

Interlaken Planning Commission plan review comments for Building Permit Drawing Submissions

1. Compliance with Town (Building) Setback Requirements:

The location of all proposed structures and retaining wall material are delineated but are not sufficiently done so to evaluation compliance with town setback requirements.

Per Town Code, Section 11.04.070 Location Requirements:

- A. *The main dwelling unit shall be set back at least 30 feet from all lot lines or 30 feet from the center of the roadway right of way.*
- B. *The accessory building shall be set back at least 30 feet from all lot lines, or 30 feet from the center of the roadway right of way.*
- C. *A 10 foot setback shall be permitted along the property line that abuts an entity other than Interlaken property, such as the State Park boundary.*
- D. *For corner lots, the main dwelling and any accessory building shall be set back from the rear property line a distance of at least 30 feet.*

2. Compliance with Town Maximum Building Height Requirements:

Although elevations are presented for various building attributes, the Maximum Building Height is not stated or presented. Please be advised that for properties with an average grade of >25% (as is the case for this property), the maximum (total) building height shall be measured from the lowest flooring level which has an exterior entrance or a partially or fully exposed wall on the downhill side of the dwelling, and then as measured from that flooring level to the highest point of the roof, or roof element or building structure above (see Code citing highlighted in yellow below).

Title 11, Section 11.06.070 Maximum Height Provisions for all Buildings

The height of any building shall not exceed 35 feet. The total height shall be measured as the vertical distance from the natural grade, as defined in this Title, to the highest point of a roof. A. The total height shall be measured as follows:

1. For properties with an average natural grade of less than 25 %: the total building height shall be measured as the vertical distance from the natural grade, as defined in this Title, to the highest point of a roof, or roof element or building structure above.

2. For properties with an average natural grade of 25 % or greater OR properties proposing building construction directly on top of any portion of land with a slope of 25 % or greater: the total building height shall be measured from the lowest flooring level which has an exterior entrance or a partially or fully exposed wall on the downhill side of the dwelling, and then as measured from that flooring level to the highest point of the roof, or roof element or building structure above.

3. Compliance with Delineation of Sensitive Slope Requirements:

Title 11, Section 11.07.080 Hillside, Slopes, and Natural Grade, B. Boundary Delineation. A sensitive hillside or slope area shall be delineated where any slope is 25 percent or greater.

4. Compliance with Special Hazard Study Requirements:

Title 11, Section 11.07.080 Hillside, Slopes, and Natural Grade, C. Identification of Category of Use. Uses in the hillside areas shall be according to the following requirements:

1. Residential land uses shall be allowed on areas up to 30 percent slope if the development meets all the requirements of this Section. Slopes greater than 30 percent shall require a Special Hazard Study.

2. A geotechnical report is required for building on any slope over 10 percent.

5. Compliance with Dwelling Unit Minimum Square Foot requirements:

Per Title 11, Section 11.04.080 Size of Dwellings, the ground floor area of all dwellings shall be not less than 800 square feet.

6. Compliance with Dwelling Unit Minimum Building Width requirements:

Per Title 11, Section 11.06.090 Minimum Width Required for Buildings Containing Dwelling Units., No dwelling shall be erected, for which the narrowest width is less than 20 feet from outside face of opposing walls. This shall not include bay windows or offsets less than 6 feet in depth.

7. Compliance with Town Waste Debris/Disposal Requirements.

Per Title 9, Section 9.07.040, Waste/Debris Disposal, During the performance of work, construction dumpsters or trash containers are required. There will be no storage of these facilities in roadways or Town right-of-way at anytime. At all times the lot contractor will keep the work site clean and free of debris; no stockpiling of debris outside any container.

Comment 7.1) The location of the required construction waste/debris dumpster is required to be presented on the Site Plan Drawing (or other suitable drawing page). The project shall show and reference the location of the required construction waste/debris Dumpster (or other suitable container) and material staging area(s) on the Site Plan Drawing (or other suitable drawing page). Please include a note on the drawing regarding the following *“There will be no storage of wastes, debris, or materials in roadways or Town right-of-way at anytime. At all times the Contractor will keep the work site clean and free of debris; no stockpiling of debris outside any container”*.

Compliance with Required Toilet Facilities: *Per Title 9, Section 9.07.050 Toilet Facilities for Construction Workers, Toilet facilities shall be provided for construction workers whenever any building, remodeling, renovating, or site disturbance is commenced within the Town of Interlaken limits. Such facilities shall be maintained in a sanitary condition.*

Comment 7.2) –On the Site Plan Drawing (or other suitable drawing page), the project shall provide a comment that specifies and shows the location of the temporary portable toilet facilities required to be maintained on-site. Please note that the portable toilet facilities must be located off the town road ROW to facilitate town use of the road ROW.

8. Compliance with Town Work Hour Requirements

Per Title 9, Section 9.07.010, Normal Hours and Days of Work of Construction Activity, In all zoning districts throughout the Town, construction work shall be allowed between the hours of 7 a.m. and 8 p.m. Monday through Saturday. Construction shall be allowed in all zoning districts throughout the Town between the hours of 9 a.m. and 6 p.m. on Sundays. When work is prohibited, no exterior construction, excavation or delivery of supplies and concrete are allowed. Interior work, however, may be allowed Monday through Sunday, with no limitation hours for the following types of construction:

- A. Interior work on individual single-family home construction or addition projects not involving materials or supply deliveries.*
- B. Non-mechanized exterior painting*
- C. Non-mechanized landscaping*
- D. Survey work not involving grading or use of power equipment to cut vegetation.*

Comment 8) The project shall include a note (on any appropriate drawing page of your choosing) that reflects *“the Construction Site Hours of operation shall be 7AM to sunset (Monday – Saturday), and 9AM to 6 PM (on Sunday)”* – per Title 9.

9. Compliance with Town Site Disturbance Plan Requirements

Title 9, Section 9.05.030 Application, B. Site Disturbance Plan, 1., Site Description, requires: “estimates of the total area of the site that is expected to be disturbed by excavation, grading, or other activities. The site description shall designate and illustrate the limits of disturbance beyond which no disturbance shall occur”.

Comment 9.1) The project shall delineate the area of proposed site grading, and estimate/specify the total square footage of area proposed to be graded/disturbed, as required in Title 9, Section 9.05.030, and reference this information on the Site Plan Drawing (or other appropriate drawing page of your choosing).

Title 9, Section 9.05.030 Application, B. Site Disturbance Plan, 3. Control Measures., requires the following: Control measures shall meet the following goals and criteria: a. Prevent or Minimize Discharge. The proposed control measures shall be designed to prevent or minimize, to the maximum extent practicable, the discharge of sediment, dust, debris, and other construction-related pollutants from the construction site by storm water runoff into the storm drainage system.

Comment 9.2) The project shall include note(s) that specify the erosion control measures to be employed by the Contractor to control stormwater and mud runoff. If erosion control fence or straw wattle are proposed, please specify/show the location of installation on the Site Plan Drawing (or other appropriate drawing of your choosing). For mud control, please specify where area mulching or material covering is to be used.

Comment 9.3) Excavation/Grading Mitigation – the project shall indicate on the Site Plan Drawing (or other appropriate drawing of your choosing) plans/instructions to minimize dust disturbing neighbors during excavation, grading and hauling. This could include avoidance of excavation during periods of high wind directed toward neighbors, use of water to keep down dust, covering trucks to minimize dust while hauling or all of these measures.

Comment 9.4) Construction mitigation controls for sand, rocks, and debris are not specified. The project shall include a note on the Site Plan Drawing (or other appropriate drawing of your choosing) that the Contractor is responsible for daily sweeping all sand, rocks and debris migrating from the site on to the surrounding roadways at the end of each day. NOTE: Road cleanup will be monitored by the Town, please adhere to daily cleanup. A Stop Work order will be issued if not followed.

Comment 9.5) Construction Mitigation – See the following Comments (below). The project shall include a note on the Site Plan Drawing (or other appropriate drawing of your choosing) that specifies all material staging areas shall be outside/off the road right-of-way:

- 1) **Specify and locate the dirt storage area & materials storage area** on the Site Plan Drawing (or other appropriate drawing of your choosing).
- 2) Parking – **Identify/ locate the parking areas to be designated for construction activities and please include a note that parking shall be off the Town Road Right-of-Way** - on the Site Plan Drawing (or other appropriate drawing of your choosing).
- 3) Steel tracked vehicle precautions - **Include a note** on the Site Plan Drawing (or other appropriate drawing of your choosing) **that steel tracked vehicles are prohibited on paved street unless the street surface is protected.**

10. Retaining Walls, Sheer Walls

10.1 Compliance with maximum height for retaining walls- The town requires retaining walls to be less than 6 feet in height (unless the walls are engineered walls). If an engineered retaining wall is being proposed, then engineering calculations for the retaining wall must be presented on the drawing submission. All proposed retaining walls (the location, height (above finished grade) and materials of construction) shall additionally be presented on the drawing submission.

10.2 Appearance Detail Requirements for walls – the town requires all exterior walls, sheer walls and retaining walls to be visually compatible with surrounding materials.

Comment 10.2) The project shall include note(s) and drawing details that address how proposed Sheer & Retaining Walls will be constructed, finished, and state at minimum that the proposed finish will be compatible with surrounding

natural materials. If no retaining walls or sheer walls are proposed for this project, please respond to this comment indicating that this is the case.

11. Landscaping/Revegetation Requirements

All land disturbance greater than 100 square feet requires the submission of a “Landscaping and Revegetation Plan” that lists & presents/locates the landscaping/revegetation materials to be provided and installation instructions.

Comment 11) Landscaping and revegetation materials and instructions are required to be specified or shown on the plans. The project is required to include all planned landscaping and revegetation materials and instructions on a Landscaping Plan (or the drawing of your choosing). At minimum, all disturbed areas require natural vegetation to mitigate exposed dirt/sand area(s). The Town prefers (but does not strictly require) revegetation with native and naturalized, low water usage plantings or ground cover. Lawn requiring routine watering, mowing, fertilization is prohibited.