

**SPRING CREEK ASSOCIATION
COMMITTEE OF ARCHITECTURE REGULAR MEETING
TUESDAY, JULY 11, 2017, 5:30 P.M.
401 FAIRWAY BLVD., SPRING CREEK, NV 89815**

CALL TO ORDER: Chair Parker called the meeting to order at 5:38 p.m.

PLEDGE OF ALLEGIANCE:

COA MEMBERS PRESENT: Chair Diane Parker, Vice Chair Jill Holland, Members: Brien Park, John Featherstone

MEMBERS ABSENT: COA Member Vacancy (One)

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

COMMENTS BY THE GENERAL PUBLIC: Melanie Billat requested clarification on the Spring Creek Association home occupation permit policy. She noted that quite a few property owners have contacted the SCA regarding the policy; she is requesting clarification for herself as well as a few other property owners. She called attention to the contradiction between the SCA website details on home occupation versus what the home occupation policy states. The basic question is whether both the home occupation permit and a business license is required as indicated in the policy on home occupation. The website indicates that not everyone needs a home occupation permit. There is also a concern that only one home occupation permit is allowed per residence. She indicated that sometimes both husband and wife have their own independent businesses and that the policy states that employees of the business cannot come to the home to report for work according to the policy. Discussion ensued. No action was taken. President Bahr directed the SCA Secretary Dunlap to add this topic to the July 2017 COA meeting agenda.

UNFINISHED BUSINESS:

- I. REVIEW, DISCUSSION AND POSSIBLE FURTHER ACTION REGARDING A NUISANCE VIOLATION OF A DOG RUNNING AT LARGE FROM 920 PEMBERTON DR. (403-014-007) AND MATTERS RELATED THERETO.** The property owners were present at the meeting. A fine was imposed at the June 2017 COA meeting. Discussion ensued between the property owner and the COA members. The property owner indicated he would be erecting a fence for his dog. No public comment was offered. Member Park moved to give the property owner at 920 Pemberton Dr. be given until Sept 1st to have the fence erected and for the fine to be paid. Member Featherstone seconded the motion. The vote was called; the motion carried 4-0.
- II. REVIEW, DISCUSSION AND POSSIBLE FURTHER ACTION REGARDING A NUISANCE VIOLATION OF A DOG RUNNING AT LARGE FROM 935 PEMBERTON DR. (403-012-015) AND MATTERS RELATED THERETO.** It was noted by Chair Parker that the nuisance violation matter had been addressed by the property owner and no further complaints have been received. Secretary Dunlap offered supporting comments that the matter is resolved. No public comment was offered. Chair Parker moved to take no further action and that no fine e

assessed regarding the violation of a dog running at large at 935 Pemberton Dr. and that the matter be closed. Member Park seconded the motion. The vote was called; the motion carried 4-0.

- III. REVIEW, DISCUSSION AND POSSIBLE FURTHER ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AT 522 CASTLECREST DR. (201-006-007) AND MATTERS RELATED THERETO.** The property owner was not present. President Bahr stated that Secretary Dunlap would be referencing the staff opinion sheet in addressing this matter. Secretary Dunlap reviewed and commented on the corrective action that has been taken by the property owner. The inoperative vehicles have been removed. No public comment was offered. Chair Parker moved to take no further action regarding the violation of inoperative vehicles at 522 Castlecrest Dr. since the vehicles have been removed from the property. Vice Chair Holland seconded the motion. The vote was called; the motion carried 4-0.

- IV. REVIEW, DISCUSSION AND POSSIBLE FURTHER ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AND STORAGE OF TOOLS AND TRASH AT 502 GYPSUM DR. (202-025-030) AND MATTERS REALTED THERETO.**

The property owner was not present. Secretary Dunlap referred to the staff opinion sheet in giving the background on the violations cited. Chair Parker stated she had inspected the property and what corrective action had been taken: The Bronco has a plate on it but the pickup and VW have no plate. Secretary Dunlap stated the International had a fine assessed but that time had been allowed for the owner to get the registration. The renter of the property has asked what they can do because they have several vehicles: either cover the vehicles or put them in the back of the property. No public comment was offered. Member Park moved to give the renters at 502 Gypsum Dr. until July 25, 2017 to show proof of registration of all vehicles or remove the vehicles and if no correction is made to refer the property to the Board of Directors for legal action at the next COA meeting. Member Featherstone seconded the motion. The vote was called; the motion carried 4-0.

- V. REVIEW, DISCUSSION AND POSSIBLE FURTHER ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AND BUILDING EXTERIOR AT 432 TIFFANY DR. (202-025-059) AND MATTERS RELATED THERETO.** The property owner was not present. Secretary Dunlap reviewed the file stating that a fine had been assessed. She said the property owner had been in touch with her office and that he stated he was confused about what was going on but that he is willing to make correction. Chair Parker noted that in her inspections he is making progress on corrective action. Discussion ensued. No public comment was offered. Member Park moved that the property at 432 Tiffany Dr. have the building exterior violation removed for now since corrective action has been initiated and to give the property owner until the August 2017 COA meeting to provide proof of registration of the vehicles or cover them. Chair Parker seconded the motion. The vote was called; the motion carried 4-0.

- VI. REVIEW, DISCUSSION AND POSSIBLE FURTHER ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AND UNSIGHTLY STORAGE OF ITEMS AT 483 LYNX DR. (202-018-054) WHICH WAS REMANDED BACK TO THE COA BY THE BOARD OF DIRECTORS IN MAY AND MATTERS RELATED THERETO.** Secretary Dunlap reviewed the file on the property violations. Staff has not heard from the property owner about any of the issues cited or any of the notifications sent.

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The property was reviewed on July 6th. Chair Parker noted that in her inspection the front yard looks much better. The deck shows some items that are stacked for storage. Discussion ensued. No public comment was offered. Chair Parker moved to given the property at 483 Lynx Dr. until July 25th to correct any lingering problems with cleanup or refer the property to the Board of Directors for legal action at the August 2017 COA meeting. Member Park seconded the motion. The vote was called; the motion carried 4-0.

VII. REVIEW, DISCUSSION AND POSSIBLE ACTION TO ADOPT A \$100.00 RIGHT OF WAY ENCROACHMENT APPLICATION FEE AND MATTERS RELATED THERETO.

The matter was discussed among the COA members. The history of the encroachment right of way application fee was discussed by President Bahr. The County charges a \$100 fee and does no pre/post inspection when right of way cuts are made to see that the cuts are repaired. Public comment was offered that contractors would prefer to pay that \$100 fee to SCA for the permit versus the County since the County does nothing for the fee they collect. SCA ends up making the right of way repairs for contractors that neglect to make the repair for the damage they make in the road. If SCA charges the \$100 right of way encroachment application as well, then contractors are paying twice for the same permit. SCA is trying to work with the County to resolve the issue. Member Park moved to postpone the adoption of a \$100.00 right of way encroachment application fee for no more than four (4) months to allow contractors to approach Elko County as to why they charge a fee for work in SCA but do no repairs. Vice Chair Holland seconded the motion. The vote was called; the motion carried 4-0.

VIII. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE AN AMENDMENT TO THE COMMERCIAL BUSINESS PERMIT FEES AND MATTERS RELATED THERETO.

President Bahr introduced the agenda item and the purpose of the proposed amendment. She provided a sample fee schedule from the City of Elko. Public comment ensued. The County has no commercial business fee, the City of Elko does. The State of Nevada does have a flat rate business fee of \$200 for a sole proprietor and \$500 for a corporation. President Bahr stated she is wanting Spring Creek to seriously consider implementing a business permit fee. Danielle Kohler and her husband, owners of Arms-R-Us, stated they opened their business here because of the lack of business licensing fees here. She explained her position on establishing a flat fee because the gross receipts of many businesses vary. Mrs. Kohler commented on the public notice of the proposed business license fees which was misleading and suggested that business owners in Spring Creek were supportive of this proposed business permit fee. She and her husband want to be on record as stating they are not supportive of the business permit fees and many other business owners in Spring Creek they have spoken with were unaware of the upcoming proposed policy change. Mr. Kohler indicated that he if the business permit fee is imposed it should be capped for any business permit at \$500. They also mentioned the number of business permits and licenses that some businesses already pay to the State, City of Elko, industry licensing depending on their business and now a Spring Creek proposed permit. Further discussion continued. Mr. Kohler also questioned the bill he received from SCA for a sign that is on Khoury's property. President Bahr and staff explained the signage policy and fees and stated that she would have Secretary Dunlap update the home occupation policy and meet with Mr. and Mrs. Kohler to clarify the signage invoice. Chair Parker moved to table the agenda item for further discussion based on the concerns voiced at this meeting. Member Featherstone seconded the motion. The vote was called; the motion carried 4-0.

- IX. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A LIVESTOCK PERMIT FOR THREE (3) SHEEP ON 1.5 UNDEVELOPED ACRES OF A 2.210 ACRE LOT AT 238 SPRINGFIELD PKWY. (304-005-014) AND MATTERS RELATED THERETO.** The property owner requesting the livestock approval was not present. Member Park moved to approve the livestock permit for three (3) sheep on 1.5 undeveloped acres of a 2.210-acre lot at 238 Springfield Pkwy. Vice Chair Holland seconded the motion. The vote was called; the motion carried 4-0.
- X. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE SCOREBOARDS FOR THE SCHUCKMANN'S SPORTS COMPLEX AND MATTERS RELATED THERETO.** *(Agenda Item taken out of order)* President Bahr explained that a \$75,00 grant had been awarded to erect the scoreboards along with other improvements and simply needs COA approval. Member Park moved to approve scoreboards for the Schuckmann's Sports Complex. Member Featherstone seconded the motion. The vote was called; the motion carried 4-0.
- XI. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A COMMERCIAL BUSINESS LICENSE PERMIT FOR THE BIG CHEESE DBA MULEY'S AT 254 SPRING CREEK PKWY. AND MATTERS RELATED THERETO.** *(Agenda Item taken out of order)* Chair Parker moved to waive consideration of the agenda item pending final determination of the commercial business permit fee schedule. Member Featherstone seconded the motion. The vote was called; the motion carried 4-0.
- XII. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A COMMERCIAL BUSINESS LICENSE PERMIT FOR CHINA GARDEN AT 263 SPRING VALLEY PKWY. AND MATTERS RELATED THERETO.** *(Agenda Item taken out of order)* The owner of China Garden was present and had completed her application for the commercial business permit. Chair Parker explained that this agenda item will be on hold since Agenda Item VIII was tabled earlier in the meeting. The commercial business permit application for China Garden will be retained by the COA Secretary for future consideration after the COA and SCA staff conduct a workshop to consider and finalize the commercial business license fee schedule. Chair Parker thanked the business owner for attending the meeting.
- XIII. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A VARIANCE APPLICATION FOR PROPERTY LOCATED AT 350 OAKSHIRE PL. (106B-006-011) AND MATTERS RELATED THERTO.** *(Agenda Item taken out of order)* Secretary Dunlap reviewed the purpose of the variance application. The property owners were present and want to build a 24'x40' shop but to avoid a utility easement encroachment they require a 20-foot variance in the building setback. The property is steep but wider in the back than in the front. To accommodate the shop, they need to place the building partially within the prescribed property setback. No public comment was offered. Vice Chair Holland moved to approve a variance application for the property located at 350 Oakshire Pl. Member Park seconded the motion. The vote was called; the motion carried 4-0.
- XIV. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST TO ALLOW TIME FOR A FAMILY MEMBER TO RESIDE IN AN RV ON THE PROPERTY AT 112 EDGEWOOD AVE. (105-002-001) AND MATTERS RELATED THERETO.** *(Agenda Item taken out of order)* The property owner was present and stated that his niece and

nephew are having their property developed and he is requesting that they be allowed to reside in an RV on his property to save a bit of money while their home is being built. Discussion ensued. No public comment was offered. Member Park moved to grant the request to allow time for a family member to reside in an RV on the property at 112 Edgewood Ave. for a term of 60 days. Member Featherstone seconded the motion. The vote was called; the motion carried 4-0.

- XV. REVIEW, DISCUSSION AND POSSIBLE ACTION TO UPHOLD, WAIVE OR ANY OTHER ACTION AS DETERMINED BY THE COA, THE ASSESSED FINE FOR A NUISANCE VIOLATION REGARDING DOGS RUNNING AT LARGE FROM 944 FAIRLAWN DR. (109-005-002) AND MATTERS RELATED THERETO.** Secretary Dunlap introduced the agenda items and reviewed complaint documentation. The property owner has contacted the COA Secretary stating he has three (3) dogs and has purchased kennels for their containment and that is where the dogs are currently housed. President Bahr also reviewed the steps taken with Elko County Animal Control to respond to calls from SCA to help manage the loose dog problem in Spring Creek. No public comment was offered. Chair Parker moved to waive the fine for 30 days pending the property owner providing photographic proof of the dogs' confinement at 944 Fairlawn Dr. The COA will review this agenda item again at the August COA meeting. No further action will be taken unless similar issues reoccur. Member Park seconded the motion. The vote was called; the motion carried 4-0.
- XVI. REVIEW, DISCUSSION AND POSSIBLE ACTION TO UPHOLD, WAIVE OR ANY OTHER ACTION AS DETERMINED BY THE COA, THE ASSESSED FINE FOR A NUISANCE VIOLATION REGARDING DOGS RUNNING AT LARGE FROM 393 MERINO DR. (202-012-006) AND MATTERS RELATED THERETO.** Secretary Dunlap introduced the agenda items and reviewed complaint documentation. The property owner contacted the COA Secretary stating he did not realize that his electric perimeter fence was not working and keeping the dogs in the yard. He has since remedied the situation and closed the gate to his fence. The dogs are now contained. No public comment was offered. Member Park moved to waive the fine for 30 days pending the property owner providing photographic proof of the dogs' confinement at 393 Merino Dr. The COA will review this agenda item again at the August COA meeting. No further action will be taken unless similar issues reoccur. Vice Chair Holland seconded the motion. The vote was called; the motion carried 4-0.
- XVII. REVIEW, DISCUSSION AND POSSIBLE ACTION TO UPHOLD, WAIVE OR ANY OTHER ACTION AS DETERMINED BY THE COA, THE ASSESSED FINE FOR A NOISE NUISANCE VIOLATION AT 365 ASHBURN DR. (109-007-012) AND MATTERS RELATED THERETO.** Secretary Dunlap introduced the agenda items and reviewed the multiple complaints documentation. The property owners are not present and have not responded to the COA Secretary. The COA Secretary has emailed the contact listed on the property owners account to notify them of the complaints but has received no response. President Bahr commented on the importance of property owners to contact the COA Secretary over violation notifications. No public comment was offered. Member Park moved to uphold the assessed fine for a noise nuisance violation at 365 Ashburn Dr. unless contact has been made by the property owner in the next fifteen (15) days and the item will be added to the agenda for the August COA meeting. Vice Chair Holland seconded the motion. The vote was called; the motion carried 4-0.

- XVIII. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXTERIOR CONDITION OF STRUCTURES, EXCESSIVE WEEDS AND UNSIGHTLY STORAGE AT 866 PARKRIDGE PKWY. (403-016-011) AND MATTERS RELATED THERETO.** Secretary Dunlap introduced the agenda items and reviewed the violation documentation. Secretary Dunlap stated that the house has been vacant for the time she has worked in the Secretary capacity. She commented that they have had the same violation notices in the past and the property owner does react to clean up the property but then let's it sit vacant and unattended until another violation notice is sent. The cycle repeats. The property owners were not present at the meeting. The property appears to be a vacation home. Discussion ensued that these types of homes and that the property owners should hire someone to maintain the structure and manage the weeds and property appearance if the owner is away for extended periods and not able to maintain the property personally. No public comment was offered. Member Park moved to uphold the assessed fine for the violation of exterior condition of structures, excessive weeds and unsightly storage at 866 Parkridge Pkwy. and refer the property to the Board of Directors for legal action on the July meeting agenda. Member Featherstone seconded the motion. The vote was called; the motion carried 4-0.
- XIX. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF UNSIGHTLY RV AND EXCESSIVE WEEDS AT 433 JASPER DR. (202-030-011) AND MATTERS RELATED THERETO.** Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property owner was not present nor have they contacted the COA Secretary about the violation notices. Member Park commented on the lack of a fire perimeter. Secretary Dunlap has been in contact with the property management company handling the property and they indicated they were going to try to find out who owned the RV because they didn't even know that the RV was there; the RV is still on the property. Discussion ensued among the COA members. No public comment was offered. Member Park moved to uphold the assessed fine for the violation of unsightly RV and excessive weeds at 433 Jasper Dr. and refer the property to the Board of Directors for legal action on the July meeting agenda. Member Featherstone seconded the motion. The vote was called; the motion carried 4-0.
- XX. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AT 426 CASTLECREST DR. (201-006-019) AND MATTERS RELATED THERETO.** Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property has been in violation since August 2016. The property owner was not present and no contact has been made by the property owner to resolve the issue of the uncovered car in the back yard. A review of the policy on covering unlicensed inoperative vehicles ensued. No public comment was offered. Member Park moved to uphold the assessed fine for the violation of inoperative vehicles at 426 Castlecrest Dr. and refer the property to the Board of Directors for legal action on the July meeting agenda. Vice Chair Holland seconded the motion. The vote was called; the motion carried 4-0.
- XXI. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AND UNSIGHTLY STORAGE AT 476 CEDARLAWN DR. (202-030-042) AND MATTERS RELATED THERETO.** Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property has been in violation since December 2016. The property owner was not present. Family remembers have responded to the violation notices to explain their mother and father's divorced situation.

Discussion ensued among the COA members and staff about the costs of legal fees. No public comment was offered. Member Park moved to uphold the assessed fine on the violation of inoperative vehicles and unsightly storage at 476 Cedarlawn Dr. and refer the property to the Board of Directors for legal action on the July meeting agenda. Chair Parker seconded the motion. The vote was called; the motion carried 4-0.

XXII. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AND UNSIGHTLY STORAGE AT 253 DOVE CREEK CT. (201-003-034) AND MATTERS RELATED THERETO. Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property owner was not present but did contact the SCA Secretary about the violation and a copy of the letter he sent is included in the COA member packet. He's had medical issues and is currently in California but states he is trying to get here to address the violation issues. No public comment was offered. Member Park moved to impose the \$200 fine immediately on the violation of inoperative vehicles and unsightly storage at 253 Dove Creek Ct. and not refer the property to the Board of Directors for legal action for thirty (30) days pending the property owner's getting here to remove the inoperative vehicles and cleanup the property. The COA will review the resolution of the violation at the August COA meeting. Vice Chair Holland seconded the motion. The vote was called; the motion carried 4-0.

XXIII. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AT 392 SPRING CREEK PKWY. (106C-001-031) AND MATTERS RELATED THERETO. Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property has been in violation since December 2016. Secretary Dunlap has had conversation with the property owner. Three vehicles are at issue. The property owner has provided proof of registration for two of them and the Jeep truck remains at issue but they moved it beside the home and behind their RV but it is still visible from Spring Creek Pkwy. The property owner states she is getting a cover for the Jeep truck and will have it covered by the weekend. No public comment was offered. Member Park moved to hold off imposing the fine immediately on the violation of inoperative vehicles 392 Spring Creek Pkwy. until July 25th on the condition the vehicle be covered otherwise the fine will be imposed and the property will be referred to the Board of Directors for legal action on the August Agenda. The property will be reviewed by the COA prior to pending referral to the BOD. Chair Parker seconded the motion. The vote was called; the motion carried 4-0.

XXIV. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AT 646 SPRING CREEK PKWY. (101-005-036) AND MATTERS RELATED THERETO. Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property owner was not present. The vehicles in question are a big brown dually pickup that has no license plates that appears to be pulling a black Chevy Corvette that has no license plates. Nothing has been done about the vehicles since the violation notices were sent. They have not been moved and no contact has been made by the property owner. Member Park moved to impose the fine immediately on the violation of inoperative vehicles 646 Spring Creek Pkwy. until July 25th on the condition the vehicle be covered otherwise the fine will be imposed and the property will be referred to the Board of Directors for legal action on the August Agenda. Chair Parker seconded the motion. The vote was called; the motion carried 4-0.

- XXV. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AND EXCESSIVE WEEDS AT 374 BERRY CREEK CT. (201-009-046) AND MATTERS RELATED THERETO.** Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property owner was not present. The property owner was not present nor have they made any attempt to contact SCA. Chair Parker cited the photos with notation that about three quarters (3/4) of the property had been mowed and they tried to cover the vehicle. No public comment was offered. Vice Chair Holland moved to allow a fourteen (14) days, until July 25th, to cover the inoperative vehicle 374 Berry Creek Ct. and finish mowing the weeds otherwise the fine will be imposed and the property will be reviewed at the next COA meeting in August. Member Park seconded the motion. The vote was called; the motion carried 4-0.

Following the vote, a public comment was offered on what a fabulous job the COA does of managing the violations noted within the community.

- XXVI. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AT 873 BLACK OAK DR. (402-004-009) AND MATTERS RELATED THERETO.** Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property owner was not present. The property owner was not present nor have they made any attempt to contact SCA and the Secretary is unsure the property owner still lives there. No public comment was offered. Member Park moved to impose the \$200 fine immediately on the violation of inoperative vehicles 873 Black Oak Dr. and the property owner has until July 25th to remove or cover the vehicles otherwise the property will be reviewed at the August COA meeting. Vice Chair Holland seconded the motion. The vote was called; the motion carried 4-0.

- XXVII. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AT 388 BRENT DR. (202-029-029) AND MATTERS RELATED THERETO.** Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property owner was not present. Contact has been made and even though the person is not the property owner he is willing to do whatever is necessary on registration and plans to have proof of registration by Thursday this week. No public comment was offered. Member Park moved to impose the \$200 fine immediately for inoperative vehicles at 388 Brent Dr. and give the property owner until the August COA meeting to provide proof of registration or cover the inoperative vehicles otherwise the violation will be referred to the Board of Directors for legal action at the August COA meeting. Member Featherstone seconded the motion. The vote was called; the motion carried 4-0.

- XXVIII. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AT 523 BRENT DR. (202-019-004) AND MATTERS RELATED THERETO.** Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property owner was not present but left a voicemail message. She states she will be putting up a fence to hide the one vehicle from view. Nothing has been done to date. No public comment was offered. Member Park moved to impose the \$200 fine immediately for inoperative vehicles at 523 Brent Dr. and give the property owner until July 25th to provide proof of registration, cover or remove the inoperative vehicles otherwise the violation will be

referred to the Board of Directors for legal action at the August COA meeting. Member Featherstone seconded the motion. The vote was called; the motion carried 4-0.

XXIX. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AT 970 BRONCO DR. (403-016-020) AND MATTERS RELATED THERETO. Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property owner was not present and no attempt to contact SCA. Nothing appears to have changed. No public comment was offered. Member Park moved to assess the \$200 fine and refer the property at 970 Bronco Dr. to the Board of Directors for legal action on the July meeting agenda. Member Featherstone second the motion. The vote was called; the motion carried 4-0.

XXX. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AT 237 EDGEBROOK DR. (106B-005-024) AND MATTERS RELATED THERETO. Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property owner was not present. No public comment was offered. Member Park moved to take no further action against the property at 237 Edgebrook Dr. because the violation issue has been resolved. Vice Chair Holland seconded the motion. The vote was called; the motion carried 4-0.

XXXI. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AND EXCESSIVE WEEDS AT 120 EDGEWOOD AVE. (102-003-003) AND MATTERS RELATED THERETO. Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property owner has been in violation since September 2016. The property owner was not present. As of July 10th, the same red/white Dodge pickup truck with no plates is still there and weeds are not maintained. No public comment was offered. Member Park moved to assess the \$200 fine for the property at 120 Edgewood Ave. and give until July 25th to correct the issue. The property will be reviewed prior to the August COA meeting otherwise the violation will be referred to the Board of Directors for legal action at the August COA meeting. Chair Parker second the motion. The vote was called; the motion carried 4-0.

XXXII. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AT 407 FLORA DR. (106B-008-031) AND MATTERS RELATED THERETO. Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property owner was not present. The vehicles appear to be covered. No public comment was offered. Member Park moved to take no further action regarding the violation of inoperative vehicles at 407 Flora Dr. since the vehicles have been removed from the property. Vice Chair Holland seconded the motion. The vote was called; the motion carried 4-0.

XXXIII. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES, UNSIGHTLY STORAGE AND FENCING DISREPAIR AT 389 LAKEPORT DR. (106B-005-014) AND MATTERS RELATED THERETO. Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property owner was not present. Member Park indicated that this property has been in violation for over six (6) months. No public comment was offered. Member Park moved to

impose the \$200 fine for inoperative vehicles, unsightly storage and fencing disrepair at 389 Lakeport Dr. and refer the property to the Board of Directors for legal action on the July meeting agenda. Member Featherstone seconded the motion. The vote was called; the motion carried 4-0.

XXXIV. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES, UNSIGHTLY STORAGE AT 13 LAWNGDALE CT. (104-001-013) AND MATTERS RELATED THERETO. Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property owner was not present. Corrective action has been taken, the vehicle has been removed. Chair Parker noted there are weeds and an acetylene tank by the garage. No public comment was offered. Member Park moved to take no further action regarding the violation of inoperative vehicles at 13 Lawndale Ct. since the vehicles have been removed from the property. Chair Parker seconded the motion. The vote was called; the motion carried 4-0.

XXXV. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AT 337 LOGAN DR. (202-005-011) AND MATTERS RELATED THERETO. Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property owner was not present. No public comment was offered. Member Park moved to impose the \$200 fine for inoperative vehicles at 337 Logan Dr. allowing the property owner until July 25th to provide proof of registration, cover/ remove the inoperative vehicles otherwise the property will be referred to the Board of Directors for legal action at the August COA meeting. Chair Parker seconded the motion. The vote was called; the motion carried 4-0.

XXXVI. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AT 333 MERINO DR. (202-011-011) AND MATTERS RELATED THERETO. Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property owner was not present and there's been no contact by the property owner. The property has been in violation since August 2016. There are two vehicles a black truck and a Jeep. The renter called and stated the vehicles have been moved out of view. Member Park moved to uphold the \$200 fine for inoperative vehicles at 333 Merino Dr. and refer the property to the Board of Directors for legal action on the July meeting agenda. Chair Parker seconded the motion. The vote was called; the motion carried 4-0.

XXXVII. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AT 600 PALACE PKWY. (402-010-057) AND MATTERS RELATED THERETO. Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property owner was not present. Corrective action has been taken. No public comment was offered. Member Park moved to take no further action against the property at 600 Palace Pkwy. because the violation issue has been resolved. Vice Chair Holland seconded the motion. The vote was called; the motion carried 4-0.

XXXVIII. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AT 873 PARKRIDGE PKWY. (403-014-020) AND MATTERS RELATED THERETO. Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property owner was not present; the property has been in violation since March 2017 but corrective action has been taken. No other violations are seen.

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Member Park moved to take no further action and remove the imposed fine for the property at 873 Parkridge Pkwy. because the violation issue has been resolved and additional cleanup has been evidenced. Member Featherstone seconded the motion. The vote was called; the motion carried 4-0.

XXXIX. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AT 328 SCRUB OAK DR. (402-018-004) AND MATTERS RELATED THERETO. Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property owner was not present. The property has been in violation since March 2017. There is a Ford Bronco and one other vehicle. The property owner called the COA Secretary and stated the Bronco is registered and will send photo proof. No public comment was offered. Member Park moved to uphold the fine for the violation of inoperative vehicles at 328 Scrub Oak Dr. and refer the property to the Board of Directors for legal action on the July meeting agenda. Member Featherstone seconded the motion. The vote was called; the motion carried 4-0.

XL. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AT 393 SMOKEY DR. (202-010-003) AND MATTERS RELATED THERETO. Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property owner was not present. The property has been in violation since December 2016 and is an investment rental property managed by Elko Realty. The Elko Realty representative took pictures today and stated she would try to contact the renter and get more information on the vehicle registrations. She stated the property renter stated previously that all their vehicles are registered. No public comment was offered. Member Park moved to impose the \$200 fine for inoperative vehicles at 393 Smokey Dr. and allow until July 25th to give the renter time to provide proof of registration for the vehicles, cover or remove them otherwise the property will be referred to the Board of Directors for legal action at the August COA meeting. Vice Chair Holland seconded the motion. The vote was called; the motion carried 4-0.

XLI. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AT 777 SPRING VALLEY PKWY. (202-004-015) AND MATTERS RELATED THERETO. President Bahr stated the property owner contacted her today stating he had emailed her. She explained to the COA members that she had never seen the email because it was in her Junk Mail from a long time ago. She told the property owner they could give him fifteen (15) days to correct the matter and if not corrected what would occur in terms of the fine and possible referral to the BOD. Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property owner was not present. No public comment was offered. Member Featherstone moved to allow until July 25th to give the property owner at 777 Spring Valley Pkwy. time to provide proof of registration for the vehicles, cover or remove them otherwise the property violation fine of \$200 will be imposed and the property referred to the Board of Directors for legal action. The COA will review corrective status at the August meeting. Chair Parker seconded the motion. The vote was called; the motion carried 4-0.

XLII. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AT 783 SPRING VALLEY PKWY. (202-005-002) AND MATTERS RELATED THERETO. Secretary Dunlap introduced the agenda

items and reviewed the violation documentation. The property owner was not present. New information was sent in photo format of the car now being covered but not by a cover that was made for the car or that fits the car. No public comment was offered. Member Park moved that no further action be taken and remove the fine for inoperative vehicles at 786 Spring Valley Pkwy. due to the corrective action taken but to reiterate to the property owner that a new cover for the vehicle needs to be obtained soon because the current cover is not appropriate. Member Featherstone seconded the motion. The vote was called; the motion carried 4-0.

- XLIII. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AND EXTERIOR CONDITION OF STRUCTURES AT 844 SPRING VALLEY PKWY. (202-014-010) AND MATTERS RELATED THERETO. (*Agenda Item taken out of order*)** The property owners, Becky & Mike Nahnacassia, were present for the meeting. Mrs. Nahnacassia explained the inoperative vehicle has been moved to the back of their property behind the shed. Their current employment situation is making it difficult to address the expenses they currently have. They are doing the best they can to be compliant with the regulations but currently are not financially able to paint the shed due to other impending financial concerns. President Bahr offered the suggestion that the SCA is starting a Neighbor to Neighbor program to help folks in the community correct and finalize resolution of violations. She mentioned that she has volunteers that could help with painting the shed for them if they would allow the volunteers on their property. She suggested that they give Secretary Dunlap their information so SCA staff can contact the volunteers to resolve the exterior condition of the shed in the next 30 days and get them the help they need right now. No public comment was offered. Member Park moved to postpone the fine for the property violation at 844 Spring Valley Pkwy. to allow 60 days to resolve the violation issue with the structure and to take no further action on the car issue due to corrective action. Member Featherstone seconded the motion. The vote was called; the motion carried 4-0.
- XLIV. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AT 903 SPRING VALLEY PKWY. (202-028-017) AND MATTERS RELATED THERETO.** Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property owner was not present but did come in to the SCA to address the issue. No public comment was offered. Member Park moved to hold the fine and allow until July 25th to correct the inoperative vehicle violation at 903 Spring Valley Pkwy. The fine will be upheld and the property referred to the Board of Directors for legal action pending COA review for correction at the August meeting. Member Featherstone seconded the motion. The vote was called; the motion carried 4-0.
- XLV. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AT 904 SPRING VALLEY PKWY. (202-025-055) AND MATTERS RELATED THERETO.** Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property owner was not present. No public comment was offered. Member Park moved to uphold the \$200 fine for inoperative vehicle violations at 904 Spring Valley Pkwy. and refer the property to the Board of Directors for legal action for the July meeting agenda. Member Featherstone seconded the motion. The vote was called; the motion carried 4-0.

- XLVI. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AT 418 TIFFANY DR. (202-025-056) AND MATTERS RELATED THERETO.** Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property owner was not present. The property has been in violation since February 2017. No contact has been made by the property owner to SCA. No public comment was offered. Member Park moved to uphold the \$200 fine for inoperative vehicle violations at 418 Tiffany Dr. and refer the property to the Board of Directors for legal action for the July meeting agenda. Member Featherstone seconded the motion. The vote was called; the motion carried 4-0.
- XLVII. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AND UNSIGHTLY STORAGE AT 347 TRESCARTES AVE. (202-009-053) AND MATTERS RELATED THERETO.** Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property owner was not present. The property has been in violation since October 2016 and no contact by the property owner has been made with SCA. No public comment was offered. Member Park moved to uphold the \$200 fine for inoperative vehicle violations at 347 Trescartes Ave. and refer the property to the Board of Directors for legal action for the July meeting agenda. Member Featherstone seconded the motion. The vote was called; the motion carried 4-0.
- XLVIII. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE VEHICLES AT 427 WHITE OAK DR. (402-001-035) AND MATTERS RELATED THERETO.** Secretary Dunlap introduced the agenda items and reviewed the violation documentation. The property owner was not present. The property has been in violation since March 2016 and there are now no cars in violation at the location. No public comment was offered. Member Park moved to take no further action on the inoperative vehicle violation at 427 White Oak Dr. since corrective action has been taken. Vice Chair Holland seconded the motion. The vote was called; the motion carried 4-0.
- XLIX. REVIEW AND DISCUSSION REGARDING MONTHLY UPDATE ON PROPERTIES AT COPENHAVER & MCCONNELL, P.C. AND MATTERS RELATED THERETO.** Secretary Dunlap introduced the agenda items and provided the update information in the packet for each COA member and Attorney McConnell has sent the July update on the status of properties. Pictures are also included in the packet of the properties in question. No public comment was offered. President Bahr stated there would be a property sale through the Sheriff's office which the courts approve based on never getting a response from property owners. Discussion and comment ensued among the COA members on the status of properties.
- L. APPROVE MINUTES FROM THE JUNE 13, 2017 COMMITTEE OF ARCHITECTURE REGULAR MEETING.** Member Park moved to approve the June 13, 2017 COA Regular Meeting Minutes as presented. Vice Chair Holland seconded the motion. The vote was called; motion carried 4-0.
- LI. APPROVE COMMITTEE OF ARCHITECTURE REVENUE AND VIOLATION REPORTS FOR JUNE 2017.** Secretary Dunlap commented on some of the report data. Chair Parker moved to approve the Committee of Architecture Revenue and Violation Reports for June

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2017 as presented. Member Featherstone seconded the motion. The vote was called; the motion carried 4-0.

LII. COMMITTEE MEMBER AND STAFF COMMENTS. Member Park commented on the issue of the commercial business permit fee process. President Bahr requested that COA members write down their ideas on how the process should work and what fee parameters should be adopted for discussion before the next meeting. Corporations are different from small businesses or sole proprietorship; i.e. Khoury's versus a small business i.e. China Garden. A workshop is a good idea to be able to sort through these issues. President Bahr stated there would be a big focus on violations in the next few months and to stay committed to the process.

LIII. THE NEXT REGULAR MEETING OF THE COMMITTEE OF ARCHITECTURE IS SCHEDULED FOR TUESDAY, AUGUST 8, 2017 AT 5:30 P.M.

XXIII. MEETING ADJOURNED: 9:05 p.m.