



SPRING CREEK ASSOCIATION COMMITTEE OF ARCHITECTURE REGULAR MEETING MINUTES

The Spring Creek Association Committee of Architecture will hold a regular meeting on **Monday, February 14, 2022**, at the Fairway Community Center Meeting Room, 401 Fairway Blvd, Spring Creek, NV beginning at **5:30 P.M. (PST)**

There may be a quorum of the SCA Board of Directors present at the meeting, however; they will not be conducting any Association business.

Posted with this Notice is the agenda for said meeting of the Committee of Architecture. This notice is to be posted at the following places **by 9:00 a.m. PST, Wednesday, February 09, 2022:**

SCA Office @ 401 Fairway Blvd.
Country Club Shell

Khoury's Market Community Board
SCA Horse Palace

Spring Creek Association Website: www.springcreeknv.org

COVID-19 RESTRICTIONS:

THE SPRING CREEK ASSOCIATION REGULAR COA MEETING FOR FEBRUARY 14, 2022, WILL BE AVAILABE VIA ZOOM. THE PUBLIC CAN PARTICIPATE IN THE VIRTUAL MEETING ON A COMPUTER, LAPTOP, TABLET OR SMARTPHONE. THE REGULAR COA MEETING ROOM IS ACCESSIBLE TO THE PUBLIC FOR THIS MEETING BUT WILL FOLLOW CURRENT COVID-19 PROTOCOLS AND RESTRICTIONS.

The meeting can be accessed by phone by calling:

Number: 1-669-900-6833, Participant ID: 849 7615 9221 Passcode: 686080

1-346-248-7799

1-253-215-8782

Comments may be submitted by e-mail to: COA@springcreeknv.org by February 11, 2022.

NOTICE TO PERSONS WITH DISABILITIES:

Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to notify the Committee of Architecture in writing at: 401 Fairway Blvd; Spring Creek, NV 89815, by E-mail to coa@springcreeknv.org, or by calling (775) 753-6295 at least 48-hours prior to the scheduled meeting.

Respectfully Submitted,

Committee of Architecture
Spring Creek Association

**SPRING CREEK ASSOCIATION
COMMITTEE OF ARCHITECTURE
Regular Meeting Minutes
5:30 P.M., P.S.T., Monday, February 14, 2022
401 Fairway Blvd, Spring Creek, NV 89815
Zoom Access Available**

MINUTES

NOTICE:

- **Items may be taken out of order.**
- **Two or more items may be combined.**
- **Items may be removed from agenda or delayed at any time.**
- **Restrictions regarding Public Comment:** Pursuant to N.R.S 241.020(c) (3), this time is devoted to comments by the 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.

A. CALL TO ORDER

Chair Kevin Martindale called the meeting to order on Monday, February 14, 2022, at 5:32 pm. Zoom information was provided for individuals to call into the meeting. Chair Martindale brought some “housekeeping” items to the attention of those present.

B. ROLL CALL

Kevin Martindale – Chair - Present
Elex Vavrck – Vice Chair - Present
Bonnie Bawcom – Member - Present
Nick Czegledi – Member - Present
Kelly DiLulo – Member – Present

STAFF PRESENT: VP Kerr, SCA Sec./Treas. Austin-Preston, COA Secretary Bundrock

CORPORATE ATTORNEY: Katie McConnell present.

C. PLEDGE OF ALLEGIANCE

D. COMMENTS BY THE GENERAL PUBLIC

Pursuant to NRS 241 this time is devoted to comments by the public, if any, and discussion of those comments. 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.

NON-ACTION ITEM

No public comment presented.

E. UNFINISHED BUSINESS

- E.1 Review, discussion, and possible action regarding the Committee of Architecture Member Policies and Procedures Manual.

FOR POSSIBLE ACTION

VP Kerr reviewed the background of the manual including the item was listed in the January 10, 2022, meeting. COA members had submitted their changes to staff. Those changes were incorporated into the manual.

Chair Martindale opened discussion for committee members. Vice Chair Vavrck noted the misspelling of Procedure on the cover.

No public comment presented.

Vice Chair Vavrck moved to approve the Committee of Architecture Member Policies and Procedures Manual with the correction of the word “Procedure” on the cover; seconded by Member Czegledi. Motion carried 5-0.

F. NEW BUSINESS

- F.1 Review, discussion, and consideration for a Home Occupation Permit for **PRIMARY CHOICE HEALTH & WELLNESS**, type of business: **Telemedicine for House Calls** located at **274 Parkchester Drive, Unit 3 (Tract 106A, Block 005, Lot 001), .680 acres.**

FOR POSSIBLE ACTION

VP Kerr explained the Home Occupation Permit presented by Mr. Hirschi. Applicant was not present or on the telephone. Mr. Hirschi contacted staff earlier in the day to have the check marked “yes” for the question; “Would you like to be added to the SCA List of businesses?” be removed. The check mark for yes was removed.

Chair Martindale open discussion with committee members. Vice Chair Vavrck commented: “This application fits the requirements of a home occupation.”

No public comment presented.

Member DiLulo moved to approve the home occupation permit for Primary Choice Health & Wellness, business type Telemedicine for house calls, located at 274 Parkchester Drive, Unit 3 (Tract 106A, Block 005, Lot 001); seconded by Member Czegledi. Motion carried 5-0.

- F.2 Review, discussion, and consideration for a Home Occupation Permit for **PROCRAFTINATING**, type of business: **Crafts** located at **575 Spring Creek Parkway (Tract 101, Block 002, Lot 041) 1.3 acres.**

FOR POSSIBLE ACTION

VP Kerr explained the Home Occupation Permit was submitted by Rikki Bundrock, COA Secretary. Rikki was asked to reside at the public podium to answer questions as a homeowner. The application meets the home occupation guidelines.

Member DiLulo asked a question regarding selling crafts or giving classes. Ms. Bundrock indicated no one comes to her home, she sells her crafts online. Ms. Bundrock described her crafts.

No public comments presented.

Vice Chair Vavrlick moved to approve the home occupation permit for Procraftinating, business type Crafts, located at 575 Spring Creek Parkway (Tract 101, Block 002, Lot 041); seconded by Member DiLulo. Motion carried 5-0.

- F.3 Review, discussion, and consideration to approve an extended stay for personal use of an individual in a Travel Trailer/Motorhome beyond the allowable maximum of two (2) consecutive weeks on a lot which has a permanent residence at **645 Palace Parkway, (Tract 403, Block 021, Lot 003) 1.170 acres.**

FOR POSSIBLE ACTION

VP Kerr explained staff had received an agenda request to be placed on the February 14, 2022, agenda. VP Kerr explained the current violations regarding COA Rules & Regulations Item #11: Travel Trailers/Motorhomes.

Homeowner was present. The homeowner noted the address listed on the agenda as 645 Palace Parkway was incorrect; it should read 654 Palace Parkway. VP Kerr pointed out that as a result of the transposed address numbers, no Action can be taken. Legal Counsel McConnell indicated the COA can still hear from the homeowner, COA cannot take action, and the agenda item should be brought back at the next COA meeting.

The homeowner, Randy Porter, chose to make his comments. He commented his agenda application laid out the reasoning why the granddaughter should live in the RV. He introduced his wife Jolene, and his granddaughter, Cindy Withers. He pointed out she lives there temporarily while she is in college and ready to move out. Member Czegledi asked the homeowner when the granddaughter would be graduating from college. Ms. Withers replied to May of 2023. Ms. Jolene Porter indicated there is no running water or sewer, she also clarified the boyfriend and the granddaughter of a long-distance relationship, no wedding date set.

No member discussion took place.

Chair Martindale explained the COA would not make a decision at this meeting.

- F.4 Review, discussion, and consideration for a Home Occupation Permit for **SPOTTED TAILGATE DESIGNS/ENLIGHTENED SYNERGY**, type of business **Spiritual/New Age** located at **341 Trescartes Ave. (Tract 201, Block 009, Lot 054) 1.240 acres.**

FOR POSSIBLE ACTION

VP Kerr explained the applicant would like a home occupation permit, however they filled out a commercial business license application. It was explained to the homeowner they would need to fill out the correct application as their property is not zoned commercial, but AR. Homeowner agreed to fill out the correct application. The application was present.

Eva Owsian presented a picture of the driveway on her phone. The phone was passed around to COA members. Ms. Owsian indicated she can fit eight (8) to ten (10) cars in her driveway. Hours of operation 10:00 am to 4:00 pm. by appointment only. Chair Martindale discussed retail sales are not allowed at that address due to zoning. Discussion took place regarding the absence of a retail store. Ms. Owsian sales crystals. Ms. McConnell explained the retail stores are not allowed and described what is involved in home occupations. It was clarified for Ms. Owsian she cannot have a store at her location. Ms. Owsian requested to go on record, she is looking for a commercial location for her business.

No public comment presented.

Vice Chair Vavruck moved to approve the home occupation permit for Spotted Tailgate Designs/Enlightened Synergy, type of business Spiritual/New Age located at 341 Trescartes Ave. (Tract 201, Block 009, Lot 054) with the condition no retail store is located at the homeowners property, seconded by Member Bawcom. Motion carried 5-0.

G. VIOLATIONS

- G.1. Review, discussion, and possible action regarding COA Rules and Regulations, Item #12: Inoperative/Unregistered/Unlicensed Vehicles, SCA/DOR Item #15: Storage of Tools and Trash, SCA/DOR Item #18: Excessive Brush/Weeds or Dead Trees/Shrubs, Noxious Weeds and refer to the SCA Board of Directors requesting to take legal action and uphold all fines regarding **475 Rawlings Drive, (Tract 304, Block 007, Lot 005) 1.080 acres.**

FOR POSSIBLE ACTION

Nathanial Downs was present at the meeting. Requested the COA provide specific items that need to be cleaned up.

VP Kerr explained property has been in violation since July 2021. VP Kerr outlined the various violations. COA received updated photos at the meeting, including photos taken by the property owner.

Mr. Downs explained the blue car and white car are removed. The green pick-up truck is his daily vehicle. White pickup truck is now covered. Dead trees, he is working on them getting them cleaned up. VP Kerr explained the car is covered, there is still an additional unregistered vehicle and still tools and trash. Photos taken February 09, 2022, showing the tools and trash. Mr. Downs explained it would take an additional month (30-days) to finish cleaning up the property. He is currently selling things and he will get things cleaned up.

Member DiLulo discussed the photos which were presented to Mr. Downs, including items which needed to be picked up. Member Czegledi discussed cleaning the rear of the property. VP Kerr explained barbed-wire fencing is not allowed. Mr. Downs indicated he had taken the barbed wire fencing down. Mr. Downs requested information on the rules for fencing. VP Kerr provided Mr. Downs with a fence permit and a copy of the Homeowner's packet. Member Vavrlick indicated they property owner has received plenty of notices and just needs to complete cleaning things up.

No public comment presented

Member DiLulo moved to give the property owner until April 01, 2022, to continue cleaning things up at 475 Rawlings Drive, (Tract 304, Block 007, Lot 005) and be brought back to the COA April regular meeting, seconded by Member Czegledi. Motion carried 5-0.

- G.2. Review, discussion, and possible action regarding COA Rules and Regulations, Item #12: Inoperative/Unregistered/Unlicensed Vehicles, Item #13 Exterior Condition of Structures, SCA/DORs Item #15: Storage of Tools and Trash, SCA/DOR Item #16: Fences and Walls and refer to the SCA Board of Directors requesting to take legal action and uphold all fines regarding **514 Brent Drive, (Tract 202, Block 020, Lot 007) 1.030 acres.**

FOR POSSIBLE ACTION

VP Kerr explained this property has been in violation since June 2021 and outlined the violations. Property owner contacted COA on January 18, 2022, indicating they would be getting the cars registered. Staff has not heard from them since that date. There is no indication vehicles are registered.

Chair Martindale asked if the property owner was on the phone. No answer received.

Chair Martindale opened up discussion by members. Members DiLulo, Czegledi, and Chair Martindale commented on the property and its status still looks the same. VP Kerr reminded the members the COA voted to extend the time frame for compliance 60-days which expired on January 08, 2022. Member DiLulo asked the question about how many vehicles can they have if registered in the front yard? Chair Martindale indicated it is unlimited.

Property Owner, Mr. Tim Foote joined the conversation via telephone.

Mr. Foote indicated he has worked on things, acknowledged extension, last notice he got was just the vehicles. He is curious what are the other things are needed, he worked on the fence, has painted, snow hit thus could not work on the roof. The cars are registered. He wants to work something out. Chair Martindale indicated the property owner has been noticed about the other violations. Mr. Foote acknowledged he has not been communicating.

Chair Martindale re-opened discussion by members. Member DiLulo wanted to know if there is a limit of how many vehicles can be out front. SCA Sec/Treas. Austin-Preston clarified there is no limit of licensed, registered vehicles. Discussion of tires, and storage in the vehicles is not allowed. Mr. Foote asked for more time. Member Vavrlick asked if the vehicles have been registered, Mr. Foote responded that all the vehicles except one are registered, and he would present the registrations. Member DiLulo reference storage of the

vehicles and the vehicles are unsightly. Mr. Foote agreed he needs to organize them, and some of the vehicles are his sons. Chair Martindale explained the status the other violations. Mr. Foote agreed to the other violations are in existence. Member Bawcom, Member DiLulo and Member Czegledi discussed the length of time for the notifications. Member Vavrlick discussed communicating with staff if he received an extension. SCA Sec/Treas. Austin-Preston explained if referred to the BOD, the property will receive additional time to fix things before it goes to the Board in March. Legal Counsel explained the homeowner can still come before the BOD and present his situation.

No public comment presented.

Chair Martindale moved regarding COA Rules and Regulations, Item #12: Inoperative/Unregistered/Unlicensed Vehicles, Item #13 Exterior Condition of Structures, SCA/DORs Item #15: Storage of Tools and Trash, SCA/DOR Item #16: Fences and Walls to refer to the SCA Board of Directors requesting to take legal action and uphold all fines regarding 514 Brent Drive, (Tract 202, Block 020, Lot 007), seconded by Member DiLulo. Motion carried 5-0.

- G.3 Review, discussion, and possible action regarding COA Rules and Regulations, Item #12: Inoperative/Unregistered/Unlicensed Vehicles, SCA/DOR Item #15: Storage of Tools and Trash and refer to the SCA Board of Directors requesting to take legal action and uphold all fines regarding **43 Spring Creek Parkway, (Tract 104, Block 003, Lot 001) 2.150 acres.**

FOR POSSIBLE ACTION

VP Kerr explained this property has been in violation since June 2021. VP Kerr outlined the various violations and informed the COA staff has not heard from the property owner since October 05, 2021, and said truck and tires are gone.

Property owner was not present at the meeting nor on the telephone.

Chair Martindale opened up discussion from COA members. Discussion took place regarding the property is still unsightly and in non-compliance.

No public comment presented

Member DiLulo moved to refer to the violations to the SCA Board of Directors requesting to take legal action and uphold all fines regarding 43 Spring Creek Parkway, (Tract 104, Block 003, Lot 001, seconded by Member Czegledi. Motion carried 5-0.

- G.4 Review, discussion, and possible action regarding COA Rules and Regulations Item #15: Storage of Tools and Trash and refer to the SCA Board of Directors requesting to take legal action and uphold all fines regarding **391 Brent Drive, (Tract 201, Block 006, Lot 022) 1.030 acres.**

FOR POSSIBLE ACTION

VP Kerr explained this property has been in violation since March 2021. VP Kerr explained the violation. Property owner called in August 2021 to ask for clarification. Property owner did send additional photos on February 08, 2022. Photos handed out. Fence is on the side of the pole barn. February 10, 2022, photos indicate there is still evidence of more tools and

trash. Property owner called staff earlier and indicated he had to work and could not attend the meeting.

Chair Martindale opened up discussion for the COA members. Member Czegledi discussed observation of the fence and property owner is working on cleaning up. VP Kerr indicated the property owner did not get a fence permit. Legal Counsel McConnell advised directing staff to contact the property owner regarding the fence. COA Secretary Bundrock discussed conversations with staff, obtaining additional photos, it appears property owner is cleaning things up. Member DiLulo discussed the length of time for notices and pointed out this has been a year. Chair Martindale discussed the process and time frames. Legal Counsel McConnell discussed the process with he BOD, and the time frame, and options.

No public comment presented.

Member Czegledi moved to table the issue of referring the violation to the SCA Board of Directors requesting to take legal action and uphold all fines regarding 391 Brent Drive, (Tract 201, Block 006, Lot 022) and directing staff to send a letter advising them the COA tabled this issue and inform the property they need to have their property in compliance by March 07, 2022, and it will be revisited at the next meeting; seconded by Member DiLulo. Motion carried 5-0.

- G.5 Review, discussion, and possible action regarding COA Rules and Regulations Item #15: Storage of Tools and Trash and refer to the SCA Board of Directors requesting to take legal action and uphold all fines regarding **458 Castlecrest Drive, (Tract 201, Block 006, Lot 015) 1.050 acres.**

FOR POSSIBLE ACTION

VP Kerr explained this property has been in violation since February 2020. Staff has not heard from this property owner since March 2020.

Homeowner was not present at the meeting or on the telephone.

Chair Martindale opened discussion for COA members. Discussion regarding the state and/or status of the property took place.

No public comment presented.

Vice Chair Vavruck moved to refer the violation to the to the SCA Board of Directors requesting to take legal action and uphold all fines regarding 458 Castlecrest Drive, (Tract 201, Block 006, Lot 015), seconded by Member Bawcom. Motion carried 5-0.

- G.6 Review, discussion, and possible action regarding COA Rules and Regulations Item #12: Inoperative/Unregistered/Unlicensed Vehicles, SCA/DOR Item #13: Exterior Conditions of Structures and refer to the SCA Board of Directors requesting to take legal action and uphold all fines regarding **411 Tiffany Drive, (Tract 202, Block 029, Lot 017) 1.080 acres.**

FOR POSSIBLE ACTION

VP Kerr explained this property has been in violation since June 2021. VP Kerr referenced the violations. The property owner sent in a photo of the shed, the photo depicts the opposite side of the shed, not the side which needed the repair. PO sent in the photos showing the

vehicles are registered. There is one vehicle that is covered, but tires are used to hold the cover, which is not acceptable. There is still tools and trash around the home.

Homeowner was not present at the meeting or on the telephone.

Chair Martindale opened discussion for COA members. Discussion regarding violations and the amount of progress took place.

No public comment presented.

Member DiLulo moved to refer the violations to the SCA Board of Directors requesting to take legal action and uphold all fines regarding 411 Tiffany Drive, (Tract 202, Block 029, Lot 017), seconded by Vice Chair Vavrck. Motion carried 5-0.

- G.7 Review, discussion, and possible action regarding COA Rules and Regulations Item #13: Exterior Condition of Structure, SCA/DOR Item #15: Storage of Tools and Trash and refer to the SCA Board of Directors requesting to take legal action and uphold all fines regarding **467 Tiffany Drive, (Tract 202, Block 029, Lot 006) 1.120 acres.**

FOR POSSIBLE ACTION

VP Kerr explained this property has been in violation since July 2019. VP Kerr reviewed he violations. Property owner last communication was February 01, 2022. Property owner did not want to get a storage unit, she now has agreed to get a storage unit.

Homeowner was not present at the meeting or on the telephone. Property owner did call today, cannot attend the meeting due to both work.

Chair Martindale opened discussion for COA members. Discussion regarding violations and the amount of progress took place. Vice Chair Vavrck pointed out property owner is non-responsive to deadlines for communication.

No public comment presented.

Vice Chair Vavrck moved to refer the violations to the SCA Board of Directors requesting to take legal action and uphold all fines regarding 467 Tiffany Drive, (Tract 202, Block 029, Lot 006), seconded by Member Czegledi. Motion carried 5-0.

- G.8 Review, discussion, and possible action regarding COA Rules and Regulations, Item #12: Inoperative/Unregistered/Unlicensed Vehicles, SCA/DOR Item #15 Storage of Tools and Trash and refer to the SCA Board of Directors requesting to take legal action and uphold all fines regarding **448 Westby Drive, (Tract 202, Block 012, Lot 031) 1.330 acres.**

FOR POSSIBLE ACTION

VP Kerr explained this property has been in violation since June 2021. VP Kerr reviewed the violations. Property called in October 2021 indicated he had covered the vehicles. Property reviewed on January 18, 2022. Staff has not heard from property owner.

Homeowner was not present at the meeting or on the telephone.

Chair Martindale opened discussion for COA members. Discussion regarding violations and the amount of progress took place. Vice Chair Vavrck pointed out property owner has received ample notifications.

No public comment presented

Member Czegledi moved to refer the violations to the SCA Board of Directors requesting to take legal action and uphold all fines regarding 448 Westby Drive, (Tract 202, Block 012, Lot 031), seconded by Member Bawcom. Motion carried 5-0.

Recessed meeting at 7:10 pm. Meeting called back to order at 7:15 pm.

H. LEGAL REPORT

Review and discussion regarding the monthly update on property violations turned over to McConnell Law per SCA Board approval.

NON-ACTION ITEM

VP Kerr indicated staff has reviewed the report with legal counsel. Recent photos have been taken and will be forwarded to McConnell Law.

I. REVIEW AND APPROVAL OF MINUTES

Approval of minutes from the January 10, 2022, regular meeting.

FOR POSSIBLE ACTION

No public comment presented.

Member DiLulo moved to accept the January 10, 2022, regular meeting minutes, seconded by Member Czegledi. Motion carried 5-0.

J. REPORTS

J.1 Approval of the Committee of Architecture Revenue Report for January 2022

FOR POSSIBLE ACTION

J.2 Approval of the Committee of Architecture Occupancy Report for January 2022.

FOR POSSIBLE ACTION

J.3 Approval of the Committee of Architecture Violation Report for January 2022

FOR POSSIBLE ACTION

VP Kerr explained the revenue report reflected the renewal permits, explained renewals do not come back in front of the COA unless an issue has been disclosed.

Member Bawcom requested clarification of “stages” listed on the violation reports. VP Kerr provided clarification.

No public comment presented.

Chair Martindale moved to accept all three reports, revenue, Occupancy, and violation for January 2022, seconded by Member DiLulo. Motion carried 5-0.

K. COMMENTS OF COA MEMBERS AND SCA STAFF

This time is devoted to comments by COA Members and/or SCA staff for general information or update purposes. No action may be taken upon a matter raised under this item of the agenda until the matter itself has been specifically included on a successive agenda and identified to be an action item.

NON-ACTION ITEM

VP Kerr thanked the COA for coming in for additional training. Chair Martindale explained any COA member may contact him if they have questions or would like something on the agenda. Chair Martindale asked staff to create a report by tract. Vice Chair Vavrisk discussed the appeals process for the BOD. SCA Sec./Treas. Austin-Preston explained the COA cannot submit any new evidence for the appeal. All documents are certified. VP Kerr explained the individual appealing can add information but not the COA. Ms. McConnell explained when an individual comes to the BOD with an attorney was a different presentation than was presented to the COA. VP Kerr explained the signing up for planning signing and tract reviews.

L. PUBLIC COMMENT

Pursuant to NRS 241 this time is devoted to comments by the public, if any, and discussion of those comments. 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.

NON-ACTION ITEM

No public comment presented.

M. NEXT REGULAR MEETING

The next regular meeting of the Committee of Architecture is scheduled for Monday, March 14, 2022.

FOR POSSIBLE ACTION

N. ADJOURN MEETING

FOR POSSIBLE ACTION

Meeting adjourned at 7:26 pm.