



SPRING CREEK ASSOCIATION COMMITTEE OF ARCHITECTURE REGULAR MEETING MINUTES

Spring Creek Association Committee of Architecture

Tuesday, November 13, 2018, 5:30 PM, PST

Fairway Community Center Meeting Room

401 Fairway Blvd, Spring Creek, Nevada

PRESENT: Chair Jill Holland, Vice Chairperson John Featherston, Members: Diane Parker, Randy Hesterlee and Cassandra Banuelos

STAFF MEMBERS PRESENT: SCA President Bahr, SCA Secretary Shields

CALL TO ORDER: Chair Jill Holland called the meeting to order at 5:30 PM.

PLEDGE OF ALLEGIANCE.

NOTICE:

1. **Items may be taken out of order**
2. **Two or more items may be combined**
3. **Items may be removed from agenda or delayed at any time**
4. **Restrictions regarding Public Comment:** Pursuant to N.R.S. 241.020(c) (3), this time is devoted to comments by the general public, if any, and discussion of those comments. No action may be taken upon a matter raised under this item on the agenda until the matter itself has been specifically included on a successive agenda and identified to be an action item. Comments during this public comment period are limited to items NOT listed on the agenda, and shall be limited to not more than three (3) minutes per person unless the Committee of Architecture elects to extend the comments for purposes of further discussion. Persons making comment will be asked to begin by stating their name for the record and to spell their last name. The Chair may prohibit comment, if the content of that comment is a topic that is not relevant to, or within the authority of, the Spring Creek Association or if the content is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers.

COMMENTS BY THE GENERAL PUBLIC

ACTION SHALL NOT BE TAKEN

No action may be taken on a matter raised under this item of the agenda until the matter itself has been included specifically on an agenda as an item upon which action will be taken.

UNFINISHED BUSINESS

- 1. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXTERIOR CONDITION OF STRUCTURES AT 374 BERRY CREEK COURT (201-009-046). *FOR POSSIBLE ACTION***

COA Secretary Shields stated the property owner was on the October 9, 2018 COA agenda. The COA voted to uphold the \$200.00 fine and give the property owner until the November 13, 2018 COA meeting to bring the property into compliance. The property is in compliance as of this date.

Vice Chair Featherston moved/Member Hesterlee seconded to uphold a reduced fine in the amount of \$100.00 and close the violation at 374 Berry Creek Court. Motion carried (4-0-1) Member Banuelos abstained.

- 2. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXTERIOR CONDITION OF STRUCTURES AT 375 BERRY CREEK COURT (201-009-040). *FOR POSSIBLE ACTION***

COA Secretary Shields stated the property owner was on the October 9, 2018 COA agenda. The COA voted to uphold the \$200.00 fine and give the property owner until the November 13, 2018 COA meeting to bring the property into compliance. The property is in compliance as of this date.

Vice Chair Featherston moved/Member Banuelos seconded to uphold a reduced fine in the amount of \$100.00 and close the violation at 375 Berry Creek Court. Motion carried (5-0).

- 3. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A HOME OCCUPATION SIGN PERMIT AT 332 LAWDALE DRIVE (103-008-008). *FOR POSSIBLE ACTION***

COA Secretary Shields stated the property owner is requesting approval of a home occupation sign permit. The item was on the October 9, 2018 agenda and was not approved as the sign was over the allowed size. This COA voted to table the item until the November 13, 2018 meeting pending final sign presentation within the 3 square foot total size requirement.

The property owners were not present.

Member Parker moved/Vice Chair Featherston seconded to deny the sign permit application at 332 Lawndale Drive. Motion carried (5-0).

- 4. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF REVIEW AND DISCUSSION REGARDING COA RULE #9 PAGE#5 CULVERTS TO ADD OR CHANGE WORDING ON RULE. *FOR POSSIBLE ACTION***

COA Secretary Shields stated that we have recently updated our ROW permit and building application to include details for culverts. The current rule states: Minimum twelve (12) inch culvert is required for lot development. There are no other requirements for driveways. This wording needs to change to include the new wording with the ROW permit and Building application.

The item was tabled until the December 11, 2018 COA meeting.

NEW BUSINESS

**5. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXTERIOR CONDITION OF STRUCTURES AT 235 FLORA DRIVE (102-014-014).
FOR POSSIBLE ACTION**

COA Secretary Shields stated the property owner has been in violation since July 2018. There has been no contact with the property owner.

Member Banuelos moved/Chair Holland seconded to uphold the \$200.00 fine and refer the property at 235 Flora Drive to the Board of Directors for further action. Motion carried (5-0).

**6. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXCESSIVE BRUSH/WEEDS OR DEAD TREES/SHRUBS, NOXIOUS WEEDS AT 571 FRISCO DRIVE (107-005-013).
FOR POSSIBLE ACTION**

COA Secretary Shields stated the property owner has been in violation since July 2018. There has been no contact with the property owner. It was noted that the property is in compliance as of this date.

Vice Chair Featherston moved/Chair Holland seconded to uphold a reduced fine in the amount \$100.00 and close the violation at 571 Frisco Drive. Motion carried (5-0).

**7. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXTERIOR CONDITION OF STRUCTURES AT 459 GYPSUM DRIVE (202-021-014).
FOR POSSIBLE ACTION**

COA Secretary Shields stated the property owner has been in violation since June 2018. There has been no contact from the property owner.

Chair Holland moved/Vice Chair Featherston seconded to uphold the \$200.00 fine and refer the property at 459 Gypsum Drive to the Board of Directors for further action. Motion carried (5-0).

**8. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXCESSIVE BRUSH/WEEDS OR DEAD TREES/SHRUBS, NOXIOUS WEEDS AT 730 HAYLAND DRIVE (202-010-061).
FOR POSSIBLE ACTION**

COA Secretary Shields stated the property owner has been in violation since June 2018. There has been no contact with the property owner.

Vice Chair Featherston moved/Member Banuelos seconded to uphold the \$200.00 fine and refer the property at 730 Hayland Drive to the Board of Directors for further action. Motion carried (5-0).

**9. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXTERIOR CONDITION OF STRUCTURES AT 285 KNOX DRIVE (202-026-009).
FOR POSSIBLE ACTION**

COA Secretary Shields stated the property owner has been in violation since June 2018. There has been no contact from the property owner.

Member Parker moved/Vice Chair Featherston seconded to uphold the \$200.00 fine and refer the property at 285 Knox Drive to the Board of Directors for further action. Motion carried (5-0).

**10. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXCESSIVE BRUSH/WEEDS OR DEAD TREES/SHRUBS, NOXIOUS WEEDS AT 484 PINE KNOT DRIVE (202-019-001).
FOR POSSIBLE ACTION**

COA Secretary Shields stated the property owner has been in violation since June 2018. There has been no contact from the property owner.

The property owner was present and presented pictures showing that the weeds have been taken care of.

Vice Chair Featherston moved/Member Banuelos seconded to uphold a reduced fine in the amount of \$100.00 and close the violation at 484 Pine Knot Drive. Motion carried (5-0).

**11. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF IMPROVEMENT STANDARDS AT 781 SPRING VALLEY PKWY (202-005-001).
FOR POSSIBLE ACTION**

COA Secretary Shields stated the property owner has been in violation since July 2018. There was contact from the property owner when he came into office on August 13, 2018 and was upset that he got a letter to paint and replace the shingles. It was explained that he bought into the Association and has to abide by the rules. He admitted that it needed paint and 5 shingles needed to be replaced. He stated that he was forced to buy in the Association and that he isn't going to put money into the shed because it's old. The property owner called and said he isn't going to pay the fine and that he feels like the shed shouldn't be in violation because it isn't very visible from the road. It was recommended that he attend the meeting and explain to the COA what his feelings are.

The property owner was present and discussed the violation with the Committee.

Chair Holland moved/Vice Chair Featherston seconded to postpone the \$200.00 fine and give the property owner until June 1, 2019 to bring the property at 781 Spring Valley Parkway into compliance. Motion carried (5-0).

**12. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF STORAGE OF TOOLS AND TRASH, EXCESSIVE BRUSH/WEEDS OR DEAD TREES/SHRUBS, NOXIOUS WEEDS, INOPERATIVE/UNREGISTERED/UNLICENSED VEHICLES AND FENCES AND WALLS AT 388 DOVE CREEK PLACE (201-003-045).
FOR POSSIBLE ACTION**

COA Secretary Shields stated the property owner has been in violation since January and June 2018. Property owner contacted office on March 12, 2018 and stated he realizes that it looks a mess and when you are trying to clean up you kind of make a bigger mess in the process. He will get it cleaned up when it's not so muddy. He stated the other vehicle is registered and Katie was given the registration and the red van is going away. The pots are his wife's plan for a garden. On August 28, 2018, the property owner called and stated he is working on the property to get it cleaned up. He was sent a yard care list. He stated he will keep in contact with the Association on the progression of the property. There has been no further contact from property owner and no progress on cleanup of property.

Vice Chair Featherston moved/Chair Holland seconded to uphold the \$200.00 fine and refer the property at 388 Dove Creek Place to the Board of Directors for further action. Motion carried (4-0-1) Member Hesterlee abstained.

**13. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXCESSIVE BRUSH/WEEDS OR DEAD TREES/SHRUBS, NOXIOUS WEEDS AND INOPERATIVE/UNREGISTERED/UNLICENSED VEHICLES AT 744 HOLIDAY DRIVE (202-003-028).
FOR POSSIBLE ACTION**

COA Secretary Shields stated the property owner has been in violation since February 2017. The property owner contacted the office on March 5, 2018 and stated he is in Texas caring for his mother. He will be back in April and will get the vehicles taken care of. It was explained that it has been over a year and it needs to be taken care of ASAP so it doesn't go any further. He stated he would call someone to take care of the weeds. The property owner was emailed a list of yard care people. On April 26, 2018, the property owner called and stated they are still in Texas. He stated they were getting an estimate of how much it would be to clean up the property and will contact the Association after they receive it. There has been no further contact from the property owner and no progress of cleanup.

Member Banuelos moved/Vice Chair Featherston seconded to uphold the \$200.00 fine and refer the property at 744 Holiday Drive to the Board of Directors for further action. Motion carried (5-0).

14. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF BUILDING EXTERIOR AT 472 GYPSUM DRIVE (202-025-011).

FOR POSSIBLE ACTION

COA Secretary Shields stated the property owner has been in violation since April 2017. The property owner contacted the office on a couple of occasions and has been sent Neighbor to Neighbor forms twice. On March 12, 2018 the property owner called and stated she is disabled and isn't able to do the weeds. She was sent an application for the Neighbor to Neighbor program. On June 28, 2018 the property owner was sent another Neighbor to Neighbor form per her request. There has been no further contact from the property owner and no progress on property.

The property owner was present and noted that she has the materials for the work but needs help to complete it.

Vice Chair Featherston moved/Member Banuelos seconded to postpone the \$200.00 fine and give the property owner until June 1, 2019 to bring the property at 472 Gypsum Drive into compliance. Motion carried (5-0).

15. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF IMPROVEMENT STANDARDS AT 492 RAWLINGS DRIVE (304-006-024).

FOR POSSIBLE ACTION

COA Secretary Shields stated the property owner has been in violation since August 2017. The property owner contacted the office in December of 2017 and stated they just purchased this home and didn't have time to get it done. They are going to be re-siding and painting the barn come spring/summer. He was informed that the violation would be put on hold but to keep in contact with the Association on the progression. On November 8, 2018, the property owner came in and stated that he was sorry that he hasn't got it finished. He tried to hire out the work but the price around this area is high. It was recommend that he come to the meeting and speak with the COA.

The property owner was present and discussed the violation with the Committee, requesting a one month extension.

Chair Holland moved/Member Banuelos seconded to postpone the \$200.00 fine and give the property owner until the December 11, 2018 COA meeting to bring the property at 492 Rawlings Drive into compliance. Motion carried (5-0).

16. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE/UNREGISTERED/UNLICENSED VEHICLES AT 495 LILAC DRIVE (304-008-030). *FOR POSSIBLE ACTION*

COA Secretary Shields stated the property owner has been in violation since May 2018. There has been no contact from the property owner.

Vice Chair Featherston moved/Member Banuelos seconded to uphold the \$200.00 fine and refer the property at 495 Lilac Drive to the Board of Directors for further action. Motion carried (5-0).

17. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXCESSIVE BRUSH/WEEDS OR DEAD TREES/SHRUBS, NOXIOUS WEEDS AT 670 BLUEGRASS DRIVE (401-009-028). *FOR POSSIBLE ACTION*

COA Secretary Shields stated the property owner has been in violation since June 2018. There has been no contact from the property owner.

Member Banuelos moved/Chair Holland seconded to uphold the \$200.00 fine and refer the property at 670 Bluegrass Drive to the Board of Directors for further action. Motion carried (5-0).

18. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXCESSIVE BRUSH/WEEDS OR DEAD TREES/SHRUBS, NOXIOUS WEEDS AT 681 CLOVER DRIVE (401-013-009). *FOR POSSIBLE ACTION*

COA Secretary Shields stated the property owner has been in violation since July 2018. The property owner contacted the office on November 5, 2018 and said he does not understand what we want. He said that he has removed all the big thistles and hauled them to the dump and has sprayed as well. He was told that all the noxious weeds need to be removed. He then asked why he was getting a letter with a \$200 fine when all the houses around him have weeds too. He was notified that other homes were receiving letters as well. It was suggested that he attend the COA meeting, but he stated he could not make the meeting on such short notice. It was suggested that he send an email to the COA Secretary to forward to the Committee. He stated that his lawyer would take care of the letter about the weeds. An email from the property owner was provided to the Committee.

Vice Chair Featherston moved/Member Hesterlee seconded to uphold the \$200.00 fine and give the property owner until the December 11, 2018 COA meeting to bring the property at 681 Clover Drive into compliance. Motion carried (4-0) Member Banuelos absent at vote.

19. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE/UNREGISTERED/UNLICENSED VEHICLES AT 733 WESTCOTT DRIVE (401-010-028). *FOR POSSIBLE ACTION*

COA Secretary Shields stated the property owner has been in violation since May 2018. There has been no contact from the property owner.

Chair Holland moved/Member Banuelos seconded to uphold the \$200.00 fine and refer the property at 733 Westcott Drive to the Board of Directors for further action. Motion carried (5-0).

**20. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXTERIOR CONDITIONS OF STRUCTURES AT 597 WESTCOTT DRIVE (401-012-020).
FOR POSSIBLE ACTION**

COA Secretary Shields stated the property owner has been in violation since May 2018. The property owner contacted the office on November 5, 2018 and said he got the certified notice but wasn't going to be able to pick it up, so he was calling to see what it was about. It was explained to him that it was a letter to let him know that he needs to attend the COA meeting in regards to his roof. He explained that they have had a lot of medical bills and it was suggested that he come to the meeting and explain his situation to the Committee.

The property owner was present and discussed the violation with the Committee.

Member Parker moved/Member Hesterlee seconded to postpone the \$200.00 fine and give the property owner until June 1, 2019 to bring the property at 597 Westcott Drive into compliance. Motion carried (5-0).

**21. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF DOMESTIC ANIMALS/DOGS/CATS RUNNING AT LARGE AT 825 ROYAL OAK DRIVE (402-002-025).
FOR POSSIBLE ACTION**

COA Secretary Shields stated the property owner has been in violation since October 2018. Elko County Sheriff's Office Animal Control Officer Smith was present and reported on the process with the DA's Office regarding prosecution of 825 Royal Oak Drive.

Vice Chair Featherston moved/Member Banuelos seconded to uphold the \$200.00 fine and refer the property at 825 Royal Oak Drive to Board of Directors for further action. Motion carried (5-0).

**22. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING AN APPLICATION FOR LIVESTOCK AT 245 ASHFORD DRIVE (109-003-022).
FOR POSSIBLE ACTION**

COA Secretary Shields stated the property owner is requesting approval of a livestock permit for four (4) Bovine.

The property owner was present and answered questions in regards to the permit.

Member Banuelos moved/Vice Chair Featherston seconded to approve the livestock permit at 245 Ashford Drive. Motion carried (5-0).

23. REVIEW AND DISCUSSION REGARDING MONTHLY UPDATE ON PROPERTIES AT COPENHAVER & MCCONNELL, P.C. *NON-ACTION ITEM*

COA Secretary Shields provided the SCA/COA Legal Account Status Report for the COA members to review.

24. APPROVE MINUTES FROM THE OCTOBER 9, 2018 COA REGULAR MEETING. *FOR POSSIBLE ACTION*

Member Parker moved/Member Hesterlee seconded to approve the October 9, 2018 COA Regular Meeting Minutes. Motion carried (3-0-2) Member Banuelos and Chair Holland abstained.

25. APPROVE COMMITTEE OF ARCHITECTURE REVENUE AND VIOLATION REPORTS FOR OCTOBER 2018. *FOR POSSIBLE ACTION*

Member Parker moved/Member Banuelos seconded to approve the Committee of Architecture Revenue and Violation Reports for October 2018. Motion carried (5-0).

26. PUBLIC COMMENT

No action may be taken on a matter raised under this item of the agenda until the matter itself has been included specifically on an agenda as an item upon which action will be taken.

ACTION SHALL NOT BE TAKEN

No public comment was received.

COA Secretary Shields discussed Solar Panels and fees with the Committee members.

27. THE NEXT REGULAR MEETING OF THE COMMITTEE OF ARCHITECTURE IS SCHEDULED FOR TUESDAY, DECEMBER 11, 2018 AT 5:30 PM. *NON-ACTION ITEM*

28. ADJOURN MEETING

The meeting adjourned at 7:43 p.m.