

**SPRING CREEK ASSOCIATION
COMMITTEE OF ARCHITECTURE REGULAR MEETING
TUESDAY, OCTOBER 11, 2016, 5:30 P.M.**

MEETING LOCATION: 451 Spring Creek Parkway, Spring Creek, NV

CALL TO ORDER: Chairperson Parker called the meeting to order at 5:30 p.m.

PLEDGE OF ALLEGIANCE:

COA MEMBERS PRESENT: Chair Diane Parker, Vice Chair Jill Holland, Members: Ben Cortez, Aleathe Beddow.

COA MEMBERS ABSENT: Donna Solomon

SCA STAFF MEMBERS PRESENT: SCA Treasurer/Secretary Preston, COA Secretary Dunlap

COMMENTS BY THE GENERAL PUBLIC: None

I. NEW BUSINESS:

- A. 509 CRIPPLE CREEK DR. (402-016-012): REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A VARIANCE OF 10 FEET INTO THE STANDARD 20 FOOT SIDE BUILDING SETBACK FOR FUTURE CONSTRUCTION OF A SHOP AND MATTERS RELATED THERETO.** Bruce and Annette Kerr, the property owners, were present to explain the background on why the variance request is being pursued. Chair Parker stated that there appears to be no interference with the ten-foot setback request with respect to proximity of neighboring structures or proposed future access to the shop itself. No public comment was offered on the matter. Chair Parker, moved to approve the variance request and commented that COA variance approval must then be presented to Elko County for approval. Member Beddow seconded the motion. Vote was called and motion carried 4-0.
- B. 785 LILY DR. (202-004-027): REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A LIVESTOCK PERMIT FOR TWO (2) COWS ON 1.40 ACRES AND MATTERS RELATED THERETO:** The property owners requesting the livestock approval were not present. COA Member Beddow requested clarification on property boundary considerations/structures. Secretary Dunlap indicated the Elko County overlay maps property boundary lines for SCA parcels are typically inaccurate; what Elko County shows and where boundaries really are, differ on the overlay maps. Secretary Dunlap stated that with this post-facto livestock permit application the current location of the livestock pen is in violation of what the rules stipulate; the property owners did not request/obtain a livestock permit as required by COA rules prior to obtaining their existing cows. Chair Parker questioned whether it would be appropriate to suggest moving the livestock pen as a condition of approval. Secretary Dunlap clarified that the pen doesn't have to meet setback requirements but the animal shelter does have to meet those requirements. The cows are slated to be gone from the property in the Fall of 2016. Vice Chair Holland asked if the property owners could be required to relocate the pen in the future as a condition of future livestock permit approval. Secretary

Dunlap said she could include that clarification verbiage in the letter granting approval of the current livestock permit request. Vice Chair Holland moved to approve the livestock permit for two (2) cows at 785 Lily Dr. Member Cortez seconded the motion. Vote was called and the motion carried 4-0.

- C. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE SUGGESTED INCREASES ON COA PERMIT FEES TO BE EFFECTIVE JANUARY 2017 AND MATTERS REALTED THERETO. PERMIT FEES HAVE NOT BEEN INCREASED SINCE JANUARY 2015.** Chair Parker stated that it is one of the items that should be considered as building in Spring Creek continues to advance. She suggested incremental fee increases would be in order. Treasurer Preston also commented that the permit fees are source of funding for SCA and should routinely be reviewed with respect to being appropriately set. Chair Parker also requested clarification for fees on expired permits. Secretary Dunlap reviewed the proposed fee increases for expired permits: the fee for permits issued where construction was never initiated versus permits where construction has started but the project is not yet complete. No public comment was offered. Chair Parker moved to accept the proposed COA building plan review/permit fee increases as submitted. Vice Chair Holland seconded the motion. The vote was called and the motion carried 4-0.

- D. REVIEW AND DISCUSSION REGARDING MONTHLY UPDATE ON PROPERTIES AT COPENHAVER & MCCONNELL, P.C. AND MATTERS RELATED THERETO.** Chair Parker sought clarification on the status of several of the properties currently with legal. Vice Chair Holland asked if the COA is making progress working with legal to get the violation properties resolved and in compliance. Secretary Dunlap reviewed the status of the properties in question and explained the importance of reviewing the progress of violation correction with legal. No public comment was offered. No action was taken.

II. UNFINISHED BUSINESS:

- A. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE FURTHER SUGGESTED REVISIONS IN THE COA RULES & REGULATIONS AND MATTERS RELATED THERETO.** Secretary Dunlap commented on the status of the proposed revisions to the COA Rules & Regulations particularly with respect to the rule on Door to Door Commercial Solicitation. Vice Chair Holland asked why COA is involved in trying to administer the solicitation policy versus having individual property owners taking responsibility to manage solicitation. Chair Parker explained the background on the solicitation policy. Discussion among the COA members ensued. No public comment was offered. Vice Chair Holland moved to accept the revision to COA Rule #27 regarding Door to Door Commercial Solicitation as written. Member Cortez seconded the motion. The vote was called; the motion carried 4-0.
- B. REVIEW AND DISCUSSION REGARDING THE COA MEMBER POLICIES AND PROCEDURES MANUAL, THE ACKNOWLEDGEMENT OF DUTIES AND MATTERS RELATED THERETO.** Comment on the revisions was offered by the COA members. Comment was offered on the verbiage and ambiguity of the original policy on COA meeting attendance and grounds for dismissal from the COA when absence/attendance is the issue.

C. APPROVE MINUTES FROM THE SEPTEMBER 13, 2016 COA REGULAR MEETING. Vice Chair Holland moved to approve/accept the minutes of the September 13, 2016 COA meeting with revision from Special Meeting to Regular Meeting on the front page. Member Beddow seconded the motion. Vote was called; motion carried 4-0.

III. APPROVE COMMITTEE OF ARCHITECTURE REVENUE REPORTS FOR SEPTEMBER, 2016. Chair Parker moved to approve September, 2016 COA Revenue Reports with slight revisions. Member Cortez seconded the motion. Vote was called; motion carried 4-0.

IV. COMMITTEE MEMBER AND STAFF COMMENTS. Vice Chair Holland sought clarification on whether another elementary school is planned for the community; she indicated that other community members she knows have been asking if there is anything new on the matter. Treasurer Preston explained background of the conversations SCA has had with the Ruby Vista Ranch developers about the parcels SCA owns that may be developable for that purpose. Just because some parcels appear to be developable, those parcels either can't be subdivided or zoned for that type of development. Elko County School District is the ultimate decision maker where future school location/construction is concerned. Discussion ensued with respect to the fact that developers are required to provide the location for schools and the fact that current Spring Creek Schools are not located on Spring Creek property but on County property. Expansion of existing schools is worth consideration versus building an entirely new facility; Elko County has not indicated another elementary school is needed in the area. SCA is not currently pursuing land swaps or purchase for school construction. Secretary Dunlap commented that she had received a suggestion from Security to incorporate property specific right of way permits issued to utility companies and contractors into the SCA maps on the new COA management software. Right of Way permits are issued for work done in the easements and COA has to keep track of these permits.

V. THE NEXT REGULAR MEETING OF THE COMMITTEE OF ARCHITECTURE IS SCHEDULED FOR TUESDAY, November 8, 2016 AT 5:30 P.M.

VI. MEETING ADJOURNED: 6:20 PM