



SPRING CREEK ASSOCIATION COMMITTEE OF ARCHITECTURE REGULAR MEETING MINUTES

Spring Creek Association Committee of Architecture

Tuesday, May 08, 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 and Cassandra Banuelos

ABSENT: Member: Brien Park

STAFF MEMBERS PRESENT: SCA Treasurer Austin-Preston, SCA Secretary Shields

CALL TO ORDER: Chair Jill Holland called the meeting to order at 5:32 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 Board of Directors 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 AND DISCUSSION REGARDING POTENTIAL REVISIONS TO COA RULE #4 PAGE #4 ACCESSORY STRUCTURES TO ALLOW FOR SHEDS TO BE PAINTED DIFFERENT COLORS OR STAINED OTHER THAN THAT OF THE PRIMARY RESIDENCE ON THE PROPERTY. *NON-ACTION ITEM***

COA Secretary Shields noted that letters were recently sent out that sheds need to be permitted and painted to match the primary color of the residence. Feedback was received regarding owners not wanting to paint the sheds due to the material used to build them.

Public comment:

Stephanie Adams commented that if the sheds are not supposed to be painted, what do people do?

The committee discussed the need to maintain the paint or stain.

Member Parker noted that this is already addressed under the new rule for accessory/auxiliary structure.

After discussion by the committee members it was noted that wording would be changed to include "accessory structures finished with natural stained wood are permitted".

COA Secretary Shields noted that the corrected wording will come before the committee members for approval on the next agenda.

- 2. REVIEW AND DISCUSSION TO APPROVE A COMPLIANCE POLICY FOR CONTRACTORS AND OTHERS COMPLETING WORK IN THE RIGHT OF WAYS. *NON-ACTION ITEM***

COA Secretary Shields noted that building permits and right of way permits were recently changed and there is a need for a compliance policy for contractors, builders, and anyone working in the right of way. Suggestions from the previous meeting were emailed to Attorney McConnell and feedback was received that it may be harsh to stop a contractor/builder from building in Spring Creek. It was noted that if that were going to be included in the policy it would have to go before the Board of Directors.

Member Parker noted that they should come before Committee of Architecture before being referred to the Board of Directors.

A suggested fine schedule was included in the packet from SCA President Bahr which suggested \$200.00 for the first offense, \$500.00 for the second offense, \$1000.00 for each offense after and then referral to the Board of Directors.

The committee discussed several items in regards to the compliance policy including sending an email in addition to the first courtesy notice and what would be considered a first offense,

second offense, etc. It was suggested that the offense would likely be property based. There was discussion on when it would be referred to the Board of Directors and what to do for multiple properties with the same builder, who are not in compliance.

Public Comment:

Stefanie Adams voiced her concerns on whether the association has the personnel to police all of this.

SCA Treasurer Austin-Preston stated that we have a pre and post inspection and doing that is working well.

3. **REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A NEW COA RULE IN REGARDS TO UNLICENSED AND UNREGISTERED RECREATIONAL-TYPE VEHICLES, SUCH AS RACE CARS AND HEAVY EQUIPMENT, BEING STORED ON PROPERTIES.**

FOR POSSIBLE ACTION

COA Secretary Shields stated there is no current rule that states whether race cars and heavy equipment can be stored on properties. Race cars and heavy equipment cannot be licensed or registered.

It was noted that race cars and heavy equipment are not covered under the Committee of Architecture inoperative rule.

The committee decided that race cars fall under the Committee of Architecture rules for inoperative/unregistered/unlicensed vehicles (specifically unlicensed) and heavy equipment falls under the Declaration of Reservations page 6, No. 15., Storage of Tools and Trash.

It was decided no action was required.

4. **REVIEW AND DISCUSSION REGARDING REVISIONS TO COA RULE #18 PAGE#6 AUXILIARY STRUCTURES.** ***NON-ACTION ITEM***

COA Secretary Shields noted that the current rule states telephone poles and other auxiliary structures are to be limited to twenty feet high with the exception of FCC licensed antennas. It is requested that wording be added to the rule that no overhead utilities, including telephone poles, are not allowed to be constructed as of _____(date). All utilities must be placed underground.

The committee noted the main idea is for all commercial utilities to remain underground.

Member Parker read her suggested wording which was provided to the members in the packet.

No public comment was received.

The committee agreed to the wording provided by Member Parker in the committee packet.

5. REVIEW AND DISCUSSION TO REVISE AND/OR ADD ADDITIONAL FEES TO THE COA FEE SCHEDULE. *FOR POSSIBLE ACTION*

COA Secretary Shields noted that complaints have been received asking why we charge a permit fee for a shed and why the prices are so high. The fees are comparable or below the county fees.

The committee discussed the fee schedule and determined that no action was required.

6. REVIEW, DISCUSSION AND POSSIBLE ACTION TO WAIVE THE FINE FOR PROPERTY VIOLATION OF STORAGE OF TOOLS/TRASH, INOPERATIVE/UNREGISTERED/UNLICENSED VEHICLES AND BUILDING EXTERIOR AT 377 BERRY CREEK PLACE (201-009-027). *FOR POSSIBLE ACTION*

COA Secretary Shields noted that the property owner has been in violation since October 2016. The property owner had contact with the office on July 5, 2017 and said the shed was painted blue, the Maxima was gone and the Toyota should be gone this weekend. The motor home will get covered, the covered car is a 61 Lincoln and it runs. Tires are the spare tire for his car and weights for the cover on the Lincoln. He was told that the tires cannot be used as weights and they need to be out of view. He called and spoke with Amie on March 6, 2018 and is not going to be able to make the meeting, he did send the email enclosed. He did state that the car is registered and his son took the plate off because it doesn't run, but they are working on it. He said he painted the shed last summer and he was told it needs to match the primary dwelling. The property owner came into the office and provided pictures of the cleanup of his property. He asked that the fine be waived as he has cleaned up everything he was asked to.

The property owner was present and requested that the committee waive the fine.

Chair Holland moved/Vice Chair Featherston seconded to reduce the fine to \$100.00 and close the violation at 377 Berry Creek Place. Motion carried (4-0) Member Park absent.

7. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF STORAGE OF TOOLS AND TRASH AND INOPERATIVE/UNREGISTERED/UNLICENSED VEHICLES AT 886 SPRING VALLEY PKWY (202-025-046). *FOR POSSIBLE ACTION*

COA Secretary Shields noted the property has been in violation since May 2017. There has been no contact from the property owner. The property owner's father attended the last meeting and explained his son has been sick and not able to do much around the property. The COA decided to give the property owner until the April COA meeting to show progress on the cleanup of the property, and until the May COA meeting to bring the property into compliance. As of this date, the property has been cleaned up. The father came in and paid the reduced fine of \$50.00. There is one more vehicle that needs to be moved.

It was noted that there is no car in the photos.

Vice Chair Featherston moved/Member Banuelos seconded to close the violation at 886 Spring Valley Parkway. Motion carried (4-0) Member Park absent.

**8. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF FENCES AND WALLS AT 335 RUSTIC DRIVE (202-006-003).
*FOR POSSIBLE ACTION***

COA Secretary Shields noted the property has been in violation since February 2017. Dan Thompson came into the office on October 10, 2017 and said he drove by the property and it is worse and he will have it taken down. He will call when it is complete. Spoke with property owner and he will be attending the meeting. Dan attended the COA meeting and the COA voted to give until the May COA meeting to bring the property into compliance and waive the fine. If the cleanup is not done by the May COA meeting they will uphold the fine and refer the property to the Board of Directors. After review on May 3, 2018, the fence has been taken care of.

Vice Chair Featherston moved/Member Banuelos seconded to close the violation at 335 Rustic Drive. Motion carried (4-0) Member Park absent.

**9. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF TRAVEL TRAILERS/MOTORHOMES AT 533 GYPSUM DRIVE (202-021-001).
*FOR POSSIBLE ACTION***

COA Secretary Shields stated that the property has been in violation since October 2017. Spoke with Donald on November 27, 2017 and he did state that he turned the trailer into a shop. Explained that he needs to get a permit and also make it look like an accessory structure and not a trailer. He stated the he would side it and put a roof on it. On November 27, 2017 he called and spoke with Michelle and stated no one is living in the trailer and it has been converted to a work shop. No further contact from the property owner was received. The property owner attended the COA meeting and the COA voted to give the property owner until the May COA meeting to show improvement of the cleanup, and if it was not done by the May COA meeting the full fine will be imposed and the property will be referred to the Board of Directors.

Member Banuelos moved/Member Parker seconded to uphold the \$200.00 fine and refer the property at 533 Gypsum Dr. to the Board of Director for further action. Motion carried (4-0) Member Park absent.

NEW BUSINESS

10. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXTERIOR CONDITION OF STRUCTURES AND INOPERATIVE/UNREGISTERED/UNLICENSED VEHICLES AT 775 AESOP DRIVE (401-017-025). *FOR POSSIBLE ACTION*

COA Secretary Shields noted that the property has been in violation since March 2017. 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 775 Aesop Drive to the Board of Directors for further legal action. Motion carried (4-0) Member Park absent.

11. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE/UNREGISTERED/UNLICENSED VEHICLES AT 736 STERLING DRIVE (202-007-016). *FOR POSSIBLE ACTION*

COA Secretary Shields noted that the property has been in violation since February 2017. There has been no contact from the property owner. Upon review on May 3, 2018, the vehicle has been moved or removed. The property owner's wife called and asked for 2 weeks to register the vehicle, she is 80. They don't drive it and this is why it is not registered.

Vice Chair Featherston moved/Member Banuelos seconded to give the property owner at 736 Sterling Drive until the next COA meeting to give proof of registration and uphold the \$200.00 fine. If it is not registered by the next COA meeting, it will be referred to the Board of Directors for further legal action. Motion carried (4-0) Member Park absent.

12. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A LIVESTOCK PERMIT AT 823 BRONCO DRIVE (403-003-025). *FOR POSSIBLE ACTION*

COA Secretary Shields noted that the property owner is requesting approval of a livestock permit for 2 swine.

Chair Holland moved/Vice Chair Featherston seconded to approve the livestock permit for 2 swine at 823 Bronco Drive. Motion carried (4-0) Member Park absent.

13. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A LIVESTOCK PERMIT AT 754 WESTCOTT DRIVE (403-002-001). *FOR POSSIBLE ACTION*

COA Secretary Shields noted that the property owner is requesting approval of a livestock permit for 3 goats.

Chair Holland moved/Member Banuelos seconded to approve the livestock permit for 3 goats at 754 Westcott Drive. Motion carried (4-0) Member Park absent.

14. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A HOME OCCUPATION PERMIT AT 749 LAMONT DRIVE (202-003-049). *FOR POSSIBLE ACTION*

COA Secretary Shields stated that the property owner is requesting approval of a home occupation permit.

The property owner was present and stated the business is small mechanical work.

The committee noted that there can be no outward evidence of the business. The property owner stated the vehicles would be inside and he would install a privacy fence if needed.

Vice Chair Featherston moved/Member Banuelos seconded to approve the home occupation permit at 749 Lamont Drive. Motion carried (4-0) Member Park absent.

15. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A HOME OCCUPATION SIGN PERMIT AT 749 LAMONT DRIVE (202-003-049). FOR POSSIBLE ACTION

COA Secretary Shields stated that the property owner is requesting approval of a home occupation sign permit.

It was noted that the sign cannot exceed 3 square feet in size according to the Declarations of Reservations.

Member Banuelos moved/Vice Chair Featherston seconded to approve the home occupation sign permit resized to 3 square feet at 749 Lamont Drive. Motion carried (4-0) Member Park absent.

16. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A COMMERCIAL SIGN PERMIT AT 259 SPRING VALLEY PKWY (201-004-001A). FOR POSSIBLE ACTION

COA Secretary Shields stated the property owner is requesting approval of a commercial sign permit.

The CEO for Northern Star Casino and Scoreboard stated they are requesting a 35 foot sign.

The committee stated that he would need to apply for a variance first and then the sign permit.

The item was tabled for the owner to apply for the variance and a new sign permit.

Direction was given to staff to supply information on signs and heights to applicant.

17. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A COMMERCIAL SIGN PERMIT AT 250 COUNTRY CLUB PKWY (106D-002-004). FOR POSSIBLE ACTION

COA Secretary Shields stated the property owner is requesting approval of a commercial sign permit. They are requesting to put the sign on the same pole as the Spring Creek Association Golf Course sign.

It was noted that the sign will not be advertising a business, rather telling where medical care can be received.

The owner of Aspen Quick Care was present and noted that they have had instances where people tried to find them and had a hard time finding where they were located. They are also the only urgent care in Spring Creek.

Member Parker moved/Vice Chair Featherston seconded to approve the sign permit for the sign to be attached to the existing Spring Creek Association Golf Course sign and noted correction of the application to reflect the corner of Spring Creek Parkway and Country Club Parkway. Motion carried (4-0) Member Park absent.

18. **REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A REQUEST FOR OCCUPANCY IN AN RV FOR 6 MONTHS AT 126 GLENVISTA DRIVE (102-013-005).**
FOR POSSIBLE ACTION

COA Secretary Shields stated the property owner is requesting approval of an extension to the rule for living in a trailer on the property.

The property owner was present and requested permission for her parents to live in a trailer for 6 months. She stated that they will be traveling during that time so it won't be six months straight. She noted that the other 6 months they will be in Arizona.

No public comment was received.

Vice Chair Featherston moved/Member Parker seconded to approve the request for occupancy in an RV for 6 months at 126 Glenvista Drive. Motion carried (4-0) Member Park absent.

19. **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. Discussion ensued among the committee members.

20. **APPROVE MINUTES FROM THE MARCH 13, 2018 COA REGULAR MEETING.**
FOR POSSIBLE ACTION

Chair Holland moved/Member Featherston seconded to approve with corrections to no. 16. Motion carried (4-0) Member Park absent.

21. **APPROVE MINUTES FROM THE APRIL 10, 2018 COA REGULAR MEETING.**
FOR POSSIBLE ACTION

Chair Holland moved/Vice Chair Featherston seconded to approve with corrections. Motion carried (4-0) Member Park absent.

22. **APPROVE COMMITTEE OF ARCHITECTURE REVENUE AND VIOLATION REPORTS FOR APRIL 2018.**
FOR POSSIBLE ACTION

Chair Holland moved/Member Banuelos seconded to approve the Committee of Architecture revenue and violation reports for April 2018. Motion carried (4-0) Member Park absent.

23. 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.

24. THE NEXT REGULAR MEETING OF THE COMMITTEE OF ARCHITECTURE IS SCHEDULED FOR TUESDAY, JUNE 12, 2018 AT 5:30 PM.

NON-ACTION ITEM

25. ADJOURN MEETING

The meeting adjourned at 8:33 p.m.