

Interlaken Town Building Agreement for New Additions/Remodels/Demolitions

This Building Agreement for Additions, Remodels, and Demolitions (“**Agreement**”) is entered into as of the last date signed below, by and between Interlaken Town (the “**Town**”) and the registered property owner for the property entered below (the “**Owner**”).

The Owner must agree to the following policies and conditions prior to the Town granting approval for their request for building a new structure. **Jones and DeMille Engineers** are the Interlaken Town Engineer and will review all permit applications and make recommendations to the Town Administrator, Planning Commission, and Council. No permits will be approved until the plan is reviewed and signed by Interlaken Town’s authorized representative. The Owner agrees to comply with the following conditions of this agreement:

1. A site plan and engineering survey if grade of land being disturbed is over a 10% slope, must be submitted by the property owner to the Interlaken Town Clerk. This is to ensure compliance with the Land Use and Building Ordinances of the Interlaken Town.
2. The owner will provide the name and phone number of their contractor/builder (if used) on the application. The owner will further agree to provide their contractor/builder with a copy of this document. The property owner agrees that they, the property owner, are the ultimate responsible party for compliance with all Land Use and Building Ordinances of the Interlaken Town.
3. Demolitions of any existing building or structure within Interlaken Town requires notification to the Interlaken Town Clerk by owner and application with description of scope of project. Road Damage Fee may apply.
4. Connection to the water system: A stubbed connection to the water main exists at each lot. The property owner must contact the Interlaken Town Water Master to obtain specifications for the connection to the system. All external faucets and hose connections must be equipped with either a built in ANTI-SIPHON VALVE (e.g., traditional farm faucets) or be fitted with a screw-on anti-siphon device. All in-ground irrigation systems (sprinklers or drip), pond, waterfall, and / or other water features are required to have a vacuum breaker. The owner is responsible for purchasing and installing the specified components. The Certified Operator will inspect the installation upon notification that it is complete and take an initial meter reading. A Water Connection Inspection Fee applies for this work.
5. The property owner will provide a suitable toilet on-site or will provide the workers access to the facilities in the home prior to the work beginning.
6. A suitable closed trash container or dumpster will be on site as soon as the building phase begins to produce trash. All dumpsters and containers will be covered with a mesh cover (blanket) to prevent the spread of debris. The property owner is responsible for any trash that leaves the property due to wind or to negligence by the workers. **No construction debris is to be put in the community dumpster located at the Interlaken Town dumpster site on**

Luzern Rd. Per the Interlaken Town Ordinances, a \$500.00 fine will be imposed on the Property Owner for any violations.

7. The property owner must advise contractors that their vehicles must be parked off the road, especially in winter months.
8. No tracked vehicles, i.e., bulldozers or backhoes with steel tracks, are allowed on the Interlaken Town road surface unless protected by some type of pads.
9. It is understood that the roadway includes a 33-foot right-of-way and that the owner has no right to place any obstacle in the right-of-way at any time. Both the toilet and dumpster will be on the property owner's property and not in the road right-of-way.
10. The Interlaken Town is not responsible for sewer connections. The road may NOT be cut without approval from the Interlaken Town for modification of sewer connections or for any other reason.
11. If the owner's house is above the level of the road, the driveway must enter the road at the beginning of the right-of-way. This condition frequently causes problems and the owner must stress this point with the contractor.
12. A Road Impact Fee and Damage deposit applies to new buildings and other projects that make significant use of the town's roads. The impact fee and damage deposit must be paid prior to the town's approval of the plans. The deposit refund amount will be determined by assessing any damage to done to the town's road system, including, but not limited to, the asphalt surface, shoulder areas, guardrails, or any additional property located in the town's 33 foot wide right of way, incurred due to the construction effort. The deposit amount will be assessed and released once construction has completed and a Certificate of Occupancy has been issued.
13. The owner is responsible to keep all debris off the Interlaken Town Roads. This includes and is not limited to dirt, mud, trash, gravel or any of the like, free from accumulating on the roads due to construction vehicles going to/from the construction site. The owner is responsible to clean up any such debris from the road by end of workday. The owner will be fined \$500.00 per occurrence for failure to keep the Interlaken Town Roads clear of debris.
14. Remodeling application that enlarges the existing dwelling requires a certified staked survey that is dated within 5 years of the application.

Please read and sign the agreement on the following page. Submit it with a digital copy of your plans, and a check made out to Interlaken Town for the Interlaken fees and deposits to:

Bart Smith, Interlaken Town Administrator
(435) 565-3812
interlakenclerk@gmail.com
P.O. Box 1256
Midway, UT 84049

Submit the signed agreement below, a check made out to Interlaken Town for the appropriate fee and deposit, and a full set of plans in digital form. See the **Interlaken Fee Schedule** for a list of fees for new building, remodels, additions, and demolition. See the **Interlaken Permit Process** document for information about the correct digital format of submitted plans.

The undersigned property owner agrees to the policies and conditions of this building agreement.

Property Owner

Name: _____

Signature: _____

Mailing Address: _____

Phone Contact: _____

Email Address: _____

Lot # _____ Interlaken Address: _____

Date: _____

Builder/Contractor Name: _____

Builder/Contractor License#: _____

Builder/Contractor Phone: _____

Builder/Contractor Email: _____

Interlaken Town Administrator

Name: _____

Signature _____ for Interlaken Town having

Received check # _____ for the amount of \$ _____ on
_____ (date).

Interlaken Town Fee Schedule

Building – Remodel – Additions – Demolition Fees (if applicable)

Established by Resolution “No. 2023-01-03 Fee Resolution Amendment”

Payable to the Interlaken Town - due upon submission of a building agreement.

Interlaken Town Fees and Deposits

Fee/Deposit	Amount	Purpose
Application fee	\$ 450.00	Processing application, including plan submission, booking receivables & payables (book keeping), tracking project, communicating with TO Engineers.
Water connect fee	\$ 700.00	Additional costs for installation of a new water meter.
Road impact fee	\$ 3,500.00	Fee to pay for use of Interlaken roadways and resulting road maintenance costs.
Damage deposit (refundable)	\$ 4,000.00	Damage deposit is fully/partially refundable. Would be applied to any unforeseen costs to the Town: including, but not limited to road surface and right of way cleanup or repair.
Completion deposit (refundable)	\$ 2,000.00	Fully refundable upon issue of Certificate of Occupancy and payment of any outstanding fees.
TOTAL		
	\$ 10,650.00	

Additional Services and Fees

Midway Sanitation District - Heber Valley Special Services District

Please contact Midway Sanitation District who manages all sewer related items for the Interlaken Town. Fees will need to be paid directly to them. MSD can be contacted at 75 North 100 West, Midway, UT, (435) 654-3227. Heber Valley Special Services District collects an impact fee for new connections to the sewer system. Contact HVSSD at (435) 654-2248 for more details.

Heber Light & Power

This fee is paid at the Heber Light & Power offices in Heber City, 31 South 100 West, Heber City, UT. (435) 654-1581

Wasatch County Fire District

On October 17, 2019 Wasatch County passed Resolution No. 19-02 adopting impact fees for the Wasatch County Fire District. This fee is collected by the Wasatch County Fire District. For more information, call WCFD at 435-940-9636.

Submitting an Application

Plan Submissions must include the following:

- Building agreement (one of those listed above)
- A full set of plans in digital form delivered to Interlaken Town (see **Required Documents** below)
- Checks for fees and deposits delivered to Interlaken Town (see the **Interlaken Fee Schedule** to determine amounts)

Contact information for Jones and DeMille Engineers

<https://www.jonesanddemille.com/>

801-692-0219

Project Manager

Matt Laurendeau

matt.l@jonesanddemille.com

801-309-1993

Project Engineer (plan review)

Ryan Selee

ryan.s@jonesanddemille.com

801-960-5117

Inspections

David Thacker

dave.t@jonesanddemille.com

720-354-7842

Contact Information for Interlaken Town

<http://www.town-of-interlaken.com>

Interlaken Town

P.O. Box 1256

Midway, UT 84049

Bart Smith, Town Administrator

435-565-3812

interlakenclerk@gmail.com

Required Documents

The following documents must be submitted in digital form. Contact the Interlaken Town Clerk for more information.

- Full set of plans
 - Prepare digital plans as follows:
 - Electronically stamped.
 - A complete set as one pdf file. (Architectural & Wet Stamped Structural)
 - Do not submit drawings as separate files.

- Plans must be to scale and on either Arch D 24x36 or Arch E 48x36.
When submitting updated (changes) plans, always submit the complete set of plans that contain all pages whether updated or not updated.
- Electronically stamped Structural Calculation Book
- Signed ResCheck
- Manual J Heat Loss and Manual D Duct Design Calculations
- Truss Package, reviewed with a cover letter from the Engineer of Record
- Gas Schematic

The above digital documents should be named as follows for each submittal/review cycle.

File Type	File Name
1. Plans	Complete Plan Set-Including Site Plan
2. Engineering	Structural Engineering Calcs.
3. Gas Line	Gas Schematic
4. Manual J & D Heat loss	Manual J & D-Heat loss
5. Res Check	Res Check-Signed
6. Truss Package Engineer Reviewed	Truss Package Reviewed
7. Wildland Hazard Severity Form*	Wildland Fire
8. Landscape Plan*	Landscape Plan
9. ICC Evaluation Reports	ER (Report Number)
10. Bid/Cost of construction*	Bid-Cost of Construction
11. Fireplace Specifications*	Fireplace Specifications
12. Soils Report	Soils Report
13. Plan Review Response	Plan Review Response

*If Applicable



Interlaken Town Building Permits

