



SPPC. Use only – Project # \_\_\_\_\_  
 Project title \_\_\_\_\_  
 Part of Discovery or Master Plan: Yes or No \_\_\_\_\_  
 Requested Engineering Advance \$ \_\_\_\_\_

1 Ohm Place, P.O. Box 10100, Reno, Nevada 89520-0024

Revised 11/19/2007

**PROJECT INFORMATION – SUBDIVISION (5 & ABOVE UNITS)**

An “engineering” deposit will be required for your project to cover the estimated cost of preparation of detailed plans, specifications and cost estimates. If an extension agreement is executed within twelve months after plan and estimate is furnished, the deposit shall become a part of any required advance and shall be refunded in accordance with the extension agreement. Please allow 4 weeks for the design of your project once **all** required information has been received. **Design revisions to your project will be charged as a non-refundable advance and will delay your final design.**

**Contract Information:** (Legal Name and Address for Contract)

Name \_\_\_\_\_ Atten: \_\_\_\_\_  
 Mailing Address \_\_\_\_\_ E-Mail \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
 Phone # \_\_\_\_\_ Cell # \_\_\_\_\_ FAX # \_\_\_\_\_  
 Customer Rep. (if different) \_\_\_\_\_ Phone # \_\_\_\_\_  
 Home Builder (if different) \_\_\_\_\_ Phone # \_\_\_\_\_

**Project Information:**

Building department issuing permit: City of Reno City of Sparks Washoe County Storey County  
 # of units \_\_\_\_\_ # of meters \_\_\_\_\_ Date Contract is requested \_\_\_\_\_  
 Streets: Public or Private \_\_\_\_\_ Lot Sales: Yes or No \_\_\_\_\_ Zip Code \_\_\_\_\_  
 Square footage of dwelling: Smallest \_\_\_\_\_ Largest \_\_\_\_\_  
 Type of structure: Mobile Home \_\_\_\_\_ Real property \_\_\_\_\_  
 Subdivision Name \_\_\_\_\_ Project Address \_\_\_\_\_

**Bring in the following Information:**

- Email ([cwudke@sppc.com](mailto:cwudke@sppc.com) & put “sprattachment” in subject line) or provide diskette including:
  - ❖ Site Plan
- Full set of Civil Drawings including:
 

❖ Site Plan	Building Footprints	Right of Way (Parcel/Centerline)
❖ Grading Plan	Utility Drawings	Easements
❖ Landscape/Irrigation Plans	Sewer/Storm	Lot Numbers/Addresses
❖ Phasing Requirements	Vicinity map	Driveway Layout
❖ Scale of drawings	Street Crossing Detail (Included on disk)	
- Copy of Deed

**Electric: Yes or No**

Panel size \_\_\_\_\_ Amps Voltage \_\_\_\_\_ **(If panel size is 400 A & over – Panel Specs required)**  
 Electric/Gas meter location: House Side Garage Side Most Economical  
 Primary: Overhead or Underground \_\_\_\_\_ Service: Overhead or Underground  
 Parallel Trenching: Yes or No \_\_\_\_\_ Substructure: Vault or Junction Enclosure  
 Street Light: Cobra Head: Yes or No - Pole Type \_\_\_\_\_ Spacing \_\_\_\_\_  
 Decorative: Yes or No – Light \_\_\_\_\_ Pole \_\_\_\_\_  
 Base \_\_\_\_\_ Spacing \_\_\_\_\_  
 Private Lights: Yes or No – Bill to: \_\_\_\_\_  
 Temporary power: Yes or No Location \_\_\_\_\_  
 Irrigation meters \_\_\_\_\_ entry signs \_\_\_\_\_ gates \_\_\_\_\_ Bill to: \_\_\_\_\_  
 Other – Any utility relocations or removals may require additional design time  
 Comments \_\_\_\_\_

**Gas: Yes or No**

Total connected BTU Load \_\_\_\_\_ Request Single Gas Service (EPV): Yes or No  
Comments \_\_\_\_\_

**Are you aware of any of the following:** (These may delay construction of your project)

- Environmental Issues \_\_\_\_\_
- Federal Land Issues \_\_\_\_\_
- BIA/Tribal Land Issues \_\_\_\_\_
- Right of Way/Easement Issues \_\_\_\_\_
- State Highway Issues \_\_\_\_\_

Does Applicant want the initial "set" of the electric and gas meters in his/her name? Yes or No Name  
\_\_\_\_\_ Address \_\_\_\_\_

**SPPCo will incur planning and engineering costs as a result of this Application. Applicant understands and agrees to reimburse SPPCo for its reasonable costs if Applicant fails to complete the Project. By signing this application, you are acknowledging your acceptance of these terms**

**Applicant's Signature** \_\_\_\_\_ **SPPCo. Signature** \_\_\_\_\_

**Design cost guidelines for subdivision:**

Electric		Electric & Gas	
5-30 units	\$2,500	5-30 units	\$3,000
31-70 units	\$3,000	31-70 units	\$3,500
71-110 units	\$4,000	71-110 units	\$4,500
Over 111 units	\$5,000	Over 111 units	\$6,000
Backbone	\$3,500	Backbone	\$4,000

**SPPC. Use only:**

Date Received \_\_\_\_\_ Initial Contact – Employee # \_\_\_\_\_  
 Date Info Complete \_\_\_\_\_ Assigned to – Employee # \_\_\_\_\_  
 Engineering Advance Received \$ \_\_\_\_\_ Difficulty Factor \_\_\_\_\_

Project # E \_\_\_\_\_ Distribution Map # E \_\_\_\_\_  
 G \_\_\_\_\_ G \_\_\_\_\_

System: 4kV or 25kV  Attach APN Map  
 Ties to: \_\_\_\_\_  
 Proportionate Share Amount \_\_\_\_\_ To Project # \_\_\_\_\_