



SPRING CREEK ASSOCIATION COMMITTEE OF ARCHITECTURE REGULAR MEETING MINUTES

Spring Creek Association ("SCA") Committee of Architecture

Tuesday, April 10, 2018, 5:30 PM, PST

Fairway Community Center Meeting Room

401 Fairway Blvd, Spring Creek, Nevada

PRESENT: Chair Jill Holland, Vice Chairperson John Featherston, Members: Diane Parker, Brien Park and Cassandra Banuelos

STAFF MEMBERS PRESENT: SCA President Bahr, SCA 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 Board of Directors elects to extend the comments for purposes of further discussion. Persons making comment will be asked to begin by stating their name for the record and to spell their last name. The Chair may prohibit comment, if the content of that comment is a topic that is not relevant to, or within the authority of, the Spring Creek Association or if the content is willfully disruptive of the meeting by being irrelevant, repetitious, slanderous, offensive, inflammatory, irrational or amounting to personal attacks or interfering with the rights of other speakers.

COMMENTS BY THE GENERAL PUBLIC

ACTION SHALL NOT BE TAKEN

Jim Jefferies commented that he would volunteer to help any property owner clean up their property.

NEW BUSINESS

1. REVIEW AND DISCUSSION TO REVISE THE WORDING FOR COA RULE #4 PAGE#4 ACCESSORY STRUCTURES TO ALLOW FOR SHEDS TO BE PAINTED DIFFERENT COLORS OR STAINED OTHER THAN THAT OF THE PRIMARY RESIDENCE ON THE PROPERTY.

NON-ACTION ITEM

Comments from property owners were as follows:

A property owner stated that they came into the association office years ago and were told that no permitting was needed and no painting was required.

Research was provided on cedar sided sheds that showed they are not intended to be painted because it changes the composition of the wood and compromises the intended function of the wood. The stained sheds will stay nicer longer versus the painted ones.

A question was brought to the committee if the same rule applies to out buildings. The committee responded that they need to be similar and cohesive.

It was noted that if you rent to own the shed and you paint it, you must then purchase it.

Vice Chair Featherston noted that this rule is to prevent dilapidated awful eye sores that are coming apart. He suggested the proposed wording that all buildings need to be kept in good physical and aesthetic order.

It was requested that buildings be grandfathered that were existing from a certain date. The committee noted that the intention of not giving the grandfather date was that if something was not meeting the standard then it needs to be moved. The other intention for having them a distance apart was for preventing numerous sheds together. It was noted that the committee agreed that if something doesn't meet the standard it is the homeowner's responsibility to keep it up to that standard at the time.

It was noted that the paint color rule should be kept for cargo boxes.

It was noted that the idea is to have some aesthetic look. It was clarified that the COA members live here also and they want it to look nice and the process to be reasonable and as simple and easy as possible.

It was recommended that the permit state what needs to be done in regards to painting. Have a check box so the homeowner knows, as part of the approval process, what is required.

It was noted that if the shed does not meet the 15ft set back and there is a reason why you can't meet it, you have the option to apply for a variance.

2. REVIEW AND DISCUSSION TO APPROVE A COMPLIANCE POLICY FOR CONTRACTORS AND ANYONE DOING WORK IN THE RIGHT OF WAYS.

NON-ACTION ITEM

COA Secretary Shields noted that the building permit and right of way permit were recently changed. The request is to put together a compliance policy for contractors and builders and anyone working in the right of way.

The suggested steps would be as follows: (1) an email to the contractor/builder regarding the violation, (2) formal certified letter sent to contractor/builder, (3) appear before the COA and fine imposed, (4) No building or contract work in the Spring Creek Association.

The committee voiced their concerns about email being a form of communication and legal restrictions. Gave direction to staff to find out what is identified as actual communication that can be used legally.

The committee preferred that it be on a per property basis. It was voiced that perhaps there be a probation period instead of no building or contract work in the association.

It was noted that appearing before the COA should come after several attempts to contact the contractor/builder.

It was suggested that the email be eliminated and letters be sent instead and use the same process as a nuisance. An email could still be sent as a courtesy.

The committee discussed several options.

One suggestion was an email as a courtesy and notice for a number of days when the property would be checked, after that time, the letter would go out to appear before the COA. It was suggested to give them 5 business days to correct it, per each property (if multiple).

Several comments were received from the public voicing their concerns with contractors working in the right of way, what work is allowed to be done by property owners, who can park in the right of way.

It was clarified that if you park in the right of way while you are working, you have to bring it back to standards. It was noted that there are pre and post inspections.

It was agreed a general process would be as follows: (1) a courtesy notice in the form of an email that includes pictures and a read receipt that must be corrected within 5 working days, and a date the property will be reviewed, (2) After 5 working days if the problem is not corrected, a certified letter with prior communication and a fine imposed (fine to be determined).

It was noted if you have 3 or more projects that have received a fine then you must stop work in the association.

If it goes to the letter, whether they clean it up or not, they should come to the next scheduled COA meeting.

It was noted this will come before the Committee of Architecture as an action item at a later date.

3. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE THE FINAL BUILDING PERMIT APPLICATION.

FOR POSSIBLE ACTION

COA Secretary Shields noted that the building application was recently updated to add a few things in regards to driveways and the right of way.

It was noted that this is an internal document and will not be voted on by the COA, nothing can be changed on the permit application, but it can be discussed.

It was noted that working hours from 7am to 10pm is a County Ordinance.

4. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE THE FINAL RIGHT OF WAY PERMIT APPLICATION.

FOR POSSIBLE ACTION

It was noted that this is an internal document and will not be voted on by the COA, nothing can be changed on the permit application, but it can be discussed.

No comments were made.

5. REVIEW AND DISCUSSION TO REVISE OR ADD ADDITIONS TO THE COA FEE SCHEDULE.

FOR POSSIBLE ACTION

COA Secretary Shields noted complaints were received in regards to why a permit fee is charged for a shed.

It was noted that there were concerns about the variance fee.

The committee members discussed the fee schedule and noted that fees should recoup the administrative costs.

It was asked if the fee schedule was governed by any other entity. It was noted that the association decides whether to increase or decrease the fees.

Member Park moved/Member Banuelos seconded to separate the variance and conditional use fees from the zone change and boundary line adjustment fees and have the fee for the zone change and boundary line adjustment remain at \$400.00. Direction was given to staff to do a cost analysis on variance and conditional use fees and bring it back at the next meeting. Motion carried (5-0).

6. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A COMMERCIAL BUSINESS SIGN PERMIT AT THE CORNER OF COUNTRY CLUB PKWY AND SPRING CREEK PKWY FOR COOKS FIRE OVEN AND GRILL.

FOR POSSIBLE ACTION

COA Secretary Shields stated that Cook's Fire Oven and Grill is requesting approval of a sign to be placed at the corner of Country Club Parkway and Spring Creek Parkway.

It was noted that the sign would be located in the right of way.

It was asked if the sign could be affixed to the Golf Course sign instead of the proposed location which is in the right of way.

Chair Holland moved/Member Banuelos seconded to deny the sign permit for Cook's Fire Oven and Grill. Motion carried (5-0) and the item was denied.

7. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF ATV/OHV NUISANCE AT 794 WILLINGTON DRIVE (401-022-044).

FOR POSSIBLE ACTION

COA Secretary Shields noted that there have been multiple complaints at 794 Willington Drive for ATV/OHV vehicles riding up and down the street and on SCA property.

Member Park moved/Vice Chair Featherston seconded to impose the \$200.00 fine and refer the property at 794 Willington Drive to the Board of Directors for further legal action. Motion carried (4-0-1) Banuelos abstained.

8. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF ATV/OHV NUISANCE AT 782 WILLINGTON DRIVE (401-022-043).

FOR POSSIBLE ACTION

COA Secretary Shields noted there have been multiple complaints at 782 Willington Drive for ATV/OHV vehicles riding up and down the street and on Spring Creek Association Property.

The owner noted they try to respect the speed of the road when they drive their side by side and try to stay off the greenbelt and keep their kids off the greenbelt. He noted that they have received complaints regarding their children and it was during a time when he wasn't home. He stated that when he found out about the complaint he grounded his children from riding.

The rules for riding ATV/OHV's were discussed and SCA President Bahr recommended that the property owner review all of the rules.

Vice Chair Featherston moved/Member Park seconded to waive the \$200.00 fine and close the violation at 782 Willington Drive. Motion carried (5-0).

9. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF ATV/OHV NUISANCE AT 733 WILLINGTON DRIVE (401-021-20).

FOR POSSIBLE ACTION

COA Secretary Shields noted that there have been multiple complaints at 733 Willington Drive for ATV/OHV's riding up and down the street and on SCA property.

Public comment was made in regards to the fee being waived if they are going out of their way to get videos and give addresses.

It was noted that the Sheriff enforces the rule for the ATV/OHV rules and property owners are encouraged to contact the Sheriff's Office.

Member Parker moved/Chair Holland seconded to impose the \$200.00 and refer the property at 733 Willington Drive to the Board of Directors for further legal action. Motion carried (5-0).

10. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF STORAGE OF TOOLS AND TRASH AT 503 TIFFANY DRIVE (202-020-057).
FOR POSSIBLE ACTION

COA Secretary Shields noted the property at 503 Tiffany Drive has been in violation since September 2016. There has been no contact from the property owner.

Member Park moved/Chair Holland seconded to uphold the \$200.00 fine and refer the property at 503 Tiffany Drive to the Board of Directors for further legal action. Motion carried (5-0).

11. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE/UNREGISTERED/UNLICENSED VEHICLES AT 848 SPRING VALLEY PKWY (202-018-102).
FOR POSSIBLE ACTION

COA Secretary Shields noted the property at 848 Spring Valley Parkway has been in violation since October 2016. On June 5, 2017 the property owner called and said they would have the vehicles taken care of by Friday. There has been no further contact from the property owner.

Vice Chair Featherston moved/Member Banuelos seconded to uphold the \$200.00 fine and refer the property at 848 Spring Valley Parkway to the Board of Directors for further legal action. Motion carried (5-0).

12. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE/UNREGISTERED/UNLICENSED VEHICLES AT 491 BRENT DRIVE (202-019-008).
FOR POSSIBLE ACTION

COA Secretary Shields noted the property at 491 Brent Drive has been in violation since May 2017. The property owner called on August 16, 2017 and stated the car is gone and they will get a new cover today. There has been no further contact from the property owner.

Member Banuelos moved/Vice Chair Featherston seconded to uphold the \$200.00 fine and refer the property at 491 Brent Drive to the Board of Directors for further legal action. Motion carried (5-0).

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

COA Secretary Shields stated the property owner at 335 Rustic Drive has been in violation since February 2017. The property owner came into the office on October 10, 2017 and spoke

with Shields and stated he would have the fences and walls taken down. He stated he would call when it is completed.

The property owner stated the entire front fence has been taken down and 3/4 of the north fence has been taking down, 2/3 of the south fence has been taken down and the rest will be completed by the weekend.

Chair Holland moved/Member Parker seconded to waive the \$200.00 fine and close the violation at 335 Rustic Drive unless the removal of the fence is not completed by the next COA meeting on May 8, 2018, in which case the fine will be reinstated. Motion carried (5-0).

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

COA Secretary Shields noted that the property owner at 533 Gypsum Drive has been in violation since October 2017. Shields spoke with the property owner and he stated that he did turn the trailer into a shop. He was informed that he needed to get a permit and make it look like an accessory structure and not a trailer. He stated he would side it and put a roof on it. He spoke with Michelle on November 27, 2017 and said that no one was living in the trailer and he has converted it into a workshop. No further contract from the property owner has been received.

The property owner was present and said he has lived on the property since 1998. No one is living in the trailer and he uses it to do his wood work.

The committee discussed the difference between a trailer and a shop and getting it in good aesthetic condition.

Member Park moved/Vice Chair Featherston seconded to reduce the fine for the property at 533 Gypsum Drive to \$50.00 and directed the property owner to provide photos of the trailer specifically showing the appearance of the trailer looking less like trailer/shop by the next COA meeting on May 8, 2018. It was noted if the photos were not received by May 8, 2018 the fine would revert back to \$200.00. Motion carried (5-0).

**15. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF FENCES AND WALLS AT 302 LAKEPORT DRIVE (106A-002-094).
FOR POSSIBLE ACTION**

COA Secretary Shields noted that the property at 302 Lakeport Drive has been in violation since August 2017. There has been no further contact from the property owner.

Member Banuelos moved/Chair Holland seconded to uphold the \$200.00 fine and refer the property at 302 Lakeport Drive to the Board of Directors for further legal action. Motion carried (5-0).

16. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FOR VARIANCE TO BUILD SHOP IN FRONT OF THE HOME ON PROPERTY AT 507 RAWLINGS DRIVE (304-008-028).

FOR POSSIBLE ACTION

COA Secretary Shields noted the property owner at 507 Rawlings Drive is requesting a variance to set a shed and build a shop in the front of the house on his property due to the hill that slopes off on the side and back.

The property owner presented his plot plan to the board and discussed where he would like to build the shed and shop.

Member Park moved/Member Banuelos seconded that the request at 507 Rawlings Drive was resolved and a variance was not required. Motion carried (5-0).

17. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A REQUEST FOR VARIANCE TO ALLOW A HORSE IN THE FRONT OF PROPERTY AT 403 CASTLECREST COURT (202-030-028).

FOR POSSIBLE ACTION

COA Secretary Shields stated the property owner at 403 Castlecrest Court is requesting a variance to place a horse on her property.

The committee went over the rules of what is considered the front of the property, 60 feet from any road. Horses are not allowed in those areas overnight.

The COA rules were read in regards to where livestock is allowed. It was noted that a variance is not required per the COA rules.

No action was taken on the property at 403 Castlecrest Court as it was determined to be in compliance.

18. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A LIVESTOCK PERMIT AT 222 TRENTWOOD DRIVE (103-006-057).

FOR POSSIBLE ACTION

COA Secretary Shields noted the property owner at 222 Trentwood Drive is requesting approval of a livestock permit.

The committee members asked for clarification on the number of goats. The property owner responded there will be a total of 2 goats.

Member Park moved/Member Banuelos seconded to approve the livestock permit at 222 Trentwood Drive. Motion carried (5-0).

19. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A LIVESTOCK PERMIT AT 907 SPRING VALLEY PKWY (202-028-019).

FOR POSSIBLE ACTION

COA Secretary Shields stated the property owner at 907 Spring Valley Parkway is requesting approval of a livestock permit.

The committee members asked where the animals would be enclosed. The property owner noted that the dotted line on the plot plan is a chain link fence already existing on the property.

It was noted the request was for 1 pig, 2 goats and 1 sheep. It was noted the pig would be moving from 905 Spring Valley Parkway to 907 Spring Valley Parkway.

Member Parker moved/Member Park seconded to approve the livestock permit at 907 Spring Valley Parkway for 1 pig, 2 goats and 1 sheep. Motion carried (5-0).

20. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A LIVESTOCK PERMIT AT 686 WILLINGTON DRIVE (401-022-035).

FOR POSSIBLE ACTION

COA Secretary Shields noted stated the property owner at 686 Willington Drive is requesting approval of a livestock permit.

The committee members stated they saw no concerns with the livestock permit request.

Member Banuelos moved/Member Park seconded to approve the livestock permit at 686 Willington Drive. Motion carried (5-0).

21. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A HOME OCCUPATION PERMIT AT 332 LAWDALE DRIVE (103-008-008).

FOR POSSIBLE ACTION

COA Secretary Shields noted that the property owner at 332 Lawndale Drive is requesting approval of a home occupation permit.

It was noted that the property owner was told that the trailers need to be moved out of sight and out of view.

Member Park moved/Vice Chair Featherston seconded to deny the application for a home occupation permit at 332 Lawndale Drive until the owner complies with the COA rules. Motion carried (5-0) and the permit was denied.

22. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A HOME OCCUPATION PERMIT AT 754 WESTCOTT DRIVE (403-002-001).

FOR POSSIBLE ACTION

COA Secretary Shields noted the property owner at 754 Westcott Drive is requesting approval of a home occupation permit.

The committee members asked what the business was. The property owner stated it would be a massage therapy business out of her home.

The property owner asked if she was allowed to have a sign. The committee explained that she would have to apply for a permit to have a sign.

Member Banuelos moved/Vice Chair Featherston seconded to approve a home occupation permit for the property at 754 Westcott Drive. Motion carried (5-0).

23. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF DOMESTIC ANIMALS/DOGS/CATS AT 540 TIFFANY DRIVE (202-021-017).
FOR POSSIBLE ACTION

Elko County Animal Control Officer noted that other officers and deputies have had encounters with the dog at 540 Tiffany Drive. She provided a report to the board regarding several instances of the dog being aggressive.

It was noted that an email from the property owner was included in the committee's packet which outlined actions taken in regards to the dog; including a chain, metal kennel, and harness instead of a collar to avoid him slipping out. The email also stated the owners intend to purchase an underground dog fence system.

Elko County Animal Control Officer noted that the owners have not been issued a citation by the County, but they have been warned several times.

The owner was present and provided pictures to the committee of what has been worked on so far.

Vice Chair Featherston moved/Member Parker seconded to give the owner at 540 Tiffany Drive until the next Committee of Architecture Meeting, May 8, 2018, to provide photos of the completed fence to close out the violation and waive the \$200 fine. Motion carried (5-0).

UNFINISHED BUSINESS

24. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING VIOLATION OF DOMESTIC ANIMALS/DOGS/CATS AT 579 SPRING CREEK PKWY (101-002-042).
FOR POSSIBLE ACTION

COA Secretary Shields noted that the property at 579 Spring Creek Parkway has been in violation since February 2018. The property owner was only sent one notice and was on last month's COA agenda and referred to the Board of Directors. The property owner attended the Board of Director's meeting and was referred back to the COA for further action as he has taken steps to correct the issue of his dog running at large.

It was noted the owner put up new fence.

Member Park moved/Member Banuelos seconded to uphold the \$200.00 fine and close the violation for the property at 579 Spring Creek Parkway. Motion carried (5-0).

25. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE/UNREGISTERED/UNLICENSED VEHICLES AT 860 SPRING VALLEY PKWY (202-020-030).
FOR POSSIBLE ACTION

COA Secretary Shields noted that the property at 860 Spring Valley Parkway has been in violation since April 2017. Michelle spoke to the property owner on March 13, 2018 and they stated that the 2 cars in the back are her grandfather's with no title. The other 2 would be registered in 2 weeks. No further contact from the property owner has been received. At the last COA meeting the property owner was given until the April 10, 2018 meeting to get the violation taken care of.

Pictures were taken on April 6, 2018 and one car was remaining in the back.

Member Banuelos moved/Vice Chair Featherston seconded to uphold the \$200.00 fine and refer the property at 860 Spring Valley Parkway to the Board of Directors for further legal action. Motion carried (5-0).

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

COA Secretary Shields noted that the property at 377 Berry Creek Place has been in violation since October 2016. The property owner was referred to the Board of Directors, he attended the meeting and the Board referred him back to the COA for further action.

It was noted that the property has been cleaned up quite a bit.

Chair Holland moved/Vice Chair Featherston seconded to uphold the \$200.00 fine and give the property owner at 377 Berry Creek Place until the next COA meeting to come into compliance. If the property is not in compliance at that time, he will be forwarded to the Board of Directors for further legal action. Motion carried (5-0).

**27. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF STORAGE OF TOOLS AND TRASH AT 913 SPRING VALLEY PKWY (201-009-023).
FOR POSSIBLE ACTION**

COA Secretary Shields stated the property owner at 913 Spring Valley Pkwy was before the Committee of Architecture on the March agenda and was given until the April meeting to show that the property had been cleaned up. The property owner is requesting to waive the fine.

The committee noted that there was no reason to drop the fee entirely as the violation is over a year old.

Member Parker moved/Banuelos seconded to impose a reduced \$50.00 fine and close the violation at 913 Spring Valley Pkwy. Motion carried (5-0).

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

COA Secretary Shields noted that the property at 886 Spring Valley Parkway has been in violation since May 2017. There has been no contact with the property owner. The property owner's father did attend the last meeting and explained that his son has been sick and not able to do much around the property. COA decided to give until the April COA meeting to show progress on the cleanup of the property and until the May COA meeting to bring the property into compliance completely.

Member Park moved/Member Banuelos seconded to give the property owner at 886 Spring Valley Parkway until the May COA meeting to come into compliance. If the property is not in compliance at that time, the \$200.00 fine will be upheld. Motion carried (5-0).

29. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF STORAGE OF TOOLS AND TRASH AT 465 GYPSUM DRIVE (202-021-011).

FOR POSSIBLE ACTION

COA Secretary Shields noted that the property at 465 Gypsum Drive has been in violation since April 2017. The property owner contacted COA Secretary Shields on March 28, 2018 and explained that he has been sick for the past 7 months and that he had cleaned up what was in the picture. Upon review on April 6, 2018, the property was clean.

Member Banuelos moved to uphold the \$200.00 fine and close the violation at 465 Gypsum Drive. Motion failed for lack of second.

Vice Chair Featherston moved/Member Parker seconded to waive the fine and close the violation at 465 Gypsum. Motion carried (4-1) Park opposed.

30. 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. Discussion ensued among the committee members.

31. APPROVE MINUTES FROM THE MARCH 13, 2018 COA REGULAR MEETING.

FOR POSSIBLE ACTION

Chair Holland moved/Vice Chair Featherston seconded to table the approval of the minutes until the next COA meeting. Motion carried (5-0).

32. APPROVE COMMITTEE OF ARCHITECTURE REVENUE AND VIOLATION REPORTS FOR MARCH 2018.

FOR POSSIBLE ACTION

Chair Holland moved/Member Parker seconded to approve the Committee of Architecture revenue violation reports for March 2018. Motion carried (5-0).

33. PUBLIC COMMENT

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

ACTION SHALL NOT BE TAKEN

Bernard Addenbrooke inquired about a previous item where the fee was waived and inquired how long it took the committee members to do the violations. The committee responded to his comments and went over the rules for inoperative vehicles.

**34. THE NEXT REGULAR MEETING OF THE COMMITTEE OF ARCHITECTURE IS
SCHEDULED FOR TUESDAY, MAY 8, 2018 AT 5:30 PM.**

NON-ACTION ITEM

35. ADJOURN MEETING

The meeting adjourned at 9:39 pm.