - None

MATTERS TO AND FROM COMMITTEE MEMBERS AND STAFF – PR to be out. KM may be able to attend.

ADJOURNMENT – 9:11 AM

Conformed Agenda Prepared by:

Conformed Agenda Approved by:

 Jim Mog
 CC&R Officer

 Jeff Heuerman, Chair or Don Clason, V. Chair
 Architectural Review Committee



*Cameron Park
Community Services District*

Agenda Transmittal

DATE: November 28th, 2023

FROM: Jim Mog, ARC Manager

AGENDA ITEM #2A: **2024 ARC FEE INCREASE AND REVISED APPLICATION**

RECOMMENDED ACTION: Review, Discuss and Forward to the CC&R Committee for Approval

The Cameron Park CSD, Architectural Review Committee fees are updated bi-annually. The attached Original application will show the fee schedule from January 2022 – December 2023.

The attached Proposed application will show the fee schedule increases to be implemented for January 2024 – December 2025.

These fees are in line with our neighboring CSD Design Review Committee (DCR) fees. Please review the proposed application and fee schedule with any recommendations and recommend for CC&R committee approval.



ARCHITECTURAL REVIEW COMMITTEE APPLICATION FOR REVIEW

**Please read instructions and guidelines on reverse.
ARC Meetings are every other week.**

Note: Application must be submitted by Wednesdays 12 noon prior, in order to be on the next Tuesday's Agenda

Owner of Property: _____ Phone: _____
Address: _____ Email: _____
Neighborhood (CC&Rs): _____
Contractor (if Applicable): _____ Phone #: _____
Contractor Address: _____ Email: _____

NEW CONSTRUCTION

Single Family Home: _____ Multi-Residential Unit(s): _____ ADU or JADU: _____ Room Addition: _____
Number of stories: _____ Square Footage: _____ Number of rooms: _____ Bedrooms: _____
Bathrooms: _____ Enclosed Garage: _____ Location of AC/Heating Unit: _____
Setback off property line - Front: _____ Back: _____ Right Side: _____ Left Side: _____
Siding Material: _____ Exterior Colors - Base: _____ Trim: _____ Accent: _____

ROOFING AND SOLAR

Roofing Material: _____ Color: _____ Gutter: _____ Manufacturer: _____
Solar Panels (Qty.): _____ Wattage: _____ Manufacturer: _____

ADDITIONAL IMPROVEMENTS REQUIREING APPROVAL

- Basketball Hoop Deck/Porch Exterior Paint Exterior Structure Renovation Fence Flagpole
- Landscape Improvement Patio Cover/Trellis/Gazebo Retaining Wall Satellite Dish/Play Structure/Misc.
- Generator Shed Siding Replacement Swimming Pool Trailer Port Tree Removal

Please describe additional information for improvements not noted above. _____

Please Include all digital files applicable to project including Site Plans, Color, Material samples etc.

***I have read the Covenants, Conditions and Restrictions (CC&R's) that apply to this property and the proposed project fully complies to said CC&R's.**

Please Note: Any approval granted as a result of this application shall become null and void without further notification if Any of the following occurs: 1) Construction is not commenced within 90 days. 2) After construction begins, it is not diligently pursued to completion; 3) Any change is made to the scope of work that is not reviewed and approved by the CP ARC. If you deviate from the approved applied scope and plans as submitted without obtaining approval of the changes, or if you are not complying with the CC&Rs, this application shall be subject to review, modification or revocation. The owner will then be liable for all enforcement and legal costs, including attorney fees, to achieve compliance.

If you have any questions about your application, please contact the Cameron Park CSD at 530.677.2231

Fees Paid: \$ _____ El Dorado County Permit # _____ Receipt #: _____ Date: _____

Signature of Applicant: _____ Phone #: _____

Address of Applicant: _____ Email Address of Applicant: _____

Architectural Review Fees

Project	Fee	Project	Fee
New Home	\$750.00	Deck/Porch	\$50.00
ADU or JADU (Additional Dwelling)	\$240.00	Above Ground Pool or Spa	\$80.00
Room Addition	\$240.00	Patio Cover/Trellis	\$50.00
Garage/Hangar	\$240.00	Gazebo	\$50.00
Swimming Pool	\$200.00	Fence	\$50.00
Exterior Structure Renovation	\$200.00	Retaining Wall	\$50.00
Solar Panel	\$80.00	Landscaping	\$50.00
Siding	\$80.00	Tree Removal	\$40.00
Roof	\$80.00	Misc. (Satellite Dish, Play Structure)	\$50.00
Storage Shed	\$50.00	Basketball Hoop	\$50.00
Exterior Paint	\$50.00	Trailer Port	\$50.00
Flag Pole	\$50.00	Permanent Generator	\$50.00

If a project is changed requiring an additional plan review, a fee of \$50 shall be charged.

If a project is changed requiring an additional inspection, a fee of \$75 shall be charged.

IF ANY WORK HAS BEEN STARTED PRIOR TO RECEIVING APPROVAL, THE FEES SHALL BE DOUBLED.

GENERAL INFORMATION AND GUIDELINES

1. All ARC applications and supporting documents must be submitted via email to arc@cameronpark.org. Fee payments may be made by credit card over the phone with the CSD Main Office. All decisions notices will be sent electronically to the email address of the applicant.
2. Site Plans. Color and Material Samples. For new homes or projects involving room additions, outbuildings, fencing, decking, patio/patio covers, swimming pools, and RV pads, a site plan must be submitted showing all setbacks, existing trees in relation to adjacent lots, and in relation to any existing structures on your lot. Check your CC&Rs for setback requirements. Also, exterior color and roofing material samples must be submitted with the application.
3. Fences. No new fencing shall be over seven feet (7') high including any retaining wall or supporting foundation unless a variance is granted by the Architectural Committee. Fences enclosing front yards shall not be over four feet (4') high, and shall be a living fence or of open construction.
4. Tree Removal. Show location, size and species. There are specific requirements for oak tree removal. Be sure you understand what is expected.
5. Deviation from Approved Plans. If you deviate from the approved application and plans without obtaining approval of the changes, or if you are not complying with the CC&Rs, this application shall be subject to review, modification, or revocation. The owner will then be liable for all enforcement and legal costs, including attorney fees, to achieve compliance.



DRAFT

ARCHITECTURAL REVIEW COMMITTEE APPLICATION FOR REVIEW
ARC Meetings are every other week.

Note: Application must be submitted by Wednesdays 12 noon prior, in order to be on the next Tuesday's Agenda

Owner of Property: _____ Phone: _____
Address: _____ Email: _____
Neighborhood (CC&Rs): _____
Contractor (if Applicable): _____ Phone #: _____
Contractor Address: _____ Email: _____

NEW CONSTRUCTION

Single Family Home: _____ Multi-Residential Unit(s): _____ ADU or JADU: _____ Room Addition: _____
Number of stories: _____ Square Footage: _____ Number of rooms: _____ Bedrooms: _____
Bathrooms: _____ Enclosed Garage: _____ Location of AC/Heating Unit: _____
Setback off property line - Front: _____ Back: _____ Right Side: _____ Left Side: _____
Siding Material: _____ Exterior Colors - Base: _____ Trim: _____ Accent: _____

ROOFING AND SOLAR

Roofing Material: _____ Color: _____ Gutter: _____ Manufacturer: _____
Solar Panels (Qty.): _____ Wattage: _____ Manufacturer: _____

ADDITIONAL IMPROVEMENTS REQUIREING APPROVAL

- Basketball Hoop Deck/Porch Exterior Paint Exterior Structure Renovation Fence Flagpole
- Landscape Improvement Patio Cover/Trellis/Gazebo Retaining Wall Satellite Dish/Play Structure/Misc.
- Generator Shed Siding Replacement Swimming Pool Trailer Port Tree Removal Windows

Please describe additional information for improvements not noted above. _____

Please Include all digital files applicable to project including Site Plans, Color, Material samples etc.

***I have read the Covenants, Conditions and Restrictions (CC&R's) that apply to this property and the proposed project fully complies to said CC&R's.**

Please Note: Any approval granted as a result of this application shall become null and void without further notification if Any of the following occurs: 1) Construction is not commenced within 90 days. 2) After construction begins, it is not diligently pursued to completion; 3) Any change is made to the scope of work that is not reviewed and approved by the CP ARC. If you deviate from the approved applied scope and plans as submitted without obtaining approval of the changes, or if you are not complying with the CC&Rs, this application shall be subject to review, modification or revocation. The owner will then be liable for all enforcement and legal costs, including attorney fees, to achieve compliance. If you have any questions about your application, please contact the Cameron Park CSD at 530.677.2231. **Please read instructions and guidelines on reverse.**

Fees Paid: \$ _____ El Dorado County Permit # _____ Receipt #: _____ Date: _____

Signature of Applicant: _____ Phone #: _____

Address of Applicant: _____ Email Address of Applicant: _____

GENERAL INFORMATION AND GUIDELINES

1. **Architectural Review Committee (ARC) meeting schedules can be found on our website at www.cameronpark.org**
2. **All ARC applications** and supporting documents must be submitted via email to arc@cameronpark.org Fee payments may be made by credit card over the phone with the CSD Main Office. All decisions notices will be sent electronically to the email address of the applicant.
3. **Site Plans. Color and Material Samples.** For new homes or projects involving room additions, outbuildings, fencing, decking, patio/patio covers, swimming pools, and RV pads, a site plan must be submitted showing all setbacks, existing trees in relation to adjacent lots, and in relation to any existing structures on your lot. Check your CC&Rs for setback requirements. Also, exterior color and roofing material samples must be submitted with the application.
4. **Fences.** No new fencing shall be over seven feet (7') high including any retaining wall or supporting foundation unless a variance is granted by the Architectural Committee. Fences enclosing front yards shall not be over four feet (4') high and shall be a living fence or of open construction.
5. **Tree Removal.** Show location, size, and species. There are specific requirements for oak tree removal. Be sure you understand what is expected. Oak Trees are protected in EDC and require an Arborists Report to remove.
6. **Deviation from Approved Plans.** If you deviate from the approved application and plans without obtaining approval of the changes, or if you are not complying with the CC&Rs, this application shall be subject to review, modification, or revocation. The owner will then be liable for all enforcement and legal costs, including attorney fees, to achieve compliance.

Architectural Review Fees

Project	Fee	Project	Fee
New Home	\$900.00	Deck/Porch	\$100.00
ADU or JADU (Additional Dwelling)	\$400.00	Above Ground Pool or Spa	\$100.00
Room Addition	\$240.00	Patio Cover/Trellis/Gazebo	\$100.00
Garage/Hangar	\$240.00	Trailer Port	\$100.00
Swimming Pool	\$240.00	Fence	\$100.00
Exterior Structure Renovation	\$240.00	Retaining Wall	\$100.00
Solar Panel	\$100.00	Landscaping	\$100.00
Siding	\$100.00	Tree Removal	\$40.00
Roof (no change to roof line or material Type)	\$100.00	Misc. (Flagpole, Play Structure, Windo Replacement)	\$50.00
Storage Shed	\$100.00	Basketball Hoop	\$50.00
Exterior Paint	\$100.00	ARC Appeal	\$50.00

If a project is changed requiring an additional plan review, a fee of \$50 shall be charged.

If a project is changed requiring an additional inspection, a fee of \$75 shall be charged.

IF ANY WORK HAS BEEN STARTED PRIOR TO RECEIVING APPROVAL, THE FEES SHALL BE DOUBLED.