

**SPRING CREEK ASSOCIATION
COMMITTEE OF ARCHITECTURE REGULAR MEETING
TUESDAY, FEBRUARY 13, 2018, 5:30 P.M. PST
401 FAIRWAY BLVD., SPRING CREEK, NV 89815**

CALL TO ORDER: Chair Parker called the meeting to order at 5:30 P.M.

PLEDGE OF ALLEGIANCE:

COA MEMBERS PRESENT: Chair Diane Parker, Vice Chair Holland, Members: Brien Park, John Featherston, Cassandra Banuelos

MEMBERS ABSENT: None

SCA STAFF MEMBERS PRESENT: SCA President Bahr, SCA Secretary Shields

PUBLIC ATTENDEES: Terra Metz (Tract 304), Stefanie Adams (Tract 100), Thomas Hannum (Tract 400) representing Summit Engineering, Sam Sanders (Tract 400), Steve Ericksen (Tract 401)

NOTICE:

1. **Agenda Items may be taken out of Order.**
2. **Two or more Agenda Items may be combined.**
3. **Agenda Items may be removed from the 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 the 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:

TAKEN

None.

ACTION SHALL NOT BE

THE FOLLOWING AGENDA ITEMS HAVE BEEN TAKEN OUT OF ORDER FROM THE PUBLISHED AGENDA NUMERIC ORDER.

NEW BUSINESS:

6. **REVIEW, DISCUSSION AND POSSIBLE ACTION ON A PARCEL MAP FOR SPRING CREEK ASSOCIATION FOR PARCELS 048-012-004 AND 048-012-007 TO DIVIDE THE PARCEL(S) INTO FOUR SEPARATE PARCELS.**
ACTION *FOR* *POSSIBLE*

President Bahr introduced the agenda item and detailed the need for the COA to look at these parcels and take possible action on the parcel map presented. She drew attention to the Memorandum of February 7, 2018 written by Attorney McConnell and explaining the request for approval by the COA of the new parcel map. This agenda item relates to SCA being able to move forward with the Recreation Center project under consideration. SCA staff and the Board have been doing work behind the scenes on the parcels. One of the new parcels (Lot 2) is under consideration by the Board of Directors later this month as the future construction site for the Rec Center/Boys and Girls Club (B&GC) project. Bahr explained that Summit Engineering was asked to survey and subdivide the parcels into four separate lots and to draft a new parcel map to be approved by the COA and then submitted to Elko County Zoning and Planning for development approval. Tom Hannum (Tract 400) who represents Summit Engineering is present to explain the survey performed and the methods used in subdividing the parcels and to review the newly drafted parcel map contained in the COA member packets. Discussion ensued among the COA members. Chair Parker asked for clarification if this change is on unimproved property; whether the portion that would lead to a possible B&GC is part of the so-called Sports Complex that is currently not improved? Both Bahr and Hannum clarified that the property being considered is unimproved. Hannum clarified the subdividing of the two parcels in question and the newly drafted parcel map further. He stated that the parcel being considered for the Boys and Girls Club is adjacent to the soccer field. Chair Parker commented on the appropriateness of which parcels need to be insured in the Sports Complex because they are in use versus parcels that don't need to be insured because they aren't being used. She also asked who would be paying for construction of the Rec Center/B&GC? Both Bahr and Hannum explained how the project is expected to be funded. Vice Chair Holland asked whether anything in the Sports Complex currently being used is going away or if the proposed Rec Center/B&GC is an addition to the Sports Complex. Bahr and Hannum provided additional clarification on the question, stating the Trap & Skeet will remain, the soccer/football fields remain. Member Park asked how many acres could be left after subdividing and building the project; his concern was how much more acreage is left for development of similar sports amenities. Bahr and Hannum detailed how the acreage in the area is designed and what is available for future potential development. No public comment was offered. Member Park moved to approve the change of the parcel map in the Spring Creek Association for parcels 048-012-004 and 048-012-007 to divide the parcel(s) into four separate parcels. Member Featherston seconded the motion. The vote was called; the motion carried 5-0.

20. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A LIVESTOCK PERMIT AT 619 SHADYBROOK DRIVE (304-011-005). *FOR* *POSSIBLE ACTION*

Secretary Shields introduced the agenda item and reviewed the permit application detail. The permit application indicates that two goats would be housed on 4.25 acres. The property owner, Terra Metz, was present to answer any questions that the COA members might ask. Questions arose with respect to the position of the house. Additional comment by the COA members ensued questioning the fact that the animals would be contained in the front yard of the property. Chair Parker stated that if the front setbacks are approved, the animals are considered to be in the front yard. Further discussion ensued. No animal structures can be located in the front setback. It is not clear as to what those structures may or may not be. Chair Parker noted that where Ms. Metz is asking to house the goats and where she is showing that she is going to house/keep them is not in the front of the property. Further discussion ensued about the fenced area where the animals would be housed and other details. Member Featherston indicated that he is satisfied with the fence area design but that he would like to see the shelter design improved; i.e. he would like the

shelter to match the house. Additional suggestions were made by Member Park. No public comment was offered. Member Featherston moved to approve a livestock permit at 619 Shadybrook Drive (304-011-005) as presented contingent only on improvements being made to the goat shelter to make it more aesthetically appealing and to closely match the existing dwelling and that it follows future animal housing in the COA rules and regulations. Member Park seconded the motion. The vote was called; the motion carried 5-0. Following the vote Vice Chair Holland raised the issue of the variance fee that would be required for this livestock application. Discussion ensued on this matter and Member Park retract the previous motion and restate a new motion to reflect how the variance fee would be handled for this application. Member Featherston moved to approve a livestock permit at 619 Shadybrook Drive (304-011-005) as presented contingent that it adhere to future livestock housing and fencing rules and regulations and that improvements be made to the animal shelter to make it more aesthetically appealing and structurally sound so that it mimics that of the existing primary residential structure and that the COA waive the additional fee for a variance should one be deemed necessary in the future. Vice Chair Holland seconded the motion. The vote was called; the motion carried 5-0.

21. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A LIVESTOCK PERMIT AT 928 PEMBERTON DRIVE (403-014-008). *FOR POSSIBLE ACTION*

The property owner, Sam Sanders, was present to address any questions relating to his livestock permit application for fifteen (15) sheep on three (3) acres. He was asked if his property was next to a green space and he affirmed that it was. Chair Parker asked if he intended to move the sheep to other peoples' property for use in fuels and weed management. Mr. Sanders stated that he planned to use the sheep in that manner because his business provides weeds and fuels management using the sheep. Chair Parker addressed the 2.5 undeveloped acre area intended for use as sheep grazing and asked whether he planned to supplement the forage for the sheep on his property. She cited concerns in past experiences where too many livestock are crammed into inadequate space. He stated that they will not be in that confined space for very long. Chair Parker indicated that for large animal populations, animal odor is one of the biggest complaints received by the COA from neighbors. He did state that he is working with ranchers in the area for his sheep to be grazing their pastures and may not need to have the sheep on his property at all. Additional discussion ensued regarding potential rule/regulation changes that might be approved for livestock permit requirements at this meeting. Vice Chair Holland commented that if the sheep are moved to other properties in Spring Creek for weed/fuels management, those property owners will also have to be aware of and abide by the livestock permit rules and regulations too. Other discussion ensued on how Mr. Sanders fuels and weed management business would operate. No public comment was offered. Member Park moved to approve the livestock permit at 928 Pemberton Drive (403-014-008) for up to fifteen (15) sheep contingent on adhering to future COA rules and regulations on animal foraging/fencing and shelter requirements and waiving any variance fees which should be deemed necessary in the future. The motion was seconded by Member Featherston. The vote was called: the motion carried 5-0.

THE FOLLOWING AGENDA ITEMS RESUME IN THE PUBLISHED AGENDA NUMERIC ORDER.

UNFINISHED BUSINESS:

- 1. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE CHANGES TO COA RULES AND REGULATIONS PAGE 5, ITEM #11 INOPERATIVE/UNREGISTERED/UNLICENSED**

VEHICLES TO MATCH THE EXISTING DOR'S PAGE 6, ITEM #15.

FOR

POSSIBLE

ACTION

Secretary Shields introduced the agenda item and reviewed the proposed changes. Member Park questioned the verbiage in the DOR's versus the COA rules and regulations. COA members and Secretary Shields discussed how the verbiage should be changed in the COA rules and regulations. Chair Parker stated that all that is changing in this action is to only break out the Inoperative Vehicle part of the regulation. The other parts of the rules and regulations has been addressed if you refer to the COA rules and regulations under the category of Storage of Tools and Trash for the other items. Secretary reviewed the suggested verbiage. The issue of variances was addressed particularly whether variances should even be granted. Chair Parker stated that the term "variance" for the COA refers to making property adjustments. Member Park stated we need to define what the word "concealed" means. Public comment offered by Steve Ericksen (Tract 401) and Stefanie Adams (Tract 100) on what is being proposed. A lengthy discussion ensued on the specific wording changes that should be made. No additional public or COA member comment was offered. Member Park moved to make changes to the COA rules and regulations wording on Page 5, Item #11 Inoperative/Unregistered/Unlicensed Vehicles to match the existing DOR's Page 6, Item #15 referencing the notes that President Bahr has made for rewording the text. Member Featherston seconded the motion. The vote was called; the motion carried 5-0.

2. **REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE CHANGES TO COA RULES AND REGULATIONS PAGE 6, ITEM #22 LIVESTOCK/4-H/FFA PROJECTS AND THE PLACEMENT OF ANIMALS ON PROPERTY TO MATCH THE EXISTING DOR'S, PAGE 12, ITEM#8.**

FOR

POSSIBLE

ACTION

Secretary Shields introduced the agenda item and reviewed the proposed changes. Discussion ensued on the various recommended changes to the COA rules and regulations and how they should be worded. The topic of sheep that are rented and placed on a property for temporary grazing of fuels and weed management was also addressed with wording that allows these animals to graze on any part of the property on a temporary basis. Chair Parker called attention to the Livestock Permit Application and the need for wording consistency on that document to reflect what the COA rules and regulations state. Public comment was offered by Steve Ericksen (Tract 401) who requested clarification on setbacks and variances for steeply sloped properties where the house is set at the rear of the parcel was detailed along with other specific. Additional wording changes were also outlined regarding dwelling structures, setbacks, property lines, fencing and shelters. Chair Parker commented that Secretary Shields is going to have to be more stringent in her review of each livestock permit application before it ever comes to the COA members for permit approval to assure proper compliance with the rules and regulations and what we are requiring as far as pictures, fencing, shelters, etc. Vice Chair Holland asked for clarification on the parts of the rule where dwellings are being described as opposed to shops, etc. she asked if the COA members are considering the dwelling as a house only and that everything else is an accessory structure. Member Featherston indicated that is the intent. She stated that the rule should define that; the rule can't say "dwelling" twice. Member Featherston clarified that the terminology should be "permanent accessory structure", distinguishing it from a "dwelling structure" which is the house. Secretary Shields reviewed the correct wording changes. Member Park moved to approve changes to the COA rules and regulations Page 6, Item #22 Livestock/4-H/FFA Projects and the Placement of Animals on Property to match the existing DOR's Page 12, Item #8 and

approving the wording provided by President Bahr and Member Featherston. Member Banuelos seconded the motion. The vote was called; the motion carried 5-0.

3. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE CHANGES TO COA RULES AND REGULATIONS PAGE 4, ITEM #5 METAL STORAGE CONTAINERS AND IF THEY ARE ALLOWED TO BE CONVERTED TO HOMES OR OTHER ACCESSORY STRUCTURES.

FOR POSSIBLE ACTION

Secretary Shields introduced the agenda item and reviewed the proposed changes. Vice Chair Holland asked whether there are any metal storage containers currently being converted to homes in Spring Creek. Chair Parker stated there are two (2) such structures being constructed in Elko County but there are none in Spring Creek. Holland affirmed that all SCA allows currently is that we allow metal storage containers on the properties as a storage container and only as an accessory structure. We don't allow metal storage containers to be used as a residence or a dwelling and they must be painted to match the existing color on the primary dwelling on the property. They cannot be stacked on one another, converted into shops or bridge them as in making a carport with a metal storage container on each side. A metal storage container can have a roof built over it or attached to it. Public comment was offered by Steve Ericksen (Tract 401) and the members were asked if metal storage containers could be used as an animal shelter or as an office space for construction companies. The COA members stated they cannot be used in that manner in the case of animal shelters or as office space. Chair Parker moved to approve changes to the COA rules and regulations Page 4, Item #5 Metal Storage Containers and the statement read by President Bahr along with the reading of rule changes by Chair Parker. Member Banuelos seconded the motion. The vote was called; the motion carried 5-0.

4. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE CHANGES TO COA RULES AND REGULATIONS PAGE 5, ITEM #15 REGARDING THE TYPES OF FENCES OR WALLS THAT CAN BE APPROVED BY THE COMMITTEE OF ARCHITECTURE.

FOR POSSIBLE ACTION

Secretary Shields introduced the agenda item and reviewed proposed changes. Member Park commented that we have talked about and decided the different characteristics of fences, their purpose, fencing materials and dimensions including height. He reviewed the proposed wording in the COA rule and regulation. Chair Parker noted that post inspections should be added. Member Featherston requested additional descriptions be added: i.e. a fence should be aesthetically pleasing and have a repeatable pattern. Public comment was offered by Steve Ericksen (Tract 401) on consistency in fencing: i.e. stone sections, wood sections or a combination of materials that is aesthetically pleasing. He sought clarification on garden fencing and if he had a structure with a roof of wire or bird netting for a cover, would it be allowed. Member Featherston clarified that if the garden structure had truss work, it would be considered an accessory structure, but wire or bird netting would be considered as structural. He explained the COA is removing some fencing restrictions to allow more creativity to property owners. Discussion continued. Chair Parker affirmed that fencing permits are required prior to fence construction. Member Park moved to approve changes to the COA rules and regulations Page 5, Item #15 regarding the types of fences or walls that can be approved by the Committee of Architecture and read the revised wording on fencing specific requirements. Vice Chair Holland made an additional suggestion to be added to that reading: replace the reference to Federal land with the wording Government land because State land is also a descriptive. Member Banuelos seconded the motion. The vote was called; the motion carried 5-0.

5. **REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A NEW COA RULE IN REGARD TO VEHICLES INCLUDING RACE CARS AND HEAVY EQUIPMENT BEING STORED ON PROPERTIES AS YOU CANNOT LICENSE OR REGISTER THEM.**

FOR POSSIBLE ACTION

Secretary Shields introduced the agenda item. Chair Parker moved to table the agenda item 5 to approve a new COA rule regarding vehicles including race cars and heavy equipment being stored on properties as they cannot license or register them until the March 28 COA meeting. Vice Chair Holland seconded the motion. The vote was called; the motion carried 5-0.

NEW BUSINESS:

7. **REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF DOMESTIC ANIMALS/DOGS/CATS AT 273 SPRINGFIELD PKWY (305-004-004).**

FOR POSSIBLE ACTION

Secretary Shields introduced the agenda item and reviewed the detail of the violation notification and complaints have been received by SCA from neighboring property owners about two dogs running loose and being aggressive. Animal Control has been to the property multiple times and a file has been created in the DA's office. Notices of violation have been sent and the notices have been returned indicating the addressee has moved and left no forwarding address. Discussion ensued, and no public comment was offered. Member Park moved to uphold the fine for the violation of domestic animals/dogs/cats at 273 Springfield Pkwy (305-004-004) and refer the property violation to the BOD for legal action. Member Featherston seconded the motion. The vote was called; the motion carried 5-0.

8. **REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE /UNREGISTERED VEHICLES AT 778 EASTLAKE DRIVE (401-017-027).**

FOR POSSIBLE

ACTION

Secretary Shields introduced the agenda item and reviewed the history of the violation. No contact has been made by the property owner. No public comment was offered. Vice Chair Holland moved to uphold the fine for the violation of Inoperative/Unregistered Vehicles at 778 Eastlake Drive (401-017-027) and refer the property to the BOD for no communication from the property owner. Member Featherston seconded the motion. The vote was called; motion carried 5-0.

9. **REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF STORAGE OF TOOLS AND TRASH AT 573 BUFFSIDE DRIVE (201-005-005).**

FOR POSSIBLE ACTION

Secretary Shields introduced the agenda item and reviewed the history of the violation. The property owner has not made any attempt to correct the violation. No public comment was offered. Member Banuelos moved to uphold the fine for the violation of storage of tools and trash at 573 Buffside Drive (201-005-005) and refer the property to the BOD for legal action. Vice Chair Holland seconded the motion. The vote was called; motion carried 5-0.

10. **REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE/UNREGISTERED VEHICLES AND BUILDING EXTERIOR AT 304 DOVE CREEK DRIVE (201-003-044).**

FOR POSSIBLE ACTION

Secretary Shields introduced the agenda item and reviewed the history of the violation. There has been no contact with the property owner. No public comment was offered. Vice Chair Holland

moved to uphold the fine for the violation of inoperative/unregistered vehicles and building exterior at 304 Dove Creek Drive (201-003-044) and refer the property to the BOD for legal action. Member Featherston seconded the motion. The vote was called; motion carried 5-0.

11. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE/UNREGISTERED VEHICLES AND STORAGE OF TOOLS AND TRASH AT 900 SPRING VALLEY PKWY (202-025-053). *FOR POSSIBLE ACTION*

Secretary Shields introduced the agenda item and reviewed the history of the violation. There has been contact with the property renter. No attempt has been made to correct the violation. No public comment was offered. Member Featherston moved to uphold the fine for the violation of inoperative/unregistered vehicles and storage of tools and trash at 900 Spring Valley Pkwy (202-025-053) and refer the property to the BOD for legal action because the property is still in violation and there has been no communication with the property owner. Member Banuelos seconded the motion. The vote was called; motion carried 5-0.

12. REVIEW DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF STORAGE OF TOOLS AND TRASH AND INOPERATIVE/UNREGISTERED VEHICLES AT 631 PALACE PKWY (402-009-007). *FOR POSSIBLE ACTION*

Secretary Shields introduced the agenda item and reviewed the history of the violation. There has been contact with the property owner. The property owner stated they would correct the violation of storage of tools and trash and the freezer would be moved into the garage and the coolers at the side of the house will be cleaned up. She will move the one inoperative/unregistered vehicle and cover it and send in the registration for the other vehicle. No public comment was offered. Member Park moved to defer the violation of the inoperative/unregistered vehicles at 631 Palace Pkwy (402-009-007) to the March 28 COA meeting. Member Banuelos seconded the motion. The vote was called; motion carried 5-0.

13. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF FENCES AND WALLS AT 204 SPRING VALLEY PKWY (106A-001-010). *FOR POSSIBLE ACTION*

Secretary Shields **introduced** the agenda item and reviewed the history of the violation. There has been no contact with the property owner. Chair Parker stated the property is in foreclosure and no one lives there. She stated when the members were discussing fences at the last COA meeting, she commented that the dirt can't be built up higher under a fence, this is one of the fences that had the dirt built up under it and the fence fell apart because of the poor construction. Member Park moved to uphold the fine for the violation of fences and walls at 204 Spring Valley Pkwy (106A-001-010) and refer the property to the BOD for legal action. Vice Chair Holland seconded the motion. The vote was called; motion carried 5-0.

14. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF IMPROVEMENT STANDARDS AT 323 PARKCHESTER DRIVE (106A-002-060). *FOR POSSIBLE ACTION*

Secretary Shields introduced the agenda item and reviewed the history of the violation. There has been no contact with the property owner and no attempt to correct the violation. No public comment was offered. Member Banuelos moved to uphold the fine for the violation of improvement standards at 323 Parkchester Drive (106A-002-060) and refer the violation to the BOD for legal action. Chair Parker seconded the motion. The vote was called; motion carried 5-0.

15. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXTERIOR CONDITION OF STRUCTURES AT 358 THOROUGHbred DRIVE (103-009-015).

FOR POSSIBLE ACTION

Secretary Shields **introduced** the agenda item and reviewed the history of the violation. There has been no contact with the property owner. Secretary Shields stated this is her neighbor and they are renters. They had roofers to the house at one point perhaps to get an estimate to repair the roof. But the violation has not been corrected and been in violation of July 2017. No public comment was offered. Member Park moved to uphold the fine for the violation of exterior condition of structures at 358 Thoroughbred Drive (103-009-015) and refer the property to the BOD for legal action. Vice Chair Holland seconded to motion. The vote was called; motion carried 5-0.

16. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXTERIOR CONDITION OF STRUCTURES AT 556 FRISCO DRIVE (107-004-023).

FOR POSSIBLE ACTION

Secretary Shields introduced the agenda item and reviewed the history of the violation. There has been no contact with the property owner. No public comment was offered. Member Park moved to uphold the fine for the violation of exterior condition of structures at 556 Frisco Drive (107-004-023) and refer the property to the BOD for legal action. Member Featherston seconded to motion. The vote was called; motion carried 5-0.

17. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXTERIOR CONDITION OF STRUCTURES AT 363 LOOKOUT DRIVE (109-008-047).

FOR POSSIBLE ACTION

Secretary Shields introduced the agenda item and reviewed the history of the violation. There has been no contact with the property owner. No public comment was offered. Member Park moved to uphold the fine for the violation of exterior condition of structures at 363 Lookout Drive (109-008-047) and refer the property to the BOD for legal action. Vice Chair Holland seconded to motion. seconded to motion. The vote was called; motion carried 5-0.

18. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A BOUNDARY LINE ADJUSTMENT AT 147 GREENCREST PLACE (109-003-013) AND 169 GREENCREST PLACE (109-003-012).

FOR POSSIBLE ACTION

Secretary Shields introduced the agenda item stating the property at 147 Greencrest Place is owned by Arnold Beck Construction and the property at 169 Greencrest Place is owned by Jeffrey Cantrell. The property boundary line between the properties needs to be adjusted because the home at 169 Greencrest Place was placed too close to the property boundary line. Arnold Beck has agreed to grant a small portion of the front of 147 Greencrest Place to Mr. Cantrell to accommodate his septic system being on his own property. This agenda item had been heard previously and the item as tabled to be reheard at this meeting. Member Park moved to approve the boundary line adjustment at 147 Greencrest Place (109-003-013) and 169 Greencrest Place (109-003-012). Member Featherston seconded to motion. The vote was called; motion carried 5-0.

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- 19. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A HOME OCCUPATION PERMIT AT 864 ABEYTA DRIVE (109-002-005). *FOR POSSIBLE ACTION***

Secretary Shields introduced the agenda item indicating the home occupation permit is requested by the property owner for an Accounting business. No public comment was offered. Vice Chair Holland moved to approve the home occupation permit at 864 Abeyta Drive (109-002-005). Member Banuelos seconded the motion. The vote was called; motion carried 5-0.

- 22. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A ZONE CHANGE FROM C2 TO R1 AT 710 BRONCO DRIVE (403-018-002). *FOR POSSIBLE ACTION***

Secretary Shields introduced the agenda item indicating the property is owned by the Koinonia Construction Company and they are requesting the zoning change. The construction company owner's son wants the property and both commercial lots are currently vacant. No public comment was offered. Chair Parker moved to approve the zoning change from C2 to R1 at 710 Bronco Drive (403-018-002). Member Park seconded the motion. The vote was called; motion carried 5-0.

- 23. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A ZONE CHANGE FROM C2 TO R1 AT 723 BRONCO DRIVE (403-025-008). *FOR POSSIBLE ACTION***

Secretary Shields introduced the agenda item indicating the property request is a second from Koinonia Construction Company and they are requesting the zoning change but on the opposite side of Bronco Drive. No public comment was offered. Member Park moved to approve the zoning change from C2 to R1 at 723 Bronco Drive (403-025-008). Member Featherston seconded the motion. The vote was called; motion carried 5-0.

- 24. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A NEW COA CHAIR AND CO-CHAIR FOR THE 2018 CALENDAR YEAR. *FOR POSSIBLE ACTION***

Chair Parker introduced the agenda item stating this agenda item was postponed from the last meeting because there were only three COA members present at the January meeting. Chair Parker moved to recommend John Featherston to the position of the Chairperson of the COA for 2018. She stated she thinks he would make an excellent Chair because he is very decisive, displays good reasoning skills. He was asked if he would have time for this position; he asked what extra time might be involved in being the Chairperson. President Bahr briefly explained what was expected. Featherston asked Jill if she would want to assume the responsibility as Chair. She stated she doesn't care either way; she doesn't mind being the Vice Chair but if John Featherston would rather start as the Vice Chair, she is OK with that too. Holland stated that she doesn't work if that is helpful to know. John Featherston moved to nominate Jill Holland to be the COA Chair for 2018 and he would not mind being Vice Chair. Chair Parker clarified that Jill Holland will accept the position of Chairperson for the Committee of Architecture and John Featherston will accept the position of Co-Chair for the Committee of Architecture for the remainder of 2018. Chair Parker stated she has enjoyed being Chairperson of the COA.

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

Secretary Shields provided the SCA/COA Legal Account Status Report for the COA members to review. Thirty-four property files are currently listed on the report. General discussion on some

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properties ensued. Vice Chair Holland moved to accept the monthly update on the properties at Copenhagen & McConnell, P.C.

- 26. APPROVE MINUTES FROM THE JANUARY 9, 2018 COMMITTEE OF ARCHITECTURE REGULAR MEETING.** Member Park moved to approve the January 9, 2018 COA Regular Meeting Minutes as presented. Member Featherston seconded the motion. The vote was called; motion carried 3-0-2. (Vice Chair Holland, Member Banuelos absent).

- 27. APPROVE COMMITTEE OF ARCHITECTURE REVENUE AND VIOLATION REPORTS FOR JANUARY 2018.** Comments and clarification on the violation reports ensued. Chair Parker moved to approve the COA Revenue and Violation Reports for January 2018. Member Banuelos seconded the motion. The vote was called; the motion carried 5-0.

- 28. PUBLIC COMMENT/NO STAFF COMMENT:** ***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.

Chair Parker invited COA members to offer their comments during this period if they have comments to make. Vice Chair Holland asked if it would be an appropriate time to want to check the October 2017 COA minutes because additional examination may be necessary. Vice Chair Holland also noted that she would like to bring up that construction company again because there are several lots where they've started projects and never finished it again and it's getting out of hand. Discussion ensued among the COA members and additional clarification was requested on some projects. Vice Chair Holland asked how utility guys and the Right of Way permit change is going. President Bahr indicated that utility workers are complying with the Right of Way permitting requirements. Chair Parker commented on the high-water table properties on Country Club Pkwy. and they have such problems with drainage. Some have put in French drains for help drainage, but some properties with for sale signs on them are not selling due to the drainage issue. Elko County was approached about it a couple of years ago but essentially ignored the problem like it didn't exist. Conditional use areas were also discussed as they relate to operating a business versus a home occupation business. Discussion continued various topics.

- 29. THE NEXT REGULAR MEETING OF THE COMMITTEE OF ARCHITECTURE IS SCHEDULED FOR TUESDAY, MARCH 13, 2018 AT 5:30 P.M.** ***NON-ACTION ITEM***

- 30. MEETING ADJOURNED:** 8:46 p.m.