



Heber City Plan Review # _____

908 W. GORDON AVE., SUITE 201
LAYTON, UTAH 84041
OFFICE: (801) 547-8133
FAX: (801) 820-9089

AGREEMENT FOR SOLAR PLAN REVIEW SERVICES

To whom it may concern:

Heber City Corporation has requested that West Coast Code Consultants, Inc. (WC3) provide third-party plan review and inspection services for solar projects within their jurisdiction. As part of this service they would like our office to bill the permit applicants directly. In order for our office to proceed in performing a plan review of your project please...

1. Complete the project information below,
2. Read through the remainder of the document,
3. Sign and date the Agreement, and...
4. Return it to our office via Email: PermitDeskUtah@WC-3.com or Fax: 801-820-9089.

Applicant Name: _____ Company: _____

Address: _____ City: _____ State: _____ Zip: _____

Email: _____ Phone: _____

Project Name: _____ Site Address: _____

Type of solar PV system: _____ Total kVA of system: _____

Please review the following information which describes the scope and intent of the plan review that our office will be performing. This form must be signed and dated before our office can begin the work.

I. Plan Review Services

1. Persons(s) performing plans examination services must possess and maintain certification as an International Code Council (ICC) Certified Building Plans Examiner.
2. Person(s) performing structural plan review services must possess and maintain registration as a professional engineer in the State of Utah and have a minimum of five (5) years of experience in the design of buildings, to the standards set forth in the International Building Code (IBC).

II. Building Inspection Services

1. Person(s) performing inspection services shall be certified by the International Code Council (ICC) and only perform inspections for the disciplines in which they are certified: building, mechanical, electrical, and/or plumbing. Inspector(s) will report directly to the Jurisdiction Building Official or other person designated by jurisdiction.



III. Insurance

1. WC3 will maintain the following insurance policies throughout the duration of this Agreement for work performed on behalf of Utah County:
 - a. **Worker’s Compensation Coverage** shall be maintained for all employees.
 - b. **General Liability Coverage** in an amount not less than \$1,000,000 per occurrence and \$2,000,000 annual aggregate limit.
 - c. **Professional Liability Coverage** in an amount not less than \$1,000,000 per claim and \$2,000,000 on a claims-made annual aggregate basis.

IV. Schedule of Fees

1. The **plan review** for Residential Solar Projects will be performed for a **lump sum fee of \$225.00**. The invoice will be submitted along with the initial comment letter and must be paid within thirty (30) days of receipt. This considers a standard plan review turn-around of ten (10) business days.
2. Should you desire an “expedited” plan review please check the box next the signature line below which acknowledges that you are aware that the expedited review will be billed at 150% of the standard review as noted above. Expedited reviews will be completed within five (5) business days of receiving the construction documents.
3. **Inspection services**, when requested, will be billed at an hourly rate of **\$65*** based upon the amount of time the inspector is on the job site. In addition a trip fee of **\$185** will be assessed to cover the inspectors travel time and expenses to and from Heber City.

**There is a one (1) hour minimum for inspection services.*

IN WITNESS WHEREOF, the parties hereby execute this agreement upon the terms and conditions stated above in this Agreement.

WEST COAST CODE CONSULTANTS, INC.:

PERMIT APPLICANT:

Signature *Date*

Signature *Date*

Name and Title

Name and Title

Please check this box if an expedited review is desired. This acknowledges that you are aware of the additional fee to expedite the review.