



SPRING CREEK ASSOCIATION COMMITTEE OF ARCHITECTURE REGULAR MEETING MINUTES

Spring Creek Association Committee of Architecture
Tuesday, December 11, 2018, 5:30 PM, PST
Fairway Community Center Meeting Room
401 Fairway Blvd, Spring Creek, Nevada

PRESENT: Chair Jill Holland, Members: Diane Parker and Cassandra Banuelos

ABSENT: Vice Chairperson John Featherston and Member Randy Hesterlee

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.

No public comment was received.

UNFINISHED BUSINESS

**1. 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. There was contact with the property owner in December 2017 and he stated they just purchased the home and didn't have time to get it done and they would be re-siding and painting the barn come spring/summer. The violation was put on hold and the owner was informed to contact the office with progression. In November of 2018 the property owner came into the office and stated that he was sorry that he hasn't got it finished but is getting it taken care of now. He noted that he tried to hire out the work but the price around this area is high. The COA voted at the November meeting to give a 1 month extension to bring the property into compliance. The property owner emailed pictures on 11/28/2018 of the completed barn.

Member Parker moved/Member Banuelos seconded to close the violation at 492 Rawlings Drive and reduce the fine to the amount of \$100.00. Motion carried (3-0) Vice Chair Featherston and Member Hesterlee absent.

**2. 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 office on November 5, 2018 and stated he does not understand what needs to be completed. He noted that he had removed all the big thistles and hauled them to the dump and sprayed as well. He was informed that all the noxious weeds need to be removed. He asked why he was getting a letter with a \$200 fine when all of the houses around him have weeds too. He was informed the other homes were receiving letters as well. He was told the best thing to do would be to come to the COA meeting and inform the committee. He stated he could not make the meeting in such short notice. It was suggested that he send an email to the COA Secretary which would be forwarded to the committee. The COA voted to put the violation and fine on hold until the December 2018 meeting and to contact the property owner and get a more decisive plan of action for the weeds come spring. An email was sent to the Lamoille Conservation District to get in contact with the property owner. Andi with the Lamoille Conservation District noted that there has been no contact with the property owner. There has been no further contact from the property owner and the property remains out of compliance.

Member Banuelos moved/Chair Holland seconded to refer the property at 681 Clover Drive to the Board of Directors for further action and uphold the \$200.00 fine. Motion carried (3-0) Vice Chair Featherston and Member Hesterlee absent.

**3. REVIEW, DISCUSSION AND POSSIBLE ACTION 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 suggested wording for COA Rule #9, Page #5 is as follows:

Culverts, Roads, Driveways and ROW's: These items include reconstruction of the road side drainages, driveway repairs, shoulders, slopes, Spring Creek facilities, culverts, etc. These may include bringing the items listed previously back up to standards and not the condition they are in at the time construction began. All work must be done by a licensed contractor in the state of Nevada. Minimum twelve (12) inch culvert is required for each vehicular access point to a SCA road. You must obtain a permit through the SCA COA. All items within the ROW permit must be met or the permit will be revoked.

Member Parker moved/Chair Holland seconded to accept the changes to COA Rule# 9, Page #5 as stated above. Motion carried (3-0) Vice Chair Featherston and Member Hesterlee absent.

NEW BUSINESS

**4. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION
OF ADVERTISING OF A SIGN AT 332 LAWNDALE DRIVE (103-008-008).
*FOR POSSIBLE ACTION***

COA Secretary Shields stated the property owner has been in violation since April 2018. Notices were sent that the sign needed to be permitted. The sign permit has been on the agenda twice and the permit was denied. The COA asked for a final plan of the sign with the correct measurements allowed by SCA. Currently, the sign remains at 332 Lawndale Drive.

Member Banuelos moved/Member Parker seconded to uphold the \$200.00 fine and refer the property at 332 Lawndale Drive to the Board of Directors for further action. Motion carried (3-0) Vice Chair Featherston and Member Hesterlee absent.

**5. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXTERIOR CONDITION OF STRUCTURES AT 519 ASHCROFT DRIVE (103-006-019).
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.

The property owner was present and noted it was the first letter he received from the Association. He stated that he plans on getting a new roof in May or June.

Member Parker moved/Member Banuelos seconded to postpone the violation until June 1, 2019 to allow the property owner to bring the roof into compliance. Motion carried (3-0) Vice Chair Featherston and Member Hesterlee absent.

**6. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF DOG NUISANCE AT 752 SPRING VALLEY PKWY (202-009-081).
FOR POSSIBLE ACTION**

COA Secretary Shields stated the property owner has been in violation since October 2018. There has been no contact with the property owner. Animal Control Officer Smith has been unable to get ahold of anyone at the property. Animal Control was not able to attend the meeting. The property owner sent an email and noted that he has been trying to evict the renters at 752 Spring Valley Parkway.

Chair Holland moved/Member Banuelos seconded to give the property owner until the next COA meeting on January 8, 2019 to show verification of eviction paperwork or to bring the property into compliance by January 1, 2019. Motion carried (3-0) Vice Chair Featherston and Member Hesterlee absent.

**7. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXTERIOR CONDITION OF STRUCTURES AND INOPERATIVE/UNREGISTERED/UNLICENSED VEHICLES AT 785 SPRING VALLEY PKWY (202-005-003).
FOR POSSIBLE ACTION**

COA Secretary Shields stated the property owner has been in violation since June 2018. On August 15, 2018, an email was received from the property owner noting that the property is a lease property and the tenant has been notified. He noted that the tenant is out of town with work for a while and asked for more time to address the issues with him in order to take care of it. The property owner was emailed in regards to the December 11, 2018 meeting and a certified letter was sent to him. To date, the inoperative vehicles have been removed; however, the roof remains out of compliance.

Member Parker moved/Chair Holland seconded to refer the property at 785 Spring Valley Parkway to the Board of Directors and uphold the \$200.00 fine for the exterior structure violation only. Motion carried (3-0) Vice Chair Featherston and Member Hesterlee absent.

8. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXCESSIVE BRUSH/WEEDS OR DEAD TREES/SHRUBS, NOXIOUS WEEDS AT 306 RUSTIC DRIVE (202-007-008). *FOR POSSIBLE ACTION*

COA Secretary Shields stated the property owner has been in violation since February 2018. On May 29, 2018, the property owner's daughter sent an email stating her father passed away and they would be moving into the property in September. She requested an extension as they are living out of State until they relocate in September and plan on fixing up the property at that time. There has been no progress on the property, however, the daughter called and noted they are moving in on January 15, 2019.

Member Banuelos moved/Member Parker seconded to uphold the \$200.00 fine and refer the property at 306 Rustic Drive to the Board of Directors for further action. Motion carried (3-0) Vice Chair Featherston and Member Hesterlee absent.

9. REVIEW, DISCUSSION AND POSSIBLE ACTION VEHICLES AT 638 HAYLAND DRIVE (202-010-046). *FOR POSSIBLE ACTION*

COA Secretary Shields stated the property owner has been in violation since June 2018. On September 5, 2018, three vehicles had been removed and they were waiting on the 4th to be removed; stating they would call when it is complete. There has been no further contact from the property owner and the 4th vehicle has not been removed.

Chair Holland moved/Member Banuelos seconded to uphold the \$200.00 fine and refer the property at 638 Hayland Drive to the Board of Directors for further action. Motion carried (3-0) Vice Chair Featherston and Member Hesterlee absent.

10. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF STORAGE OF TOOLS AND TRASH AT 608 HAYLAND DRIVE (202-010-041). *FOR POSSIBLE ACTION*

COA Secretary Shields stated the property owner has been in violation since June 2018. On August 6, 2018, the property owner called and stated he would get the satellite dish taken down while he is on vacation within the next two weeks. There has been no further contact from property owner and the dish still remains. As of this date, the satellite has been removed.

Member Parker moved/Chair Holland seconded to close the violation at 608 Hayland Drive and reduce the fine to the amount of \$100.00. Motion carried (3-0) Vice Chair Featherston and Member Hesterlee absent.

**11. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF STORAGE OF TOOLS AND TRASH AND EXCESSIVE BRUSH/WEEDS OR DEAD TREES/SHRUBS, NOXIOUS WEEDS AT 539 BRENT DRIVE (202-019-002).
FOR POSSIBLE ACTION**

COA Secretary Shields stated the property owner has been in violation since July 2018. On August 8, 2018, the property owner called and stated the mailing address was wrong and she just got the letter. Sandy's Castles is the property manager and she is contact with them to get it taken care of. There has been no further contact from the property owner or Sandy's Castles and no progress on property.

Member Banuelos moved/Member Parker seconded to uphold the \$200.00 fine and refer the property at 539 Brent Drive to the Board of Directors for further action. Motion carried (3-0) Vice Chair Featherston and Member Hesterlee absent.

**12. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE/UNREGISTERED/UNLICENSED VEHICLES AT 556 BRENT DRIVE (202-020-014).
FOR POSSIBLE ACTION**

COA Secretary Shields stated the property owner has been in violation since August 2018. On October 12, 2018, the property owner called and stated he isn't sure what to do with the vehicles on the property. He is selling the property to a guy who is the owner of the vehicles and asked what he should do. It was suggested that having them towed is a possibility and to contact the Sheriff's Department to find out his rights as the property owner. There has been no further contact from the property owner and the vehicles remain on the property.

The property owner was present and noted the property is being sold. He stated covers have been ordered for the cars and have not been received yet.

Chair Holland noted that there can only be one covered vehicle on the property. She also noted they cannot be viewed from the street.

The property owner stated he would text the renter in the morning and have him take care of it.

Chair Holland moved/Member Banuelos seconded to give the property owner until January 1, 2019 to bring the property into compliance. Motion carried (3-0) Vice Chair Featherston and Member Hesterlee absent.

**13. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF BUILDING EXTERIOR AT 382 BERRY CREEK PLACE (201-009-032).
FOR POSSIBLE ACTION**

COA Secretary Shields stated the property owner has been in violation since April 2017. On October 4, 2017, the property owner called and stated he is planning on tearing down the sheds and replacing the fence where they are, but it won't be done until next summer. He noted he doesn't want to paint and then tear them down. There has been no further contact from the property owner and the shed remains.

Chair Holland moved/Member Banuelos seconded to uphold the \$200.00 fine and refer the property at 382 Berry Creek Place to the Board of Directors for further action. Motion carried (3-0) Vice Chair Featherston and Member Hesterlee absent.

**14. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF BUILDING EXTERIOR AT 395 BERRY CREEK PLACE (201-009-030).
FOR POSSIBLE ACTION**

COA Secretary Shields stated the property owner has been in violation since May 2018. On September 7, 2018, the property owner called and stated that she will paint the white/blue shed, but will not paint the other one noting there is nothing wrong with it. She stated she would come to the meeting to talk to the committee about it. She stated that the 3rd letter was the first letter she received. There has been no further contact from the property owner and the sheds have not been painted. An email was received from the property owner; however, no plan for correction was included in the email.

Member Parker moved/Chair Holland seconded to uphold the \$200.00 fine and refer the property at 395 Berry Creek Place to the Board of Directors for further action. Motion carried (3-0) Vice Chair Featherston and Member Hesterlee absent.

**15. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXCESSIVE BRUSH/WEEDS OR DEAD TREES/SHRUBS, NOXIOUS WEEDS AND BUILDING EXTERIOR AT 773 PARKRIDGE PKWY (403-017-014).
FOR POSSIBLE ACTION**

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

Chair Holland moved/Member Parker seconded to uphold the \$200.00 fine and refer the property at 773 Parkridge Parkway to the Board of Directors for further action. Motion carried (3-0) Vice Chair Featherston and Member Hesterlee absent.

16. 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.

17. APPROVE MINUTES FROM THE NOVEMBER 13, 2018 COA REGULAR MEETING. *FOR POSSIBLE ACTION*

Chair Holland moved/Member Banuelos seconded to approve the November 13, 2018 COA Regular Meeting Minutes. Motion carried (3-0) Vice Chair Featherston and Member Hesterlee absent.

18. APPROVE COMMITTEE OF ARCHITECTURE REVENUE AND VIOLATION REPORTS FOR NOVEMBER 2018. *FOR POSSIBLE ACTION*

Chair Parker moved/Member Banuelos seconded to approve the Committee of Architecture Revenue and Violation Reports for November 2018 with a correction to the Total Permit Income of \$5,286.53. Motion carried (3-0) Vice Chair Featherston and Member Hesterlee absent.

19. 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.

20. THE NEXT REGULAR MEETING OF THE COMMITTEE OF ARCHITECTURE IS SCHEDULED FOR TUESDAY, JANUARY 8, 2019 AT 5:30 PM. *NON-ACTION ITEM*

21. ADJOURN MEETING

The meeting adjourned at 6:39 p.m.