

Interlaken Town Amended Fees and Fines Public Hearing Agenda
Tuesday, 30 June 2026, 6:00 PM
Meeting Conducted Remotely with Zoom Video Conferencing Software
and at the Town Pumphouse 326 Luzern Rd., Midway

Zoom Meeting ID: 516 337 9977

Password: 84049

Zoom Meeting Link

<https://us02web.zoom.us/j/5163379977?pwd=QlJNT3loV3J4Nm83TFJOdGVsUE1ldz09>

The public is also invited to attend the meeting in person at the town pumphouse, 326 Luzern Rd., Midway.

1. Call to Order

2. Roll Call

3. Presentations:

- Changes to Municipal Fees for Building and Construction Permits
- Changes to Water Utility Rates
- Changes to Administrative Fees
- Changes to Town Fines for Municipal Code Violations

4. Public Comment: Comments will be taken by the Town Council on the proposed Fee and Fine Amendments. Comments are limited to four minutes per speaker. The Council may or may not respond to non-agenda issues brought up under public comment. Those wishing to comment should stand, state their full name and address, whom they represent, and the subject matter to be addressed. Total time allocated to public comments will be no more than twenty minutes.

5. Council Discussion and Motion to Approve

6. Adjournment

The regular monthly town council meeting will begin after concluding the public hearing, with a 10-minute break in between.

Interlaken Town Amended Fees and Fines Public Hearing Minutes
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1. Call to Order - Mayor Harrigan called the public hearing to order at 6:02 pm

2. Roll Call

Greg Harrigan, Mayor

Sue O’Nan, Council Member and Treasurer

Jill Jacobson, Council Member

Lynn Chadderson, Council Member

Erin Merryweather, Council Member was absent

Bart Smith, Interlaken Town Administrator

3. Presentations:

Town Administrator Smith explained the difference between fees and fines. Fees are generally passed as a resolution with a consolidated fee schedule covering all the fees for a municipality or special services district. I've written this up as a resolution and I've broken it into different categories. Smith presented a table showing the proposed fee schedule.

Administrative Fees

Administrative fees are just what they sound like - fees that are charged with request for the town's administrative staff to produce something or to facilitate something, for example a GRAMA request or a request for a land use variance.

ADMINISTRATIVE		
Title	Amount	Schedule
Land Use Variance and Appeal Request Fee	\$300.00	per request
GRAMA Request exceeding 15 Minutes of Labor	\$25.00	per hour
GRAMA Requests exceeding 10 pages of documents	\$0.25	per page
Lot Ownership Transfer Fee	\$150.00	per lot ownership transfer
Special Use Permit Application Fee	\$100.00	per application

Water Utility Rates and Fees

The next item in the table is water utility rates written out as monthly charges. These are the base rates broken into monthly rates for connected lots with active water service and lots with active building permits. This is roughly about a 20% increase from last year - \$138 per month. And the water usage rate, the overage rates - the next four lines in the table, have not changed. These are charges per thousand gallons for usage in excess of 10,000 gallons a month annualized, or 120,000 per fiscal year.

Lynn: What is a connected Lot?

Bart: A connected lot has water service.

Next in the table is the base rate for undeveloped lots without a building permit - \$115 per month, which has also gone up about 20%.

The billing late fee is the same at \$25 per month, but payment due past 90 days, increases to \$100 a month because frequently that bleeds over to our next fiscal year, which affects our fiscal year budget. The \$10 administrative fee for USPS billing is what we charge somebody who chooses to receive their bill by US mail. There are about 20 lot owners left that still want to do that. We charge \$25 for a returned payment. We charge a water service connection fee and disconnection fee, at \$100 each. If somebody's delinquent and does not pay their water bill, we disconnect their service, charging \$100. To restore service we charge an additional \$100.

WATER UTILITY CUSTOMER RATES AND FEES		
Title	Amount	Schedule
Water Rates - Base Rate - First 10,000 gallons per month (base rate for connected lots and lots with active building permits)	\$138.00	per month
Water Usage - Next 5,000 gallons over 10,000 gallons	\$7.50	per 1000 gallons
Water Usage - Next 5,000 gallons over 15,000 gallons	\$10.00	per 1000 gallons
Water Usage - Next 10,000 gallons over 20,000 gallons	\$12.50	per 1000 gallons
Water Usage - Over 30,000 gallons	\$25.00	per 1000 gallons
Water Rates - Base rate for undeveloped lots without a building permit	\$115.00	per month
Water Billing Late Fee - up to 90 days late	\$25.00	per month
Water Billing Late Fee - over 90 days late	\$100.00	per month
Administrative Fee for USPS Water Billing	\$10.00	per billing
Returned Payment Fee - All Payments	\$25.00	per payment
Water Service Connect Fee	\$100.00	per service
Water Service Disconnect Fee	\$100.00	per service

I added 2 additional fees – a water service inspection fee and water meter read or usage request. These are services that the town performs upon request. Someone calls and says, hey, my pressure's dropped. I think I have a leak, but I'm not sure - could you come check? Derek goes up there and historically it's been on our dime and frequently it's nothing to do with the town. It's a leak on their property or a mistake on the lot owner's part. So I'd like to add a fee for that. It's based off what the town pays staff to perform that service. In addition, if someone asks for a spontaneous read or usage request, it's also time and money spent by the town and I feel we should be reimbursed for that service.

WATER UTILITY CUSTOMER RATES AND FEES		
Title	Amount	Schedule
Water Service Inspection Fee - Performed by Town Staff	\$90.00	per hour
Water Meter Read or Usage Request	\$35.00	per request

Lynn: Why do people ask for a meter read?

Bart: Some people just want to know how much water they are using. They get a meter reading on their annual bill, and they want to check their usage to date. In the past year, about 30 times, we've reached out to a lot owner and reported a continuous flow alarm. If they left the water on, their toilet's leaking, they have an irrigation leak, or another issue, the system sends us an alarm. We report those alarms without charge. The town has stopped a lot of leaks by providing those notifications.

Building and Construction Fees and Deposits

The permit application fee, \$1500, has increased. This covers the administrative fees for both the town and our engineering firm. The new water service fee, \$6,700, is based on what the town pays for a new connection, in materials and labor. And that's pretty much a problem-free connection - the meter pit's there, the lateral is accessible, and it's a simple installation. The required excavation is minimal – enlarging the pit or accessing the lateral. There are other circumstances where the lateral might not even be in place, or the meter pit is misplaced, requiring road excavation. Cutting the asphalt, laying a lateral, and so on. I'm suggesting that we charge an additional fee based on materials and labor for that more complex installation. So just to review, \$6,700 is what we charge for a standard installation. It may cost us more, but if it's a standard installation, we'll take the hit on that. But if they're cutting asphalt and trenching out a new line, then we'll charge for additional materials and labor.

BUILDING AND CONSTRUCTION								
All fees are collected with the permit application, except for *Engineering Fees which are collected after an initial engineering review and assessment								
*Base Fee for new water service installation does not include additional fees associated with roadway excavation, hot tap connections, repair and replacement of asphalt surfaces.								
Additional installation fees based on materials and labor costs.								
Permitted Project Description		Permit Application Fee	Water Service Fee	Road Impact Fee	Damage Deposit (refundable)	Completion Deposit (refundable)	TOTAL	*Engineering Fees
Project Category	Project Scope	Administrative fee for permit setup and management	*Base Fee for installation of new water service or upgrade of existing service. Additional fees for installation exceeding base install.	Fee for use and degradation of town road right of way	Deposit against damage to town property, including the road right of way	Deposit against charges for unpaid engineering services, other charges	Fees and Deposits Held by Interlaken Town	Plan review, inspection, and other miscellaneous fees
New Building Construction exceeding 200 ft2	New Structure exceeding 200 ft2	\$1,500	\$6,700	\$5,000	\$5,000	\$4,000	\$22,200	*Engineering fees set after plan review
Demolition	Removal of existing structure exceeding 200 ft2	\$500	\$0	\$5,000	\$5,000	\$4,000	\$14,500	*Engineering fees set after plan review

Greg: And then that's explained at the permitting timeframe, or when the install is going to happen there. People should know that they're in for more than that charge, right?

Bart: Yes, that's a good idea. That should probably be rolled into the building agreement they sign, so they see it up front. I used to have all the fees attached to those agreements. I've taken them all out so they have one place to look. town road impact fee that's a little bit more damage deposit is the same police deposit is the same so those are both refundable \$9,000.

The road impact fee is a little bit more, and the damage and completion deposits are unchanged. The deposits are refundable - \$9,000 in total. Previously, we didn't have a Demolition fee set aside - someone just demoing a structure. We need to have road impact, damage, and completion deposits in place, because that could be as destructive as other construction.

We have 2 levels of remodeling. The first one is the one that includes changing the structural elements. There's going to be an engineering review. If they decide they want to upgrade their water service from a, let's say from a 3/4 to 1 1/2 inch line, we're going to charge for that. The impact fees, deposits are pretty much the same as a new build. Engineering fees are billed separately once we get an estimate for them.

Second level remodels, no structural changes, no demolition. No wall changes, square footage, footprints the same. You can see the fees are significantly less there. And as in the past, we consider these to be somewhat variable. If somebody says, look, we're not bringing any heavy equipment in, we're going to haul our junk out in the back of the guy's truck, then, you know, we'll see, you know what I'm saying? I think there's room for negotiation in some of these, especially the remodels, without structural changes.

Remodel - Structural Addition/Reconfiguration	Addition or modification of structural elements requiring engineering review	\$1,000	\$6,700 for service upgrade	\$5,000	\$5,000	\$4,000	\$15,000	*Engineering fees set after plan review
Remodel - No Structural Changes, No Demolition	No change in structural elements, load bearing walls, or square footage of structure	\$1,000	\$0	\$0	\$3,000	\$3,000	\$7,000	*Engineering fees set after plan review

Greg: The no structural changes one, it's only a thousand bucks not refundable?

Bart: Yes, that application fee would be \$1,000, I was speaking about adjusting the damage deposit.

Greg: I agree, we shouldn't tag people for \$5,000 if they're not bringing in big trucks.

Bart: Right of way work, excavation work performed in the town's 33-foot-wide right of way. Again, we've got the same impacts, damage and completion. This is something we just dealt with with Comcast. I'm glad we took their money because we're still dealing with it.

Right of Way Work	Excavation or work performed in the town 33 foot wide right of way	\$500	\$0	\$5,000	\$5,000	\$4,000	\$14,500	\$300
Flat Work - New Construction	Non-structural concrete, asphalt surface work exceeding 200 ft2 surface area	\$500	\$0	\$5,000	\$5,000	\$4,000	\$14,500	\$300
Site Disturbance - Excavation/Rock Walls/Fences/Engineered Construction	Excavation or disturbance of surface exceeding 200 ft2, rock walls greater than 4 feet high, fences greater than 6 feet high	\$500	\$0	\$5,000	\$5,000	\$4,000	\$14,500	\$300

This is a new category, flat work. It's non-structural concrete like a driveway or asphalt surface that's larger than 200 square feet. If somebody adds, you know, a space or does something, maybe it's a sports court or something, then we're going to charge them these amounts as well.

Greg: That impact fee of \$5,000 for over 200 ft² seems pretty extreme. If someone is building a garden wall or a patio, that's a big number. I mean, there could be some deposits, but I mean, some refundable deposits. I guess maybe it's the same thing as the remodel you just talked about. Put it in there, but that's a big number for 200 square feet.

Bart: Should I put a range in there? I could put up to or a range based on the scope or something.

Jill: Yeah, maybe based on the, like you're saying, the scope or the cost of the work being done?

Greg: Yeah, exactly. Because it's way different if you're using pickup trucks as opposed to dump trucks. A new build is way longer, way more. Why would you charge that, you know, for 200 square?

Bart: So damage deposit, completion deposit, you're okay with those? Just change the impact fee?

Greg: Well, again, maybe like the remodel, because we're saying we're going to have varied fees on that, then maybe it's just up to \$5,000 instead of like doing the whole number.

Lynn: Who makes that?

Greg: That would be Bart and the planning commission, right Bart?

Bart: Yes, I review all of these.

Lynn: Yes, this is really high for flat work, I think personally.

Greg: Again, there's no reason to have the same road impact for flat work and site disturbance as for a new home. A new home is months and months of tons of trucks.

Bart: How about right of way work, that should probably be up to \$5,000 as well, right?

All: Agreed.

Greg: Because if they cut the road and something, you know. Again, the non-refundable \$5,000 for those last three categories is high for all.

Bart: Right of way, flatwork, site disturbance?

Greg: Yes, and we're going to do up to on those.

Lynn: And then the deposits I think are high too.

Gerg: Yeah, if you're building a patio you're in for \$14,000. You may not be spending that.

Lynn: For somebody to have to come up with that.

Jill: What if there's a demolition permit and a new building construction permit. What if they're tearing something down and rebuilding? Would they be double charged for that?

Bart: No, it's covered under the new building, so they're not paying double on that.

Okay - let's just go through the fees line by line. New building, you're okay. And then demo, okay.

All: Agreed.

Jill: Demo's high. Jill: Maybe the demo, like if it's only a 200 square foot building or a shed, that seems kind of high for the impact fees, deposit, completion. It depends on what they're demolishing. A \$9,000 deposit and a \$5,000 impact fee, that seems a little bit high. I mean, depending on the project, like if they're doing a whole house, maybe.

Greg: So like up to?

Bart: For the deposits?

Jill: For everything. Kind of like the rest, once you get past new building, maybe everything else is up to.

Greg: We only have 30 lots left.

Bart: I'd probably put an asterisk in the table for a range that says, based on the scope of the project. I was thinking maybe take off whatever the max is, take off \$3,000. So if the max was five, go from two to five.

Greg: And this is only for somebody who's submitting plans for a project one time.

Bart: And this is what I've done informally anyways, right? If somebody shows me that all they're doing is moving, you know, something in their kitchen, I'm not gonna charge them, first thing I ask is, are you having a dumpster? Because that means they're going to be hauling garbage away. So it's a process. It's a question. It always is a question and answer, except for the new builds. That's it. That's what it is. That's what it costs, you know.

Greg: Yeah, and I think there is a wide range of what somebody might demo and remodel. There's a wide range of these things. So I do think we have to have some flexibility. I don't want it to become some type of morass for you where you're going back and forth. It's basically, submit your plans, this is the number.

Bart: Right, and there's not that many submissions. I'm talking a few a year. It's not like Park City. So I could put a range in there. I could asterisk each one and say this is the maximum amount based on the scope of the project.

Jill: I like that.

All: General agreement.

Bart: Just asterisk them all except the new build.

Greg: The new build is straightforward.

Bart: Okay, why don't we just go that route and that's what we'll vote on to pass the resolution.

All: Agreed.

Bart: Landscape – what are your thoughts there?

Site Disturbance - Landscaping Only	Residential landscaping exceeding 200 ft ² surface area, without excavation, asphalt, concrete, or rock wall construction	\$300	\$0	\$0	\$500	\$500	\$1,300	\$300
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Lynn: I think it's high.

Greg: We're saying 200 square feet of, you know, you're laying sod, you're going to hit them up for 1300 bucks? Not that we want people to put sod in.

Lynn: Or planting trees, or whatever.

Greg: We're putting down gravel to zero scape your garden to make it safer.

Jill: Yes, it says without excavation, asphalt, concrete, or rock.

Greg: What I did this spring was fire mitigation. We would have been charged for that.

Jill: Maybe get rid of this whole category. Because they're not really doing anything. There's no concrete. There's no trucks.

Greg: It's in our code already.

Jill: Oh, it is.

Bart: We changed it – it used to be 100 square feet if you did anything, so we upped it to 200. Less than 200 is no charge.

Greg: I put rock all around my house, 5 feet wide, to make it safe for fires. And the town is going to make that a permittable and a charged thing.

Bart: Well, we could change that number too. Tonight we are approving the Land use stuff. So if you want to make that number something other than two.

Greg: We've talked about making that number bigger for years.

Bart: There are two factors. There was the, I just want to put in a garden. Okay, so we changed that one. But we didn't change the 200 square foot one. I mean, that's basically a driveway, right?

Greg: Our driveway is way bigger than 200 square feet.

Jill: that's flat work though, isn't it? Or are you just saying like gravel something?

Bart: Yes, if they graveled it.

Jill: Saying surface area with excavation, with asphalt, concrete. I mean, that's really more invasive than just somebody going out there and planting a tree. That would be how those parameters would be worded. Right? Because there's no real disturbance.

Bart: Well, the scenario we're avoiding is somebody comes in with heavy equipment and just starts moving all their dirt around.

Jill: That would be like an excavation, right?

Bart: Yes, that's what that permit is for.

Greg: Yes, but this one, this on the top of the second page. That's without excavation, asphalt, concrete, or rock wall construction. That's the one that seems excessive. The other site disturbance makes some sense. This one's a garden.

Jill: What if we just eliminate that or just say with excavation, asphalt, concrete, rock.

Bart: Yeah, okay, so we got that covered here. That's somebody basically changing their whole yard. This one, you're saying, just eliminate it completely.

Greg: Yeah, we don't need a permit for somebody's garden.

Bart: Okay, we have to change the code on that too. What we did was we upped it from 100 to 200 square feet.

Lynn: So it needs to be eliminated from our code.

Greg: Or we can change the number – a bigger number.

Lynn: Like 500?

Greg: At what point do you trigger it? I mean, the equipment triggers it, walls trigger it, change of slope trigger it, but what if you're just putting ground cover.

Bart: You can't do a lot without excavation. You're just planting trees. Just get rid of it?

All: Agreed.

Jill: Yeah, it'd be like Brother B coming up with his truck and a shovel and helping plant your trees or something.

Bart: Okay, then we'll look at the code too and just make sure it's gone out of there.

Bart: Okay. Solar PV array. These are deposits over here. The non-refundable is the \$300 application and the \$300 inspection, \$600 total. For this, the engineering fee is predefined.

Jill: And that would be because they need to give the town an application and you would have to spend your time reviewing it or planning commission would have to approve it ?

Bart: I generally look at those and then engineering, they come out and do an inspection.

Jill: But that's an extra \$300.

Bart: So the \$300 covers my time and the engineer's administrative time, because every bill includes that.

Greg: That's fine.

Bart: Electrical work, additions, that's the same. And then you know, minor remodels, removal, replacement, HVAC -those are all no permit required. I do ask that someone notify me because otherwise I don't know what's going on. And this last one - repair or replacement of an existing driveway or concrete service, we don't require a permit for that.

Jill: Do decks, do those need permits if they're pouring footings for a deck?

Bart: If they're changing the footprint of it, the size of it, they need a permit, yeah. They're just replacing what's existing.

Solar PV Array Permit	Installation must meet code requirements, section 11.06.240	\$300	\$0	\$0	\$300	\$200	\$800	\$300
Electrical Work - Additions, Replacements	Must meet current code, and requires an inspection, eg meter base replacement	\$300	\$0	\$0	\$0	\$0	\$300	\$300
Minor Interior Remodels - R&R Appliances, Electrical, Plumbing, HVAC	Minor interior work not requiring engineering review or inspection	Fees are waived if lot owner notifies the town administrator and completes town construction activity agreement						
Maintenance and Repair	Minor electrical, mechanical, HVAC, or plumbing repairs or replacements	Permit not required, no fees are collected						
Replacing siding, roofing, decking	No permit required if no changes in structure or size	Fees are waived if lot owner notifies the town administrator and completes town construction activity agreement						
Painting - Interior and Exterior, Finish Work	No permit required	Permit not required, no fees are collected						
Repair or Replacement of existing driveway, walkway, concrete or asphalt flat surface	No permit required if no changes in surface area	Fees are waived if lot owner notifies the town administrator and completes town construction activity agreement						

Bart marked up the draft resolution to conform the discussion. See the attached signed resolution with these changes incorporated.

Municipal Fines

Jill: I think I may have sent you an e-mail – what about vehicles that are not running and not registered, would that fall under storage of junk and debris?

Bart: Yeah, those are, it's actually in our code.

Bart presented the proposed fine schedule. View the attached fine schedule that includes the changes discussed in this meeting.

I just updated this. I think I sent you a copy last night because I added a couple more things. So a lot of these are already on the books, but some of them were passed through a resolution. They should be all passed as an ordinance.

Greg: And then some of these were buried in different documents – these are all in one document.

Bart: It's consolidated technically. What needs to happen is every one of these that references an existing section of code should be written into the code. I have to talk to Jeremy about that to see if we can just put a consolidated fine schedule together like this. But I think if we pass this, then it's sufficient.

Greg: Only a leg to stand on so we can start doing dark skies and things like that.

Bart: Yeah. I think it will hold the way it is and then it just needs to be incorporated into the code. And then maybe at the next meeting, we'll review how it's written into the code. Does that make sense?

Greg: Instead of maybe hopefully not adjusting every code reference for example, we can just do a blanket one.

Bart: That's just so inefficient to do it any other way. Should we go through each one of these?

Sue: Yeah, I think we should.

Bart: Number one, fine for building a wood fire. That's already on the books - \$500 per incident. Sparkler's, Firecrackers, Roman candles. This is what's there right now

All: Agreed.

Proposed Effective Date 07/01/26		Green Highlighted rows are new or modified fines				Blue highlighted rows are new fines appearing in this revision		
Fine Reference	Title	Type	Current Code Date	Code Section	Current Amount	Current Schedule	Proposed Amount	Proposed Schedule
Violation of Interlaken Municipal Code Civil Fine Schedule								
F27-001	Fine for building a wood fire outdoors	Fine	7/3/16	11.06.250	\$1000	per incident	\$500.00	per incident
F27-002	Fine for using sparklers	Fine	7/3/16	4.02.120 new	\$1000	per incident	\$50.00	per incident
F27-003	Fine for using firecrackers	Fine	7/3/16	4.02.120 new	\$1000	per incident	\$500.00	per incident
F27-004	Fine for using roman candles, aerial cakes, mortars, rockets, or launching other combustibles and explosives	Fine	7/3/16	4.02.120 new	\$1,000.00	per incident	\$1,000.00	per incident
F27-005	Failure to Obey Road Closures	Fine	9/10/24	Ordinance No. 14	\$500	per incident	\$500.00	per incident
F27-006	Parking in the road right of way from November 1 through April 1, of each year, any time of day	Fine	1/7/25	6.02.040	\$500	per Incident	\$500.00	per Incident
F27-007	Parking in the road right of way for 3 or more consecutive hours between the times 11:00 pm through 6:00 am the following day	Fine	1/7/25	6.02.040	\$200.00	per Incident	\$200.00	per Incident
F27-008	Parking in the road right of way for 24 or more consecutive hours from April 2, through October 31, of each year, any time of day	Fine	1/7/25	6.02.040	\$200.00	per Incident	\$200.00	per Incident
F27-009	Spillage of debris on public roads or right-of-way	Fine	1/7/26	9.05.090	\$500.00	per day, each day separate violation		

Bart: This is a new one. Failure to obey road closures. This was set to \$5,000. Should we reduce it to \$500.

All: Agreed.

Bart: Parking in road right away. That's pretty steep too. I was thinking it should be more like \$100.

Lynn: Yes, that's what I was going to say.

Bart: Any other thoughts on that?

Sue: There could be so many exceptions to that rule though. You know what I'm saying? If it's snowing or if somebody stops to pick up or drop something off or whatever, so you pull over the side of the road, you run into their house, and you know what I'm saying? There's just a lot of, I think there's a lot of exceptions to it, so I say up to. I think you need to have a timeline.

Greg: Parking the road right away from November through April, that should be more than \$100, right? Sue? That was what you were saying. There's a lot of variations on it. We talked about towing people immediately in the wintertime. It's more problematic than somebody parking overnight.

Sue: How are we going to monitor this?

Greg: We are all designated enforcement officers.

After additional discussion, it was decided to set the fines as originally stated in the draft fine schedule: \$500 parking in the road right of way during winter, \$200 outside winter, \$200 for parking overnight or for 24 hours.

Bart: How about spillage of debris on public roads? Building permit holders are held accountable separately because we just pull money from the damage deposits. This would be if somebody like in the past, you know, the Oliver house, had debris in the road all the time before they paved it. But \$500 is pretty high.

Jill: So if a construction site's getting mud in the road, that's separate.

Bart: Yes we go to them directly. That's in the agreement they've signed. But this would be for somebody else. Let's say somebody's got a gravel driveway and the next thing we know, the road's full of their gravel.

Lynn: Well, it's like the neighbors up the hill from us before they paved. There was always dirt just rolling down the street after every rain storm.

Bart: That seems kind of high to me.

Sue: You can halve that - \$250. If they're doing something that's filling debris on the road all the time, though, they really do need to stop.

Jill: Well, how much would it, like say they don't clean it up, how much is it going to cost the town to clean it up? Will it be \$200 or \$500, do you know what it is?

Sue: Well, if it was really bad, I guess we'd have Brother B do it, so how much will we pay him?

Greg: Sometimes the spillage is big, really involved, it's not like it's one pile.

Bart: The fines tend to be Class B misdemeanor, Class C misdemeanor, and they're always defined as up to a maximum.

Greg: And we have actually fined people, construction people.

Bart: Construction people we've done. Do you want me to put max up to for that one?

Greg: No, I think it's \$500.

It was decided the fine would be \$500, and they could first receive a warning based on the extent of the spillage. The fine would be levied per day, with each day a separate offense.

Bart: How about short-term rentals? I increased that to \$750 per day, from \$500 per day.

Greg: That's good.

Sue: Yes, for sure.

F27-010	Short Term Rental Violation	Fine	5/19/20	11.04.030	\$500.00	per day	\$750.00	per day
F27-011	Violation of Disturbing the Peace, Municipal Code Chapter 4.05 - First Violation	Fine	1/6/26	4.05.010 and new 4.04	Class B Misdemeanor if the offense continues after a request by any authorized representative of the Town to desist or cease		\$50.00	per incident
F27-012	Violation of Disturbing the Peace, Municipal Code Chapter 4.05 - Additional Violations	Fine	New	4.05.010 and new 4.04	Class B Misdemeanor if the offense continues after a request by any authorized representative of the Town to desist or cease		\$50 plus \$25 for each subsequent violation	
F27-013	Violation of Outdoor Lighting Regulations, Municipal Code Chapter 11.06.240 - First Violation	Fine	New	11.06.240			\$50.00	per incident
F27-014	Violation of Outdoor Lighting Regulations, Municipal Code Chapter 11.06.240 - Additional Violations	Fine	New	11.06.240			\$50 plus \$25 for each subsequent violation	
F27-015	Violation of Building Permit Requirement	Fine	New	11.11.010			\$500.00	per incident
F27-016	Misuse of Town Dumpster - Waste left outside dumpsters	Fine	New	None			\$100.00	per violation
F27-017	Noxious Weed Violation - Failure to Abate Noxious Weeds	Fine	New	4.03.020 and new 4.04			\$100.00	per day if the offense continues after a request by any authorized representative of the Town to desist or cease
F27-018	Cross Connection Control Violation - Failure to complete annual backflow device testing	Fine	New	Ordinance No. 11			\$100.00	per day if the offense continues after a request by any authorized representative of the Town to desist or cease
F27-019	Storage of Junk and Debris in Residential Zones	Fine	New	11.06.060			\$50.00	per day
F27-020	Drainage of Debris onto Adjacent Lots and Streets	Fine	New	11.06.100			\$50.00	per day
F27-021	Violation of Allowable Construction Work Hours	Fine	New	9.07.010			\$50.00	per incident

Bart: Disturbing the peace. I should re-word it, it's a bit confusing.

It was decided to escalate the fines, \$50 1st offense, \$75 second, \$100 third, and so on.

Sue: Will we have to call the sheriff to enforce this.

Greg: No, that's a different thing. The sheriff should be called for any violation of disturbing the peace between 10 p.m. and 7am. The other reason we're doing some of this is because it's very hard to get the sheriffs on.

Sue: If someone going to go to this person's house?

Greg: Not me, not at night. So this would be more of a daytime violation, not the 10-7. And it would be a town official witnessing and warning and recording. We're not fining people based on somebody else sending a voice mem. You might not get these calls, but I do. But if you call about what's going on, you can go over and record it, warn them. You don't have to do it if you don't want to. You don't have to write anything. You don't have to do that. Nobody has to do that. But it'll be Mason, myself, and then basically Derek maybe to some degree. Bart if he's in town.

Bart: A phone call with a reminder that this is on the books seems to work pretty well. It's been working so far.

Bart: Okay, we're good on that. Outdoor lighting?

Greg: That same deal rate, so is it increased by \$25, like it's \$100 bucks a third time.

It was agreed that an outdoor lighting violation would be charged at \$50 1st offense, \$75 the 2nd, and so on. Each day a separate violation.

Bart: How about building something without a permit? A structure over 200 square feet or if somebody decides to put an addition on their house without a permit. Or start digging, excavating their property. A lot of people in town still don't realize that we have codes.

Sue: They don't, do they? I think that's fair.

All: Agreed.

Bart: Misuse of the town dumpster?

Greg: I'm fine with \$100.

Bart: Noxious weeds?

Greg: Per day, \$100?

Bart: Yes - after request by authorized representative of the town to the cease or desist.

Sue: They're going to be warned, right? And given a time frame for when they have to have them removed.

Bart: Yes.

Sue: And I agree, you know, if they don't do it within the amount of time, how much time are we going to give them?

Bart: we could do the \$100 the first time and then add \$25 like the other one instead of \$100 a day.

Greg: Right, let it climb, but then not double every day.

Bart: So that's \$100 the 1st violation, \$125 the second and so on.

Bart: Cross Connection Control violations?

It was agreed to keep the fine as written at \$100 per day after a request to desist or cease.

The council also agreed to the fines set for storage of junk and debris, drainage of debris, violation of construction work hours, violation of building site toilet requirement – all at \$50 per incident.

Fine Reference	Title	Type	Current Code Date	Code Section	Current Amount	Current Schedule	Proposed Amount	Proposed Schedule
F27-022	Violation of Building Site Waste/Debris Disposal Requirement	Fine	New	9.07.040			\$50.00	per day
F27-023	Violation of Building Site Toilet Facility Requirement	Fine	New	9.07.050			\$50.00	per day
F27-024	Violation of Site Disturbance Permit Requirement	Fine	New	9.05.030			\$100.00	per incident
F27-025	Littering on Town Property or Right-of-Way	Fine	New	None			\$100.00	per incident
F27-026	Occupying a Condemned Property or Home prior to Issuance of a Certificate of Occupancy	Fine	New	None			\$200.00	per day
F27-027	Operating a Home Business in Violation of Permitted Uses	Fine	New	11.06.190			\$200.00	per day

The violation of site disturbance permit requirement fine was deemed redundant since there's already a fine for working without a permit.

Bart: Littering - this would include dog droppings.

Greg: Yes, good.

Bart: Okay, new ones. Occupying a condemned property or your home prior to issuance of a certificate of occupancy. We've had this happen before.

Greg: That's smart, \$200 a day. I like it.

Bart: Operating a home business in violation of permitted uses. That means basically, if you look at our code, you can have a home occupation, but you can't have more than three customers there at a time. There's some other restrictions as well.

All: Agreed.

That concludes the presentation of the consolidated fee and fine schedules. The revised versions of both of these documents are attached to these minutes.

4. Public Comment

Greg: So we'll now take public comment on these fees and fines. Comments will be taken by the town council on proposed fee and fine amendments. Comments are limited to four minutes per speaker. Council may or may not respond to non-agenda items. Those wishing to comment should state their full name and address, whom they represent in the subject matter. Time allocated public comments is no more than 20 minutes. You guys are the public. I'm going to turn to you first – speaking to those attending in person.

Patrick Lehman, 338 Luzern Rd.: With respect to open fires, wood fires, \$500 fine, with the fire risk that we have, in Utah now and likely in the future, I think that should be higher, than \$500. And in addition to that, for fireworks, any kind of explosive devices that could cause sparks and potential fires, I think our fines are too low. If my recollection is correct, I've seen signs around local communities that are \$1,000 for fireworks and I think that would be something that should be considered as a, a strike number for things like that, because fire is one of our top risks.

The council discussed the issue and decided that ALL fireworks should be subject to the \$1,000 fine, as well as open wood fires.

Patrick: Before my 4 minutes are up, a comment about zero-scaping and encouraging people not to do lots of irrigation and all that because of our water situation. So anything we can do as a community to encourage doing what you did, Greg, around your house, you know, I think normally it's 15-foot perimeter is what they recommend. So I don't know how we do that, but I just wanted to make that comment. Maybe there's some exclusions for some of the potential fees or permits that the town could do that doesn't cost the town money. Not really, but you know, the zero scape or whatever, or replace grass or build perimeters.

Greg: Yeah I agree with that, but the fees and fines are kind of general for everything there. When people are paying more for their fire insurance and more to the state and taxes because they're non-compliant, it's going to be a bit of a cudgel, but we'll have to, you know, it's always something I mean, again, for this public hearing for what we're dealing with here, I don't know that we can adjust pricing on zero-scaping.

Patrick: Right, but if we had an exclusion clause for some of the fees?

Mayor: Yeah, but it's like if you're bringing rocks for zero-scaping as opposed to rocks for something else, they didn't even charge a road damage fee. You know, if you're bringing trucks up, like road damage, stuff like that. I know where you're coming from. I just feel like this isn't the, this can be hard to do anything with what we, you know, these specific, you know, getting building, you know, road deposits, damage, stuff like that. It's hard to do that for, to kind of, but I do think everybody should do it for sure.

Bart: Every new build is required to have a landscaping plan. And if it says grass, well, nope. You know, it has to be native grass. I mean, people, we don't say you can't put a tree right next to the building, which is, again, it's a violation of the state WUI code. I don't know if we want to start enforcing that.

Greg: Again, what we're dealing with right here, it's just, you know, this is kind of black and white as far as fines. I mean, there are probably other ways we can help people encourage that, but I don't feel like it is this.

Patrick: Okay, then just one question about, we have the one fine for, I don't remember the exact category, but for lighting.

Bart: Outdoor lighting, yeah.

Patrick: What does that encompass? So if I have a neighbor with bright lights and they shine every night into my bedroom, which I do have, but they're up on a high hill, is that part of this?

Bart: It depends on the lights.

Patrick: String lights.

Greg: We're still working through the dark skies ordinance. So, yes, we're putting it in place so we can use it, but we're not in a position where we can start fining people. Does that help? It's like all these-- we don't want to have to use them, but we want to establish them so we can say, hey, you got to turn those lights off at 10 PM, or you're going to get fined. So that's why it also increases.

Bart: The string lights we do allow and that's that's a little tricky.

Greg: But there's a timing element too, right?

Bart: There is a timing. Yeah, they have to be off at 11.

Greg: And not on before 6.

Don Miller, 320 Interlaken: I support what I just heard regarding encouraging zero-scaping, and I would also say fire mitigation, landscaping. I don't see any reason to charge if somebody wants to do good work for fire mitigation around their property. Second one that came up some other places, the problems regarding pickleball ordinances. Putting in a flat surface and it has to do with decibels allowed and we're feeling it down in Dutch Fields where the county has an ordinance. Dutch Fields has a different ordinance. There are three pickleball courts that people put in on their own property. It has to do with the decibels. It gives an impulsive sound. It's over 100 decibels. People have gone out and measured it.

Greg: There's a town meeting after this public hearing. If you want to deal with town issues, this is about the fees and fines.

Don: Okay, the other thing driving in here, I don't see signage for parking laws when I come up and if there are guests that are driving up, I know what they are, parking along the roads, but I don't know if there's any. Anyway, when we were talking about parking.

Greg: There's some there's signage about the winter parking and there's signage that says No parking.

Don: And I'll let it go at that. Disturbing the peace is something that I've had issues with renters where Sheriff came out, and I didn't know if I would be fined for that. That was several years ago. Somebody had too much to drink, Sheriff came out, took them away. I didn't know about it until I didn't get my rent. But, so my question is, who's liable for this disturbing? Is that attached to the landowner or is that attached to the individuals?

Greg: That's a really good point.

Don: And I'd also say the same things I've had people call about dogs that my renters had. And I'll actually say I got an apology later. I said, tell me when and where and what happened because my tenant says his dogs are in his bedroom. I got an apology about three days later and said, I heard the dogs, I went out with my camera and it was not their dogs. So they called in an apology. But that has gone to me as well, and I thought, well, I said, go talk, go talk to the people who live there.

Greg: Well, that's, you know, when it involves the animal shelter and the police and the sheriff, it's not really the town. Fines are going to be for homeowners, I would say. And I, we will, I think we will have to thread the needle on if there's a tenant that's causing a problem because we don't have that much. I guess we can still find a tenant, right? It's hard to enforce it because if you don't pay it, if you don't pay it in your residence, I mean, we can get your tax bill, we can get your water.

Bart: That's a good question for Jeremy – the town attorney.

It was agreed that we'd consult our attorney regarding who may be the responsible party for these violations.

Warren Klaut, 294 Jungfrau Hill Rd.: I don't know what an incident is, regarding the outdoor lighting violation. He suggested we change the language from "per incident" to "per day."

The council agreed to the change in the fine schedule.

5. Council Discussion and Motion to Approve

Motion: Council Member Jacobson moved to approve the Interlaken Town Fee and Fine schedules as modified through the previous discussion by the town council.

Second: Council Member O'Nan seconded the motion.

Discussion: no discussion.

Vote: The motion was approved with the Council Members unanimously voting Aye.

6. Adjournment

Council member O'Nan moved to adjourn the public hearing. Council member Chadderdon seconded the motion. The motion passed unanimously. The meeting was adjourned at 7:08pm.

The regular monthly town council meeting will begin after concluding the public hearing, with a 10-minute break in between.

Exhibit A



INTERLAKEN TOWN FEE SCHEDULE

Effective 07/01/26

ADMINISTRATIVE

Title	Amount	Schedule
Land Use Variance and Appeal Request Fee	\$300.00	per request
GRAMA Request exceeding 15 Minutes of Labor	\$25.00	per hour
GRAMA Requests exceeding 10 pages of documents	\$0.25	per page
Lot Ownership Transfer Fee	\$150.00	per lot ownership transfer
Special Use Permit Application Fee	\$100.00	per application

WATER UTILITY CUSTOMER RATES AND FEES

Title	Amount	Schedule
Water Rates - Base Rate - First 10,000 gallons per month (base rate for connected lots and lots with active building permits)	\$138.00	per month
Water Usage - Next 5,000 gallons over 10,000 gallons	\$7.50	per 1000 gallons
Water Usage - Next 5,000 gallons over 15,000 gallons	\$10.00	per 1000 gallons
Water Usage - Next 10,000 gallons over 20,000 gallons	\$12.50	per 1000 gallons
Water Usage - Over 30,000 gallons	\$25.00	per 1000 gallons
Water Rates - Base rate for undeveloped lots without a building permit	\$115.00	per month
Water Billing Late Fee - up to 90 days late	\$25.00	per month
Water Billing Late Fee - over 90 days late	\$100.00	per month
Administrative Fee for USPS Water Billing	\$10.00	per billing
Returned Payment Fee - All Payments	\$25.00	per payment
Water Service Connect Fee	\$100.00	per service
Water Service Disconnect Fee	\$100.00	per service



INTERLAKEN TOWN FEE SCHEDULE

Effective 07/01/26

WATER UTILITY CUSTOMER RATES AND FEES

Title	Amount	Schedule
Water Service Inspection Fee - Performed by Town Staff	\$90.00	per hour
Water Meter Read or Usage Request	\$35.00	per request

Exhibit A

 INTERLAKEN TOWN FEE SCHEDULE							
Effective 07/01/26							
BUILDING AND CONSTRUCTION							
All fees are collected with the permit application, except for *Engineering Fees which are collected after an initial engineering review and assessment							
+Base Fee for new water service installation does not include additional fees associated with roadway excavation, hot tap connections, repair and replacement of asphalt surfaces. Additional installation fees based on materials and labor costs.							
*For these projects the Road Impact Fee, Damage Deposit, and Completion Deposits are scaled and based on project scope, with a maximum set.							
Permitted Project Description		Permit Application Fee	Water Service Fee	Road Impact Fee	Damage Deposit (refundable)	Completion Deposit (refundable)	*Engineering Fees
Project Category	Project Scope	Administrative fee for permit setup and management	+Base Fee for installation of new water service or upgrade of existing service. Additional fees for installation exceeding base install.	Fee for use and degradation of town road right way	Deposit against damage to town property, including the road right of way	Deposit against charges for unpaid engineering services, other charges	Plan review, inspection, and other miscellaneous fees
New Building Construction exceeding 200 ft2	New Structure exceeding 200 ft2	\$1,500	\$6,700	\$5,000	\$5,000	\$4,000	*Engineering fees set after plan review
Demolition	Removal of existing structure exceeding 200 ft2	\$500	\$0	\$5,000 maximum*	\$5,000 maximum*	\$4,000 maximum*	*Engineering fees set after plan review
Remodel - Structural Addition/Reconfiguration	Addition or modification of structural elements requiring engineering review	\$1,000	\$6,700 for service upgrade	\$5,000 maximum*	\$5,000 maximum*	\$4,000 maximum*	*Engineering fees set after plan review
Remodel - No Structural Changes, No Demolition	No change in structural elements, load bearing walls, or square footage of structure	\$1,000	\$0	\$0	\$3,000 maximum*	\$3,000 maximum*	*Engineering fees set after plan review
Right of Way Work	Excavation or work performed in the town 33 foot wide right of way	\$500	\$0	\$5,000 maximum*	\$5,000 maximum*	\$4,000 maximum*	\$300
Flat Work - New Construction	Non-structural concrete, asphalt surface work exceeding 200 ft2 surface area	\$500	\$0	\$5,000 maximum*	\$5,000 maximum*	\$4,000 maximum*	\$300

Exhibit A

 INTERLAKEN TOWN FEE SCHEDULE							
Effective 07/01/26							
BUILDING AND CONSTRUCTION							
Site Disturbance - Excavation/Rock Walls/Fences/Engineered Construction	Excavation or disturbance of surface exceeding 200 ft ² , rock walls greater than 4 feet high, fences greater than 6 feet high	\$500	\$0	\$5,000 maximum*	\$5,000 maximum*	\$4,000 maximum*	*Engineering fees set after plan review
Solar PV Array Permit	Installation must meet code requirements, section 11.06.240	\$300	\$0	\$0	\$300	\$200	\$300
Electrical Work - Additions, Replacements	Must meet current code, and requires an inspection, eg meter base replacement	\$300	\$0	\$0	\$0	\$0	\$300
Minor Interior Remodels - R&R Appliances, Electrical, Plumbing, HVAC	Minor interior work not requiring engineering review or inspection	Fees are waived if lot owner notifies the town administrator and completes town construction activity agreement					
Maintenance and Repair	Minor electrical, mechanical, HVAC, or plumbing repairs or replacements	Permit not required, no fees are collected					
Replacing siding, roofing, decking	No permit required if no changes in structure or size	Fees are waived if lot owner notifies the town administrator and completes town construction activity agreement					
Painting - Interior and Exterior, Finish Work	No permit required	Permit not required, no fees are collected					
Repair or Replacement of existing driveway, walkway, concrete or asphalt flat surface	No permit required if no changes in surface area	Fees are waived if lot owner notifies the town administrator and completes town construction activity agreement					



INTERLAKEN TOWN FINE ORDINANCE PROPOSAL - Adopted 6/30/26

Effective Date 07/01/26

reen Highlighted rows are new or modified fine Blue highlighted rows are new fines appearing in this revision

Fine Reference	Title	Type	Current Code Date	Code Section	Fine Amount	Schedule
Violation of Interlaken Municipal Code Civil Fine Schedule						
F27-001	Fine for building a wood fire outdoors	Fine	7/3/16	11.06.250	\$1,000.00	per incident
F27-002	Fine for using sparklers	Fine	7/3/16	4.02.120 new	\$1,000.00	per incident
F27-003	Fine for using firecrackers	Fine	7/3/16	4.02.120 new	\$1,000.00	per incident
F27-004	Fine for using roman candles, aerial cakes, mortars, rockets, or launching other combustibles and explosives	Fine	7/3/16	4.02.120 new	\$1,000.00	per incident
F27-005	Faliure to Obey Road Closures	Fine	9/10/24	Ordinance No. 14	\$500.00	per incident
F27-006	Parking in the road right of way from November 1 through April 1, of each year, any time of day	Fine	1/7/25	6.02.040	\$500.00	per Incident
F27-007	Parking in the road right of way for 3 or more consecutive hours between the times 11:00 pm through 6:00 am the following day	Fine	1/7/25	6.02.040	\$200.00	per Incident
F27-008	Parking in the road right of way for 24 or more consecutive hours from April 2, through October 31, of each year, any time of day	Fine	1/7/25	6.02.040	\$200.00	per Incident
F27-009	Spillage of debris on public roads or right-of-way	Fine	1/7/26	9.05.090		
F27-010	Short Term Rental Violation	Fine	5/19/20	11.04.030	\$750.00	per day
F27-011	Violation of Disturbing the Peace, Municipal Code Chapter 4.05 - First Violation	Fine	1/6/26	4.05.010 and new 4.04	\$50.00	per incident
F27-012	Violation of Disturbing the Peace, Municipal Code Chapter 4.05 - Additional Violations	Fine	New	4.05.010 and new 4.04	additional \$25 per incident, 1st- \$50, 2nd - \$75, 3rd - \$100...	
F27-013	Violation of Outdoor Lighting Regulations, Municipal Code Chapter 11.06.240 - First Violation	Fine	New	11.06.240	\$50.00	per day
F27-014	Violation of Outdoor Lighting Regulations, Municipal Code Chapter 11.06.240 - Additional Violations	Fine	New	11.06.240	additional \$25 per day, 1st- \$50, 2nd - \$75, 3rd - \$100...	



INTERLAKEN TOWN FINE ORDINANCE PROPOSAL - Adopted 6/30/26

Effective Date 07/01/26

Green Highlighted rows are new or modified fine Blue highlighted rows are new fines appearing in this revision

Fine Reference	Title	Type	Current Code Date	Code Section	Fine Amount	Schedule
F27-015	Violation of Building Permit Requirement	Fine	New	11.11.010	\$500.00	per incident
F27-016	Misuse of Town Dumpster - Waste left outside dumpsters	Fine	New	None	\$100.00	per violation
F27-017	Noxious Weed Violation - Failure to Abate Noxious Weeds	Fine	New	4.03.020 and new 4.04	\$100.00	per day if the offense continues after a request by any authorized representative of the Town to desist or cease. Additional fine of \$25 per day added after 1st violation.
F27-018	Cross Connection Control Violation - Failure to complete annual backflow device testing	Fine	New	Ordinance No. 11	\$100.00	per day if the offense continues after a request by any authorized representative of the Town to desist or cease
F27-019	Storage of Junk and Debris in Residential Zones	Fine	New	11.06.060	\$50.00	per day
F27-020	Drainage of Debris onto Adjacent Lots and Streets	Fine	New	11.06.100	\$50.00	per day
F27-021	Violation of Allowable Construction Work Hours	Fine	New	9.07.010	\$50.00	per incident
F27-022	Violation of Building Site Waste/Debris Disposal Requirement	Fine	New	9.07.040	\$50.00	per day
F27-023	Violation of Building Site Toilet Facility Requirement	Fine	New	9.07.050	\$50.00	per day
F27-024	Littering on Town Property or Right-of-Way	Fine	New	None	\$100.00	per incident
F27-025	Occupying a Condemned Property or Home prior to Issuance of a Certificate of Occupancy	Fine	New	None	\$200.00	per day
F27-026	Operating a Home Business in Violation of Permitted Uses	Fine	New	11.06.190	\$200.00	per day