

CHAPTER 2

APPLICATIONS & SUBMITTAL REQUIREMENTS

DIVISION 1 LAND DEVELOPMENT PROCESS

- Section 1.01 The Land Use Application Process
- Section 1.02 Responsibility for Public Improvements
- Section 1.03 Private Utilities
- Section 1.04 Bonding Requirements
- Section 1.05 Dedication of Water Shares
- Section 1.06 Prohibited Conditions, Covenants, and Restrictions (C.C.&R's)

DIVISION 2 SUBMITTAL REQUIREMENTS

- Section 2.01 Drawing Standards
- Section 2.02 Preliminary Subdivision Plans
- Section 2.03 Final Plat and Final Improvement Drawings
- Section 2.04 Property Line Adjustments
- Section 2.05 Site Plans for Permitted and Conditional Uses
- Section 2.06 Temporary Site Plans

DIVISION 3 DESIGN CRITERIA

- Section 3.01 Storm Drainage Criteria
- Section 3.02 Street Design Criteria

DIVISION 4 PLANNING AND ZONING FORMS, DIAGRAMS AND SCHEDULES

1. LAND USE APPLICATION
2. 2011 PLANNING COMMISSION AND CITY COUNCIL MEETING SCHEDULE
3. INDUSTRIAL WASTE AND PRETREATMENT QUESTIONNAIRE
4. UTILITY NOTIFICATION FORM
5. TITLE COMPANY LETTER

The following Diagrams can be found in Chapter 5, Standard Drawings and Specifications

- A. BUILDING SETBACK REQUIREMENTS: STANDARD LOTS
- B. BUILDING SETBACK REQUIREMENTS: CORNER & CUL-DE-SAC LOTS
- C. COMMERCIAL AND INDUSTRIAL LANDSCAPING DIAGRAM
- D. TRASH ENCLOSURE SPECIFICATIONS
- E. ADA PARKING REQUIREMENT DIAGRAM

The following ordinances and policies are found in this manual:

- Chapter 6 - Subdivision Ordinance (Chapter 17.32)
- Chapter 6 - Off Street Parking Ordinance (Chapter 17.18)
- Chapter 6 - Transfer of Water Ordinance (Section 17.66.110)
- Appendix A - 2000 West Road Plan, (I-15 to 200 South)
- Appendix A - Access Management Plan for 700 North, State Street to 2000 West
- Appendix B - Land Development Process Flowcharts
- Appendix B - Street Light Installation Process Flowchart
- Appendix C - Part 5, Storm Water Technical Manual of the 2005 Update of the Lindon Storm Water Management Program
- Appendix C - Part 6, Construction and Post Construction Best Management Practices of the 2005 Update of the Lindon Storm Water Management Plan

DIVISION 1**LAND DEVELOPMENT PROCESS****SECTION 1.01 THE LAND USE APPLICATION PROCESS**

Any individual that desires to subdivide property, obtain a conditional use permit, site plan approval, apply for a variance, amend the general plan or zoning ordinance, apply for an appeal, ask for a design review, etc. must apply for such by completing a Land Use Application.

1. File the Land Use Application

Completed Land Use Applications can be submitted to the Planning Department at any time. Once submitted, applications will be reviewed by staff for completeness. When staff determines that the application meets all applicable ordinance requirements, it will be scheduled for the next available Planning Commission and/or City Council meeting. The typical processing time for an application to receive Planning Commission review is 6 to 8 weeks. There is a possibility that the review could take more or less time - depending on the completeness of your plans.

2. Filing Fee and Required Copies

The filing fee is required at the time the application is submitted to the City. Fees vary with different types of applications. Most fees are listed on the front of the Land Use Application form. All application submittals must comply with Chapter 17.12 of the Lindon City Code and Chapter 2 of the Lindon City Land Development Policy Manual. Generally, **four full-size sets 24" x 36" and one 11" x 17" reduced copy** of all drawings, site plans, subdivision plats, etc. are required with each submittal. Refer to the submittal requirements in this chapter for further information. Plans shall be drawn accurately and to scale.

The City contracts with a consultant for City Engineering services. After the application and accompanying plans are submitted, the City Engineer generally picks up the plans and returns them reviewed the following week. On Thursday mornings the City Engineer is typically available to meet with you to discuss review comments. Schedule appointments with the Development Clerk (801)785-7687.

It is the applicant's responsibility to pay all engineering costs associated with the repeated reviews of engineering submittals. The first two reviews are covered by the payment of the application fee. Any engineering reviews required past the first two preliminary and first two final engineering reviews will be paid for by the applicant. Site plan application fees only cover the first two reviews.

3. Development Review Committee

The Development Review Committee (DRC) meets every Thursday afternoon between 1:00pm and 3:00pm. The purpose of this meeting is to make City Staff available to applicants / citizens to answer all development and process related questions. Although not mandatory, large projects or developments are strongly encouraged to attend the DRC meeting prior to submitting an application. Anyone interested in attending this meeting is invited to call ahead and schedule an appointment (801)785-7687. There is no cost to attend a DRC meeting. Members of DRC are staff representatives from Planning, Public Works, Public Safety, Engineering, and Administration. The Committee's objective is to help you determine if your project complies with all applicable City codes and to better help you understand the development process in Lindon.

4. Planning Commission Meeting

Your attendance at the Planning Commission meeting is required. You may have a representative attend for you. Once staff has determined that your application can be forwarded to the Planning Commission, staff prepares a report that describes your request and provides the Commission with additional background

information. This report is distributed to the Commission members prior to the meeting. They are a 7 member commission and are appointed by the Mayor for 3 year terms. Four members must vote in the affirmative for any motion to carry in a Planning Commission meeting. The Planning Commission in Lindon has approval authority over conditional use permits and site plans, however the City Council reserves the right to review such applications when deemed necessary. They also make recommendations to the City Council regarding subdivision applications, ordinance changes, and other land use matters. The Commission typically meets the 2nd & 4th Wednesdays of each month. (See page 26 at the end of this chapter for a current meeting schedule.) No building permits can be approved for your project until all City approvals have been granted.

5. City Council Meeting

Some applications require City Council approval. They are a 5 member council with a non-voting mayor that acts as a 6th member. The council needs three members to vote in the affirmative for approval on any motion. All subdivision plats must be approved by the City Council, after recommendation for approval is received from the Planning Commission. The Council also has the ability to review any application that does not normally require their review - if they so choose. If your request needs to go before the Council, staff will forward the application and Planning Commission recommendations to the next available Council meeting (typically within two weeks of a Planning Commission meeting). You may want to talk to the Planning Director to see if or when your application will be reviewed by the City Council. The Council typically meets the 1st and 3rd Tuesday of each month. (See page 26 at the end of this chapter for a current meeting schedule.)

6. Appeals

Any final decision of the Planning Commission may be appealed to the City Council. An application for an appeal must be filed with the Lindon City Planning Department within thirty (30) days of the date of the decision by the Planning Commission.

Please Note: This is your application. It is your responsibility to follow-up with City Staff on the status of your request. The Planning Director and staff are assigned to help you. If the Director is unavailable, contact the Planning Department administrative staff to schedule a meeting.

Flowcharts describing the land development process are found in Appendix B.

SECTION 1.02 RESPONSIBILITY FOR PUBLIC IMPROVEMENTS

The design and construction costs of public improvements within and required by land development are the responsibility of the Developer. The Developer must construct full street and utility improvements. These normally include grading, road base and pavement, curb, gutter, sidewalk, traffic and street signs, sewer lines, storm drainage improvements, culinary water lines, secondary water lines, and telecommunications conduit. The Developer is responsible to pay for street lights; they will be installed by the City on public streets. The Developer is also required to dedicate, to the public, land required for these improvements. The improvements listed below are required in all subdivision streets, with the exceptions that follow. When oversized lines are required to serve areas other than the development, the City will reimburse the Developer the incremental difference in cost.

Improvement	Size Developer is responsible to pay for
Street (residential)	50' right-of-way
Street (non-residential)	66' right-of-way
Sanitary Sewer	8"
Storm Drain	12"
Culinary Water	8"
Secondary Water	6"
Telecommunications Conduit	one 4" or two 1¼", as required

The following exception applies: Secondary water lines are not required in non-residential areas generally west of 800 West.

In residential zones, when streets wider than 50' are required (except for large scale subdivision), the City will reimburse the Developer the cost of the road base and surfacing for any additional asphalt width required in excess of 34'. The Developer still bears the cost of the land associated with any additional street width. In zones other than residential, when streets wider than 66' are required, the city will reimburse the developer the cost of the road base and surfacing for any additional asphalt width required in excess of 50'. The developer still bears the cost of the land associated with any additional street width.

When the City requires that a developer construct master planned trails along a street rather than the usual street improvements, the developer is eligible for reimbursement for any resulting documented, actual, additional construction costs as described in the Lindon City Parks, Trails and Recreation Master Plan and Capital Facilities Plan.

SECTION 1.03 PRIVATE UTILITIES

This section describes circumstances under which utilities are generally privately owned and maintained.

1. Culinary Water

Culinary water service lines between the main line and the meter, as well as the meter, are public. Water service lines beyond the water meter are private. Fire hydrants and culinary water lines providing service to them are public if they provide fire protection to single family residential development on public streets. Fire hydrants and culinary water lines providing service to them on private property are public if 1) the lines are looped back into the public system, or 2) they provide fire protection to multiple property owners (other than a single condominium project). Otherwise, fire hydrants and the lines providing service to them are privately owned and maintained.

2. **Secondary Water**
Secondary water service lines between the main line and the irrigation service box are public. Secondary water service lines beyond the irrigation box are private.
3. **Sanitary Sewer**
Sewer laterals are private all the way to the city main line. Sewer lines to multiple condominium or rental units are generally considered private regardless of size. A sewer main 8" or larger is size extended onto private property that serves multiple property owners (other than in a condominium development) is generally considered public.
4. **Storm Drain**
Storm drain lines are considered private until they connect to the city main line or a public extension of the city storm drainage system (such as an inlet box in a public street).
5. **Telecommunications Conduit**
The system of telecommunications conduit to and including the service box is public. The conduit beyond the service box is private.
6. **Street Lights**
Street lights on public streets are public. Street lights meeting the City standards required by the City on private streets that are accessible to the public are public. Other lighting, such as in parking lots and within sites, is private.

Easements must be provided for public utility lines on private property. They generally need to be 20 feet wide, with 10 feet on each side of the utility.

SECTION 1.04 BONDING REQUIREMENTS

Land developers are required to bond for all public improvements associated with their developments. The bond shall be in the amount of 110% of the estimated cost of what it would cost the City to have the improvements constructed. Included in the bond shall be the estimated costs of street lights (including associated conduit, wiring & junction boxes), televising sewer mains, materials testing and construction surveying. On flag lots, the driveway and utilities need to be bonded for to the end of the flag pole portion of the lot. The contractor shall pay the cost of street signs and stop signs directly to the city rather than including that cost in the bond. Bond monies will be released upon acceptance of improvements by the City. A warrantee amount of 10% of the estimated construction cost will be held for a period of 1 year from the date of the final acceptance of all improvements.

SECTION 1.05 DEDICATION OF WATER SHARES

Dedication of water shares is described in Lindon City Code Sections 17.32.270 and 17.66.010, which are found in Chapter 6 of this manual.

SECTION 1.06 PROHIBITED CONDITIONS, COVENANTS AND RESTRICTIONS (C.C.&R's)

Neighborhood organizations, home owners associations, and/or private citizens shall not be permitted to restrict the placement and construction of R2 Overlay projects in specific neighborhoods and subdivisions through the use and implementation of Conditions, Covenants, and Restrictions and/or other types of restrictive legal documents. Such practices undermine Lindon City's ability to provide for the housing needs of its citizens and prohibit attainment of established zoning requirements, General Plan Goals, as well as State mandates for moderate income housing. In addition, animal rights as permitted in Chapter 6 of the Lindon City Code shall not be restricted through the use and implementation of C.C.&R's.

DIVISION 2**SUBMITTAL REQUIREMENTS****SECTION 2.01 DRAWING STANDARDS**

The following instructions are for the purpose of standardizing the preparation of drawings to obtain uniformity in appearance, clarity, size and style. Plans and designs shall meet the standards defined in the Standard Specifications and Drawings. The requirements listed in this section are minimum requirements on drawings. The Public Works Representative/Engineer shall have authority to modify the requirements of this division, in terms of what plans are required, what must be shown on the plans, and what level of detail is needed.

All drawings and/or prints shall be clear and legible and conform to good engineering and drafting room practice. Size of drawings shall be 24" x 36" (trim line) with minimum borders of ½" on top, bottom and right sides, and 1" on the left side, or 11" x 17" (trim line) with minimum borders of ½" on all sides.

The Lindon City Planning Department will accept paper or electronic submittals of plans.

Paper submittals consisting of four full size (24" x 36") sets and one reduced size (11" x 17") set of plats, improvement drawings and site plans shall be submitted as part of the original submittal. Only two full size and one reduced size copies are needed for re-submittals during the review process. All paper submittals of these drawings (original and re-submittals) are to be made to the Planning Department. After the plans are finalized five additional full size (24" x 36") sets and one reduced size (11" x 17") set shall be submitted.

Electronic submittals must be in Portable Document Format (PDF) and must be legible when printed at 11" x 17". Such drawings must be made for use as 11" x 17" drawings, not simply reductions of 24" x 36" drawings. All electronic submittals of these drawings can be e-mailed to the Planning Department at planningdept@lindoncity.org.

Prior to construction of public sanitary sewers, storm drains and curb & gutter, six sets of cut sheets and the relevant sheets of the improvement drawings shall be submitted for review. All submittals of these drawings and attached cut sheets are to be made to the Public Works Department.

In general, the following shall be included on drawings (some do not apply to final plats):

1. North arrow (plan)
2. Scale, no smaller than 1"=50' horizontal and 1"=5' vertical
3. Bench mark location and elevations (use U.S.G.S. datum).
4. Stationing and elevations for profiles
5. Size, location and, where applicable, elevation and slope of adjoining existing improvements. Existing improvements and proposed improvements shall be clearly distinguishable.
6. Title block to include:
 - Name of City
 - Project title (subdivision, etc.)
 - Specific type and location of work
 - Name of engineer or firm preparing drawings with license number and seal of the engineer (must be licensed in the State of Utah)

SECTION 2.02 PRELIMINARY SUBDIVISION PLANS

Subdivisions of land by traditional subdivision plat, plat amendment, and condominium plat all follow the process outlined below.

The following items shall be submitted with the Preliminary Plan Subdivision Application:

1. Preliminary Plans (either Paper or Electronic):
 - a. Paper Submittals
 1. Four full size (24" x 36") sets of the preliminary plans
 2. One reduced size (11" x 17") set of the preliminary plans
 - b. Electronic Submittals
 1. Portable Document Format (PDF) – **these must be legible when printed at 11" x 17"**
 2. E-mailed to the Planning Department at planningdept@lindoncity.org
2. Storm Drainage Calculations
3. Two copies of the Soils Report
 - a. Soils reports are not required for minor residential subdivisions (3 or fewer lots) in areas outside the Sensitive Area Districts, in which no new streets will be constructed.
 - b. In some cases a soils report previously prepared for nearby land may be used, if it is represented as suitable by the geotechnical engineer who prepared it, and it is accepted by the City.
4. Application fee
5. Under certain circumstances the following may be required:
 - a. If the subdivision covers only a part of a larger un-subdivided area, the following shall be submitted:
 1. A plan showing the location of the subdivision as it forms part of the larger area
 2. A sketch proposing a future street system that demonstrates how the balance of the un-subdivided area could be developed.
 - b. If a lot is subject to the Hillside Protection Zone (as defined in Section 17.57.220 of the Lindon City Code), the following shall be submitted:
 1. Slope analysis demonstrating compliance to Sections 17.57.040, 17.57.050 and 17.57.060 of the Lindon City Code.
 2. Soils report as defined in Section 17.57.080 of the Lindon City Code
 3. Geology report as defined in Section 17.57.090 of the Lindon City Code
 4. Fire protection report as defined in Section 17.57.110 of the Lindon City Code
 - c. If a Flag Lot (as defined by Section 17.32.330 of the Lindon City Code) is part of a development application, a site plan must be submitted demonstrating compliance with the requirements of said ordinance.
6. Written response to review comments (only required on resubmittals).

If the subdivision is within a Sensitive Area District (as defined in Section 17.56.050 of the Lindon City Code), the applicant needs to meet with the Development Review Committee to review the proposed development. The Development Review Committee determines the subsequent course of action as outlined in Section 17.56 of the Lindon City Code.

The following shall be included on preliminary plans:

1. A vicinity map drawing accurately locating the property
2. Name and address of property owners
3. Name and address of Developer
4. Name and address of surveyor and engineer
5. Names of adjacent property owners
6. Boundary lines of the subdivision & sufficient information to define its location, including the datum used (NAD 27 or NAD 83).
7. Dimensions and square footage of each lot
8. Existing contours at 2' intervals in areas of slope less than 30%, and at 10' intervals in areas of slope greater than 30%
9. Dimensions and locations of existing and proposed improvements, structures, easements and topographic features within the parcel and within 200 feet of the proposed subdivision
10. Location and dimensions of existing and proposed irrigation system consisting of open ditches located on, adjacent to, or within 100 feet of the proposed subdivision, as well as plans for relocation, covering, or other safety precautions
11. The location of any areas of potential flood hazard within the subdivision or within 200 feet of the subdivision
12. The location of existing structures within the preliminary plan boundaries, and a notation as to whether the existing structures will remain or be demolished
13. Proposed streets (plan view), identifying widths, horizontal curve radii, slope, and direction of slope
14. Existing and proposed Utilities (plan view only of storm drains, sanitary sewer, culinary water, and secondary water) showing location, sizes, and (on gravity lines) direction of slope.
15. A storm drainage plan
16. A preliminary grading plan (only if substantial grading is proposed or will be required)

The following shall be included in the storm drainage calculations (see Section 3.01 Storm Drainage Criteria of this chapter):

- 1. Hydrologic Calculations**
 - a. A map showing drainage sub-basins and the piping system
 - b. Cumulative peak flow calculations for each sub-basin (submit all input data, calculations and results)
- 2. Hydraulic Calculations**
 - a. Capacity calculations for each segment of the pipe system
 - b. Calculations demonstrating that flow rates in streets do not exceed maximums before being caught in storm drain inlets
 - c. Calculations demonstrating that inlets are sufficiently long to capture peak design flows
- 3. Detention Calculations**
 - a. Detention volume requirement-an analysis that identifies the storm whose duration creates the greatest detention volume requirement, given storm duration and stage storage curve and outlet discharge curve.
 - b. Orifice calculations showing the maximum release rate is not exceeded.

If there are lots within the subdivision that are subject to the Hillside Protection Zone (as defined in Section 17.57.220 of the Lindon City Code), the calculations also must meet the requirements of Section 17.57.100 of the Lindon City Code.

Wetlands

Contact the Army Corp of Engineers whenever wetlands impact the development. Submit the Army Corp of Engineers' response to the City.

Soils Report

The soils report shall be prepared by a geotechnical engineer licensed in the state of Utah. The following shall be included in the soils report:

1. Subsurface soil conditions and characteristics
 - a. Bearing capacity
 - b. Settlement, collapse or expansion potential
 - c. Soil suitability
2. Groundwater conditions
3. Foundation design recommendations
4. Pavement design
5. Additional information regarding natural or man-made hazards that exist on the property
6. Recommendations regarding site grading and compaction.

SECTION 2.03 FINAL PLAT AND FINAL IMPROVEMENT DRAWINGS

Subdivisions of land by traditional subdivision plat, plat amendment, and condominium plat all follow the process outlined below.

The following items shall be submitted with the Final Plat and Final Improvement Drawings Subdivision Application:

1. Final Plat and/or Improvement Plans (either Paper or Electronic):
 - a. Paper Submittals
 1. Four full size (24" x 36") sets of the plat and/or improvement plans
 2. One reduced size (11" x 17") set of the plat and/or improvement plans
 - b. Electronic Submittals
 1. Portable Document Format (PDF) – **these must be legible when printed at 11" x 17"**
 2. E-mailed to the Planning Department at planningdept@lindoncity.org
2. Letter from United States Postal Service Growth Management (785-5415) designating the location of a central mailbox. This requirement to all developments of 5 or more new lots, and to or when a new cul-de-sac is constructed. The Post Office will need an 8½" x 11" size copy of the plat.
3. Water Stock
4. Engineers opinion of probable cost of improvements (for bonding purposes)--this is to contain an itemized listing of quantities, and should be submitted after approval of the final improvement drawings.
5. Letter from title company certifying that the proposed plat boundaries and lot boundaries match the recorded deed boundary descriptions within the plat to ensure that there are no overlapping interests and certifying that all owners of land within the plat boundaries are identified and that each owner's names and titles as shown on their individual deeds are listed exactly as should be shown on the plat. See the sample letter containing additional instructions near the end of this chapter.
6. Written response to review comments (only required on resubmittals).

Record Drawings.

After completion of all public works improvements the Developer shall provide the City with two sets of "record drawings" which have been corrected to show the constructed improvements. **The pre-pave inspection will not be made until these records are received.**

FINAL PLAT

The following requirements apply to the final plat:

1. It shall be drawn on a sheet approved by the Utah County Recorder's Office.
2. It shall be drawn with all lines, dimensions and markings made in waterproof black drawing ink.
3. Bearings, distances and curve data of all perimeter boundary lines shall be located outside the boundary line, not inside with the lot dimensions.
4. Consecutively number lots (do not repeat the use of lot numbers in subsequently lettered plats that have the same name).
5. Excepted parcels shall be marked "not included in this development".
6. Public streets shall have numeric names.
7. Any parcels to be dedicated to the public shall be noted as a "Public Area".
8. Easements shall be designated and shall specify to whom the easement is granted.
9. All lands within the boundaries of the plan shall be accounted for either as lots, public streets, private streets, common area, public area or excepted parcels.
10. Subdivision boundary lines shall be heavier than other lines on the drawing.
11. Lengths shall be shown to hundredths of a foot, areas to the square foot, and angles and bearings shall be shown to seconds.

The following shall be included on the final plat:

1. North arrow
2. Scale (no smaller than 1"=60')
3. Graphic scale
4. Vicinity map drawn accurately locating the property
5. Subdivision boundary lines, section corner tie lines, lot lines, street right-of-way lines, street centerlines, excepted parcel boundaries and easements
6. The bearings, distances and curve data of the exterior boundary of the subdivision, section corner tie lines, all irregular lot lines, street right-of-way lines, street centerlines, excepted parcel boundaries and easements (those easements that cannot be adequately defined using dimensions from lot lines/corners).
7. Public utility easements 10' in width are generally required around the perimeter of all lots.
8. Postal easements to accommodate central mail delivery shall be 4' x 4', or larger if requested by the USPS.
9. Curve data sufficient to enable reestablishing the curves on the ground, which shall include as a minimum:
 - a. Radius
 - b. Central angle
 - c. Chord length
 - d. Chord bearing
 - e. Arc length
10. Areas of all lots in square feet (area in acres may be used if the lot is greater than 1 acre in size).
11. Street numbers
12. A notice of covenants, conditions and other restrictions if applicable.
13. On lots subject to a FEMA Flood Zone A shown on the current Flood Insurance Rate Map (FIRM), show and dimension the boundaries of the flood Zone A, and show Base Flood Elevations (BFE's). Include survey control information sufficient to establish the BFE's in the field.
14. Subdivision plats that include a flag lots shall note the building height restrictions and minimum setbacks found in Section 17.32.320 of the Lindon City Code, which is included in Chapter 6 of this manual.
15. All lots within the R1-12 and R1-20 Zone shall have the following note placed on the Plat as shown below:

Notice of Lindon City Multiple Family Housing Ordinance

All potential buyers of lots within this plat are hereby noticed of the Lindon City R2 Overlay Ordinance. Under this ordinance there is potential for small localized multifamily housing projects in this neighborhood consisting of single family planned unit developments, duplexes, triplexes and accessory apartments. Conditions Covenants and Restrictions (C.C.&R's) which prohibit this type of housing in specific subdivisions are considered illegal and in violation of Lindon City Code. Please contact the Lindon City Planning Department at (801) 785-7687 for details regarding this Ordinance.

16. An occupancy restriction notice, the form of which shall be substantially as follows:

Occupancy Restriction Notice

It is unlawful to occupy any building located within this subdivision without first having obtained a certificate of occupancy issued by the City.

17. A lined block in the lower right hand corner of the map portion of the plat, in substantially the following form:

Conditions of Approval

18. In the case of a minor residential subdivision in which no soils report was prepared for the subdivision, include the following note on the plat:

A geotechnical study was not performed for this subdivision.

19. The following items are to be located along the right edge of the plat:
- a. A "Surveyor's Certificate" and "Boundary Description", with a metes and bounds description (including the total subdivision area, basis of bearing and datum used [i.e. NAD 27 or NAD 83]) the signature and license number of a land surveyor licensed in the State of Utah. Provide enough information in the Boundary Description for it to stand on its own in correctly describing the boundary.
 - b. "Owners Dedication" subdividing the property, with the signatures of all property owners
 - c. "Acknowledgment" in which a notary public acknowledges the signatures of the property owners, with the notary's signature and seal
 - d. "Acceptance by Legislative Body" with the date of approval, a line for the signature of the Mayor approving the plat and accepting public lands, and the signatures of the Clerk/Recorder, the City Engineer, and the City Attorney
 - e. "Planning Commission Approval", with the date of approval and the signatures of the Director-Secretary and the Planning Commission Chairman
 - f. The subdivision name and letter designation of the plat (which must be a name unique in Utah County), the location ("Lindon, Utah County, Utah), and the scale are to appear near the bottom right hand corner of the plat.
 - g. The seals of the Land Surveyor, City Engineer, and Clerk-Recorder are to appear near the bottom right hand corner of the plat.
20. Provide a signature block for public utility companies, which include lines for the date, a signature, and the person's title. Include space for Questar Gas, Comcast, Qwest, Rocky Mountain Power, and Utopia. If any other organizations, such as UDOT or an irrigation company either have a utility or an easement for a utility within the boundaries of the subdivision, include signature blocks for them as well.
21. The following statements shall appear on multi-unit subdivision plats (except condominium plats):

Surveyor's Certificate

I, _____, do hereby certify that I am a registered land surveyor, and that I hold certificate No. _____ in accordance with Utah Code, Title 58, Chapter 22, Professional Engineers and Professional Land Surveyors Licensing Act. I further certify: that at the request of the owner of the below-described land, I performed a survey of said land in accordance with Section 17-23-17 of the Utah Code: that the boundary description below correctly describes the land surface upon which will be constructed the _____, that I have verified all measurements, and that the reference markers shown on said plat are located as shown and are sufficient to readily retrace or reestablish this survey.

Owner's Certificate and Dedication

The undersigned owners ("owner" without regard to number or gender) of the above-described land hereby certifies that: owner has caused a survey to be made of said land and have caused this plat and Declaration of Covenants Conditions and Restrictions (Declaration) to be prepared for the _____. Owner hereby consents to the concurrent recordation of the plat and Declaration and hereby submits the described land to the provisions and requirements of the declaration, including the creation of the _____ ASSOCIATION: owner hereby dedicates any public streets reflected on the map for the use by the general public and declares all other driveways or private streets reflected on the map to be private and intend for use only by members of the _____ ASSOCIATION, their guests and invitees, as reflected in the provisions of the Declaration.

Conveyance of Common Areas to Association

The undersigned owner in recording this plat, has designated certain areas of the land as private driveways, streets, limited common areas and other common areas intended for the use by members of the _____ ASSOCIATION, their guest and invitees. Such areas are to be conveyed to the appropriate parties, including the conveyance of common areas to the _____ ASSOCIATION, by deed, to be recorded in the Utah County Recorders office, for the use and enjoyment by the owners of lots or dwellings in the _____ project as more fully described in the Declaration of Covenants Conditions and Restrictions applicable to this project and recorded with this plat.

Notice of Declaration of Covenants Conditions and Restrictions

This project, with it lots, dwellings, and common areas are subject to certain covenants, conditions, and restriction as contained in the Declaration of Covenants Conditions and Restrictions for the _____, which are recorded in the offices of the Utah County Recorder. Said covenants, conditions and restrictions are intended to run with the land and to be binding upon on all heirs, successors or assigns of the declarant in accordance with the recorded declaration.

22. One of the following statements shall appear below the subdivision name on multi-unit subdivision plats (except condominium plats):

For residential subdivisions: "AN R-2 OVERLAY PROJECT"

For industrial subdivisions: "A MULTI-UNIT INDUSTRIAL DEVELOPMENT"

For commercial subdivisions: "A MULTI-UNIT COMMERCIAL DEVELOPMENT"

The following are required before the plat will be recorded:

1. The improvement plans must be finalized.
2. Water shares must be turned in for the subdivision (if not previously done)
3. The title company letter of certification must be submitted.
4. The bond must be in place.
5. Payment for plat recording fees must be provided to the city
6. The mylar must be signed. Prior to submitting the plat the developer must have the surveyor, owner, notary and any required utility companies sign the plat. The city will then route the mylar for the remaining signatures.

FINAL IMPROVEMENT DRAWINGS

The following final improvement drawings are required. Drawings can be combined as conditions allow. See Section 17.32 of the Lindon City Code and Division 3 of this Chapter for design criteria.

1. Curb, gutter & sidewalk and street surfacing drawings shall show:

- a. Plans and profiles for the centerline and the top back of curb on each side of the street with stations and elevations clearly indicated. Where the top back of curb elevations parallel the centerline elevations, appropriate notes can replace showing the top back of curb in the profile.
- b. Compliance with intersection design requirements (see Section 3.02 of this chapter)-this generally requires profiling the top back of curb through curb returns.
- c. Stationing and top back of curb elevations with curve data for all curb returns, sufficient to demonstrate that intersection design criteria and ADA standards are met (see Division 3, Design Criteria, of this Chapter).
- d. Flow direction and type of cross drainage structures at intersections with adequate flow line elevations.
- e. Street cross section showing cross slopes to gutter as shown on the standard cross section drawings, standard utility line locations, and the pavement section design.
- f. Existing ground at centerline and at each side of the road (if they differ greatly).
- g. When designing curb and gutter along an existing road, show the cut line, where existing asphalt is to be cut, prior to widening. Also show spot elevations along existing edge of asphalt to demonstrate appropriate cross slope from existing asphalt to new lip of gutter. Show the spot elevations along the cut line if it differs significantly from the existing edge of asphalt. Extend the design far enough beyond the proposed construction to demonstrate that the proposed design will be compatible with future extension of the curb and gutter.
- h. 42' radius asphalted temporary turnarounds on stub streets where the stub street provides access to lots.
- i. Streets having a slope of 8% or greater require a plant mix seal coat on the asphalt pavement sections. Delineate those areas that require the plant mix seal coat.
- j. Curb ramp locations and enough spot elevations for proper construction
- k. Curb ramp and driveway drawings from Lindon Standard Drawings

2. Sewer drawings shall show:

- a. Plans and profiles of all sewer mains.
- b. Location, size, length and grade of mains.
- c. Manhole size, location and flowline and rim elevation (maximum manhole spacing is 400').
- d. Type of pipe.
- e. Lateral locations or note specifying that all laterals are to be in standard location – 10' from downhill lot line. If cleanouts are to be installed on laterals, show them with enough information to map their location.
- f. A note stating which utilities are to be privately owned and maintained.

3. Storm drain drawings shall show:

- a. Plans and profiles of all storm drain lines (profiles of short lines connecting inlets to mains are not required).
- b. Location, size, length and grade of all lines.
- c. Manhole size, location, flowline and rim elevations (maximum manhole spacing is 400').
- d. Inlet size and location; grate, flowline, and bottom of box elevations.
- e. Type of pipe.

-
- f. If there are lots within the area that are subject to the Hillside Protection Zone (as defined in Section 17.57.220 of the Lindon City Code), the plan also must meet the requirements of Section 17.57.100 of the Lindon City Code.
 - g. Cross gutters are generally not allowed as a means of handling storm water in an intersection if a storm drain is nearby
 - h. Sumps (direct discharge into the ground) are generally not allowed as part of the storm drainage system.
 - i. A note stating which utilities are to be privately owned and maintained.
- 4. Culinary water drawings shall show:**
- a. Size and location of water mains, valves, fittings and hydrants (maximum hydrant spacing is 400’).
 - b. Resolution of vertical conflicts with gravity lines.
 - c. Service locations or note specifying that all services are to be in standard location – at center of lot.
 - d. Fire lines are to be stubbed to all commercial/industrial lots.
 - e. A note stating which utilities are to be privately owned and maintained.
- 5. Secondary water drawings shall show:**
- a. Size and location of water mains, valves, fittings, air inlet and removal facilities, and drains.
 - b. Resolution of vertical conflicts with gravity lines.
 - c. Service locations at standard location – on property lines.
 - d. Service size.
 - e. A note stating which utilities are to be privately owned and maintained.
- 6. Grading plans shall show:**
- a. Existing contours at 2’ intervals in areas of slope less than 30%, and at 10’ intervals in areas of slope greater than 30%.
 - b. Design contours at 2’ intervals in all areas where grading is to be done outside of the street right-of-way.
 - c. If there are lots within the area that are subject to the Hillside Protection Zone (as defined in Section 17.57.220 of the Lindon City Code), the plan also must meet the requirements of Section 17.57.100 of the Lindon City Code.
- 7. Street Lighting:**
- a. Show and label street lights on the plans at the appropriate locations.
 - b. Street lights are normally required at each intersection, at ends of cul-de-sac and permanent dead end streets, at knuckles and at bends in streets sharper than the standard minimum centerline radius. Streets longer than 650 feet in length need a mid-block street light.
 - c. Local streets in residential areas shall have Granville style street lights.
 - d. Collector streets and all streets in industrial areas shall have Esplanade style lights.
 - e. In Commercial and Research and Development Zones, Washington Postlite style street lights are required at 100’ intervals.
 - f. All street lights are paid for by the developer, but will be installed by Lindon City.
 - g. See Standard Drawings 23a, 23b, 23c and 23d and Division 18 of the Standard Specifications.

8. Telecommunications Conduit:

Telecommunication conduit is required in new subdivisions. However, the conduit location does not need to be shown on the improvement plans for approval. UTOPIA will provide the design of the telecommunications system. Contact Jamie Brotherton at 801-613-3862 or jbrotherton@utopianet.org or Keith Perkins at 801-613-3863 or kperkins@utopianet.org to request the design. After the construction, the location of the conduit and the boxes shall be shown on the record drawings. Add the following notes to the improvement plans:

1. Telecommunication conduit shall be installed to serve all lots, and shall be laid in the same location as the telephone lines as shown on the UTOPIA telecommunications design for this subdivision. The conduit shall be laid at a minimum depth of cover of 24". In the immediate vicinity of service boxes the conduit shall be laid at a shallower depth of cover of 15", so that they are directly below the bottom of the service box, so that the conduit is visible when the cover of the box is removed. The conduit is not to be cut at service boxes, but it is to be laid continuously under the boxes.
2. Service boxes shall be placed at every other property line, or as otherwise shown in the UTOPIA design, so that service can be provided to two lots from each box. The top of the box shall be placed flush with the finished ground surface. They shall be green 15" deep, 14" x 20" HDPE Newbasis Splice/Valve Box S1420 with cover assembly, including stainless steel lock bolt (part no. SGA142015Y000). The label "TELECOM" shall be imprinted on the cover.
3. Install two (one on cul-de-sacs) orange 1/4" diameter SDR-11 HDPE conduits meeting ASTM 3035, or in different quantities and sizes as shown in the UTOPIA design. A twelve (12) gauge solid THHN tracer wire shall be installed inside all conduits according to NESC standards. Telecommunications conduit shall include a 3" caution tape installed in the pipeline trench approximately 12" below the ground surface, with the words "CAUTION: FIBER OPTIC CABLE" printed on it.

9. Construction Site Storm Water Management Plan:

See Section G, Construction Site Storm Water Management Plan Contents, of Part 5, Storm Water Technical Manual of the 2005 Update of the Lindon Storm Water Management Program in Appendix C of this Manual.

10. Post Construction Storm Water Management Plan:

See Section H, Post Construction Storm Water Management Plan Contents of Part 5, Storm Water Technical Manual of the 2005 Update of the Lindon Storm Water Management Program in Appendix C of this Manual. This requirement applies to developments in which private improvements are constructed. It is not required on residential subdivisions in which only single family houses will be constructed.

11. Other Drawings:

Details of structures and other improvements that are to be constructed shall accompany each set of plans. All structures shall be designed in accordance with minimum requirements established by the Lindon City Standard Specifications, and shall be clearly dimensioned and described. Other details shall be consistent with or match the Lindon City Standard Drawings.

Provide drawings showing the design of any irrigation ditches or subsurface drain lines that are to be piped or improved. Piping design drawings should show the same type of information required for storm drain drawings.

Lindon Standard Specifications and Drawings apply to construction of public improvements. Please add the following note to the improvement plan set:

Lindon Standard Specifications and Drawings apply to construction of public improvements that will be owned or maintained by Lindon City and take precedence over other standards.

The following are required before the improvement plans will be considered finalized:

- a. All requirements must be met and engineering issues resolved.
- b. The Lindon City Utility Notification Form, signed by each organization listed on it, must be submitted.
- c. The UPDES Permit NOI (if required for the subdivision) must be submitted.

Hillside Ordinance

If there are lots within the area that are subject to the Hillside Protection Zone (as defined in Section 17.57.220 of the Lindon City Code), other plans and reports may be required.

Storm Water Management

Refer to Appendix C, which contains the Storm Water Technical Manual of the 2005 Update of the Lindon City Storm Water Management Program for additional requirements and criteria related to storm water.

Note that the Storm Water Technical Manual includes the requirements that developments having a disturbed area of 1 acre or more require a UPDES Storm Water General Permit for construction activities from the Division of Water Quality of the State of Utah of the Department of Environmental Quality. Obtaining the permit includes preparation of a Storm Water Pollution Prevention Plan and a Notice of Intent. Online application available on the internet at www.waterquality.utah.gov/updes/stormwatercon.htm. The developer shall submit a copy of the Notice of Intent to Lindon City before the development plan will be considered finalized. Note that when a development of over 1 acre is phased, the permit is required for each phase, even if each phase is less than 1 acre in size.

SECTION 2.04 PROPERTY LINE ADJUSTMENTS

The following items shall be submitted with the Property Line Adjustment Applications:

1. Application Form – submit the completed application form signed by all property owners involved in the property line adjustment
2. Application Fee
3. Property Line Survey
 - a. The property line survey must show the following:
 1. All existing and proposed property lines and easements
 2. The square footage of all affected lots before and after the proposed change
 3. The location, dimensions, and setbacks of all existing and proposed improvements on the site
 - b. The property line survey must be prepared, stamped and signed by a land survey registered in the State of Utah.
4. Improvement Plans – if the property line adjustment results in a need for new improvements plans, submit improvement plans per the submittal requirements outlined in this chapter for final improvement drawings associated with subdivisions.
5. Written Legal Descriptions – submit written legal description of the new property boundaries. The descriptions may be contained within parts of deeds or other documents that transfer ownership.
6. Written response to review comments (only required on resubmittals).

Submit property line surveys, improvements plans and written legal descriptions in either paper or electronic form.

1. Paper Submittals – submit two reduced size (11” x 17”) set of the documents.
2. Electronic Submittals – e-mail property line survey in portable document format (PDF) to the Planning Department at planningdept@lindoncity.org. **These must be legible when printed at 11” x 17”.**

SECTION 2.05 SITE PLANS FOR PERMITTED AND CONDITIONAL USES

The following items shall be submitted with the Permitted and Conditional Use Applications:

1. Site Plans (either Paper or Electronic):
 - a. Paper Submittals
 1. Four full size (24" x 36") sets of the site plans (only two required on resubmittals)
 2. One reduced size (11" x 17") set of the site plans
 - b. Electronic Submittals
 1. Portable Document Format (PDF) – **these must be legible when printed at 11" x 17"**
 2. E-mailed to the Planning Department at planningdept@lindoncity.org
2. Two copies of the Soils Report—only required for developments that are on lots of record (lots not in a subdivision). This requirement does not apply to single family residential buildings.
3. Colored Building Elevations (show dimensions, colors, and proposed materials) with material sample board or photographs of materials.
4. Completed Industrial Waste Questionnaire
5. Application Fee
6. Written response to review comments (only required on resubmittals).

If the site is within a Sensitive Area District (as defined in Section 17.56.050 of the Lindon City Code), the applicant needs to meet with the Development Review Committee to review the proposed development. The Development Review Committee determines the subsequent course of action as outlined in Section 17.56 of the Lindon City Code.

The following shall be included on site plans (as they apply):

1. A vicinity map drawing accurately locating the property.
2. Name and address of property owners.
3. Name and address of Developer.
4. Name and address of surveyor and engineer.
5. Adjacent property lines and names of owners.
6. Boundary lines of the site & sufficient information to define its location.
7. Dimensions and square footage of the site.
8. Names and locations of adjacent streets.
9. Locations and dimensions of existing and proposed buildings, structures, easements, site improvements and adjacent off-site improvements, including the following:
 - a. **Clearly indicate which improvements are existing, which are proposed, and which are future.**
 - b. Buildings
 1. Include a notation as to whether they will remain, be modified or be demolished
 2. Show the finished floor elevation.
 3. Show dimensions to property lines.
 4. Show the building square footage
 5. Indicate the IBC occupancy type and International Fire Code construction type of the building.
 6. Include a statement of whether or not fire sprinkling is required.
 - c. Drive accesses.
 - d. Parking—show dimensions of stalls and aisles and number of stalls provided. Parking must comply with ADA requirements. All parking areas are to be hard surfaced. Provide parking tabulations on the site plan including square footage of the building divided by use type, required number of parking stalls per use type, total number of required parking stalls, number of stalls provided, number of ADA stalls provided. See Standard Drawing D and Off Street Parking ordinance in Chapter 6.
 - e. Curb ramp locations and details.
 - f. Bicycle parking is required on all non-residential land uses. Show number of spaces provided and required. Demonstrate that location, spacing and rack requirements are met. See Off Street Parking

- ordinance in Chapter 6.
- g. Surfacing-types and locations. Show as many spot elevations on the asphalt surface as will be needed for construction. Show direction and magnitude of slopes.
 - h. Curb and Gutter-show spot elevations and slopes in plan view.
 - i. Sidewalks-show width and spot elevation in plan view. Provide sidewalks wide enough to provide 4' of unobstructed width. When sidewalks are adjacent to angle or perpendicular parking stalls this space must be provided beyond front bumpers of parked vehicles that overhang the sidewalk. This can be accomplished in one of three ways:
 - 1. Where a 6" wide curb exists adjacent to the sidewalk, a 6' wide sidewalk may be used.
 - 2. When vehicles can pull up to the face of the sidewalk (because there is no curb), a 7' wide sidewalk is needed.
 - 3. A 4' wide sidewalk may be used when wheel stops are placed 7' from the back of sidewalk.
 - j. Storm drainage facilities-location, size, elevations, and capacity of detention areas; locations, sizes and flowline & grate elevations of inlet boxes; locations, sizes, types, lengths, slopes and flowline elevations of pipes. Show and label elevations of maximum water surface contours in detention areas. Include details of any special structures, including outlet control structures such as orifice plates. Clearly show where roof drainage will discharge.
 - k. Storm water pretreatment device locations and details.
 - l. Utility mains in streets-locations and sizes.
 - m. Sewer lateral cleanouts-show dimensions from property lines and/or right-of-way lines as needed to map their location.
 - n. Fire hydrants-they are generally required to be within 200 feet of structures. Valves are to be placed at the main line connection. On buildings with a fire suppression system, show the fire departments connection; a hydrant must be located within 100 feet of the fire departments connection.
 - o. Utility service lines-show locations and sizes.
 - p. Water meters-show location and size; place behind sidewalk (or curb); vaults are required when meter is in asphalt or concrete (see Standard Drawing 16).
 - q. Landscaping
 - 1. Show details on specific types and locations of trees.
 - 2. Identify areas to be sod or other types of vegetation or ground cover.
 - 3. Trees are generally required 30' on center along street frontage (see Standard Drawing B).
 - 4. A 20' landscape strip will be required along all public streets and a 10' landscaped strip may be required along freeway frontage.
 - 5. CG zones require a 3' high and 20' wide berm along street frontage.
 - 6. Developments on 700 North Street have separate landscaping requirements. Contact the Planning Director for more information.
 - 7. Interior landscaping is required in parking lots in the CG, MC, PC 1&2, and R&D zones. Show the area required and the area provided. The following is the total landscaping percentage required per zone:
 - a. Commercial zones - 20% landscaping
 - b. Research and Business zone - 30% landscapingRefer to Lindon City Code for further information on zone specific requirements.
 - 8. An underground automatic sprinkling system is required but need not be designed on the plans.
 - r. Fencing-location, heights & type of materials. A seven-foot high masonry fence is required when development is adjacent to a residential zone. A white split rail fence is required along all public streets in commercial zones.
 - s. Irrigation ditches-size, direction of flow and any proposed changes to them. Show the design of any irrigation ditches or subsurface drain lines that are to be piped or improved. Piping design should show the same type of information required for storm drainage facilities.
 - t. Solid waste disposal-a dumpster within a sight-obscuring enclosure is generally required. See Standard Drawing C. Provide a detail or include the standard drawing.
 - u. Loading areas.

-
- v. Street lights-See Standard Drawings 23a, 23b, 23c and 23d and Division 18 of the Standard Specifications.
 - 1. Washington Postlite Street Lights - Washington Postlite street lights are installed along all streets in the General Commercial, Planned Commercial, and Research and Business zones. However, at intersections on collector streets in these zones, Esplanade street lights are installed rather than Washington Postlite street lights. They are generally placed at 100-foot intervals along the street frontage. Along 700 North Street they are placed 2 feet in front of the sidewalk (see Standard Drawing #2c). Along State Street they are placed 2 feet behind the sidewalk. On other streets they are generally placed in the 2 feet of street right-of-way behind the sidewalk.
 - 2. Esplanade Street Lights - Esplanade street lights are installed on all collector/arterial streets in all zones and on all streets in the mixed commercial zone and industrial zones. They are placed at intersections, at the end of cul-de-sac's, and mid-block (where the block length exceeds 650 feet). They are generally placed in the 2 feet of street right-of-way behind the sidewalk.
 - w. Floor drains within buildings-if there are none (other than in restrooms), place a note on the site plan indicating that there will be no floor drains. Floor drains will only be allowed where there is a demonstrated need. Every floor drain needs to have its own grease trap and enter a sampling manhole in a way that allows individual sampling of flow. Units with floor drains must have their own water service. Multi-unit buildings without floor drains may have a single water service and sewer lateral.
 - x. Sampling manholes-see Standard Drawing #12.
 - y. Grease traps-see Standard Drawing #20.
10. A note stating which utilities are to be privately owned and maintained.
11. Tabulations showing square footage of the following:
- a. Total site
 - b. Landscaping
 - c. Impervious area
 - d. Undeveloped area (if applicable)
12. Existing contours (with elevation labels) at 2' intervals in areas of slope less than 30%, and at 10' intervals in areas of slope greater than 30%.
13. Proposed contours (with elevation labels) at 2' intervals on steeper sites and at 1' intervals on flatter sites.
14. The location of any areas of potential flood hazard within the site or within 200 feet of the subdivision.
15. Storm drainage calculations (see Section 3.01 in this chapter for criteria). These can be submitted on separate 8½" x 11" sheets (they do not have to be included on the site plan).
- a. Hydrologic calculations-peak flow calculations for the site (submit all input data, calculations and results).
 - b. Hydraulic calculations-capacity calculations for each segment of the pipe system.
 - c. Detention calculations.
 - 1. Detention volume requirement-an analysis that identifies the storm whose duration creates the greatest detention volume requirement, given storm duration and stage storage curve and outlet discharge curve.
 - 2. Stage storage curve - generally required only on large detention basins.
 - 3. Outlet discharge curve - generally required only on large detention basins.
 - 4. Orifice calculations showing the maximum release rate is not exceeded.
16. If a parcel includes 2 acres or more of irrigated area describe in detail the method of irrigating and the anticipated peak usage rate (in gallons per minute).
17. Telecommunication conduit must be stubbed to sites that do not currently have access to telecommunications conduit, and are located in areas where telecommunication conduit exists. The conduit location does not need to be shown on the site plan for approval. . UTOPIA will provide the design of the telecommunications system. Contact Jamie Brotherton at 801-613-3862 or jbrotherton@utopianet.org or Keith Perkins at 801-613-3863 or kperkins@utopianet.org to request the design. The construction, the location of the conduit shall be shown on the record drawings. Add the following notes to the site plan:

1. Telecommunication conduit shall be installed to serve this site. Run the conduit to the site from an existing service box at a nearby site as shown in the UTOPIA design. Run the conduit within the public right-of-way or secure easements to run it on private property. Lay the conduit at a minimum depth of cover of 24".
 2. Install one orange 3/4" diameter SDR-11 HDPE conduit meeting ASTM 3035, or in different quantities and sizes as shown in the UTOPIA design. A twelve (12) gauge solid THHN tracer wire shall be installed inside all conduits according to NESC standards. Telecommunications conduit shall include a 3" caution tape installed in the pipeline trench approximately 12" below the ground surface, with the words "CAUTION: FIBER OPTIC CABLE" printed on it.
18. Construction Site Storm Water Management Plan
See Section G, Construction Site Storm Water Management Plan Contents, of Part 5, Storm Water Technical Manual of the 2005 Update of the Lindon Storm Water Management Program in Appendix C of this Manual.
19. Post Construction Storm Water Management Plan
See Section H, Post Construction Storm Water Management Plan Contents, of Part 5, Storm Water Technical Manual of the 2005 Update of the Lindon City Storm Water Management Program in Appendix C of this Manual.
20. Include the following notes on all site plans and site plan amendments:
1. The applicant is responsible for compliance with all requirements of the "Americans with Disabilities Act" (ADA).
 2. All landscaped areas shall have an automatic, underground sprinkling system with a backflow prevention device and a backflow prevention device to the building, unless landscaping is served by the secondary water system.
 3. Water meters are to be located behind back of walk or back of curb in an area that is accessible, not located behind fenced areas or under covered parking.
 4. Lindon Standard Specifications and Drawings apply to construction of public improvements that will be owned or maintained by Lindon City and take precedence over other standards.

The following are required before site plans will be considered finalized:

- a. All requirements must be met and engineering issues resolved.
- b. Water shares must be turned in (if not previously done)
- c. The bond must be in place for any public improvements associated with the site plan.
- d. The Lindon City Utility Notification Form, signed by each organization listed on it, must be submitted.
- e. The UPDES Permit NOI (if required for the site plan) must be submitted.

Storm Water Management

Refer to Appendix C, which contains the Storm Water Technical Manual of the 2005 Update of the Lindon City Storm Water Management Program for additional requirements and criteria related to storm water.

Note that the Storm Water Technical Manual includes the requirements that developments having a disturbed area of 1 acre or more require a UPDES Storm Water General Permit for construction activities from the Division of Water Quality of the Department of Environmental Quality of the of the State of Utah. Obtaining the permit includes preparation of a Storm Water Pollution Prevention Plan and a Notice of Intent. Online applications, as well as the permit form in PDF format are available on the internet at www.waterquality.utah.gov/updes/stormwatercon.htm. The developer shall submit a copy of the Notice of Intent before the site plan will be considered finalized. Note that when a development of over 1 acre is phased, the permit is required for each phase, even if each phase is less than 1 acre in size.

Utility Notification

Note that developments with new public utility service will not be considered finalized until the Utility Notification Form is returned to the Lindon City Community Development Office, signed by the utility companies.

Street Lights

Coordinate with Lindon City regarding street lights installation.

Wetlands

Contact the Army Corp of Engineers whenever wetlands impact the development. Submit the Army Corp of Engineers' response to the City.

Soils Report

The soils report shall be prepared by a geotechnical engineer licensed in the state of Utah. When a soils report is required for a site plan, the following shall be included, as applicable:

1. Subsurface soil conditions and characteristics
 - a. Bearing capacity
 - b. Settlement, collapse or expansion potential
 - c. Soil suitability
2. Groundwater conditions
3. Foundation design recommendations
4. Pavement design
5. Additional information regarding natural or man-made hazards that exist on the property
6. Recommendations regarding site grading and compaction

SECTION 2.06 TEMPORARY SITE PLANS

The following items shall be submitted with the Temporary Site Plan Application:

1. Site Plans (either Paper or Electronic):
 - a. Paper Submittals
 1. Two 8 ½" x 11" or 11" x 17" sets of the site plans
 - b. Electronic Submittals
 1. Portable Document Format (PDF) – **these must be legible when printed at 11" x 17"**
 2. E-mailed to the Planning Department at planningdept@lindoncity.org
2. Written Description of Proposed Use
3. Application Fee

The following shall be included on site plans (as they apply):

1. The layout of the facility where the temporary use will occur. This can be a professionally prepared drawing, a hand drawing, or a sketch on an aerial photo.
2. The location and size of any buildings, tents, canopies, parking, landscaping, signage, etc.
3. The location and size of any outdoor storage or product display areas.

The following shall be included in the written description of the proposed use (as they apply):

1. Describe the business and the activities that will occur on the site. Describe the operating characteristics. Include the proposed hours of operation and the number of employees. Include any additional information, such as photographs of the temporary use or business activities, or websites that provide additional descriptions of the business or use.
2. Identify the estimated parking demand for customers and employees. Describe how safe pedestrian access will be provided to the site in a way that doesn't conflict with vehicular traffic.
3. Describe any increases in traffic, light, noise, odor, dust or pollution generated by the proposed use. Describe any impacts from the proposed use that may adversely affect neighboring businesses or properties.
4. Describe how restroom facilities will be provided at the site for employees and patrons (portable toilet, shared with another business, etc.). Indicate whether any trash cans will be placed on the site.
5. State whether or not the facility will be connected to a power source, will require city water service, and whether or not the business or use will have any "process water" discharged to the city sewer system.

Restrictions associated to temporary sites and additional information

1. No motor vehicle, mobile home, shipping container, or trailer from which sales are transacted or product displayed shall be accessible for the public to enter therein.
2. Signs are regulated by the provisions of the Sign Ordinance found in Lindon City Code Chapter 18
3. Any temporary use approval does not exempt the applicant or operator from any other required permits or conditions, such as obtaining a business license or health department permit.
4. Within 14 days after the expiration of the temporary site plan all structures or materials such as tents, poles, display bins, etc. shall be removed (does not apply to seasonal agricultural or horticulture sales).

This may not include all of the temporary site plan requirements for all sites, but is intended to help facilitate the discussion of the use for the Development Review Committee meeting. If you have any questions concerning the requirements for temporary site plans, please contact the Lindon City Planning Department at 801-785-7687. Additional information, including the Lindon City Code is available at www.lindoncity.org.

DIVISION 3**DESIGN CRITERIA**

This division contains additional design criteria that are to be used on designs in the City. The City Engineer shall have authority to modify the criteria as needed to meet changing or unusual needs or conditions. Some design criteria is also found in Section 17.32 of the Lindon City Code.

SECTION 3.01 STORM DRAINAGE CRITERIA

See Section F, Storm Water Performance Criteria and Design Guidelines of Part 5, Storm Water Technical Manual of the 2005 Update of the Lindon Storm Water Management Program in Appendix C of this Manual.

SECTION 3.02 STREET DESIGN CRITERIA

The following street design criteria apply to all street designs in the City. Additional design criteria are specified in the Lindon City Code.

1. Design Speed

- a. Local street shall be designed to at least 25 mph
- b. Collector streets shall be designed to at least 35 mph

2. Horizontal Curves

Changes in horizontal alignment of over one degree shall be made using horizontal curves. In some cases horizontal alignment changes on local streets may be allowed without a horizontal curve if the resulting alignment functions as a two legged intersection.

- a. Local streets shall have a centerline radius of at least 150 feet.
- b. Collector streets shall have a centerline radius of at least 300 feet.

3. Street Profile Design

Streets shall be designed with vertical curves where grade changes greater than 1% occur.

4. Intersection Design

Curb returns shall be designed such that there is a smooth transition from one leg of the intersection to another, using vertical curves where grade changes greater than 2% occur. The designer shall include enough information on the plans to demonstrate compliance. In most cases, this requires profiling the top back of curb through the curb returns.

5. Curb Ramp Design

Curb ramps shall be designed in accordance with current ADA standards and guidelines, and shall be the Accessibility Standards found in the Lindon Standard Specifications (see Division 12, Concrete Curb and Gutter and Sidewalk).

DIVISION 4

PLANNING AND ZONING FORMS, DIAGRAMS AND SCHEDULES

Land Use Application
2011 Planning Commission and City Council Meeting Schedule
Industrial Waste and Pretreatment Questionnaire
Utility Notification Form
Title Company Letter