

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



**Architectural Review Committee (ARC)  
Tuesday, December 22, 2020  
8:30 a.m.**

**TELECONFERENCE ZOOM MEETING**

<https://us02web.zoom.us/j/83164624042>

**Meeting ID: 831 6462 4042**

(Teleconference/Electronic Meeting Protocols are attached)

**Agenda**

Members: Chair Brennen Overstreet (BO), Vice Chair Kathi Markan (KM), Jeannia Thomas Fowler (JF)

Alternates: Sidney Bazett (SB), Holly Morrison (HM), Bob Dutta (BD)

Staff: CC&R Compliance Officer Jim Mog

**1. CALL TO ORDER**

**2. 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.*

**3. APPROVAL OF AGENDA**

**4. APPROVAL OF CONFORMED AGENDA**

**5. OPEN FORUM**

*Members of the public may speak on any item not on the agenda that falls within the responsibilities of the Committee.*

**6. COMMITTEE REVIEW/ACTION**

**ITEMS REQUIRING ACTION - Discuss and Approve**

**Old Business**

<b>Item #</b>	<b>Property Address</b>	<b>Unit</b>	<b>APN</b>	<b>Project</b>	<b>Previous Agenda Date</b>
6a.	2832 Hillcrest Dr.	Deer Creek Estates Unit B	116-381-004	Fence	12/15/20

**New Business**

<b>Item #</b>	<b>Property Address</b>	<b>Unit</b>	<b>APN</b>	<b>Project</b>
6b.	3328 Flame Ct.	Cameron Woods Unit 1	083-465-006	Shed
6c.	2985 Royce Dr.	The Highlands Unit 6	102-260-036	Roof and Solar
6d.	2862 Alhambra Dr.	Cameron Park N. Unit 7	083-082-014	Roof
6e.	2574 La Crescenta Dr.	The Highlands Unit 6	102-412-001	House paint and Stone Accent

**7. Items for Future Architectural Review Committee Agendas**

**8. Items to take to the CC&R Committee**

**9. MATTERS TO AND FROM COMMITTEE MEMBERS AND STAFF**

- ARC Policy Item for review (attached) – Presented by Jill Ritzman.
- No meeting on 12/29/2020

**10. ADJOURNMENT**



# Teleconference/Electronic Meeting Protocols

## Cameron Park Community Services District

(Effective April 2, 2020)

*WHEREAS, on March 4, 2020, Governor Newsome proclaimed a State of Emergency to exist in California as a result of the threat of COVID-19; and*

*WHEREAS, March 17, 2020, Governor Newsome issued Executive Order N-29-20 suspending parts of the Brown Act that required in-person attendance of Board members and citizens at public meetings; and*

*WHEREAS, on March 19, 2020, Governor Newsome issued Executive Order N-33-20 directing most individuals to shelter at home or at their place of residence.*

*NOW, THEREFORE, the Cameron Park Community Services District will implement the following protocols for its Board and committee meetings.*

The guidance below provides useful information for accessing Cameron Park Community Services District (“District”) meetings remotely and establishing protocols for productive meetings.

### **BOARD AND COMMITTEE MEMBERS:**

- **Attendance.** Board and Committee Members should attend District meetings remotely from their homes, offices, or an alternative off-site location. As per the Governor’s updated Executive Order N-29-20, there is no longer a requirement to post agendas at or identify the address of these locations.
- **Agendas.** Agenda packages will be made available on the District’s website. They will also be sent by email to all Board and Committee Members. Note that under the circumstances, District staff may not be able to send paper packets.
- **Board and Committee Member Participation.** Meeting Chair(s) will recognize individual Board and Committee Members and unmute their device so that comments may be heard or will read comments if they are provided in writing only.

## **PUBLIC PARTICIPATION:**

- **Attendance.** The District’s office will remain closed to the public until further notice. Members of the public will be able to hear and/or see public meetings via phone, computer, or smart device. Information about how to observe the meeting is listed on the agenda of each meeting.
- **Agendas.** Agendas will be made available on the District’s website and to any members of the public who have a standing request, as provided for in the Brown Act.
- **Public Participation.** The public can observe and participate in a meeting as follows:
  - **How to Observe the Meeting:**
    - **Telephone:** Listen to the meeting live by calling Zoom at (669) 900-6833 or (346) 248 7799. Enter the Meeting ID# listed at the top of the applicable Board or Committee agenda followed by the pound (#) key. More phone numbers can be found on Zoom’s website at <https://us04web.zoom.us/j/91011202020> if the line is busy.
    - **Computer:** Watch the live streaming of the meeting from a computer by navigating to the link listed at the top of the applicable Board or Committee agenda using a computer with internet access that meets Zoom’s system requirements (<https://support.zoom.us/hc/en-us/articles/201362023-System-Requirements-for-PC-Mac-and-Linux>)
    - **Mobile:** Log in through the Zoom mobile app on a smartphone and enter the Meeting ID# listed at the top of the applicable Board or Committee agenda.
  - **How to Submit Public Comments:**
    - **Before the Meeting:** Please email your comments to [admin@cameronpark.org](mailto:admin@cameronpark.org), with “Public Comment” in the subject line. In the body of the email, include the agenda item number and title, as well as your comments. If you would like your comment to be read aloud at the meeting (not to exceed 3 minutes at staff’s cadence), prominently write “Read Aloud at Meeting” at the top of the email. Emails running longer than the time limit will not be finished. All comments received at least 2 hours prior to the meeting on the day the meeting will be held, will be included as an agenda supplement on the District’s website

under the relevant meeting date, and provided to the Directors/Committee Members at the meeting. Comments received after that time will be treated as contemporaneous comments.

- **Contemporaneous Comments:** During the meeting, the Board President/Committee Chair or designee will announce the opportunity to make public comments. If you would like to make a comment during this time, you may do so by clicking the “raise hand” button. You will be addressed and un-muted when it is your turn to speak (not to exceed the 3 minute public comment time limit).

#### **FOR ALL PARTICIPANTS:**

- **Get Connected:** Please download Zoom application for your device and familiarize yourself with how to utilize this tool. There is no cost for using the application.
- **Ensure Quiet.** All audience members will be muted during the meeting until they are addressed by the Board/Committee as their time to speak. Please make every effort to find a location with limited ambient noise. Please turn off the ringer on your phone and other notification sounds on your devices to reduce interruptions.

We anticipate that this process of moving to remote meetings will likely include some challenges. Please bear with us as we navigate this process.

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



**Architectural Review Committee (ARC)  
Tuesday, December 15, 2020  
8:30 a.m.**

**TELECONFERENCE ZOOM MEETING**

<https://us02web.zoom.us/j/88134920662>

**Meeting ID: 881 3492 0662**

(Teleconference/Electronic Meeting Protocols are attached)

**Conformed Agenda**

Members: Chair Brennen Overstreet (BO), Vice Chair Kathi Markan (KM), Jeannia Thomas Fowler (JF)

Alternates: Sidney Bazett (SB), Holly Morrison (HM), Bob Dutta (BD)

Staff: CC&R Compliance Officer Jim Mog

**1. CALL TO ORDER – 8:32**

**2. ROLL CALL – BO/KM/JF**

*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.*

**3. APPROVAL OF AGENDA – Approved**

- *Motion to move 6c. to the top of the Action Items*

*Motion Approved*

**4. APPROVAL OF CONFORMED AGENDA - Approved**

**5. OPEN FORUM**

*Members of the public may speak on any item not on the agenda that falls within the responsibilities of the Committee.*

**6. COMMITTEE REVIEW/ACTION****ITEMS REQUIRING ACTION - Discuss and Approve****New Business**

<b>Item #</b>	<b>Property Address</b>	<b>Unit</b>	<b>APN</b>	<b>Project</b>	<b>Status</b>
6a.	3763 Los Santos Dr.	Cameron Park N. Unit 1	082-011-009	Pool	<i>Approved</i>
6b.	3763 Clinton Way	Eastwood Park #1	070-332-005	Pool	<i>Approved</i>
6c.	2832 Hillcrest Dr.	Deer Creek Estates B	116-381-004	Fence	<i>Move to CC&amp;R Committee</i>

**7. Items for Future Architectural Review Committee Agendas****8. Items to take to the CC&R Committee**

- *Take item 6c. to the CC&R Committee for further investigation and a possible Variance*

**9. MATTERS TO AND FROM COMMITTEE MEMBERS AND STAFF**

- *12.22.20 ARC Meeting will be the last meeting before the New Year*
- *No ARC Meeting on 12.29.20*

**10. ADJOURNMENT – 9:06am**



*Cameron Park  
Community Services District*

## **ARC Agenda Transmittal**

**DATE:** December 22, 2020

**FROM:** Jim Mog, CC&R Compliance Officer

**AGENDA ITEM #6A:** **2832 HILLCREST DR.**

**RECOMMENDED ACTION:** **REVIEW and APPROVE**

### **Introduction**

2832 Hillcrest began a fence installation across the frontage of the property. This project was flagged as a project that did not receive ARC approval. From that violation notice, the property owner worked with staff by holding on the project to work with the district CC&R's to come into compliance. The application was reviewed by the ARC on 12.15.20 with insufficient information to make a sound decision on the item.

### **ARC Committee**

The ARC Committee is to review the attached CC&Rs for setback requirements. These CC&Rs have been highlighted in the sections relative to this project.

### **Discussion**

Deer Creek Estates B; Section 12 - Fence.

Section 12 reads: "No fence or hedge shall be erected or permitted to remain or be allowed to grow to a height exceeding 6 feet within a distance of 50' from any street line shown on the recorded plot of this subdivision."

Throughout the Deer Creek CC&Rs, the setbacks refer to "residential structure or any part thereof must be at least 20' from any roadway and 5' side lot or 15' on any side street lot property line".

These restrictions are for residential structures, not fences.

Based on this staff review, the fence is allowed (per Deer Creek Estates B CC&R) on the front of the lot, and not to exceed 6' in overall height.

The Owner of the property is proposing a 5'11" fence with the top section of 18" being of open construction.



# Cameron Park Community Services District

## POLICY HANDBOOK

POLICY TITLE: Architectural Review Committee

POLICY NUMBER: 4061

- 4061.1** The Architectural Review Committee is a Standing Committee of the Board of Directors, and acts as a sub-set of the Covenants, Conditions and Restrictions (CC&R) Committee. The Committee is comprised of three community members.
- 4061.2** The Architectural Review Committee shall have the following powers:
- 4062.1a** Review and approve, disapprove or conditionally approve all plans, submittals, applications and requests by property owners, or their agents.
  - 4062.1b** Investigate and consider the architecture, design, layout, landscaping, fence detail, and other features of the proposed improvement.
- 4061.3** The Architectural Review Committee shall follow adopted architectural rules that are consistent with the purpose and intent of in the Covenants, Conditions and Restrictions (CC&R) for the specified neighborhood, such as architectural design, placement of buildings, color schemes, exterior finishes and materials, fencing, landscaping and similar features which may be used in the proposed improvement project.
- 4061.4** A decision of the Architectural Review Committee may be appealed to the CC&R Committee.