



## **SPRING CREEK ASSOCIATION COMMITTEE OF ARCHITECTURE REGULAR MEETING MINUTES**

Spring Creek Association Committee of Architecture

Tuesday, June 11, 2019, 5:30 PM, PST

Fairway Community Center Meeting Room

401 Fairway Blvd, Spring Creek, Nevada

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

**STAFF MEMBERS PRESENT:** SCA COA Secretary Shields

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

**PLEDGE OF ALLEGIANCE.**

**NOTICE:**

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

**COMMENTS BY THE GENERAL PUBLIC**

***ACTION SHALL NOT BE TAKEN***

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

Crystal Lowry, Tract 400, requested permission from the Committee for her parents to live in their travel trailer on their property for a year to help with raising her twins.

The Committee noted they are not allowed to vote under public comment and recommended the item come before them on the next Committee of Architecture agenda on July 9, 2019.

## **UNFINISHED BUSINESS**

**1. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING AN APPLICATION FOR A VARIANCE ON SETBACKS AT 190 CHARLWOOD DRIVE (101-003-006).**  
***FOR POSSIBLE ACTION***

COA Secretary Shields stated this item was on the Committee of Architecture agenda on April 9, 2019, and May 14, 2019. At the May 14, 2019 meeting, the Committee suggested the applicant submit a drawing of the 2 options and present them at the June 11, 2019 COA meeting.

The applicant was not present at the meeting.

Public Comment:

Ben Cortez, Tract 100, spoke in opposition of the variance at 190 Charlwood Dr.

Vice Chair Featherston moved/Member Banuelos seconded to deny the request for the variance on setbacks at 190 Charlwood Drive. Motion carried (5-0).

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

The item was tabled until the next COA meeting on July 9, 2019.

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

COA Secretary Shields stated this item was on the November 13, 2018 COA agenda. At that meeting, the Committee voted to postpone the \$200.00 fine and give the property owner until June 1, 2019 to bring the property at 781 Spring Valley Parkway into compliance. As of May 22, 2019, the property was not in compliance and there has been no contact from the property owner in regards to a plan of action.

Member Banuelos moved/Vice Chair Featherston seconded to uphold the \$200.00 fine and refer the property at 781 Spring Valley Parkway to the Board of Directors for further action. Motion carried (5-0).

**4. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF BUILDING EXTERIOR AT 369 BUFFSIDE COURT (201-004-035).**  
***FOR POSSIBLE ACTION***

COA Secretary Shields stated this item was on the February 12, 2019 COA agenda. At that meeting, the Committee voted to uphold the \$200.00 fine and give the property owner until the June 11, 2019 COA meeting to bring the shed at 369 Buffside Court into compliance which included staining or painting and repairs to the roof. As of May 30, 2019 the shed was not in compliance and there has been no contact from the property owner.

The property owner was present and stated the shed has been stained, however, she could not afford to fix the roof at this time.

Chair Holland moved/Vice Chair Featherston seconded to close the violation after verification by the COA and reduce the fine to an amount of \$100.00. Motion carried (5-0).

**5. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF BUILDING EXTERIOR AT 526 SPRING VALLEY PKWY (202-018-023).**  
***FOR POSSIBLE ACTION***

COA Secretary Shields stated this item was on the April 9, 2019 COA agenda. At that meeting, the Committee voted to give the property owner at 526 Spring Valley Parkway until June 1, 2019 to bring the property into compliance. An email was received from the renter that stated the sheds had been painted.

The renter at 526 Spring Valley Parkway was present and presented pictures of the painted sheds.

Member Banuelos moved/Member Parker seconded to close the violation at 526 Spring Valley Parkway.

Member Banuelos moved/Member Parker seconded to amend the main motion to include reducing the fine to the amount of \$100.00.

The main motion carried (5-0) as amended.

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

COA Secretary Shields stated this item was on the November 13, 2018 COA agenda. At that meeting, the Committee voted to postpone the \$200.00 fine and give the property owner until

June 1, 2019 to bring the property at 472 Gypsum Drive into compliance. As of May 29, 2019, the property was not in compliance and there has been no contact from the property owner.

Chair Holland moved/Vice Chair Featherston seconded to uphold the \$200.00 fine and refer the property at 472 Gypsum Drive to the Board of Directors for further action. Motion carried (5-0).

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

COA Secretary Shields stated this item was on the Board of Directors (BOD) agenda on December 12, 2018. At that meeting, the BOD voted to uphold the \$200.00 fine and refer the property at 285 Knox Drive back to the COA to allow the property owner to bring the property into compliance by June 1, 2019. As of May 29, 2019, the property is not in compliance and there has been no contact from the property owner.

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

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

COA Secretary Shields stated this item was on the Board of Directors (BOD) agenda on November 13, 2018. At that meeting the BOD voted to postpone the \$200.00 fine and give the property owner until June 1, 2019 to bring the property at 597 Westcott Drive into compliance. As of May 29, 2019, the property was not in compliance and there has been no further contact from the property owner.

Vice Chair Featherston moved/Member Hesterlee seconded to uphold the \$200.00 fine and refer the property at 597 Westcott Drive to the Board of Directors for further action. Motion carried (5-0).

**NEW BUSINESS**

**9. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE/UNREGISTERED/UNLICENSED VEHICLES AT 893 ZEPHYR DRIVE (401-017-025).  
FOR POSSIBLE ACTION**

COA Secretary Shields stated the property has been in violation since May 2018. On September 4, 2018, the property owner came into office and stated she is waiting for a replacement title, and since it is out of state, she can't do anything with the vehicle until she receives the title. There has been no further contact from the property owner and all mail has been returned.

Member Banuelos moved/Vice Chair Featherston seconded to uphold the \$200.00 fine and refer the property at 893 Zephyr Drive to the Board of Directors for further action. Motion carried (5-0).

**10. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF BUILDING EXTERIOR AT 713 DEVON DRIVE (401-014-002).**

***FOR POSSIBLE ACTION***

COA Secretary Shields stated this property has been in violation since March 2018. On May 21, 2018, the property owner contacted the office and stated she was on a waiting list to get the shed painted which would be sometime in the summer. On October 29, 2018, an email from the property owner was received stating that she was still on the waiting list to get her shed painted and they would fit her in when the schedule allowed. As of May 29, 2019, the shed is not in compliance and there has been no further contact from the property owner.

The property owner was present and noted Byrn's Painting would be out this week to look at her shed and give her an estimate.

The item was tabled until the next COA meeting on July 9, 2019.

**11. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING LIVESTOCK/4H/FFA PROJECT ANIMALS BEING PERMITTED AT 238 SPRINGFIELD PKWY (304-005-014).**

***FOR POSSIBLE ACTION***

COA Secretary Shields stated this property owner has been in violation since January 2019. There has been no contact with the property owner.

Member Parker moved/Member Banuelos seconded to refer the property at 238 Springfield Parkway to the Board of Directors and uphold the \$200.00 fine. Motion carried (5-0).

**12. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A LIVESTOCK PERMIT AT 169 VERDES DRIVE (301-006-002).**

***FOR POSSIBLE ACTION***

COA Secretary Shields stated the property owner is requesting approval of a livestock permit for cattle and goats.

Vice Chair Featherston moved/Member Banuelos seconded to approve the livestock permit at 169 Verdes Drive. Motion carried (5-0).

**13. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A LIVESTOCK PERMIT AT 39 ARROYO VISTA DRIVE (301-007-017).**

***FOR POSSIBLE ACTION***

COA Secretary Shields stated the property owner is requesting approval of a livestock permit for goats. They currently have a permit for 4 goats and are requesting to have 10.

Chair Holland moved/Vice Chair Featherston seconded to approve the livestock permit at 39 Arroyo Vista Drive. Motion carried (5-0).

**14. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A LIVESTOCK PERMIT  
AT 503 PALACE PKWY (401-002-002). *FOR POSSIBLE ACTION***

COA Secretary Shields stated the property owner is requesting approval of a livestock permit for lambs and a goat.

Member Parker moved/Chair Holland seconded to approve the livestock permit at 503 Palace Parkway. Motion carried (5-0).

**15. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A LIVESTOCK PERMIT  
AT 523 SPRING VALLEY PLACE (201-003-008). *FOR POSSIBLE ACTION***

COA Secretary Shields stated the property owner is requesting approval of a livestock permit for sheep.

Vice Chair Featherston moved/Member Banuelos seconded to approve the livestock permit at 523 Spring Valley Place. Motion carried (5-0).

**16. REVIEW AND DISCUSSION REGARDING MONTHLY UPDATE ON PROPERTIES AT  
MCCONNELL LAW. *NON-ACTION ITEM***

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

**17. APPROVE MINUTES FROM THE MAY14, 2019 COA REGULAR MEETING. *FOR POSSIBLE ACTION***

Vice Chair Featherston moved/Chair Holland seconded to approve the May 14, 2019 COA Regular Meeting Minutes. Motion carried (5-0).

**18. APPROVE COMMITTEE OF ARCHITECTURE REVENUE AND VIOLATION REPORTS FOR  
MAY 2019. *FOR POSSIBLE ACTION***

Member Parker moved/Vice Chair Featherston seconded to approve the Committee of Architecture Revenue and Violation Reports for May 2019. Motion carried (5-0).

**19. PUBLIC COMMENT**

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***ACTION SHALL NOT BE TAKEN***

No public comment was received.

COA Secretary Shields discussed options with the Committee for disabled residents whose properties are on hold with Committee of Architecture. Options such as the USDA grant programs, Helping Hands, and FISH were discussed, and direction was given to the COA Secretary to come up with a list to provide to residents in need.

**20. THE NEXT REGULAR MEETING OF THE COMMITTEE OF ARCHITECTURE IS SCHEDULED FOR TUESDAY, JULY 9, 2019 AT 5:30 PM.**

***NON-ACTION ITEM***

**21. ADJOURN MEETING**

The meeting adjourned at 6:37 p.m.