Interlaken Town
Solar PV Installation Permit Agreement

This Building Agreement for Solar PV Installation ("**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**").

Requirements for Solar Photovoltaic Panels

A. Interlaken Town regulates the installation of solar panels for personal use and encourages renewable energy practices with minimal regulation while mitigating negative effects.

B. Flush mounted roof solar panels are allowed as a permitted use as long as the panels are mounted flush (or minimum parallel separation allowed for cooling) with the roof and are a maximum of 4" thick.

C. Structured roof mounted solar panels are permitted. Structured panels are defined as a panel that does not mount flush with the roof but has some type of structure to change the angle of the panel.

D. Free standing solar panel structures are a permitted with the following regulations:
1. A maximum height of 15' from natural grade.
2. A maximum area of 300 square feet.
3. The solar panel structure shall meet all the setback requirements for an accessory structure as required in the zoning district in which it will be located.

E. Solar panels require a building permit in all cases except when **all** the following requirements are met:
1. The solar panels are not hooked into any local electrical provider's system.
2. The size of the panels is no more than 2' x 2'.
3. No more than 2 amps are produced.

Permit Requirements

All applicants must submit the following items when applying for a Solar PV array installation permit:
1. Complete plan set stamped by a professional engineer for review by the Town Engineer.
2. Letter from Heber Light and Power approving the connection to the grid.
3. A signed copy of the completed Interlaken Building Permit Agreement below.
4. Fees payable by check or online to Interlaken Town. See fee schedule at the end of this document. Fees are set according to the scale of the project as established by *Town Resolution No. 2026-06-30 Consolidated Fee Schedule.*

Interlaken Building Permit Policies and Agreement

The applicant must agree to the following policies and conditions prior to Interlaken Town granting approval for solar panel installation.

1. **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.
2. The applicant agrees to conform to all Land Use and Building Ordinances of Interlaken Town and the requirements in this agreement.
3. The applicant agrees to complete a location request with Blue Stakes of Utah to identify existing underground utilities, including but not limited to, the Interlaken water system, that could be affected by work designated in this permit. Failure to do so could result in fines and repair costs.
4. The applicant will provide a suitable toilet on-site or will provide the workers access to the facilities in a home prior to the work beginning.
5. 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.**
6. Unless appropriate traffic control measures are utilized, vehicles must be parked off the road. No work shall take place in the 33-foot road right-of-way from November 1st through April 1st that interferes with snow removal activities. No unattended vehicles or equipment or any obstacles shall be placed in the road right-of-way during these months. Vehicles or equipment left in the road right-of-way may be removed at the owner's expense, as specified in Interlaken Municipal Ordinance "Title 06 Town Streets," available on the town website: https://www.interlakenut.gov/. Neither the toilet nor the dumpster will be located in the road right-of-way.
7. The applicant shall take precautions to prevent damage to the pavement and shoulder surfaces at all times. Paved and shoulder surfaces outside the work area shall also be protected. The operation of steel tracked equipment or the placement of steel outriggers/stabilizers in direct contact with the pavement surface shall be prohibited. To avoid unnecessary damage to paved surfaces backhoes and track equipment should use rubber cleats or paving pads. Any damage to the paved or shoulder surfaces shall be repaired to the satisfaction of the Inspector at the applicant's expense.
8. A Damage deposit is collected for all construction projects that make significant use of the Town's roads. The damage deposit must be paid prior to the Town's approval of the plans. The damage deposit refund amount will be determined after assessing any damage to the Town's road system and municipal property, including, but not limited to, the asphalt surface, shoulder areas, guardrails, or any additional Town property located within or outside the town's 33 foot wide right of way. Any damage resulting from construction activity directed onsite, or any additional activity including, but not limited to, delivery of construction materials, concrete, or

equipment, or other vehicular or equipment use associated with the project, shall be assessed and deducted from the damage deposit. The remaining damage deposit balance will be assessed and released once construction has completed and a final inspection by the town engineer and Interlaken Planning Commission has been completed.

9. The Completion deposit must be paid prior to the Town's approval of the plans. Upon completion of the final inspections performed by the town engineer and the Interlaken Planning Commission, the balance remaining after deducting any engineering fees that exceeded the original amount collected for plan review and inspections will be refunded. If an application is withdrawn prior to completion of a final inspection, the balance refunded will include deductions for all services provided by the town engineer
10. Environmental Control: a) Dust and debris will be controlled at all times. b) Noise will be kept down so as not to become a nuisance. c) Clean up will require the removal of all equipment, material, barricades and similar items from the right-of-way. The street will need to be vacuumed and/or swept in order to restore the surfaces and surrounding surfaces to their clean condition by the end of the workday. The applicant will be fined $500.00 per occurrence for failure to keep the Interlaken Town Roads clear of debris.
11. Failure to Comply In the event of failure on the part of any person, firm, public utility, or corporation to comply fully with the provisions of Interlaken Town Ordinances, enforcement authorities of Interlaken Town are authorized to: a) Initiate action by citation and/or proceed to forfeit bonds; b) Under conditions which create an immediate hazard to public health or safety, to require the responsible entity to immediately repair or remove the hazard from the right-of-way and require the responsible entity to bear all costs of the repair or removal plus 15%, or c) Under conditions which do not create an immediate hazard to public health or safety give written notice to the responsible entity to repair or remove such hazard from the right-of-way. Such notice may be served either by personal service or by mailing the notice to the responsible entity by registered mail and posting by copy thereof on such hazard for a period for 5 days. If such hazard is not removed within 5 days after the notice is complete, the Town may remove the same at the expense of the person, firm, or corporation and recover costs and expenses, and also liquidated damages in the amount of $100 for each day the hazard remained within the right of way after notice was served and d) Immediately rescind any pre-qualification which may have previously been granted.

Solar Installation
Permit Fees and Deposits

The Town's fees and deposits for a solar installation should be submitted with this signed agreement and the plan set. The solar installation permit is issued upon receipt of the fees and deposits and approval of the plan set. Permit fees and deposits are established by *Town Resolution No. 2026-06-30 Consolidated Fee Schedule.* For more information about the Interlaken fee schedule, visit the Town website at:
https://www.interlakenut.gov/documents

Interlaken Town Solar Installation Fee Schedule

Fee Description:	**Amount**:
Interlaken Permit Application Fee	$300
Town Engineers Review/Inspection Fee	$300
Damage Deposit (refundable)	$300
Completion Deposit (refundable)	$200

Payment can be made by check, payable to **Interlaken Town**. Payment may also be made through the town's SmartPay online portal. Contact the Town Administrator for more information.

Please contact the Interlaken Town Administrator at admin@interlakenut.gov or (435) 565-3812 if you have questions.

For more information about building in Interlaken Town, visit our website at:
https://www.interlakenut.gov/building

Please sign the Interlaken Solar Installation Agreement on the next page. Submit the plan set, the required approval letter from Heber Light and Power, the signed agreement, and fees-deposits (with a check made out to Interlaken Town or through SmartPay Online) to:

Interlaken Town
P.O. Box 1256
Midway, UT 84049

Or, electronically, to:
admin@interlakenut.gov

The undersigned responsible parties agree to the policies and conditions of the Interlaken Solar Installation Permit Application.

Interlaken Solar Installation Permit Agreement

I HEREBY certify that I have read and examined this application and knowing the same to be true and correct. All provisions of law and ordinances governing this type of work will be complied with whether specified herein or not. The granting of this permit does not presume to give authority to violate or cancel the provisions of any other State or Local Law regulating construction or performance of construction and that I make this statement under penalty of perjury.

Property Owner

Name: _____

Signature: _____

Mailing Address: _____

Phone Contact: _____

Email Address: _____

Lot # _____ Interlaken Address: _____

Date: _____

Contractor

Contractor Name: _____

Contractor License#: _____

Signature: _____

Mailing Address: _____

Phone Contact: _____

Email Address: _____