



SPRING CREEK ASSOCIATION COMMITTEE OF ARCHITECTURE REGULAR MEETING MINUTES

Spring Creek Association Committee of Architecture

Tuesday, October 09, 2018, 5:30 PM, PST

Fairway Community Center Meeting Room

401 Fairway Blvd, Spring Creek, Nevada

PRESENT: Vice Chairperson John Featherston, Members: Diane Parker and Randy Hesterlee

ABSENT: Chair Jill Holland and Member Cassandra Banuelos

STAFF MEMBERS PRESENT: SCA President Bahr, SCA Secretary Shields

CALL TO ORDER: Vice Chair Featherston 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 REGARDING A PROPERTY VIOLATION OF STORAGE OF TOOLS AND TRASH AT 456 GYPSUM DRIVE (202-025-003). FOR POSSIBLE ACTION

COA Secretary Shields stated the property owner was on the August 14, 2018 COA agenda and was referred to Board of Directors for further action. The Board voted to refer the item back to COA as they thought it looked much better from when the original violation was sent out. At the September COA meeting, the COA voted to table the item to allow further examination of the property.

Vice Chair Featherston noted that he reviewed the property and there is still stuff being stored around the property.

Member Parker moved/Vice Chair Featherston seconded to refer the property at 456 Gypsum Drive back to the Board of Directors.

Member Parker moved/Vice Chair Featherston seconded to amend the main motion to include upholding the \$200.00 fine.

The main motion carried (3-0) as amended with Chair Holland and Member Banuelos absent.

2. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF STORAGE OF TOOLS AND TRASH AT 465 SPRING VALLEY PKWY (202-035-007). FOR POSSIBLE ACTION

COA Secretary Shields stated the property owner has been in violation since May 2017. There was contact with the property owner on December 4, 2017 and the property owner stated he would be coming into town to look at the property and would then come by the office. On December 6, 2017, the property owner came into the office and stated the Ford Ranger is inoperative and will need to be covered, the gray Ford is licensed and they will be sending over a copy of the registration. He came into the office with pictures and was told the only things that need to be cleaned up are the items in-between the shed and the house. He stated he would call the office once this was completed. COA Secretary Shields spoke with the property owner in the middle of August in regards to the property. The property owner requested that the association move forward with sending the property to the COA. This is a rental property and he will handle everything once it goes to legal as there are more than just COA violations. The property was on the Board of Directors September agenda. The Board voted to uphold the fine and refer back to COA. On October 4, 2018, the renter contacted the office and was upset because she had not received any of the notices. It was explained to her that she did not receive the notices because she is not legally the property owner. She stated they have a

purchase agreement. It was explained that until it was legally recorded with Elko County everything would be sent to the property owner. She stated that they would not be cleaning up the area anytime soon as her and her husband will be going back to work. She was told the item would be on the COA agenda and would continue to go forward through our process. On October 4, 2018, the property owner called and wanted to make sure Tuesday, October 9, 2018, was the deadline for having the property cleaned up. He was told that there had been contact with the renter and that she said it wouldn't be cleaned up anytime soon. The owner was informed the item would be on the COA agenda and the process would continue. He stated he would not be able to make it to the meeting.

Member Hesterlee moved/Vice Chair Featherston seconded to refer the property at 465 Spring Valley Parkway to the Board of Directors and uphold the \$200.00 fine. Motion carried (3-0) Chair Holland and Member Banuelos absent.

NEW BUSINESS

3. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF STORAGE OF TOOLS AND TRASH AT 695 DILLON LANE (202-011-026). FOR POSSIBLE ACTION

COA Secretary Shields stated the property owner has been in violation since February 2018. On May 2, 2018, the property owner was contacted and emailed pictures of the violation. There has been no further contact from the property owner.

Vice Chair Featherston moved/Member Parker seconded to uphold the \$200.00 fine and refer the property at 695 Dillon Lane to the Board of Directors. Motion carried (3-0) Chair Holland and Member Banuelos absent.

4. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE/UNREGISTERED/UNLICENSED VEHICLES AND EXCESSIVE BRUSH/WEEDS OR DEAD TREES/SHRUBS, NOXIOUS WEEDS AT 736 SPRING CREEK PKWY (103-005-033). FOR POSSIBLE ACTION

COA Secretary Shields stated the property owner has been in violation since July 2018. There has been no contact with the property owner and all mail has been returned "unable to forward". Upon review of the property on October 5, 2018, the weeds had been mowed. The property is still a violation for inoperative vehicles.

Member Parker moved/Vice Chair Featherston seconded to close the violation at 736 Spring Creek Parkway for excessive brush/weeds or dead trees/shrubs, noxious weeds and refer the violation for inoperative/unregistered/unlicensed vehicles to the Board of Directors and uphold the \$200.00 fine. Motion carried (3-0) Chair Holland and Member Banuelos absent.

5. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF FENCE AND WALLS AND EXCESSIVE BRUSH WEEDS OR DEAD TREES/SHRUBS, NOXIOUS WEEDS AT 728 HAYLAND DRIVE (202-010-060). FOR POSSIBLE ACTION

COA Secretary Shields stated the property owner has been in violation since June 2018. There has been no further contact with the property owner and all mail has been returned "unable to forward".

Member Hesterlee moved/Vice Chair Featherston seconded to refer the property at 728 Hayland Drive to the Board of Directors and uphold the \$200.00 fine, noting the interior weeds have been mowed. Motion carried (3-0) Chair Holland and Member Banuelos absent.

6. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE/UNREGISTERED/UNLICENSED VEHICLES AND BUILDING EXTERIOR AT 394 BRENT DRIVE (202-029-030). FOR POSSIBLE ACTION

COA Secretary Shields stated the property owner has been in violation since June 2018. There has been no contact from the property owner. This property was previously on the January 2018 agenda for inoperative/unregistered/unlicensed vehicles, was fined \$200.00, and the violation was closed after review of the vehicle being removed from property. To date, the fine has not been paid and total amount due is \$425.00. The current violation is for a different vehicle.

Vice Chair Featherston moved/Member Parker seconded to uphold the \$200.00 fine and refer the property at 394 Brent Drive to the Board of Directors. Motion carried (3-0) Chair Holland and Member Banuelos absent.

7. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXTERIOR CONDITION OF STRUCTURES AND EXCESSIVE BRUSH/WEEDS OR DEAD TREES/SHRUBS, NOXIOUS WEEDS AT 893 SPRING VALLEY PKWY (202-028-012). FOR POSSIBLE ACTION

COA Secretary Shields stated the property owner has been in violation since June 2018. There has been no contact from the property owner.

Member Hesterlee moved/Vice Chair Featherston seconded to refer the property at 893 Spring Valley Parkway to the Board of Directors and uphold the \$200.00 fine. Motion carried (3-0) Chair Holland and Member Banuelos absent.

8. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXTERIOR CONDITION OF STRUCTURES AND INOPERATIVE/UNREGISTERED/UNLICENSED VEHICLES AT 946 SPRING VALLEY PKWY (201-006-033). FOR POSSIBLE ACTION

COA Secretary Shields stated the property owner has been in violation since June 2018. There has been no contact with the property owner except a voicemail received on September

27, 2018. The voicemail requested that we call and give her some recommendations for roofers. She did not leave a phone number and there was no record of a number in our system.

Member Parker moved/Vice Chair Featherston seconded to refer the property at 946 Spring Valley Parkway to the Board of Directors and uphold the \$200.00 fine. Motion carried (3-0) Chair Holland and Member Banuelos absent.

**9. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF IMPROVEMENT STANDARDS AT 727 WOLCOTT DRIVE (401-019-016).
FOR POSSIBLE ACTION**

COA Secretary Shields stated the property owner has been in violation since May 2018. There has been no contact from the property owner. After review of the property on October 5, 2018, the fence is complete.

The property owner was present and noted that it took this long to complete because the property was occupied by renters and due to certain circumstances he had to wait for them to leave.

It was noted that the shed needs to be permitted.

Vice Chair Featherston moved/Member Hesterlee seconded to close the violation at 727 Wolcott Drive and waive the \$200.00 fine in lieu of the fee for the fence permit and permit application to be completed by the next COA Meeting on November 13, 2018. Motion carried (3-0) Chair Holland and Member Banuelos absent.

**10. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF STORAGE OF TOOLS AND TRASH AT 475 SHADYBROOK DRIVE (304-006-012).
FOR POSSIBLE ACTION**

COA Secretary Shields stated the property owner has been in violation since April 2018. There has been no contact from the property owner.

Vice Chair Featherston moved/Member Hesterlee seconded to uphold the \$200.00 fine and refer the property at 475 Shadybrook Drive to the Board of Directors. Motion carried (3-0) Chair Holland and Member Banuelos absent.

**11. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXTERIOR CONDITION OF STRUCTURES AT 374 BERRY CREEK COURT (201-009-046).
FOR POSSIBLE ACTION**

COA Secretary Shields stated the property owner has been in violation since April 2017. On April 18, 2018 the property owner called and stated that his wife was going to try and work with the insurance company to get the roof taken care of. He asked for an extension for one month and stated he would keep in contact with the Association. An email was received and provided in the Committee's packet which outlined a plan for bringing the property into compliance.

Vice Chair Featherston moved/Member Hesterlee seconded to give property owner until the November 13, 2018 COA meeting to bring the property at 374 Berry Creek Court into compliance and uphold the \$200.00 fine. Motion carried (3-0) Chair Holland and Member Banuelos absent.

12. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXTERIOR CONDITION OF STRUCTURES AT 375 BERRY CREEK COURT (201-009-040). *FOR POSSIBLE ACTION*

COA Secretary Shields stated the property owner has been in violation since June 2018. On October 4, 2018, the property owner contacted the office and stated that the roof on the shed is complete. They have been in the process of moving and she will attend the meeting with an estimate for the roof for the house. She stated she knows she will be responsible to pay the fine.

The property owner was present and stated the roof will be getting completed next week.

Vice Chair Featherston moved/Member Parker seconded to uphold the \$200.00 fine and give the property owner until the November 13, 2018 COA meeting to bring the property into compliance. Motion carried (3-0) Chair Holland and Member Banuelos absent.

13. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXCESSIVE BRUSH/WEEDS OR DEAD TREES/SHRUBS, NOXIOUS WEEDS AT 790 BRONCO DRIVE (403-017-005). *FOR POSSIBLE ACTION*

COA Secretary Shields stated the property owner has been in violation since May 2018. There has been no contact from the property owner.

Vice Chair Featherston moved/Member Parker seconded to uphold the \$200.00 fine and refer the property at 790 Bronco Drive to the Board of Directors. Motion carried (3-0) Chair Holland and Member Banuelos absent.

14. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF USING A LOT/PARCEL FOR STORAGE AT 330 SPRING VALLEY PKWY (201-008-005). *FOR POSSIBLE ACTION*

COA Secretary Shields stated the property owner has been in violation since June 2018. On June 28, 2018 the property owner came into the office and stated that he is going to take down the signs but leave the campaign signs. The violation was closed on August 20, 2018 and then re-opened when the property owner put up the signs again and brought trailers with signs onto the property.

The property owner was present and stated the violation has been corrected.

Vice Chair Featherston noted that while the property is in compliance, the worry is the repeat offense situation. He noted that if the violation occurs again, the next step will be to refer the property to the Board of Directors for a nuisance.

Vice Chair Featherston moved/Member Parker seconded to close the violation at 330 Spring Valley Parkway and waive the \$200.00 fine. Motion carried (3-0) Chair Holland and Member Banuelos seconded.

15. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A HOME OCCUPATION PERMIT AT 332 LAWNSDALE DRIVE (103-008-008). *FOR POSSIBLE ACTION*

COA Secretary Shields stated the property owner is requesting approval of a home occupation permit for trailer rentals. This item was on a previous agenda and was not approved due to the trailers being located in the front of the property. Currently, the trailers are being stored in the back of the property behind a fence.

The business owner was present and stated they were unable to get the trailers in the back of the property when they first started due to the mud. Currently, they are enclosed by a fence.

Vice Chair Featherston moved/Member Parker seconded to approve the home occupation permit at 332 Lawnsdale Drive. Motion carried (3-0) Chair Holland and Member Banuelos absent.

16. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A HOME OCCUPATION SIGN PERMIT AT 332 LAWNSDALE DRIVE (103-008-008). *FOR POSSIBLE ACTION*

COA Secretary Shields stated the property owner is requesting approval of a home occupation sign permit. The item was on a previous agenda and was not approved as the sign was over the allowed size. Since that time a smaller sign was put up, however, currently the sign is flipped back over and exceeds the sign limit.

The business owner was present and noted that there are many signs in the Association that are larger than the size requirement. He stated his sign is mounted on the shed and you can see it from the street but it is not out in front of the property.

Vice Chair Featherston stated that the Declaration of Reservations specifically state the size allowed for a sign is 3 square feet total.

Vice Chair Featherston moved/Member Parker seconded to table the item until the November 13, 2018 COA meeting to allow the owner to come up with a revised sign within the size limit. Motion carried (3-0) Chair Holland and Member Banuelos absent.

17. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A HOME OCCUPATION PERMIT AT 170 EDGEWOOD LANE (105-001-004). *FOR POSSIBLE ACTION*

COA Secretary Shields stated the property owner is requesting approval of a home occupation permit for a handyman, light fabrication and repair business.

Member Parker moved/Member Hesterlee seconded to approve the home occupation permit. Motion carried (3-0) Chair Holland and Member Banuelos absent.

18. REVIEW AND DISCUSSION REGARDING COA RULE #9 PAGE#5 CULVERTS TO ADD OR CHANGE WORDING ON RULE. *NON-ACTION ITEM*

COA Secretary Shields stated we have recently updated our ROW permit and building application to include details for culverts. The current rule states: Minimum twelve (12) inch culvert is required for lot development. There are no other requirements for driveways. This wording needs to change to include the new wording with the ROW permit and Building application.

The item was tabled until the November 13, 2018 COA meeting when the full committee will be present.

No action was taken.

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

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

20. APPROVE MINUTES FROM THE SEPTEMBER 11, 2018 COA REGULAR MEETING. *FOR POSSIBLE ACTION*

Vice Chair Featherston moved/Member Parker seconded to approve the September 11, 2018 COA Regular Meeting Minutes. Motion carried (2-0-1) Chair Holland and Member Banuelos absent and Member Hesterlee abstained.

21. APPROVE COMMITTEE OF ARCHITECTURE REVENUE AND VIOLATION REPORTS FOR SEPTEMBER 2018. *FOR POSSIBLE ACTION*

Vice Chair Featherston moved/Member Hesterlee seconded to approve the Committee of Architecture Revenue and Violation Reports for September 2018. Motion carried (3-0) Chair Holland and Member Banuelos absent.

22. 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

No public comment was received.

Member Parker suggested re-addressing the previous sign rules that were taken out of the Committee of Architecture rules, noting that there was a section that had general provisions for signs. She asked if the Committee could review the livestock permit, specifically addressing the numbers on the permit related to animals.

COA Secretary Shields stated she would send information to the Committee so the items could be addressed.

- 23. THE NEXT REGULAR MEETING OF THE COMMITTEE OF ARCHITECTURE IS SCHEDULED FOR TUESDAY, NOVEMBER 13, 2018 AT 5:30 PM.**

NON-ACTION ITEM

- 24. ADJOURN MEETING**

The meeting adjourned at 7:22 p.m.