



SPRING CREEK ASSOCIATION  
401 Fairway Blvd.  
Spring Creek, NV 89815  
Ph. (775) 753-6295 Fax: (775) 753-9539

# Accessory/ Auxiliary Building Permit Application

Property Owner Name: \_\_\_\_\_ Property Owner Daytime Ph. #: \_\_\_\_\_

TRACT \_\_\_\_\_ BLOCK \_\_\_\_\_ LOT \_\_\_\_\_ ZONING \_\_\_\_\_ Property Address: \_\_\_\_\_

Total Acreage: \_\_\_\_\_ Email Address: \_\_\_\_\_

Style and Material of Building: \_\_\_\_\_

Color or Building \_\_\_\_\_ Sq. Ft. \_\_\_\_\_

**If you are not erecting the building yourself who will be erecting?**

Builder: \_\_\_\_\_ Builder Phone #: \_\_\_\_\_

Building Email: \_\_\_\_\_

**Application Requirements**

1. Completed Application Form
2. Three (3) copies of a plot plan showing:
  - All property lines and easements
  - All existing buildings and structures
  - Location and dimensions of existing fence, if applicable
  - Pictures of property from all angles.
3. Drawing of what the building will look like or engineered plans of the building
4. All plans reviewed by the COA must have the property owner's consent and signature. All correspondence should be addressed to the property owner according to the Spring Creek Association's records.
5. Applicants shall submit a completed application, plot plan and development plan with the applicable fees by 4:00 PM on Wednesday for Thursday COA approval.
6. Plans will be reviewed by the COA and given "tentative approval" each Thursday.
7. Final approval of a permit will be given after SCA Staff conducts a review of the project. If a project is determined to be incomplete or in violation of the SCA DOR's and/or current COA Rules & Regulations, the COA will not give final approval.
 

\*All copies .50 cents per page

**ACCESSORY PERMIT CONDITIONS:** Please initial each condition after you have read, understand, and accept the condition.

\_\_\_\_\_ I have read and understand the Spring Creek Declaration of Reservations (DOR's) and current COA Rules & Regulations.

\_\_\_\_\_ I understand there is a noise provision which would not allow any construction to commence before 7:00 am or after 10:00pm daily. This included inside and outside construction.

\_\_\_\_\_ The Accessory/ Auxiliary Building Permit Expires 180 days from the date approved.

**I hereby affirm that the information in this application is true to the best of my knowledge.**

Property Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Property Owner Print: \_\_\_\_\_

FOR OFFICE USE ONLY

Fee: \$ \_\_\_\_\_ Date Paid: \_\_\_\_\_ Receipt #: \_\_\_\_\_

Tentative Approval On: \_\_\_\_\_ By: \_\_\_\_\_  
*(Tentative approval will be given on all initial applications)* Authorized C.O.A. Representative

\_\_\_\_\_  
Authorized C.O.A. Representative

Reason for Disapproval: \_\_\_\_\_

Final Approval On: \_\_\_\_\_ By: \_\_\_\_\_  
*(Final approval will be given after review of project)* Authorized C.O.A. Representative

\_\_\_\_\_  
Authorized C.O.A. Representative

**ACCESSORY STRUCTURES:** Accessory structures, including membrane structures, must be aesthetically pleasing to the property and require a permit from the SCA. Any structure over 200 SQ feet requires a permit from Elko County as well. Exterior trim elements are required so that the structure appears finished. Greenhouses over 32 SQ feet and of solid or membrane construction require a permit through the SCA. Extensive garden structures not taller than 4 feet at the highest point do not require a permit. Storage sheds/buildings with natural stained wood are acceptable as long as they are maintained and permitted through the SCA.

**ACCESSORY/AUXILIARY PLACEMENT/SETBACKS/NUMBER OF:**

**PART A:** No auxiliary structures are allowed in front of the house and auxiliary placement must adhere to property line setback requirements unless a variance is requested and approved by the COA.

**PART B:** Auxiliary structures must have a setback of 15 feet from other structures on the property.

**PART C:** The number of accessory/auxiliary buildings can be limited by COA based on factors such as: plot/topographic map detail, acreage available, number of existing structures on property, livestock, pictures, or other limiting factors.

**ELEVATIONS:**

- \_\_\_ Front, Rear, Right and Left Side Elevations
- \_\_\_ Dimensions of the pitch of the roof (Verge (rake) and Fascia shall be shown)
- \_\_\_ Accessory structures shall have style similar to existing dwelling.

**DRAWINGS/PLOT PLANS:**

- \_\_\_ Exact Measurements on at least 3 sides of the structure
- \_\_\_ Drainage plan meeting the Elko County requirements
- \_\_\_ Location of any/all other structures on property, with measurements from setbacks
- \_\_\_ FRONT SETBACK: minimum 50' from front property line (location of front setback on corner lots shall be determined by main access to property) In accordance with zoning setback identified in DORs.
- \_\_\_ SIDE SETBACKS: minimum 20' from each side property line. In accordance with zoning setback identified in DORs.
- \_\_\_ REAR SETBACK: minimum 30' from rear property line. In accordance with zoning setback identified in DORs.
- \_\_\_ 15' from all other structures

**FEES FOR PERMIT:**

- \_\_\_ UP TO 200 SQ FT---- \$75
- \_\_\_ 200 SQ FT – 400 SQ FT ---- \$125
- \_\_\_ OVER 400 SQ FT---- \$225

- Plan Re-Submittal: ---- \$75
- Building Plan Extension: (Before expires, 1 max) ---- No Fee
- Building Plan – Expired: ---- ½ Original Fee