

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



Covenants, Conditions & Restrictions (CC&R) Committee
Monday, June 7, 2021
5:30 p.m.

TELECONFERENCE ZOOM MEETING

<https://us02web.zoom.us/j/85341583391>

Meeting ID: 853 4158 3391

(Teleconference/Electronic Meeting Protocols are attached)

Agenda

Members: Vice Chair Bob Dutta (BD), Patricia Rivera (PR), Kelly Kantola (KK)
Chair Director Monique Scobey (MS), Director Ellie Wooten (EW)
Alternate Director Sid Bazett (SB)

Staff: General Manager Jill Ritzman, 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.

DEPARTMENT MATTERS

6. Review and Support Items (J. Mog)

- a. CCR21-1012 - 2843 Knollwood Dr. – REPORT BACK Final Notice on Fence Violation and Homeowner Appeal for Variance

7. MONTHLY STAFF REPORT

7a. Open Violations, CC&R Violation Manager Case Detail Report

- Refer to Legal – 1
- Pre-Legal Notices – 2
- Final Notices - 3
- Initial Notices – 13
- Variance – 1
- Court Decision – 1
- 4/28/21 - 6/2/21 New Cases = 14
- 4/28/21 - 6/2/21 Cleared Cases - 7
- Door Hangers – 12 (5 Complied)
- Total Cases Open = 55

7b. Architectural Review Projects – Period – 4/28/21 – 6/2/21

- Projects Reviewed – 25
- Approved – 25

8. Staff Updates

- a. CCR20-1049 – 3808 Archwood Rd. – Pre-Legal Notice issued
- b. CCR20—1035 – 3451 La Canada Dr. – Pre-Legal Notice Issued – Noticeable owner effort; Owner working on compliance.

9. Items for July and Future CC&R Committee Agendas

10. Items to take to the Board of Directors

11. MATTERS TO AND FROM COMMITTEE MEMBERS & STAFF

12. 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/91011220960> 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, 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



Covenants, Conditions & Restrictions (CC&R) Committee
Monday, May 3, 2021
5:30 p.m.

TELECONFERENCE ZOOM MEETING

<https://us02web.zoom.us/j/85318549168>

Meeting ID: 853 1854 9168

(Teleconference/Electronic Meeting Protocols are attached)

Conformed Agenda

Members: Vice Chair Bob Dutta (BD), Patricia Rivera (PR), Kelly Kantola (KK)
Chair Director Monique Scobey (MS), Director Ellie Wooten (EW)
Alternate Director Sid Bazett (SB)

Staff: General Manager Jill Ritzman, CC&R Compliance Officer Jim Mog

1. CALL TO ORDER - 5:33pm

- *Committee Member Rivera had trouble connecting; meeting started with quorum and she joined via phone later in the meeting.*

2. ROLL CALL - BD/PR/KK/MS/EW (Jill Ritzman, General Manager was sitting in for Jim Mog, CCR Officer)

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

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.

DEPARTMENT MATTERS

6. Review and Support Items (J. Mog)

- a. *CCR21-1012 - 2843 Knollwood Dr. – Final Notice on Fence Violation and Homeowner Appeal for Variance NO ACTION. Committee asked for staff to return with additional information regarding: how required fence setbacks will affect current fence; whether or not staff supported having the fence within the setback; policy and procedures regarding a variance.*

- b. *CCR20-1049 - 3808 Archwood Rd. – Follow up letter sent after ARC Application was denied. If no movement to compliance, move to pre-legal.
Committee supported staff's recommendation for Pre-Legal status.*

- c. *CCR20-1035 – 3451 La Canada Dr. – Moving to Pre-Legal Notice
Committee supported staff's recommendation for Pre-Legal status.*

7. MONTHLY STAFF REPORT

7a. Open Violations, CC&R Violation Manager Case Detail Report

- Refer to Legal – 1
- Pre-Legal Notices – 0
- Final Notices - 5
- Initial Notices – 13
- Variance – 1
- Court Decision – 1
- 2/24/21 - 3/31/21 New Cases = 4
- 2/24/21 - 3/31/21 Cleared Cases - 5
- Personal Field Engagements – 9 (7 were cleared for compliance)
- Door Hangers – 2 (Both Complied)
- Total Cases Open = 52

7b. Architectural Review Projects – Period – 2/24/21 – 3/31/21

- Projects Reviewed – 27
- Approved – 27

8. Staff Updates

- *2967 Royal Park Ct. Staff reported that the County was slowing its pursuit of the code enforcement actions. Community member testified about how the property worsened over the years, and the continues to degrade, asking Commttee for support to remedy the situation. MS asked if staff would investigate funding opportunities at the State level.*

9. Items for June and Future CC&R Committee Agendas

- *6a - clarify recommendation and additional information setbacks and variance*
- *6b and 6c - update status.*

10. Items to take to the Board of Directors

11. MATTERS TO AND FROM COMMITTEE MEMBERS & STAFF

- *KK met with Jim Mog and Mike Grassle to discuss street lights in Cameron Park. KK is pursuing information from PGE regarding a timeline for converting to LEDs.*

12. ADJOURNMENT - 6:40pm

Conformed Agenda Prepared by:

Conformed Agenda Approved by:

Jill Ritzman
Board Secretary

Director Monique Scobey, Chair
CC&R Committee



Agenda Transmittal

DATE: June 7, 2021

FROM: Jim Mog, CC&R Compliance Officer

AGENDA ITEM #6A: APPEAL TO FENCE VIOLATION & VARIANCE REQUEST

RECOMMENDED ACTION: REVIEW & DISCUSS VARIANCE REQUEST

Recommendation

Review and discuss a variance request from the 2483 Knollwood Drive property owners, and consider staff's recommendation. Based upon CC&R and County Code for fencing, staff recommends the fence be revised with one of two options.

1. Closed construction fence no more than 48" in height.
2. 50% Open Construction not to exceed 6' in overall height.

Introduction

Property owners at 2483 Knollwood Drive is appealing a violation of a full frontage fence at a height of 6'11" and in a location non-compliant with set-backs. Property owners are expected to attend the May 3, 2021 CC&R Committee meeting. The property owners appealing this violation with an explanation to request a variance to the CC&Rs fence setbacks and height requirements. Staff was made aware of this violation from a neighborhood complaint.

Violations of Cameron Park N. Unit 2 CC&Rs

Property owners at 2483 Knollwood Drive were served a violation notice for constructing, without approval of the ARC Committee, a full frontage enclosure by a fence of just under 7' tall and within a 20' setback from the property line. The violations per the Cameron Park N. Unit 2 are as follows:

1. Clause 3: ARC Review – No building or other structure shall be erected or the erection thereof begun on said premises, until the plans and specifications thereof have been first approved in writing by the established Architectural Review Committee.

2. Clause 4(d): Setbacks – Setback from front property line will be a minimum of 30'. Setback from side lines will be a minimum of 10' where the frontage at the setback line is 100' or less. Properties having a frontage in excess of 100' of the setback line will maintain a minimum of 12' between structure and side property line.
3. County Code Title 130.30.070 Fences, Walls and Retaining Walls:
 - Section B.1. Front Yards – Fences or walls at least 50% open shall be allowed up to a height of seven feet in both primary and secondary front yard setbacks, as determined in section 130.30.050.A.4.a
 - Section B.2. Front Yards – Fences or walls which are less than 50 percent open shall not exceed 40 inches in height in the primary front yard setback.

CC&R Violation Manager Case Detail Report

Case#	Status	Violation(s)	Street #	Street Name	
CCR19-1035	Referred to Legal	Airpark Estates - Improperly stored Materials - Open	3115	BOEING	Rd
CCR21-1018	Final Notice Sent	Creekside Estates Unit Nos. 2 and 3 - II. Special Provisions - K. - Open	2781	HILLCREST	Dr
CCR21-1012	Final Notice Sent	Cameron Park North Unit No. 3 - Failure to Obtain Architectural Review Committee Approval - Open	2483	KNOLLWOOD	Dr
CCR20-1049	Pre-Legal Notice Sent	Cameron Park North Unit No. 2 - Clause 4a - Open Cameron Park North Unit No. 2 - Clause 3 Architectural Review Required - Open Cameron Park North Unit No. 2 - Vehicle Parking and Storage - Open	3808	ARCHWOOD	Rd
CCR20-1035	Pre-Legal Notice Sent	Cameron Park North Unit No. 7 - Improperly Stored Materials - Open Cameron Park North Unit No. 7 - Improperly Stored Vehicle - Open Cameron Park North Unit No. 7 - Improperly Stored Materials - Open Cameron Park North Unit No. 7 - Improperly Stored Vehicle - Open	3451	LA CANADA	Dr
CCR19-1068	Final Notice Sent	Bar J Ranch Unit 1 - Vehicle Restrictions - Open	3056	CAMEROSA	Cir
CCR21-1023	Initial Notice Sent	Bar J Ranch Unit 5 - 17. Vehicles - Open Bar J Ranch Unit 5 - 7. Offensive Activities - Open	4689	ABRIJO	Rd
CCR21-1014	Initial Notice Sent	Cameron Park North Unit No. 8 - Failure to Obtain Architectural Review Committee Approval - Open	3518	SANTOS	Cir
CCR20-1050	Initial Notice Sent	Cameron Park North Unit No. 1 - Inappropriately stored materials - Open	3451	FAIRWAY	Dr
CCR20-1045	Initial Notice Sent	Cameron Park North Unit No. 7 - Improperly Stored Materials - Open	2862	ALHAMBRA	Dr
CCR20-1040	Initial Notice Sent	Air Park Estates - Architectural Committee approval required - Open Air Park Estates - Architectural Committee approval required - Open Airpark Estates - Recreational Vehicle Parking Restrictions - Open	3036	BOEING	Rd
CCR20-1027	Initial Notice Sent	Cambridge Oaks Unit 3 - Unmaintained Lot - Open	615	TARAYA	Ct

CCR20-1016	Initial Notice Sent	Cameron Park North Unit No. 3 - Vehicle Restrictions - Open	3545	KIMBERLY	Rd
CCR20-1005	Initial Notice Sent	Cameron Park North Unit No. 1 - Improperly Stored Vehicle - Open Cameron Park North Unit No. 1 - Inappropriately stored materials - Open	3932	LOS SANTOS	Dr
CCR20-1004	Initial Notice Sent	Cameron Park North Unit No. 1 - Improperly Stored Vehicle - Open	3840	DE SABLA	Rd
CCR19-1109	Initial Notice Sent	Eastwood Park Unit #2 - Clause 3.10 Trash - Open	3429	RABEN	Way
CCR19-1083	Initial Notice Sent	Air Park Estates - Commercial Vehicle Parking - Open	3182	FAIRWAY	Dr
CCR19-1069	Initial Notice Sent	Bar J Ranch Unit 1 - Unmaintained Landscaping - Open	3025	CAMEROSA	Cir
CCR19-1058	Initial Notice Sent	Cameron Park North Unit No. 2 - Improperly Stored Materials - Open	2809	WENTWORTH	Rd
CCR19-1025	Appeal/Variance Requested	Eastwood Park Unit 1 - Article 3. Use Restrictions - 3.04B. Recreational Vehicle Parking - Open	3248	CHASEN	Dr

Number of Cases: 62

CC&R Violation Manager Case Detail Report

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