

COMMITTEE OF ARCHITECTURE

RULES AND REGULATIONS

COA ADOPTED – January 1, 2015 REVISED – May 10, 2016 APPROVED – September 13, 2016 REVISED/APPROVED – October 11, 2016

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COA ENFORCEMENT OF DOR'S AND COA RULES AND REGULATIONS

- 1. **GENERAL PURPOSE:** The COA shall actively promote compliance with the DOR's/COA Rules and Regulations by educating property owners, public officials, and local real estate brokers of the requirements. However, the burden is upon the property owners to know and understand the applicable rules and regulations governing the COA.
- **2. PROCEDURE FOR ENFORCEMENT:** The COA shall consider of the DOR's/COA Rules and Regulations that are reported to the COA in the following ways:
 - A phone or written complaint by a Spring Creek Association property owner.
 - A report of non-compliance by a member of the COA.
 - A report of non-compliance by an SCA employee.
 - Verbal complaints may be made by property owners during the "Comments by General Public" portion of the BOD and/or COA meetings.
- 3. NOTICE OF NON-COMPLIANCE: In the event that any COA Member or the COA Secretary determines that there is a property not in compliance with the DOR's, COA Rules and Regulations and/or any other policies, permits, applications or additional regulations of the Association, the COA Secretary shall then commence with a three (3) letter process to the property owner as recorded in the SCA documents/system as follows:
 - The 1st letter will list the observed violation(s) and set a limit of fifteen (15) calendar days within which to correct the violation(s) or contact the SCA COA Secretary to make arrangements to correct the violation(s) to correct the violations or a \$200.00 fine will be imposed and a \$25 per month fee will also be applied for each month the property remains in violation for up to one year.
 - If the property continues to be in violation after the fifteen (15) calendar days expires, then a 2nd letter will be sent with a set limit of ten (10) calendar days within which to correct the violation(s) or contact the SCA COA Secretary to make arrangements to correct the violations or a \$200.00 fine will be imposed and a \$25 per month fee will also be applied for each month the property remains in violation for up to one year.
 - If the property continues to be in violation when the ten (10) calendar days expires then a 3rd letter will be sent with a set limit of five (5) calendar days within which to correct the violation(s) or contact the SCA COA Secretary to make arrangements to correct the violations or a \$200.00 fine will be imposed and a \$25 per month fee will also be applied for each month the property remains in violation for up to one year.
 - If the property remains in violation at the conclusion of the five (5) days, it will be placed on the COA's next regular meeting agenda for further consideration or referral to the BOD. At this time the \$200.00 fine will be imposed and a \$25 per month fee will also be applied for each month the property remains in violation for up to one year.

COA RULES AND REGULATIONS

1. SCOPE OF RULES AND REGULATIONS

These COA Rules and Regulations have been adopted by the COA as authorized in the DOR's (Page 3). These Rules and Regulations are supplemental to the DOR's. Therefore, please refer to the Master DOR's as well as the tract specific DOR's and the following Rules and Regulations.

Changes to the COA Rules and Regulations manual shall become effective only after public reading at two (2) regular COA meetings, there after approved by the Committee at the second (2nd) meeting.

- 2. MATERIALS AND PRACTICES <u>NOT ALLOWED</u>: The following list contains materials, practices or uses, not allowed within the Spring Creek Association which are in addition to those specifically set forth in the DOR's or are otherwise prohibited or restricted by federal, state or local laws, rules or regulations:
 - The developing, building, or construction of dirt mounds, hills, jumps or ramps for the explicit use of riding Motorcycles, ATV's, or OHV's, will be considered a "race track" or "practice track" by the COA and is therefore expressly prohibited.
 - The use of any unauthorized motorized vehicles is prohibited on all Spring Creek Association owned property including roads and greenbelts.
 - Major maintenance/repair of vehicles in the yard/driveway. Automobile repair shops are not allowed except in specifically zoned areas per County Zoning requirements.
 - Mobile homes located on property for storage
 - Tires with or without wheels for fencing or roof weights
 - Overhead fuel storage containers
 - Galvanized (silver color) roofing and siding
- 3. SPECIAL APPLICATIONS: Applications for the following items must be placed on a COA meeting agenda for approval:
 - Livestock/4H/FFA Projects;
 - Signs;
 - Property Boundary Line, Conditional Use, Zoning changes, and Variances.
- 4. ACCESSORY STRUCTURES: Accessory structures, including membrane structures, must be similar in color to the existing residence on the property. Exterior trim elements are required so that the structure appears finished. Greenhouses over 32 SF and of solid, non-membranous construction require a permit through SCA. "HOOP HOUSES" not taller than 4 feet at highest point do not require a permit.
- 5. METAL STORAGE CONTAINERS: Storage use of semi-trailers, with axles removed, delivery boxes, and pre-fabricated steel container boxes, such as Con-ex vans and sea vans to be considered for approval by the COA shall meet the same requirements as accessory structures.
- **6. GUESTHOUSES:** No guesthouse can exceed 500 square feet and cannot contain any type of cooking facilities.(i.e. a stove or oven). This constitutes two (2) separate residences on a single residential lot which is not allowed in any Zoning description under County Zoning requirements. Guesthouses shall meet the same requirements as accessory structures. Guest houses or "Mother-In-Law" quarters are not to be rented.
- 7. **OFF-STREET PARKING, GARAGES AND CARPORTS:** The following minimum requirements must be met for off-street parking and any garages or carports.
 - Parking space requirements must be completed prior to occupancy.
 - Two (2) covered off-street parking spaces for any residence. All new home plans require a minimum 2 car garage.
 - Other structures (barns, shops, etc.) of equivalent size may be substituted if converting an existing garage to living space.
 - This regulation does not apply to lots zoned for manufactured (mobile) homes, Tract 201 and 202.
- 8. CULVERTS: Minimum twelve (12) inch culvert is required for lot development. There are no other requirements for driveways.
- **9. RIGHT-OF-WAY STORAGE AND PARKING:** On-the-street parking, storage of property on the right-of-way or similar action is not allowed and will be reported to Elko County as an abandoned vehicle or abandoned property.

- 10. TRAVEL TRAILERS/MOTORHOMES: Personal use of or renting a travel trailer or motorhome as a residence on any lot <u>is prohibited</u>. A visitor of a property owner who has a <u>house</u> on the property may <u>temporarily</u> stay in a travel trailer/motorhome on the lot for a maximum of two (2) consecutive weeks without prior approval. If at any time an extended stay is expected, the property owner <u>must</u> obtain prior approval from the COA before a visitor can stay in a travel trailer/motorhome on a lot for longer than two (2) consecutive weeks. A travel trailer or motorhome may be used as <u>a temporary living quarters</u> on a newly developed lot ONLY during the construction timeframe and ONLY by the property owner and/or contractor.
- 11. INOPERATIVE / UNREGISTERED / UNLICENSED VEHICLES: Any vehicle which does not possess a current valid license plate and registration sticker or which is in a wrecked, discarded, dismantled, inoperative or abandoned condition, and is not in a condition where it may be used on a public highway. Lack of a current valid license plate, or an expired registration sticker upon viewing, shall be presumptive evidence that the vehicle is not in a condition capable of being used on a public highway. If a vehicle in question possesses valid current registration not witnessed at the time of viewing, the property owner shall provide a copy of the registration certificate as evidence to the COA Secretary. Only one (1) vehicle in a condition as described above is allowed on any property/lot; providing it is:
 - Out of view from any public right of ways and/or neighboring or adjacent lot(s); or,
 - Covered with a heavy duty vehicle cover which must be continuously secured to the vehicle; blue tarps are not acceptable as vehicle covers.
- **12. EXTERIOR CONDITION OF STRUCTURES:** All structures on any lot shall be maintained in a condition of reasonable repair.
- 13. TRASH CONTAINERS/TRASH ENCLOSURES: Trash containers cannot remain at the street longer than 12 hours before and after pick-up. Larger trash containers such as the round green non-rolling containers supplied by Elko Sanitation can remain at the end of your driveway but must not be in the road or easement area. Trash can enclosures at the front of the property require a permit from SCA and must be of sound construction and aesthetically appealing.
- **14. AUXILLIARY OUTDOOR LIGTHING**: Outdoor lighting comes under the jurisdiction of auxiliary structures with a twenty (20) feet height limitation and cannot be directed towards neighboring residents.
- 15. FENCES AND WALLS: Spring Creek Association is bordered by active ranching boundaries; therefore the barbed wire fence surrounding the Association is the property of the Association and cannot be cut or removed for any reason. Property owners who have a Spring Creek boundary fence bordering their property are responsible for its care and maintenance. Any Property owner who has an SCA boundary fence and the fence is cut or has been taken down could be subject to a fine if it is not repaired regardless of when it occurred.

A fence or wall must:

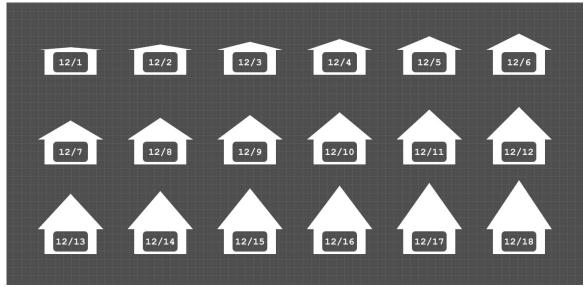
- Be approved by the COA prior to construction; and,
- Meet the following conditions and restrictions:
 - o **Must not exceed:** Six (6) feet in height.
 - Recycled pallets used as fencing are not allowed.
 - Barbed wire fencing is not allowed except on properties bordering active ranching boundaries.
 - Mounds/piles of dirt, or other non-typical materials used as walls or fences require design approval by the COA prior to construction.
- Fences and walls shall be maintained in a condition of reasonable repair.
- **16. WINDMILLS:** The construction of windmills falls under Electric Power in the DOR's. Windmills cannot exceed twenty (20) feet in height nor can the windmill diameter exceed five (5) feet.
- 17. AUXILIARY STRUCTURES: Telephone poles and other auxiliary structures are to be limited to twenty (20) feet high with the exception of FCC licensed antennas. Ground mounted Solar Arrays require a permit prior to construction.
- 18. EXCESSIVE BRUSH/WEEDS OR DEAD TREES/SHRUBS, NOXIOUS WEEDS: All structures must have a minimum clearance of fifty (50) feet void of excessive weeds, brush materials. Weeds over 12" in height and/or covering more than 50% of the property are considered excessive. Dead trees and/or shrubs are considered unsightly and shall be removed from the property. Noxious weeds shall be promptly removed from any lot, developed or undeveloped. The most common noxious weeds in this area are: Hoary Cress, several varieties of Thistle and Spotted Knapweed. A complete list can be found at: http://agri.nv.gov/Plant/Noxious Weeds/Noxious Weeds List/. NRS 555.150 Control of noxious weeds by owner or occupant of land. Every railroad, canal, ditch or water company, and every person owning, controlling or occupying lands in this State, and every county, incorporated city or district having the supervision and control over streets, alleys, lanes, rights-of-way, or other lands, shall control all weeds declared and designated as noxious as provided in NRS 555.130 in any manner specified by and whenever required by the State Quarantine Officer.

- 19. FAIRWAY EASEMENTS: Fencing and/or structures are not permitted in the fairway easements. There shall be no landscaping of any type on the Fairway Easements without prior approval from the Spring Creek Association Greens Superintendent or authorized designee.
- 20. RIGHT OF WAY EASEMENTS: The easement area between the street and front or side property line of any lot that borders the road/street is the responsibility of the property owner to maintain. This area is to be kept clear of weeds/brush. These areas are designated utility easements therefore; all lot owners must understand landscaping this area is at your own risk.
- 21. CHICKENS/DUCKS/GEESE/RABBITS: These are considered "barnyard animals". They are allowed in all tracts for personal use only. Roosters are allowed. They are not to be kept, bred, or maintained for commercial purposes and are not to be kept in quantities which create an annoyance or nuisance to the neighborhood. Chicken/Rabbit "hutches" or chicken "tractors" do not require a building permit; however, large shed style structures, 32 square feet or larger and taller than 4 feet in height, used as "coops" or "shelters" <u>DO</u> require an SCA building permit.
- **22. LIVESTOCK/4-H/FFA PROJECTS:** Split-Hoof Livestock and other livestock such as Llamas, Alpacas and Buffalo are permitted on most SCA lots with prior approval of a Livestock Permit Application from the COA. Livestock is NOT permitted in Tracts 106A, B, C or D surrounding the vicinity of the Golf Course.
- 23. DOMESTIC ANIMALS/DOGS/CATS: Dogs and cats shall be kept within the limits of the property by means of an enclosure, suitable carrier/kennel or fenced/enclosed yard so as to not become a nuisance. Dogs, cats, or other household pets may not be kept, bred, or maintained for commercial purposes and are not to be kept in quantities which create an annoyance or nuisance to the neighborhood, or which would interfere with the enjoyment, comfort, privacy, health or safety of other property owners. Reports of any of the above will be considered a "Nuisance" and will be handled as stated under the "Nuisance" rule. It is against Elko County Code 7-2-6 to allow dogs to run at large, any loose dogs or cats are to be reported to Animal Control (775)777-7300, and then to SCA (775)753-6295. A description of the animal(s) and address of the owner IS REQUIRED in order for SCA to take any action.
- 24. NUISANCE: Anything which is injurious to health, or indecent and offensive to the senses, or an obstruction to the free use of property, so as to interfere with the comfortable enjoyment of life or property; or anything obnoxious to the health and welfare of the inhabitants of SCA; or any act or thing repugnant to or creating a hazard to or having a detrimental effect on the property of another person or to SCA shall be considered a nuisance especially between the hours of 10:00 pm and 7:00 am. Examples of nuisances include but are not limited to: loud and repeated noise, activities generating large amounts of dust such as excessive ATV activity, and excessive barking or howling of dogs. All Nuisance Complaints will be evaluated on a case by case basis. A complaint regarding such a nuisance may be made to the SCA COA by any person whose property is injuriously affected or whose personal enjoyment is lessened by the nuisance. When an alleged nuisance has been reported the COA shall then place the item on an agenda to determine whether the alleged nuisance constitutes an actual nuisance which should be abated. The Association DOES NOT get involved with any civil disputes or neighbor vs. neighbor issues, these issues are to be reported to the Elko County Sheriff via Dispatch at 777-7300.
- **25. REPETITIVE NUISANCE VIOLATIONS**: Repetitive violations of the same or similar conduct within a twelve (12) month period will be considered "Repetitive Nuisance Violations" and will be processed as a continuation of the original complaint. Should a matter appear three (3) times on a COA agenda within a twelve (12) month period for the same or similar conduct, the matter will automatically be referred to the BOD and requested to be referred to legal for injunctive relief.
- **26. USING A LOT/PARCEL FOR STORAGE:** Storage of personal property, equipment, trailers, vehicles, etc. is not allowed on any undeveloped lot, unless a shop, pole barn or similar storage building that has been approved by the Committee of Architecture is constructed for storing such items so they are not visible from any public right of ways, or neighboring or adjacent property.
- **27. DOOR TO DOOR COMMERCIAL SOLICITATIONS:** Spring Creek Association prohibits door-to-door commercial solicitations of any kind, including sales, promotions, and general solicitations. This rule is not applicable to political, religious and local fundraising organizations.

MODULAR HOME REQUIREMENTS

<u>EFFECTIVE ON SEPTEMBER 13, 2016</u> – Spring Creek Association will NO LONGER issue permits for Modular/Manufactured homes to be placed in any tract other than Tract 200. Modular/Manufactured homes must follow these requirements.

1. ROOF PITCH: A modular home must have no less than a 5:12 roof pitch so as to have the appearance of an aesthetically acceptable stick-built home.



- **2. DIMINISH MARRIAGE SEAM:** A modular home must be of such a design as to diminish the visible aspect of a parting (marriage) seam, so as to have the appearance of an aesthetically acceptable stick-built home.
- **3. NEVADA STATE STAMP:** The <u>original</u> Nevada State Stamp (UBC/IRC "wet" stamp) is required on all modular house plans prior to the COA approval.
- **4. PERMENANT FOUNDATION REQUIRED:** A modular home must be placed on a permanent foundation, meeting Elko County Building Code, for such structures. Further, axles, wheels, or other impediments used in the delivery of the modular home, must be removed from the property at the time the units are installed.
- 5. **EXTERIOR OF HOME:** The finished exterior of the modular home must have the appearance of an aesthetically acceptable stick-built home.
- **6. TIMELINE TO PLACE HOME ON FOUNDATION:** The arrival of a modular home will not be permitted until the foundation is ready to accept the home. Thirty (30) working days will be allowed to place the home on the foundation.

MANUFACTURED HOME REQUIREMENTS

- 1. **REMOVAL OF EXISTING HOME:** The existing home must be removed from the property within thirty (30) days of set up of the replacement home.
- 2. **SKIRTING:** Manufactured homes must be skirted within thirty (30) days of set up. Skirting materials of a manufactured mobile home must be durable or in an appearance compatible with the manufactured home.
- 3. AGE OF MANUFACTURED HOME: The maximum age of a manufactured home to be placed on a Spring Creek Association lot is 10 years. In order for the COA to consider a variance to the ten (10) year rule, the applicant must provide a statement from a licensed professional (i.e realtor or a contractor) stating that the "effective age" due to exterior improvements is less than ten (10) years, and at least four (4) current dated photos of the exterior of the home from all sides. The manufactured home must have been built to H.U.D. Code Specifications which were implemented in June of 1976. A manufactured home must also meet all other appearance guidelines of the COA.

GUIDE FOR PLAN APPROVAL Dimensions of house, manufactured or modular home, accessory buildings, fences, etc. Front, side and rear setbacks of all structures from property lines. Septic tank and leach field location. Water meter location. Underground power and telephone location. Name, mailing address, phone number, and signature of property owner. Name, mailing address and phone number of contractor. Legal descriptions (tract, block, and lot numbers) and street address of lot. This information can be obtained from the SCA office. Manufactured homes – four (4) current dated photographs of front, sides and rear of home to be placed on lot. Manufactured homes - Verification that home is NOT OVER ten (10) years old. Elevations, showing height, width, and length of all sides of the structure. Type of construction (wood frame, log, steel, etc.). Also include finish appearance (stained, painted, color for approval of accessory structures to match home, etc.) No landscaping of any type on the Fairway Easements without prior approval from the SCA Greens Superintendent.

Fees: As per posted fee schedule.

COA PROCEDURE FOR APPLYING FOR VARIANCES, ZONE CHANGES, CONDITIONAL USE PERMITS OR BOUNDARY LINE ADJUSTMENTS

- 1. APPLICATION PROCESS: A completed application must be submitted to the COA at least thirty (30) days prior to the meeting at which the request will be heard. The property owner and/or his/her agent, with a notarized "Affidavit of Representation", will be required to attend the meeting to answer questions. The application shall include detailed plans and specifications of the proposed construction and the reason behind the need for the change. The COA shall require a fee based on the posted fee schedule.
- **2. NOTICE REQUIRED:** In the event the COA determines that any other property owners will be affected by the requested exception or variance the COA shall:
 - Notify all surrounding property owners stating the applicant's request for exception or variance, giving those ten (10) days within which to report their opinion of the proposed exception or variance.
 - At the COA's meeting at which the request is to be acted upon the COA shall hear all interested -property owners and/or their agents, with a notarized "Affidavit of Representation", prior to making a determination on the request for exception or variance.
- **3. DISCRETION OF COA:** The COA, in each instance, will determine whether or not the request is necessary or would in any way detract from the appearance of the vicinity.
- **4. ZONING CONSIDERATION**: In making any decision to grant or deny a change of zoning the COA shall be guided by the following factors:
 - Whether the zoning sought is consistent without the comprehensive zoning plan or is inconsistent with uses to which the rest of the district is zoned;
 - Whether the change appears to be for the public good or for the sole benefit of the private interest of the property owner without regard to the community welfare.

Pursuant to COA decisions regarding Boundary Line Adjustment, Zoning Change, Variance or Conditional Use Applications:

5. APPEALS OF COA DECISIONS:

- If a property owner feels they have not received a fair decision with the COA and wishes to appeal the decision they have the right to appeal to the BOD within thirty (thirty (30)) days of the COA's decision, unless the subject of the appeal is a direct violation of the SCA DOR's or the COA Rules and Regulations.
- The notice of appeal shall be filed with the Corporate Secretary of SCA. The notice of appeal shall be in writing and shall specify the grounds for the appeal.

COA SPRING CREEK LOT ZONING BY TRACT

TRACT	# OF LOTS	ZONING
101	276	Parcels A thru C are zoned "OS. All other lots are zoned "AR".
101A	70	Parcels A and B are zoned "OS". All other lots are zoned "AR".
102	309	Lots 28 thru 30 inclusive and Lot 80 of Block 10; Lots 28 thru 30 inclusive of Block 12 are zoned "C2". Lots 31 thru 40 inclusive of Block 10, Lots 14 thru 27 of Block 12, Lots 17 thru 24 inclusive of Block 13 are zoned "R2". Parcels A thru D are zoned "OS". Remaining lots are zoned "AR".
103	319	Parcels A thru D are zoned "OS". Lot 33 of Block 3 zoned "C-1" (app. 10/2011) all other Lots are zoned "AR".
104	60	Parcel A is zoned "OS". All other lots are zoned "AR".
105	78	Parcel A is zoned "OS". All other lots are zoned "AR".
106A	240	Lots 5 thru 10 inclusive of Block 2 are zoned "C2". Lots 2 thru 13 inclusive of Block 1; Lots 1 thru 4 inclusive, Lots 11 thru 15 inclusive, and Lots 35 thru 51 inclusive in Block 2; and Lot 1 thru 5 inclusive of Block 5 are zoned "R2". Lots 52 thru 67 inclusive of Block 2; Lots 5 thru 16 of Block 4 and Lots 20 thru 49 inclusive of Block 5 are zoned "R1-2". Remaining lots are zoned "AR". Parcels A thru D inclusive are zoned "OS". No horses or stock animals are allowed in this tract.
106B	282	Parcel A thru I are zoned "OS". All other lots are zoned "AR". No horses or stock animals are allowed in this tract.
106C	109	Lots 1 thru 6 inclusive of Block 1 are zoned "R2". All other lots are zoned "AR". No horses or stock animals are allowed in this tract.
106D	42	Lots 1 thru 31 inclusive of Block 1 are zoned "C1". Lot 2 of Block 2 is zoned "C2" (app. 02/2010). Lot 3 inclusive of Block 2 and Lot 2 of Block 4 are zoned "C3". Lots 1 of Block 5 is zoned "R2". All other lots are zoned "C2". Parcels A, C, and D are zoned "OS". Parcel B is zoned "Common Commercial Area". No horses or stock animals are allowed in this tract.
107	99	All lots are zoned "AR".
107A	11	All lots are zoned "AR".
109	139	Parcels A thru T are zoned "OS". All other lots are zoned "AR".
201	312	Lots 1 thru 5 inclusive of Block 6, Lots 1, 2 and 5 inclusive of Block 8 and Lots 1 thru 12, inclusive of Block 4 are zoned "C2"(app. 03/1980-2006). Lots 3 and 4 of Block 8 are "C1" (app. 06/1988). Remaining lots are zoned "AR". Parcels A thru F are zoned "OS".
202	1157	Parcels A thru BB are zoned "OS". All other lots are zoned "AR".
301	120	Parcels A and B and Lot 1 Block 1 are zoned "OS". All other lots are zoned "AR".
303	34	Parcels A thru C are zoned "OS". All other lots are zoned "AR".

304	215	Parcels A thru F are zoned "OS", except for Parcel D which is zoned "A". All other lots are zoned "AR".
305	28	All lots are zoned "AR".
401	522	Parcels A thru N are zoned "OS". All other lots are zoned "AR".
402	568	Parcels A thru T are zoned "OS". All other lots are zoned "AR".
403	430	Parcels A thru R and Parcels T thru Z, and Parcels AA thru EE are zoned "OS". Lots 1 thru 5 inclusive of Block 18 and Lots 7 thru 11 inclusive of Block 25 are zoned "C2". All other lots are zoned "AR". Parcel S is zoned "AA".
		A = Agricultural Recreational
		AR = Agricultural Residential
		R1-2 = One Family/Two Family Residence District
		R2 = Multiple Residential District
		C1 = General Commercial and Retail, Group 1
		C2 = Highway Services & Commercial, Group 2
		C3 = Administrative-Professional Offices, Group 3
		OS = Open Space