

# CHAPTER 1

## WELCOME TO LINDON

[www.lindoncity.org](http://www.lindoncity.org)

### DIVISION 1 INTRODUCTION

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### SECTION 1.01 HOW TO USE THIS MANUAL

This manual is intended to assist builders, developers, contractors, and anyone interested in building on or developing property in Lindon. It is our hope that builders, developers, contractors, engineers, etc., will consult this manual for information on a regular basis as they develop projects in Lindon. Staff is always available to answer your questions; however we have tried to insure that the most commonly asked questions are answered in this manual. You can get a more timely response by referring to this book. It is divided into various chapters with information that refers to the respective departments. There are also detailed tables of contents in the front of each chapter to help in finding information. It is hoped that you will find this useful and informative. This manual will be updated annually.

### SECTION 1.02 LINDON CITY COMMUNITY PROFILE

**HISTORY:** The town of Lindon became incorporated in April of 1924 with a population of 458. Established in 1850 as an outgrowth of Pleasant Grove, the settlement was originally known as String Town because the houses were built along a single road. An old linden tree growing in the town in 1901 inspired the current name. The City's name was adopted when a postal stop was approved by the Federal Government at Lindon, Utah.

**LAND USE:** The City has four principle types of land use: residential, commercial, industrial, and recreational mixed use. Approximately 35 percent of the city's land is zoned for residential use. Approximately 20 percent of the land is zoned commercial and 15 percent is zoned for industrial/manufacturing uses with the remaining land being in a Recreational Mixed Use/open space zone. About 60 to 70 percent of the city's residential land has been developed. The remaining residential land mostly has potential for small, in-fill subdivisions.

**POPULATION:** In the past, the city has maintained a growth rate of just over 4 percent per year. However, a downturn in the housing market in late 2008 reduced this rate to about 1%. The estimated 2015 population is approximately 10,600.

**CLIMATE:** The City has a climate which is typical of the inter-mountain region with four distinct seasons, usually warm, dry summers and cold moist winters. The growing season extends from mid-April to mid-October. July temperatures average about 75 degrees and January averages about 28 degrees.

**LOCATION:** Lindon City is located in north Utah County approximately 40 minutes from Salt Lake City. The City extends east to the Wasatch Mountains and the Great Western Trail and west to the Lindon Marina on Utah Lake. On the south the City shares a boundary with Orem City and on the north with Pleasant Grove City and American Fork City. The mean elevation of the City is 4600 feet above sea level. The City has an area of approximately 8.5 square miles or 5,400 acres.

**TRANSPORTATION:** Public Transportation, private trucking firms and railroads all serve the transportation needs of Lindon. The city is bisected by Interstate 15 and has an interchange at 600 South (Exit 273) and also 600 North (Exit 275).

**EDUCATION:** Rocky Mountain Elementary, Lindon Elementary, Timpanogos Academy, and Oak Canyon Junior High School are in Lindon. Lindon students also attend Aspen Elementary in Orem, Timpanogos High School in Orem and Pleasant Grove High School in Pleasant Grove. The City is approximately 20 minutes from Brigham Young University and Utah Valley University.

**ECONOMIC DEVELOPMENT:** Lindon City seeks to attract quality businesses that will compliment the community while being able to operate in an efficient and successful manner. The City works hard to smooth out the development process to ensure quick, yet detailed review of proposals. Companies that have located in Lindon include Home Depot, Les Schwab Tires, Wal-Mart, Discount Tire, Larry H. Miller Auto Dealerships, Murdock Hyundai Auto Dealership, Sunroc Corporation, Alexander's Printing, Altiris, Vivint, Nudge, various Canopy Group incubation companies, several steel fabrication companies, and multiple small manufacturing and technology based businesses. The City tries very hard to be cooperative and helpful as new businesses locate in our community.

### **SECTION 1.03 INTRODUCTION TO THE PLANNING DEPARTMENT**

#### **1. Planning Department Personnel**

- Planning and Economic Development Director – full time
- Planner II/Code Enforcement Officer – full time
- Administrative Secretary – full time (also works with Building)
- Assistant Secretary – part time (also works with Building)
- Student Planning Intern – part time (currently vacant)

#### **2. Areas of Responsibility**

- Staff to Planning Commission and City Council
- Staff to Board of Adjustments
- Zoning review for building permits
- Historical Preservation Commission
- Various other regional committees
- Code Enforcement

#### **3. Current and Ongoing Department Projects**

- General plan periodic reviews and zoning ordinance revisions
- Direct responsibility for Chapter 17, Land Development Code
- Review building permit for zoning conformance
- Promote economic development
- Work with citizen committees

#### **4. Detailed Description of Department Duties**

This Department performs a variety of professional and administrative duties related to planning, zoning, economic development and redevelopment activities within the city. This work involves responsibility for planning, organizing, coordinating and advising the Planning Commission and City Council in city-wide planning and zoning issues. This Department also coordinates activities related to attraction and expansion of commercial and industrial entities within the city limits.

The Department's daily duties are processing applications related to zoning and planning functions, to gather information and formulate recommendations relating to conditional use permits, zone changes, site plan review and conformity to the city's General Plan. Department staff attends Planning Commission and Board of Adjustment meetings and advise members of established city code requirements, prepare Commission agendas and coordinate and present staff reports. Department staff also coordinate regional planning and transportation activities with Mountainland Association of Governments (MAG), UDOT, and UTA.

The Department spends a lot of time hearing and responding to public zoning complaints and enforcement of code requirements. The Code Enforcement Officer investigates complaints, determines infractions, and initiates corrective action.

The Planning Director also serves as the City Economic Development Director, performing economic development duties assigned by the Mayor, City Council, and City Administrator. This position also coordinates land assembly and development of industrial and commercial sites, coordinating city economic development activities with the State, County and other public economic development organizations.

## **SECTION 1.04 INTRODUCTION TO THE BUILDING DEPARTMENT**

### **1. Building Department Personnel**

- Chief Building Official – full time
- Building Inspector – full time
- Code Enforcement Officer / Building Inspector – full time (currently vacant)
- Administrative Secretary – full time (also works with Planning)
- Assistant Secretary – part time (also works with Planning)

### **2. Areas of Responsibility**

- Plan Review for new construction
- Perform on-site building inspections
- Average of 250 permits per year and approximately 3,500 inspections per year

### **3. Department Profile**

The Building Department reviews building permits and performs routine inspections to assure all building activities are done in compliance with building and mechanical codes adopted by Lindon City. They issue building permits, perform inspections, maintain records, and provide reports of developmental activities. They assist contractors and developers in meeting codes and regulations.

The Department spends a lot of time hearing and responding to public zoning complaints and enforcement of code requirements. The Code Enforcement Officer investigates complaints, determines infractions, and initiates corrective action.

## **SECTION 1.05 INTRODUCTION TO THE PUBLIC WORKS DEPARTMENT**

The Lindon City Public Works department consists of 15-20 employees (including various part time / summer help) and is located at 946 West Center Street.

This department has responsibility over various areas. They take care of and maintain 50+ miles of streets including snow removal. They maintain all culinary water lines and manage the City secondary water system which operates from April to October. In cooperation with Orem City, Public Works maintains all City sewer lines which run to Orem City's waste water treatment plant. Over 50% of the City is served by piped storm water drainage.

All city engineering is done by J.U.B. Engineers in Orem Utah. The City contracts out all city engineering work to this firm. The Public Works department as well as the Planning Department work very closely with this office.

# WHO DO I CALL?



Welcome to Lindon City! We are excited to work with you. Listed below are phone numbers that will be very useful to you when developing and/or building in Lindon.

## Emergency-911

Police, Fire, Animal Control, Burn Permits –769-8600  
After Hours: Police Dispatch –229-7070

City Website: [www.lindoncity.org](http://www.lindoncity.org)  
Planning Department email: [planningdept@lindoncity.org](mailto:planningdept@lindoncity.org)  
Building Department email: [buildingdept@lindoncity.org](mailto:buildingdept@lindoncity.org)  
Public Works email: [pubworks@lindoncity.org](mailto:pubworks@lindoncity.org)

**Lindon City Center-785-5043 Fax: 785-7645**  
100 North State Street  
Lindon, UT 84042

**PLEASE SUBMIT ALL CUT SHEETS TO PUBLIC WORKS**

**Lindon Public Works-796-7954 Fax:785-5855**  
946 West Center St.  
Lindon, UT 84042

**Community Development .....785-7687**  
Planning & Zoning Director.....Hugh Van Wagenen  
Planner II.....Jordan Cullimore  
Code Issues, Conditional Use Permits, Development  
Review Committee (DRC), Historical Committee, Land  
Use and Development, Zoning  
Chief Building Official..... Phil Brown  
Code Enforcement/Inspector..... Gary Hoglund  
Comm. Dev. Clerk II .....Carolyn Shepherd  
Comm. Dev. Clerk I .....Brittany Bell  
Building Plans, Permits, & Inspections

**Director and Cemetery Sexton ..... Don Peterson**  
Administrative Secretary..... Lisa Halversen  
Cemetery Lot Purchases and Burials  
Inspector..... Van Hansen  
Public Works Inspections, Road Cut Permits

**Administration Department .....785-5043**  
City Administrator..... Adam Cowie  
Recorder.....Kathy Moosman  
Elections, Minutes, Risk Management  
Lindon City Police Chief.....Cody Cullimore  
Finance Director..... Kristen Colson  
Treasurer & Business Licenses .....Dona Haacke  
Utilities Clerk..... Sherrie Laidler  
Accounts Payable Clerk .....Kathy Bird  
Accounts Receivable - Billing Questions, Accounts  
Payable, Animal Licenses, City Center and Park  
Scheduling, Landfill Passes, Lindon Fair, Personnel,  
Property Assessments, Voting Registration, Water  
Rights/Shares, Utilities - New Account, Connects,  
Disconnects, Meter Readings, Scheduling Arena

**Water Division..... 796-7954**  
Water meter installation, resident utility connections - see  
Administration Department  
Supervisor ..... Dennis Kendall  
Technician .....Brian Lloyd  
Technician .....Shad Carson  
Location, Maintenance (Culinary and Secondary) Repairs

**Lindon Municipal Court.....785-1971**  
Judge ..... W. Brent Bullock  
Clerk.....Spencer Foster  
Assistant Clerk .....Maddie Taylor  
Assistant Clerk ..... Vacant  
Appearances, Trials, Fine Payments (assessed in Lindon  
City only), Traffic School, Marriages, Warrants

**Waste Water Division..... 796-7954**  
Supervisor ..... Kevin Muhlestein  
Equipment Operator, Location, Maintenance, Repairs

**Fire Chief (Brett Larsen) .....229-7327**  
**Fire Inspector (Kerry McClellan).....229-7326**  
**Orem Pre-Treatment (Loren Willes) .....229-7491**  
**Landfill-Utah County Solid Waste District.....225-8170**  
**Other information ..... 225-8538**

**Street Division..... 796-7954**  
Supervisor .....Gary Taylor  
Equipment Operator.....Heath Peters  
Maintenance, Repair, Street Signs  
Storm Water Supervisor .....Paul Miller  
Storm Water Management  
Storm Water Technician.....Matt Neer

**Parks & Recreation Division... 796-7954**  
Director..... Heath Bateman  
Recreation Coordinator..... Hannah Silvey  
Recreation Coordinator .....Rachel Draper  
Parks Superintendent..... Wade Webb  
Parks Worker ..... Jacob Woodcox  
Park and Arena Maintenance, Tree Board, Community and  
Senior Center Programs

**Other Important #s**  
Questar .....853-7400  
Rocky Mountain Power..... 1-888-221-7070  
Blue Stakes..... 1-800-662-4111  
Fire Dept Inspections only .....229-7327  
Utah County Animal Shelter .....785-3442