



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

Spring Creek Association Committee of Architecture  
Tuesday, February 11, 2020, 5:30 PM, PST  
Fairway Community Center Meeting Room  
401 Fairway Blvd, Spring Creek, Nevada

**PRESENT:** Vice Chairperson Cassandra Banuelos and Members: Randy Hesterlee, Diane Parker and Stefanie Sisk

**ABSENT:** Chairperson Jill Holland

**STAFF MEMBERS PRESENT:** SCA Vice President Kerr and SCA COA Secretary Shields

**CALL TO ORDER:** Vice Chair Banuelos 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.

First public comment reopened by Vice Chair Banuelos.

Cory Madrid present from 780 Parkridge Pkwy. He asked about a letter he received for a semi-trailer being dropped to the ground and permitted.

Secretary Shields asked about it being used for storage. PO Madrid stated that it wasn't being used for storage that it is used to go to car shows. He also stated that it is registered and licensed.

Member Hesterlee and Vice Chair Banuelos stated that it's a trailer for personal use.

Vice President Kerr stated that it cannot be voted on in public comment.

## **NEW BUSINESS**

**1. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF IMPROVEMENT STANDARDS AT 724 EASTLAKE DRIVE (401-017-036).  
FOR POSSIBLE ACTION**

COA Secretary Shields stated this property owner applied for a shed permit in June 2018. They never paid for permit. Letters were sent to inform property owner that the permit would need to be paid for. No contact from property owner. Started violation process in November 2019. There has been no contact from property as of 2/7/2020. Property owner came in on 2/10/2020 and paid for permit.

James Little was present at the meeting. He asked what the process was for permitting SCA versus the county. COA Secretary Shields explained the process.

Member Hesterlee stated that the property owner came into compliance and that's what the committee is trying to achieve and not to punish the property owners.

Member Hesterlee moved/Member Sisk seconded to dismiss and close the violation. Motion carried (4-0) Chair Holland absent.

**2. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF FENCE AND WALLS AND DOMESTIC ANIMALS/DOGS/CATS AT 273 SPRINGFIELD PKWY (305-004-004).  
FOR POSSIBLE ACTION**

COA Secretary Shields stated this PO has been in violation since September 2019. There has been no contact from PO. Phone number on file is no longer in service. Animal Control will be attending COA meeting to speak about animal issues.

Property owner was not present at the meeting.

Officer Leann Smith was present at the meeting. She stated that the issues with the horses, goats and dogs have been an ongoing issue. She stated on 1/28/2020 she had to chase the two (2) horses and goat back to the property. She has submitted to the District Attorney for possible prosecution.

COA Secretary Shields stated that the issue with the property started out as barking dogs and escalated to the horses and goat running at large. Secretary Shields asked if the State Vet could be called to seize the horses.

Officer Smith stated that without proof of neglect such as not feeding or watering then they won't usually seize animals.

Vice Chair Banuelos moved/Member Parker seconded to uphold the fine and refer to BOD for further action for the animal violation. Motion carried (4-0) Chair Holland absent.

Member Parker moved/Vice Chair Banuelos seconded to uphold the fine and refer to the BOD for further action for the fence/walls violation. Motion carried (4-0) Chair Holland absent.

**3. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF IMPROVEMENT STANDARDS AT 514 GYPSUM DRIVE (202-025-032).  
FOR POSSIBLE ACTION**

COA Secretary Shields stated this PO has been in violation since July 2019. There has been no contact from PO until 2/10/2020 when they came into office and stated that they have had the paint since July.

Property owner was not present at the meeting.

Member Hesterlee suggested that we give property owner until March meeting to bring the sheds into compliance.

Member Parker moved/Vice Chair Banuelos seconded to give property owner until 3/5/2020 to paint and improve the sheds that are not in compliance. If they do not comply by 3/5/2020 they will be placed back on the March COA agenda. If they do comply the violation will be closed and reduce the fine to \$100. Motion carried (4-0) Chair Holland absent.

**4. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF EXTERIOR CONDITION OF STRUCTURES AT 735 HAYLAND DRIVE (202-009-014).  
FOR POSSIBLE ACTION**

COA Secretary Shields stated this PO has been in violation since June 2018. There was contact from PO, but nothing since June 2019.

The property owner was not present at the meeting.

Marin Roofing brought in a letter stating that they were hired to get the roof replaced and they will have it done by the end of February 2020.

Vice Chair Banuelos moved/Member Parker seconded to give the PO until 3/5/2020 to have the roof completed. If completed by 3/5/2020 the violation will be closed and the fine will be reduced to \$100. If it is not complete it will be placed back on the March COA agenda. Motion carried (4-0) Chair Holland absent.

**5. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE/UNREGISTERED/UNLICENSED VEHICLES AND STORAGE OF TOOLS AND TRASH AT 371 SPRING VALLEY PKWY (201-004-020). FOR POSSIBLE ACTION**

COA Secretary Shields stated the property owner has been in violation since May 2019. Property owner called in July and he was currently in Mexico and when he returned home he would get the property cleaned up. He was informed that he can only have one (1) inoperative vehicle and the rest need to be removed. No further contact from PO.

The property owner was not present at the meeting.

Vice Chair Banuelos moved/Member Sisk seconded to uphold the \$200 fine and refer the property at 371 Spring Valley Pkwy to the Board of Directors for further action. Motion carried (4-0) Chair Holland absent.

**6. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF IMPROVEMENT STANDARDS AT 855 SPRING VALLEY PKWY (202-017-004). FOR POSSIBLE ACTION**

COA Secretary Shields stated the property owner has been in violation since May 2019. PO called office in July and stated that the conex is her daughters and they would be moving it to South Fork. PO was given an extension of one (1) month and at the time it would either need to be moved or it would need to be permitted and painted to match the primary dwelling. PO stated that she would talk to her daughter and let the office know what her decision was. No further contact from PO until 2/5/2020 she is not able to attend the meeting and will send an email with her plan of action.

The property owner was not present at the meeting.

Member Hesterlee stated that they changed their intent to move the conex.

Member Parker suggested that it be tabled or moved to March COA meeting.

Member Parker moved/Vice Chair Banuelos seconded to give the property owner until February 19, 2020 to get their permit into the COA Secretary. If the permit is in by 2/19/2020 the violation will be closed and the fine reduced to \$100. If it is not submitted by said date that it will be placed back on the March 2020 COA agenda. Motion carried (4-0) Chair Holland absent.

**7. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF INOPERATIVE/UNREGISTERED/UNLICENSED VEHICLES AT 628 WESTBY DRIVE (202-012-026). *FOR POSSIBLE ACTION***

COA Secretary Shields stated the property owner has been in violation since July 2019. There has been no contact from PO.

The property owner was not present at the meeting.

COA Secretary Shields mentioned that the license plate looks like it is scratched off.

Member Hesterlee stated that all the PO would need to do is provide a copy of current registration.

Member Parker moved/Member Sisk seconded to uphold the \$200.00 fine and refer the property at 628 Westby Drive to the Board of Directors for further action. Motion carried (4-0) Chair Holland absent.

**8. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF DOMESTIC ANIMALS/DOGS/CATS AT 524 LYNX DRIVE (202-019-013). *FOR POSSIBLE ACTION***

COA Secretary Shields stated the property owner has been in violation since January 2020. Officer Smith called on January 16, 2020 and stated that two days in a row the dog has been running at large. She chased it back into the yard but it will be back out again.

Officer Smith was present at the meeting and stated that she has helped the PO fix some of the fence in the past. PO was supposed to get rid of the dog.

Stephen Chase was present at the meeting and stated that he has made repairs to the fence and the dog has not been out since the repairs. Once the ground thaws he will be putting up a permanent fence.

Member Parker moved/Vice Chair Banuelos seconded to give PO until April 1 to complete the fencing. If completed he is to call COA Secretary Shields to inform her so it may be reviewed and then the violation will be closed. Motion carried (4-0) Chair Holland absent.

**9. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF STORAGE OF TOOLS AND TRASH AT 455 LYNTHURST DRIVE (101-006-012). *FOR POSSIBLE ACTION***

COA Secretary Shields stated that the property has been in violation since June 2019. The property is being rented. The renter called and stated that she wouldn't be able to make the meeting. Explained what needed to be cleaned up on the property. She stated she would have that taken care of before the meeting.

The property owner/renter was not present at the meeting.

Member Hesterlee moved/Vice Chair Banuelos seconded to have the SCA staff verify that the cleanup has been done. If it has been completed, the violation will be closed and the fine reduced to \$100. If not completed the \$200 will be upheld and the property at 455 Lyndhurst Drive will be referred to BOD for further action. Motion carried (4-0) Chair Holland absent.

**10. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF STORAGE OF TOOLS AND TRASH, EXTERIOR CONDITION OF STRUCTURES AND IMPROVEMENT STANDARDS AT 394 RAMAH PLAZA (202-029-023).**

***FOR POSSIBLE ACTION***

COA Secretary Shields stated that the property has been in violation since July 2019. Property owner called in July and stated that he will be cleaning up the property. He just needs some time. He is going to paint the roof and the pavers; he needs the pavers to help with the wind. He also stated that he will get the sheds painted that he just needed time. No further contact from PO.

The property owner was not present at the meeting.

Member Parker moved/Member Hesterlee seconded to uphold the \$200 fine and refer the property at 394 Ramah Plaza to the Board of Directors for further action. Motion carried (4-0) Chair Holland absent.

**11. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF BUILDING EXTERIOR AT 465 SPRING VALLEY PKWY (202-035-007).**

***FOR POSSIBLE ACTION***

COA Secretary Shields stated the property owner has been in violation since September 2019. There has been no contact from PO. This property is in legal and because it had an owner change on the deed we sent out letters for the shed for new owner.

Property owner was not present at the meeting.

Member Hesterlee moved/Vice Chair Banuelos seconded to table the violation pending staff speaking to legal. Motion carried (4-0) Chair Holland absent.

**12. REVIEW, DISCUSSION AND POSSIBLE ACTION REGARDING A PROPERTY VIOLATION OF BUILDING EXTERIOR AT 700 SPRING VALLEY PKWY (202-009-068)  
FOR POSSIBLE ACTION**

COA Secretary Shields stated that the property owner has been in violation since May. Secretary Shields spoke with property owner's daughter in May 2019, she stated with the weather and the rain she asked if she could have an extension of getting the roof replaced and the barn painted. Gave her until the beginning of July and if she got it done before then to call the office and speak with Secretary Shields. No further contact from PO.

Vice Chair Banuelos moved/Member Sisk seconded to uphold the \$200 fine and refer the property at 700 Spring Valley Pkwy to the Board of Directors for further action. Motion carried (4-0) Chair Holland absent.

**13. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A COMMERCIAL SIGN PERMIT AT 250 COUNTRY CLUB PKWY (106D-002-004).  
FOR POSSIBLE ACTION**

COA Secretary Shields stated the property owner is requesting approval of a commercial sign permit.

The property owner was not present at the meeting.

Vice Chair Banuelos asked about lighting if it would be lit all night long.

Vice Chair Banuelos moved/ Member Hesterlee seconded to approve the Commercial Sign Permit located at 250 Country Club Pkwy. Motion carried (4-0) Chair Holland absent.

**14. REVIEW, DISCUSSION AND POSSIBLE ACTION TO APPROVE A LIVESTOCK PERMIT AT 388 VALLEY BEND DRIVE (103-001-011).  
FOR POSSIBLE ACTION**

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

The property owner was not present at the meeting.

Vice Chair Banuelos moved/ Member Sisk seconded to approve the livestock permit located at 388 Valley Bend Drive. Motion carried (4-0) Chair Holland absent.

**15. 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.

**16. APPROVE MINUTES FROM THE JANUARY 14, 2020 COA REGULAR MEETING.  
FOR POSSIBLE ACTION**

Member Parker moved/ Member Hesterlee seconded to approve the January 14, 2020 COA Regular Meeting Minutes with the copy that was provided at the meeting. Motion carried (3-0-1) Vice Chair Banuelos abstained. Chair Holland absent.

**17. APPROVE COMMITTEE OF ARCHITECTURE REVENUE AND VIOLATION REPORTS FOR JANUARY 2020. *FOR POSSIBLE ACTION***

Vice Chair Banuelos moved/ Member Parker seconded to approve the Committee of Architecture Revenue and Violation Reports for January 2020. Motion carried (4-0) Chair Holland absent.

**18. 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***

Vice President Kerr requested that next meeting page #3 section #3 of the COA Rules and Regulations be placed on the agenda for review.

**19. THE NEXT REGULAR MEETING OF THE COMMITTEE OF ARCHITECTURE IS SCHEDULED FOR TUESDAY, MARCH 10, 2020 AT 5:30 PM.**

***NON-ACTION ITEM***

**20. ADJOURN MEETING**

The meeting adjourned at 7:22 p.m.