

**SPRING CREEK ASSOCIATION  
COMMITTEE OF ARCHITECTURE REGULAR MEETING  
TUESDAY, MAY 9, 2017, 5:30 P.M.**

**MEETINGLOCATION:** 451 Spring Creek Parkway, Spring Creek, NV

**CALL TO ORDER:** Chair Parker called the meeting to order at 5:33 p.m.

**PLEDGE OF ALLEGIANCE:**

**COA MEMBERS PRESENT:** Chair Diane Parker, Vice Chair Jill Holland, Members: Brien Park, John Featherstone

**COA MEMBERS ABSENT:** Member: Ivan Shigaio

**SCA STAFF MEMBERS PRESENT:** SCA President Bahr, COA Secretary Dunlap

**COMMENTS BY THE GENERAL PUBLIC:** None

**NEW BUSINESS:**

- I. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A LIVESTOCK PERMIT FOR ONE (1) COW ON 5.38 AC AT 825 AESOP DR. (403-008-008), AND MATTERS RELATED THERETO:** The property owners were not present at the meeting. No public comment was offered. COA member comment indicated that there appears to be no problem with the request; the acreage available is adequate. Chair Parker moved to approve the livestock permit request for one (1) cow at 825 Aesop Dr. COA Member Park seconded the motion. The vote was called; the motion carried 4-0.
- II. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A LIVESTOCK PERMIT FOR TWO (2) GOATS ON 1.03 AC AT 157 COUNTRY CLUB PKWY. (102-010-015) FOR A 4-H BREEDING PROJECT, AND MATTERS RELATED THERETO:** The property owners were not present. No public comment was offered. Comment by COA members ensued. Member Park moved to approve the livestock permit for two (2) goats at 157 Country Club Pkwy. Vice Chair Holland seconded the motion. The vote was called; the motion carried 4-0.
- III. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A LIVESTOCK PERMIT FOR ONE (1) PIG ON 6.42 AC AT 799 EASTLAKE DR. (403-006-003) FOR AN FFA MARKET PROJECT, AND MATTERS RELATED THERETO.** The property owner was not present. No public comment was offered. Member Park moved to approve the livestock permit for one (1) pig at 799 Eastlake Dr. Chair Parker seconded the motion. The vote was called; the motion carried 4-0.
- IV. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A LIVESTOCK PERMIT FOR TWO (2) COWS ON 6.65 AC AT 860 WILLINGTON DR. (403-010-005), AND MATTERS RELATED THERETO.** The property owners were not present. No public comment was offered. COA member comment ensued on the adequacy of the acreage to

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accommodate the request. Member Park moved to approve the livestock permit for two (2) cows at 860 Willington Dr. Vice Chair Holland seconded the motion. The vote was called; the motion carried 4-0.

**V. REVIEW AND DISCUSSION TO APPROVE A LIVESTOCK PERMIT FOR TWO (2) PIGS AND SIX (6) SHEEP ON 1.30 AC AT 451 WESTBY DR. (202-001-043) FOR 4-H AND FFA MARKET PROJECTS, AND MATTERS RELATED THERETO.** The property owners were not present. Chair Parker noted that while the property is small, the property owners have been involved in 4-H and FFA projects for quite some time. Further discussion ensued among the COA members. The size of the property for the number of animals requested was the subject of COA member comments. Secretary Dunlap offered comment on what neighboring property owners have commented on in the past: lighting may be an issue. No public comment was offered. Member Park moved to approve the livestock permit for three (3) sheep and two (2) pigs at 451 Westby Dr. with the condition that lighting be redirected and if complaints arise about the lighting or other matters related to the project, the COA would review the request a second time. Member Featherstone seconded the motion. The vote was called; the motion carried 4-0.

**VI. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A LIVESTOCK PERMIT FOR THREE (3) SHEEP ON 2.11 AC AT 970 PEMBERTON DR. (403-015-004) FOR A 4-H MARKET AND BREEDING PROJECT, AND MATTERS RELATED THERETO.** The property owner was not present. No public comment was offered. Member Park moved to approve the livestock permit for three (3) sheep at 970 Pemberton Dr. Vice Chair Holland seconded the motion. The vote was called; the motion carried 4-0.

**VII. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A LIVESTOCK PERMIT FOR TWO (2) GOATS ON 1.033 AC AT 434 CASTLECREST DR. (201-006-018), AND MATTERS RELATED THERETO.** The property owners were not present. Discussion ensued among the COA members and staff about the property size and photos that had been requested from the property owner about animal housing. No public comment was offered. Chair Parker moved to approve the livestock permit for two (2) goats at 434 Castlecrest Dr. Member Park seconded the motion. The vote was called; the motion carried 4-0.

**VIII. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING AN AGENDA REQUEST SUBMITTED BY JOLI MCANANY, IMAGINE TECHNOLOGY, TO INSTALL THREE (3) “LITTLE FREE LIBRARY” BOXES AT THE MARINA, THE HORSE PALACE AND RUBY MOUNTAIN SPRING WATER (PRIVATE PROPERTY), FOR USE BY THE COMMUNITY AND MATTERS RELATED THERETO:** President Bahr offered comment on the request. Other comment ensued among the COA members and staff. Member Featherstone indicated that it should not impede road access or snowplow services. No public comment was offered. Member Park moved to approve the agenda request submitted by Joli McAnany, Imagine Technology, to install three (3) “Little Free Library” boxes at the Marina, the Horse Palace and Ruby Mountain Spring Water. Member Featherstone seconded the motion. The vote was called; the motion carried 4-0.

**IX. REVIEW AND DISCUSSION AND POSSIBLE ACTION TO APPROVE A ZONE CHANGE REQUEST SUBMITTED BY STEVEN THOMAS FOR 717 BRONCO DR. (403-**

**025-009); REQUESTING A CHANGE OF ZONING FOR THIS PARCEL FROM C2 TO R1 FOR PURPOSES OF USE OR SALE, AND MATTERS RELATED THERETO:** Mr. Thomas was present to answer questions about his request. He noted he is looking to sell the property and stated other properties in the area have been rezoned previously to R1 because the market for property zoned C2 is not in demand where this property is located and the property is very small for a commercial project. Other COA member comment ensued about property setbacks and the type of construction allowed. No public comment was offered. Chair Parker moved to approve a zone change request from C2 to R1 for the property located at 717 Bronco Dr. for purposes of use or sale. Member Park seconded the motion. The vote was called; the motion carried 4-0.

- X. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A CONDITIONAL USE REQUEST SUBMITTED BY KYLA HANNAH, AKA LITTLE EXPLORERS, AT 470 GYPSUM DR. (202-025-010); REQUESTING A CONDITIONAL USE TO OPERATE A LICENSED HOME PRESCHOOL FROM THE RESIDENCE, AND MATTERS RELATED THERETO.** Kyla Hannah was present to address questions and concerns about her conditional use request. She stated that licensing had been submitted and they have been in contact with the Fire Marshall. When all has been approved they will submit the application for the business license to the Secretary of State. They are hoping to have a maximum of ten (10) children in attendance at the preschool. Hours of operation will be between 7:30 A.M. – 5:30 P.M. They have altered the driveway to accommodate ten (10) cars to be able to park in the yard and off the street. They have applied for a fence permit and constructed a five (5) foot fence for the children’s’ play area. Chair Parker read comments received by COA Secretary Dunlap from the surrounding neighbors. Ms. Hannah has a letter from the property owner who lives in California, indicating the owner agrees with the goals of the property renter and what is being done to improve the property. Member Featherstone commented about the home occupation and sign permit requirements. No public comment was offered. Vice Chair Holland moved to approve the conditional use permit at 470 Gypsum Dr. with the condition that Ms. Hannah bring in the property owner notarized affidavit of consent to use the property as requested for the conditional use permit. Chair Parker seconded the motion. The vote was called; the motion carried 4-0.
- XI. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A BOUNDARY LINE ADJUSTMENT SUBMITTED BY LUIS & GABRIELLA CORTEZ, 654 WESTCOTT DR. (401-011-034), AND UPON MUTUAL AGREEMENT WITH JAMES & LINDA KING, 662 WESTCOTT DR. (401-011-033) TO ADJUST THE PROPERTY LINE BETWEEN THE TWO PROPERTIES TO ACCOMMODATE AN EXISTING FENCE ON THE PROPERTY AT 654 WESTCOTT DR., AND MATTERS RELATED THERETO.** The requesting property owner of 654 Westcott Dr., Luis Cortez, was present to explain the request. He built the fence in question about ten (10) years ago and even though he had the property surveyed it turns out the fence is on his neighbor’s’ property. Both parties thought the fence line was correct only to find out later that it wasn’t. The owner of 662 Westcott Dr. has stated that he is agreeable to selling the property needed to accommodate the property fencing boundary. No public comment was offered. Member Park moved to approve a property boundary line adjustment submitted by Luis Cortez to adjust the property line between 654 Westcott Dr. and 662 Westcott Dr. to accommodate an existing fence located at 654 Westcott Dr. Member Featherstone seconded the motion. The vote was called; the motion carried 4-0.

- XII. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AND UNSIGHTLY STORAGE OF ITEMS AT 483 LYNX DR. (202-018-054), AND MATTERS RELATED THERETO.** The property owners were not present. Discussion ensued regarding the history of the property violation notifications and any steps taken to resolve the violations among the COA members and staff. No public comment was offered. Discussion of the COA rules for the fine process and how the referral process to the BOD for legal action works. Member Park moved to refer the property at 483 Lynx Dr. for inoperative vehicles and storage of trash to the Board of Directors for legal action. Member Featherstone seconded the motion. The vote was called; the motion carried 4-0.
- XIII. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXCESSIVE WEEDS AT 539 BRENT DR. (202-019-002), AND MATTERS RELATED THERETO.** The property owners were not present at the meeting and have not responded to notification letters. The COA members and staff discussed the COA rules on weed management and steps to be taken when property owners do not respond to notifications of violation. The benefit to referring properties in violation of COA rules for legal action was also discussed particularly regarding eliciting response from property owners who have ignored notification letters previously. President Bahr offered insight into violation handling history. No public comment was offered. Member Park moved to refer the property at 539 Brent Dr. to the BOD for legal action with verification of the appropriate address. Vice Chair Holland seconded the motion. The vote was called; the motion carried 4-0.
- XIV. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES, UNSIGHTLY STORAGE OF ITEMS AND FENCING HEIGHT AT 369 WESTCLIFF DR. (201-008-043), AND MATTERS RELATED THERETO.** The property owner was not present. Discussion on the history of violation notifications ensued and no response has been received from the property owner. Member Park suggested that the fencing issue be omitted and focus should be placed on removal of the cars and unsightly items. No public comment was offered. Member Park moved to refer the property at 369 Westcliff Dr. to the BOD for legal action regarding inoperative vehicles and unsightly storage items with additional action possible in the future regarding the fencing issue. Member Featherstone seconded the motion. The vote was called; the motion carried 4-0.
- XV. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES, BUILDING EXTERIOR AND UNSIGHTLY STORAGE OF ITEMS AT 533 CEDARLAWN LN. (202-031-030), AND MATTERS RELATED THERETO.** The property owner was not present. Review of the history of violation notification letters was offered by Secretary Dunlap with no response from the property owner. No public comment was offered. Member Park moved to refer the property at 533 Cedarlawn Ln. to the BOD for legal action. Member Featherstone seconded the motion. The vote was called; the motion carried 4-0.
- XVI. REVIEW AND DISCUSSION REGARDING MONTHLY UPDATE ON PROPERTIES AT COPENHAVER & MCCONNELL, P.C., AND MATTERS RELATED THERETO.** Secretary Dunlap reviewed the detail contained in the legal action update report submitted by Copenhaver & McConnell, P.C. Comments and discussion ensued among the COA members about specific properties.

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**XVII. APPROVE MINUTES FROM THE APRIL 11, 2017 COMMITTEE OF ARCHITECTURE REGULAR MEETING.** Member Park moved to approve the April 11, 2017 COA Regular Meeting Minutes as stated. Chair Parker seconded the motion. The vote was called; motion carried 3-1 (Member Featherstone abstained – not on COA for the April 2017 meeting).

**XVIII. APPROVE COMMITTEE OF ARCHITECTURE REVENUE AND VIOLATION REPORTS FOR APRIL 2017.** Member Featherstone asked Secretary Dunlap for clarification on some aspects of the Revenue report which The COA Secretary provided. No public comment was offered. Member Park moved to approve the Committee of Architecture Revenue Reports for April 2017 as presented. Chair Parker seconded the motion. The vote was called; the motion carried 4-0.

Discussion on some aspects of the violation report ensued with explanation offered by President Bahr. No public comment was offered. Member Park moved to approve the April 2017 Violations report as submitted. Chair Parker seconded the motion. The vote was called; the motion carried 4-0.

**XIX. COMMITTEE MEMBER AND STAFF COMMENTS.** Member Park mentioned the Frannie Anne property; trash is evident because they keep trash cans at the location. Other topics were also discussed including whether business permits might be required for people who are in the business of renting homes, duplexes and apartments. He also questioned whether vacant or abandoned commercial property owners should be required to pay a commercial permit fee which might potentially lead those property owners to either sell the property or develop it to make the property productive. Discussion ensued among the members on various ideas of what can and can't be required of property owners.

President Bahr commented on the staff opinion sheet and how each item applies.

**XX. THE NEXT REGULAR MEETING OF THE COMMITTEE OF ARCHITECTURE IS SCHEDULED FOR TUESDAY, JUNE 13, 2017 AT 5:30 P.M.**

**XXI. MEETING ADJOURNED: 7:15 p.m.**