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# Mill Creek

## *Quick-Start Guide*

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Welcome to Mill Creek

This guide provides basic homeowner information, answers to common questions, and serves as a reference for the Mill Creek Summer Homeowners Association (MCSHA) and Mill Creek Lassen Mutual Water Company



2024

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## Mill Creek Summer Homeowners Association (MCSHA)

All cabin owners are members of the MCSHA. MCSHA business is conducted by a volunteer board of directors as dictated in the Bylaws and CC&Rs. Members of the Board are elected via mail-in secret ballot in accordance with current state regulation of HOAs. It is a "one cabin, one vote" system, where the cabin owner of record receives a mail-in ballot that they send to the "inspector of elections" -- currently Business Connections in Red Bluff, CA. For this and other reasons it is important to keep your contact information: mailing address and e-mail, up to date with the MCSHA. The Board collects dues, budgets for expenses and future needs, proposes assessments, maintains the roads and common areas, moderates conflicts, establishes committees, and enforces the CC&Rs. Meetings are open and held quarterly (or more frequently as needed) in accordance with [MCSHA Bylaws](#). Notices of board meetings and other MCSHA meetings are sent via email. The annual meeting is traditionally held on Saturday of the 4<sup>th</sup> of July weekend in the grove near the Mill Creek Campground at 10 AM. All cabin owners are notified of the Annual Meeting by mail. You may contact any of the Board members during the year through email or by phone. All cabin owners are encouraged to participate in quarterly Board meetings, the annual meeting, and volunteer committees. Board members always welcome suggestions and feedback from owners on keeping Mill Creek a great place to relax and enjoy. [MCSHA BOARD](#)

More information available at <https://www.millcreeklassen.com>

## Mill Creek Lassen Mutual Water Company

As a cabin owner you are also a member of the Mill Creek Lassen Mutual Water Company. The water company has a board of directors elected by our cabin owners. They are responsible for collecting annual dues, maintaining water quality, and budgeting for future needs. The water company hires a manager who regularly checks for compliance with state and county regulations [Water Company Website](#). Our spring-fed water supply provides high quality water for drinking, domestic use, and fire suppression. Each cabin has its own turn-off and there may be bleeders (drips at the end of the lines) installed to keep the lines from freezing. NO landscape watering is allowed in the cabin sites.

**VERY IMPORTANT:** Whenever you leave your cabin after a visit, **turn off your main water valve**. Please notify the Water Company as soon as possible about any difficulties with the water system: a break, a loss of pressure, or no water at your cabin. All these things may indicate a far bigger issue with the water system.

**WATER FLAGS:** Water flags are posted on street signs along Highway 172

- Blue or NO flag – water quantity is sufficient and is SAFE to use
- Yellow flag – water is safe, but reduced supply, need to CONSERVE
- Red flag – BOIL water until flag is removed
- Black flag – DO NOT USE WATER

## **Covenants, Conditions, and Regulations (CC&Rs)**

There are Covenants, Conditions, and Regulations, for the Mill Creek Summer Homeowners Association. Included are rules for construction or repair, noise restrictions, property usages, etc. The complete version of the CC&Rs is available on the association website. [CC&Rs](#)

## **ARC Architectural Review Committee**

The Architectural Review Committee is responsible for the overall appearance of our properties and conformance with our adopted CC&Rs. Please submit your project application online or contact any ARC member with questions regarding your proposal. You must have prior ARC approval to do any exterior work on your cabin, deck, outbuildings, grading, elevations, etc. Construction must also comply with California and Tehama County building codes. Architectural Review is covered in Article 9 of the CC&Rs. [ARC APPLICATION](#)

## **Cleaning of Property/Fire Safety**

Fire safety is an important responsibility of all cabin owners and their guests. This includes using extreme caution with outdoor fires at all times, maintaining a defensible space as described [HERE](#), and cleaning your lot annually to meet the Cal Fire and Tehama County Fire Protection Firebreak requirement, and to maintain our properties as outlined in the MCSHA CC&Rs. This means raking and disposing of needles, branches, debris, and other combustibles by hauling them away, paying a cleaning service, or obtaining a fire permit from Cal Fire to burn the refuse.

If you are going to burn:

1. You must have a burn permit and follow the Tehama County codes
2. Fire permits are free and can be obtained from [Cal Fire Burn Permit](#)
3. Call 530-527-3717 opt. 4 (residential) to see if it is a permissible burn day
4. In July, MCSHA conducts a Fire Inspection of the community to be sure lots have been properly cleared. The results of this inspection are reported at the annual meeting in July. Please make sure your cabin # and your actual street address are clearly posted with reflective lettering so that emergency vehicles can easily find your cabin if necessary.

## **Winterizing your Cabin**

Most cabin owners close their cabins for the winter. This means winterizing your cabin.

1. Turn OFF your main water valve (this is for EVERY season whenever you leave).
2. Open all your faucets and drains.
3. Drain your toilet tank, bowl, and water heater
4. Use environmentally safe anti-freeze in all drains and toilets.

## Garbage

There are two dumpsters available April through October for household garbage only (no large items or construction materials). The dumpsters are located on Hwy 172 between Dogwood and Fir (your welcome representative will give you the lock combination). Chester (Plumas County) has a green waste facility and a transfer station for larger items.

[Chester Landfill and Transfer Station](#)

## 4<sup>th</sup> of July Parade and Pancake Breakfast

Don't miss the annual Mill Creek/Mineral Volunteer Fire Department 4<sup>th</sup> of July Pancake Breakfast and Parade at the Mill Creek Resort. The event raises funds to support the volunteer fire department. Cabin owners assist with the setup, cooking, serving, selling, and clean up. Donations and gifts for the raffle and auction are appreciated. There is an annual 4<sup>th</sup> of July Parade on Hwy 172 for kids on bikes, antique cars, dogs with hats, costumed families, babies in strollers, and the fire department pumper. Anyone can participate and it's great fun.

## Complaints

In any community, disputes and disagreements arise and can usually be resolved through neighbor communication. However, sometimes mediation is needed. A complaint may be initiated by completing a form available [HERE](#) and submitting it to the MCSHA Board of Directors who will research the issue and work to find a solution consistent with the CC&Rs and Bylaws.

## FYIs and Things to Know

- Quiet time is between 10:00 PM and 8:00 AM. Please respect your neighbors.
- Make sure guests understand the rules regarding noise, bright lights at night, water conservation, winterizing, and disposal of garbage.
- Dogs must be restrained by a substantial leash and under physical control of its owner.
- Please always protect our roads. Drive slowly. Do not plow snow in the winter unless for an emergency.
- Off-road vehicles should be used with discretion in the community and only as essential transportation to and from cabins and to and from Highway 172.
- All cabins are on septic systems and should be checked and monitored on a regular basis.
- If your cabin has propane appliances, you will need to secure your own propane contract.
- The Mill Creek Resort cabins and campgrounds are a terrific place for overflow guests.