

Camp Meeker Recreation & Park District

Easement and Real Property Sale Policy

SECTION I NEED AND PURPOSE

Camp Meeker Recreation and Park District (“District”) owns several hundred acres of land within and adjacent to the community of Camp Meeker. Sonoma County Agricultural Preservation and Open Space District (“Ag+Open Space”) holds a conservation easement over most of this land outside of the community. There are also conservation easements and deed restrictions placed on District real property by the County of Sonoma.

Use of District real property may provide benefits to adjoining property owners, either by easement or purchase. This is intended to establish a fair and consistent process for granting easements over District real property or selling real property that the District Board of Directors (“Board”) has determined to be surplus or underutilized.

SECTION 2 DEFINITIONS

Easement: As used in this policy, an easement means granting legal right allowing use of District property to other parties for a specific purpose granted through a recorded document.

Conservation Easement: Defined by California Civil Code Section 815.1 as “any limitation in a deed, will, or other instrument in the form of an easement, restriction, covenant, or condition, which is or has been executed by or on behalf of the owner of the land subject to such easement and is binding upon successive owners of such land, and the purpose of which is to retain land predominantly in its natural, scenic, historical, agricultural, forested, or open-space condition.”

Lot Line Adjustment: A change in boundary between two adjoining parcels that does not result in creation of new parcels. Lot Line Adjustments require an application and map prepared by a licensed land surveyor and the application must be submitted to Sonoma County for approval and conditions.

Certificate of Compliance: A determination that a parcel was legally created. This process is governed by the State Subdivision Map Act (Government Code Section 66499.35). Although a certificate of compliance certifies the legality of the parcel for the purpose of lease, sale, or finance, it neither ensures that it is a buildable parcel, nor entitles the parcel owner a construction permit or other development permits or approvals.

SECTION 3 EASEMENTS

The Board may grant non-exclusive easements for the purpose of fire fuel management, landscaping, and on-site wastewater treatment systems (“septic systems”). The Board may grant exclusive easements for parking, provided that parking easements are limited to operational motor vehicles with current registration owned by nearby property owners. Storage of non-operational vehicles, recreational vehicles, trailers, and commercial vehicles is prohibited, but the Board may grant an exception for smaller commercial vehicles with a gross vehicle weight less than 10,000 pounds.

If approved in advance by the Board, a parking easement may allow minor grading and construction of an uncovered deck to accommodate up to two vehicles. Covered carports and garages are not allowed.

The Board may approve septic easements, subject to approval by Sonoma County. The Board may also grant temporary access if necessary to perform testing necessary for obtaining a septic permit.

Easements on land covered by a conservation easement must be approved by the easement holder prior to the Board taking action on the easement request.

The applicant requesting the easement is responsible for all costs, including District costs, associated with executing the easement agreement and recording the easement. The applicant must sign and record the District indemnification agreement as part of the easement. The applicant shall provide a conformed copy of the recorded easement to the District before exercising use allowed by the easement.

SECTION 4 LOT LINE ADJUSTMENTS

The Board may agree to a lot line adjustment with an adjoining property owner if the Board finds that the land to be adjusted has limited value to the District. Purchase price of adjusted land acquired by the District from St. Dorothy’s Rest / Episcopal Diocese of San Francisco (Deed Document #2024061176 Recorded December 13, 2024) will be based on the average price per square foot of this acquisition. For other properties, the applicant shall provide an appraisal prepared by a Certified General Appraiser licensed by the California Department of Consumer Affairs Bureau of Real Estate Appraisers.

Once the Board has agreed to a lot line adjustment application, the applicant shall work with a licensed land surveyor to prepare an application for review by Sonoma County.

The applicant is responsible for all costs, including District costs, associated with appraising the property, applying for a lot line adjustment, and meeting any conditions of approval associated with the lot line adjustment.

SECTION 5 SALE OF REAL PROPERTY

The Board may agree to sell a parcel of land to an adjoining property owner if the Board finds that the land to be adjusted has very limited or no value to the District. The applicant must provide a signed and stamped letter from a licensed land surveyor stating that the parcel is a

legally separate parcel that is not included in the Certificates of Compliance recognized by Sonoma County in 2014 (Project #PLP14-0080). In the case of parcels that are not clearly separate, the applicant may apply for a lot line adjustment or continue to work with their surveyor and apply for a Certificate of Compliance for the parcel and can continue the process of purchasing the parcel from the District.

The applicant must provide an appraisal prepared by a Certified General Appraiser licensed by the California Department of Consumer Affairs Bureau of Real Estate Appraisers, which will establish the sale price of the parcel. The applicant shall be responsible for all costs, including District costs, associated with sale of the parcel.