

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



**Architectural Review Committee
Regular Meeting
Tuesday, January 16th, 2024
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), Kathi Marken

Alternate: Patricia Rivera

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 – January 2nd, 2024

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.

Department Matters

2. Nomination of Committee Chair and Vice Chair
3. Welcome Back and Tutorial about the role of ARC Committee, Responsibility, Meeting Dates, etc.

COMMITTEE REVIEW/ACTION

Items Requiring ACTION – Review and Provide Decision

4. New Business

Item #	Property Address	Unit	APN	Project
4a.	3560 Orinda Cir	Cameron Park N. #6	083-293-001	Roof
4b.	3384 Chasen Dr.	Eastwood Park #2	070-341-014	Fence
4c.	3301 Spill Way	Cameron Park N. #8	082-561-004	Multi-Unit Residential
4d.	3071 Oakwood Rd.	Cameron Park N. #3	082-321-007	Deck and Window Replacement

ADMINISTRATIVE APPROVALS

3. Review and Support Staff’s Approvals

- Staff Approved Roofs – (0) None
- Staff Approved Solar - (0) None
- Staff Approved Trees Removals - (0) None

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, January 2nd, 2024
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 – 8:30 AM

ROLL CALL – JH/DC/ - 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 2-0

APPROVAL OF CONFORMED AGENDA – Approved 2-0

1. Conformed Agenda – ARC Committee Meeting – December 26th, 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.	3216 Woodleigh Lane.	La Ventana Oeste	116-630-010	Siding	<i>Approved</i>
2b.	1041 Bridger Dr.	Silver Springs #1	Not Available	Patio Cover and Gazebos	<i>Approved</i>
2c.	3491 Orinda Cir.	Cameron Park N. Unit #6	083-292-025	Exterior Renovation	<i>Approved</i>
2d.	3036 Woodleigh Lane.	La Ventana Oeste	083-281-009	Fence	<i>Approved</i>

ADMINISTRATIVE APPROVALS

3. Review and Support Staff’s Approvals

- Staff Approved Roofs – (4) Four
- Staff Approved Solar - (1) One
- Staff Approved Trees Removals - (0) None

FUTURE AGENDAS

- 4. Items for Future Architectural Review Committee Agendas - None**
- 5. Items to take to the CC&R Committee. - None**

MATTERS TO AND FROM COMMITTEE MEMBERS AND STAFF – *New ARC committee will be in place for the January 16th Meeting.*

ADJOURNMENT – 8:54 Adjourn

Jim Mog
CC&R Officer

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

ARCHITECTURAL REVIEW COMMITTEE PROCEDURES

1.1 ARCHITECTURAL APPROVAL REQUIRED:

1.1.1 Introduction: The purpose of the ARC Committee is to review residential proposals for improvements or alterations in accordance with the Cameron Park Neighborhood CC&Rs as outlined in Policy 4061. This includes any and all exterior improvements to the dwelling or property. For improvements or alterations on House Paint, Fences, Room Additions, Sheds, Tree removals, Re-roofs, Solar, Siding, Pools and Patio Covers etc. Proposals for Residential Alterations (including required landscaping for some neighborhoods) are subject to the provisions of this Article and may not be made until approved in accordance with the provisions of this Article. Approval by the District Architectural Committee does not constitute approval by the County, if required. Owner must apply to the County and obtain approval from the County for all Alterations that require such County approval.

1.1.2 Exceptions: The provisions of this guide requiring architectural approvals do not apply to previously approved improvements such as, repainting or refinishing any Improvement in the same color, hue, intensity, tone, and shade or repairing or replacing any Improvement with the same materials. Where applicable per individual CC&R's, the provisions of this guide requiring architectural approvals include planting or removing landscaping except for landscaping within completely enclosed portions of Lots. The Architectural Committee may establish additional exceptions as deemed necessary for the betterment of the community in accordance to the architectural standards set forth in the CC&Rs.

1.1.3 Limitation of Liability: Neither the Committee or any members or successors shall be liable in damages to anyone submitting any plans or requests to them for approval or to any owner of land affected by the these covenants by reason of mistake in judgment, negligence's arising out of or in connection with the approval or disapproval or failure to approve any such plans or request. Every person who submits any plans or requests to the Committee for approval agrees, by submission thereof, any and every said owner of any said property agrees by acquiring title thereto, that he will not bring any such action or suite to recover any such damages.

Neither the Architectural Committee nor any of its members shall have any duty to question or investigate the adequacy of any engineer's recommendations or to take any steps to ensure that the Owner complies with any such engineering recommendations.

1.2 ARCHITECTURAL COMMITTEE: CPCSD District Policy 4060 establishes the ARC Committee as a standing committee of the Board of Directors. The Architectural Committee shall initially

be composed of three (3) persons. The District Board President may appoint all of the members of the Architectural Committee and all replacements on an annual term per the CPCSD District Policy 4060.

1.2.1 Members: Members of the community are hereby appointed and designated by the District Board President as members of the Architectural Committee. Each member of the Architectural Committee will voluntarily serve until replaced or until a written resignation is submitted to the remaining members. The District Board President may appoint a replacement member.

1.2.2 Address: The address of the Architectural Committee is 2502 Country Club Drive. Cameron Park, CA 95682. The Architectural Committee shall not be an "association," as that term is defined in California Civil Code Section 4080.

1.3 POWERS OF THE ARCHITECTURAL COMMITTEE: The Architectural Committee shall have the following powers:

1.3.1 Review Plans: To review and approve, disapprove or conditionally approve all plans, submittals, applications and requests made or tendered to it by Owners, or their agents, pursuant to the provisions of the CC&Rs. In connection therewith, the Architectural Committee may investigate and consider the architecture, design, layout, landscaping, fence detail, and other features of the proposed improvement;

1.3.2 Adopt Rules: To adopt rules and regulations for the transaction of business, scheduling of meetings, conduct of meetings and related matters;

1.3.3 Specify Materials: To require the submission of site plans, diagrams, photographs, materials or other presentation material as may be necessary or appropriate for complete review and consideration of the proposed project.

1.3.4 Adopt Architectural Standards: To adopt architectural rules, regulations and guidelines ("Architectural Standards") which are consistent with the purpose and intent of the CC&Rs and the design of the Project to be used in making the Architectural Committee's determination to approve, disapprove or conditionally approve any matter submitted to it for decision. The Architectural Standards may interpret and implement the provisions of the CC&Rs by setting forth the standards and procedures for architectural review and guidelines for architectural design, placement of buildings, color schemes, exterior finishes and materials and similar features which may be used in the Project.

1.3.5 Fees: Fee proposals by staff and the ARC Committee are to be submitted to the Board of Directors to adopt a schedule reasonable for processing submittals and to establish the time and manner in which such fees shall be paid.

1.4 DUTIES OF ARCHITECTURAL COMMITTEE: The Architectural Committee shall:

1.4.1 Time Limitation: Render a decision on each matter submitted to it, in writing, within thirty (30) days of receipt of all submitted data required by its rules and regulations. Failure to render a decision within said period of time shall be deemed to be an approval of the matter as submitted. The approved plans and specifications, if any, shall be digitally retained by the District and the Architectural Review Committee.

1.4.2 Publish Rules: Publish and make available to Owners and prospective owners all of its rules, regulations and criteria from time to time adopted, if any.

1.4.3 Appointment and Designation: The Architectural Committee may, from time to time, by a majority vote of the members thereof, delegate any of its rights or responsibilities hereunder to one or more duly licensed architects, legal, CC&R Committee or other qualified persons who shall have full authority to council the Architectural Committee or act on behalf of the Architectural Committee in all matters delegated.

1.5 CONDITIONS PRECEDENT TO APPROVAL: As conditions precedent to approval of any matter submitted to it, the Architectural Committee must ordinarily be able to find that:

1.5.1 Architectural Review: General architectural considerations, including the character, scale, and quality of the design, the architectural relationship with the site and other buildings, building materials, colors, screening of exterior appurtenances, exterior lighting and similar elements have been incorporated in order to ensure the compatibility of the proposed improvement with its design concept and the character of adjacent buildings;

1.5.2 Site Review: General site considerations including site layout, open space and topography, orientation and locations of buildings, vehicular access, circulation and parking, setbacks, height, walls, fences, and similar elements have been designed to provide a desirable environment; and

1.5.3 Landscape Review: For Complete Landscape projects; General landscape project consideration, including the location, type, size, color, texture and coverage of plant materials, provisions for irrigating, Maintaining and protecting landscaped areas and similar elements have been considered to ensure visual relief, to complement buildings and structures, and to provide an attractive environment for the enjoyment of the Owners in general and the enhancement of property values in the Project generally. Landscape projects are to consider fire resistant plant life and ground cover. Additional consideration to include drought tolerant plant life. Maintenance of landscape or replacement of dead plant life are not subject to ARC submittal and review.

If the Architectural Committee makes a negative finding on one or more of the items set forth in this Section, it shall ordinarily disapprove such matter, or condition its approval so as to allow such findings to be made.

1.6 FORM OF APPROVALS, CONDITIONAL APPROVALS AND DENIALS: All approvals, conditional approvals and denials must be in writing. Any denial of a proposal must state the reasons for the decision to be valid. Any proposal which has not been approved, conditionally approved or rejected in writing within thirty (30) days from the date of submission will be deemed approved. Decisions made by the ARC Committee may be appealed to the CC&R Committee. The date of submission shall be the date the submission is actually received by a member of the Architectural Committee.