



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

Spring Creek Association Committee of Architecture

Tuesday, May 14, 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.

No public comment was received.

**UNFINISHED BUSINESS**

1. **REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE CHANGES TO COA RULE #4 PAGE #4 ACCESSORY STRUCTURES.** ***FOR POSSIBLE ACTION***

COA Secretary Shields stated this item was on the Committee of Architecture agenda on March 12, 2019 and April 9, 2019. The Committee agreed to the proposed wording provided at the April 9, 2019 COA meeting, with direction to staff to get legal approval. Attorney McConnell reviewed the wording and proposed changes which were included in the Committee's packet.

The proposed wording is as follows:

**ACCESSORY STRUCTURES:** Accessory structures, including membrane structures, must be aesthetically pleasing to the property and require a permit from the SCA. Any structure over 200 SQ. feet requires a permit from Elko County as well. Greenhouses over 32 SQ. feet and of solid or membrane construction require a permit through the SCA. Extensive garden structures not taller than 4 feet at the highest point do not require a permit. **Storage sheds/buildings are required to have a finished appearance, including appropriate trim elements. Sheds that have exterior surface treatments are acceptable as long as they are maintained and permitted through the SCA.**

Member Parker moved/Vice Chair Featherston seconded to approve the changes to COA Rule #4, Page #4, as listed above. Motion carried (5-0).

2. **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. The Committee voted at that meeting to table the item to allow the applicant to provide further information.

Jim Debenham with Mountain Home Construction was present and provided information to the Committee on his request for the variance.

The Committee discussed the dimensions of the property and concerns they have received from adjacent property owners. The Committee suggested that a drawing of the 2 options be presented at the next COA meeting on June 11, 2019.

No action was taken on this item.

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

COA Secretary Shields stated this property was on the January 23, 2019 Board of Directors agenda. The homeowner was present at that meeting and stated she would stain the shed. The Board voted at that meeting to refer the property back to the Committee of Architecture. The item was on the February 12, 2019 COA agenda and the Committee voted to give the

property owner until the May 13, 2019 COA meeting to bring the shed at 395 Berry Creek Place into compliance and reduce the fine to the amount of \$100.00. To date, the shed is not in compliance. The \$100.00 fine has been paid.

Vice Chair Featherston moved/Member Banuelos seconded to refer the property at 395 Berry Creek Place to the Board of Directors for further action and reinstate the \$100.00 fine. Motion carried (5-0).

## **NEW BUSINESS**

4. **REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A COMMERCIAL SIGN PERMIT FOR ELKO COUNTY SCHOOL DISTRICT'S NEW ELEMENTARY SCHOOL AT 250 PARKCHESTER DRIVE (106D-002-001). *FOR POSSIBLE ACTION***

COA Secretary Shields stated the request is for approval of a sign for the new elementary school, Liberty Peak Elementary.

Brandon Weholt with Design West Architects was present.

The Committee discussed the dimensions, distance from the curb and location of the sign.

Vice Chair Featherston moved/Member Banuelos seconded to approve the commercial sign permit for Elko Country School District's Liberty Peak Elementary School located at 250 Parkchester Drive. Motion carried (5-0).

5. **REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A LIVESTOCK PERMIT AT 647 WILLINGTON DRIVE (401-021-008). *FOR POSSIBLE ACTION***

COA Secretary Shields stated the property owner is requesting approval of a livestock permit for 1 alpaca, 2 mini pigs, and 3 goats.

Member Banuelos moved/Vice Chair Featherston seconded to approve the livestock permit at 647 Willington Drive. Motion carried (5-0).

6. **REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A LIVESTOCK PERMIT AT 564 FRISCO DRIVE (107-004-024). *FOR POSSIBLE ACTION***

COA Secretary Shields stated the property owner is requesting approval of a livestock permit for 1 cow.

The property owner was present.

Chair Holland moved/Member Parker seconded to approve the livestock permit at 564 Frisco Drive. Motion carried (5-0).

7. **REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING PROPERTY VIOLATION OF EXTERIOR CONDITION OF STRUCTURES AT 518 SPRING CREEK PKWY (101-003-020). *FOR POSSIBLE ACTION***

COA Secretary Shields stated the property owner has been in violation since June 2018. The property owner contacted the office on July 20, 2018, and stated he was planning on fixing the roof by the end of the summer. He contacted the office on December 12, 2018, and stated he would not be able to get to his roof right now. The violation was put on hold until the end of March with a request that the property owner contact the office with a plan of action before the end of March. On May 2, 2019, the property owner contacted the office and stated he received another letter. He was informed that since he did not contact the office with a plan of action, a letter was sent. He stated he could not afford the roof expense. It was suggested he attend the meeting and speak with the Committee.

The property owner was not present.

Chair Holland moved/Vice Chair Featherston seconded to uphold the \$200.00 fine and refer the property at 518 Spring Creek Parkway to the Board of Directors for further action. Motion carried (5-0).

**8. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING LIVESTOCK/4H/FFA PROJECT ANIMALS BEING PERMITTED AT 169 VERDES DRIVE (301-006-002).  
FOR POSSIBLE ACTION**

COA Secretary Shields stated the property owner has been in violation since January 2019. There has been no contact from the property owner and all mail has been returned.

Vice Chair Featherston moved/Chair Holland seconded to uphold the \$200.00 fine and refer the property at 169 Verdes Drive to the Board of Directors for further action. Motion carried (5-0).

**9. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF DOG NUISANCE AT 362 BERRY CREEK COURT (201-009-048).  
FOR POSSIBLE ACTION**

COA Secretary Shields stated this item was on the February 12, 2019 COA agenda for the same violation. The COA voted at that meeting to close the violation and reduce the fine to \$100.00. Animal Control has been in contact since that meeting and the dog is still running at large.

Animal Control Officer Smith attended the meeting via telephone. She stated there have been multiple interactions with the most recent on April 15, 2019. There are 2 dogs, a mixed dog and a black and white pit bull, running at large. The property owner was not present.

Member Banuelos moved/Member Holland seconded to uphold the \$200.00 fine and refer the property at 362 Berry Creek Court to the Board of Directors for further action. Motion carried (5-0).

**10. 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.

**11. APPROVE MINUTES FROM THE APRIL 9, 2019 COA REGULAR MEETING. **FOR POSSIBLE ACTION****

Member Parker moved/Chair Holland seconded to approve the April 9, 2019 COA Regular Meeting Minutes. Motion carried (3-0) Vice Chair Featherston and Member Banuelos abstained.

**12. APPROVE COMMITTEE OF ARCHITECTURE REVENUE AND VIOLATION REPORTS FOR APRIL 2019. **FOR POSSIBLE ACTION****

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

**13. PUBLIC COMMENT**

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***ACTION SHALL NOT BE TAKEN***

No public comment was received.

The Committee discussed temporary pods and connex containers on properties for people who are in the process of moving. It was determined that no permit is necessary. No action was taken.

**14. THE NEXT REGULAR MEETING OF THE COMMITTEE OF ARCHITECTURE IS SCHEDULED FOR TUESDAY, JUNE 11, 2019 AT 5:30 PM. **NON-ACTION ITEM****

**15. ADJOURN MEETING**

The meeting adjourned at 6:32 p.m.