

CITY OF LIMA SITE PLAN REQUIREMENTS

1. All site plans shall have a title indicating the name of the project; provide a location map; developers name, address and telephone number; designers name, address, and telephone number; and parcel address; the zoning classification(s); the existing uses of the subject property and all abutting property; and indicate any applicable setbacks - building/structure and parking lot, if they exist. Zoning review/approval may be required.
2. Each plan sheet shall indicate the scale of the drawing using an engineer's scale and a north arrow, when applicable.
3. The site plan shall indicate by name all adjacent roadways; show both right-of-way and pavement widths measured from the centerline of the platted roadway; indicate the dimensions of the entire parcel boundary; and shall show all existing and proposed easements.
4. A minimum of two benchmarks on the City of Lima's NAVD 88 (USGS) Datum.
5. The site plan shall indicate any building removals, demolition, utility relocations or other alterations to occur to existing features on the property.
6. The site plan shall indicate the distance of existing and proposed structure(s), parking lots and other features to the right-of-way line and the distances of the structure(s) to the side and rear property lines. It shall show the approximate location of existing building and driveway locations opposite to and adjacent to the subject property. The site plan shall indicate the width(s) and location(s) of existing and/or proposed sidewalks and drive approach aprons. The drive approach width(s) shall be dimensioned where the apron meets the roadway pavement and shall be dimensioned at the throat. Sidewalks, roadway curbs and drive approaches shall conform to City of Lima Standard Construction Drawings.
7. The site plan shall indicate the location of existing proposed off-street parking spaces and drive aisles with complete dimensions. The drawing shall include the number and size of the proposed parking stalls including handicap spaces. A typical section shall be shown indicating the composition of the proposed parking and drive surface. If off-street parking area is located next to an existing parking area or on another parcel, the method of circulation, if any between the two areas, shall be shown. If a proposed drive-thru window operation is part of the design, a layout shall be provided that indicates where the vehicles will be lined-up and how many vehicles can be stored at one time while waiting to use the order board and/or drive-up window.
8. The site plan shall indicate the locations, size (height), and material of all existing and proposed fencing and/or walls on the subject property.
9. The site plan shall show the location, height and dimensions of all existing or proposed signs on the property. Proposed signs will require Building Department review/approval.
10. Ensure any tapping sleeve, valve and/or pavement cut as required for the project shall be shown on plan. Ensure that lateral and meter sizes are shown. Approximate trench width and depth shall be shown on the plans.

11. Site plans shall show any ditches, creeks, or other natural features that may affect the development of the property. Where appropriate, the 100 year high water elevation shall be shown on the site plan.
12. Site plan shall show existing and proposed contours at one (1) foot intervals within the construction site and spot elevations within fifty feet (50') of both sides of the property lines. The site plan shall show proposed finish grades at critical locations (finish floor, handicapped parking spaces, swales, etc.).
13. All storm sewers within the right-of-way shall conform to the State of Ohio Department of Transportation Construction and Material Specifications, Item 611, Type B Conduit.
14. The site plan shall show existing and proposed sanitary, storm sewers, water mains and the location(s) of fire hydrants if present.
15. Sediment and erosion control (SEC) measures shall be required, regardless of the development size. Plans shall indicate the location of all proposed SEC facilities/structures along with details and proposed sequence of construction.
16. If the project contains one (1) or more acres of disturbance, a detailed Stormwater Pollution Prevention Plan (SWPPP) shall be provided and a OEPA NOI must be included as part of submittal for City records; the design shall conform to OEPA's requirements for Water Quality (WQ_v) design measures; a permanent Post Construction BMP must be shown and detailed on the site construction plans and utilized on the site. An Operations & Maintenance agreement for the facility shall be executed with the City of Lima.
17. DRAINAGE STUDY: Two separate storm tributary maps shall be provided with drainage calculations; one tributary map showing existing conditions and the other showing proposed conditions. The drainage study shall also show and indicate the impervious areas; calculations for the existing and proposed site conditions along with the corresponding C factors; time of concentration; rainfall intensity; and the required/provided storage volume. The site plans shall show the existing and proposed method of stormwater drainage; areas to be used for stormwater detention and the required stormwater storage volume compared to the provided storage volume.
18. Site plan and supporting calculations shall be signed and sealed by a Professional Engineer. Storm design calculations shall follow the City of Lima's Stormwater Drainage Manual. Sites that are eligible for Stormwater Assessment credits may reference the City of Lima's Stormwater Credit Manual.
19. Plans shall be in PDF format when submitting electronically.

The Designer shall be required to provide one (1) set of plans for Engineering Department review (paper and/or electronic). The Designer shall be responsible for providing adequate plan sets to the Building Department and Zoning Department for their review and approval, per their requirements.

Example Operation & Maintenance Plan for (Site Name)

_____ hereby agrees to maintain Stormwater Retention Pond at _____ with a semi-annual maintenance practice of checking structure _____ (Exhibit A) which is the outlet structure where the water leaves the property. This semi-annual inspection will be to clean any and all debris from around or in the structure identified on the engineered drawing.

Upon the semi-annual inspection and cleaning of _____, it is further our intent to remove and clean the _____ (Exhibit B) located in the lower portion of the _____ and reinstall.

Detention Ponds _____ (Exhibit C) are equipped with a "_____" (an outlet control) (Exhibit D) at the outlet structure. These _____ will be inspected and cleaned semi-annually. Also, any debris found located in or around the micro pool areas of the (number) detention ponds will be cleaned up and properly disposed of.

Upon semi-annual inspection of said detention ponds, we will also inspect the micro pools (see attached drawings) for any buildup of sediment preventing the proper operation and remove accordingly.

The above items will be documented semi-annually and recorded in our property records for review, upon request.

EXAMPLE OPERATION & MAINTENANCE CHECKLIST

Monthly

- ___ Remove floating debris.
- ___ Remove woody vegetative growth from pond including embankments.
- ___ Remove trash and/or accumulated sediment.
- ___ Remove obstruction in orifices and/or outlets.
- ___ Check for mosquito proliferation. Address if a problem.

Annually

- ___ Repair erosion to outfall or spillway.
- ___ Repair and/or replace damaged structures (pipes or headwall).
- ___ Repair animal burrows and/or other leaks in the dam structures.
- ___ Remove debris from overflow spillway and grates
- ___ Mow embankments and remove woody vegetation on embankments,
- ___ Inspect and remove invasive plants.
- ___ Dredge pond on a 3-7 year cycle or as necessary to retain design capacity.
- ___ Repair rock channel protection as needed.

Inspector: _____