

NAPLES PLANNING AND ZONING COMMISSION

MEMBERS LIST

JANUARY 2003

CHAIRMAN:	Holt Harrison 2030 East 2500 South	781-8450	JAN05
VICE CHAIRMAN:	Robin Bemis 434 East 2500 South	789-8293	JAN06
	Jim Richards 2225 South 3250 East	789-7200	JAN06
	Charles Arnold Baker 1828 South 2000 East	789-3587	JAN06
	Brent Cooper 980 South 2000 East	789-2855	JAN04
	Loa Kay Bowthorpe 1423 East 1500 South	789-2468	JAN05
	Michael D. Nash 1831 South 2000 East	781-8729	JAN04
	Bruce K. Cook 1833 E. Hwy. 40	781-0437	JAN04
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ALTERNATE:	Ron Pierce P.O. Box 790086 Vernal UT 84079	789-9641	JAN05
COUNCIL REPRESENTATIVE:	Lowell Long 1796 East 500 South	789-6008	JAN04



Naples Planning and Zoning Commission Minutes January 14, 2003

The regular meeting of the Naples Planning and Zoning Commission was called to order at 7:40 p.m.

Commission present: Chairman Holt Harrison, Vice-chairman Robin Bemis, Arnold Baker, Brent Cooper, Bruce Cook and Mike Nash.

Council absent: Jim Richards (excused), Loa Kay Bowthorpe, Ron Pierce (excused)

Council representative: Lowell Long, absent (excused)

Others present: M. Karrens, Dennis Judd and Craig Blunt

Welcome

Chairman Harrison welcomed the commission members and visitors to the meeting. He asked the commission if there were any disclosures regarding the agenda items. There were none.

Approval of agenda

Craig Blunt asked to have the commission member list approval added to the agenda. Bruce Cook moved to accept the agenda with the addition of the commission membership list added. Arnold Baker seconded, the motion passed with all voting aye.

Approval of November 19, 2002 minutes

Bruce Cook moved to approve the minutes of November 19, 2002, with corrections. _____ seconded. The motion passed with all voting aye.

1750 South Down-zone workshop

Dennis Judd reviewed with the commission spot zoning, zoning purpose, conditional uses, C-1, I-1, and RA-1 zones.

Mr. Judd and the commission reviewed their options:

1. Leave as is
2. Form a new industrial zone that permits housing
3. Down-zone to C1

The commission discussed the past uses. The uses for the past 21 years have been the same: residential, agricultural land has been improved, One I-1 use, insulation; One manufacturing - candy suckers, come and gone.

Road access and development was discussed. Craig Blunt was asked to check on road easements, north side. Following the discussion, the commission asked Dennis Judd to draft up the changes to be made in an industrial zone to allow residential under a conditional use.

Dennis Judd recommended that the present preproperty owners should sign a waiver and record it with their deed.

A time line was discussed as follows:

February - review I-1 zone draft

February - present to council for approval

March - public hearing

Craig was asked to look into a "late comers ordinance". Dennis had one for him to review.

**Membership List
2003**

Following the review of the 2003 membership list, Bruce Cook moved to approve the 2003 list. Brent Cooper seconded. The motion passed with all voting aye.

**Zoning ordinance
review**

Tabled to January 30, 2003, at 7 p.m. Have Dennis Judd recommendations ready for the I-1R zone for the commission to review.

Other business

**Downtown plan
steps**

Develop demographics
Develop downtown purpose
Choose downtown area
Re-zone downtown area to meet purpose
List business to attract:

1. Motel/restaurant
2. Fast food
3. Grocery/pharmacy store
4. Truck stop/rv service station
5. Outlet stores

Develop draft and have professional developers bid to put final touches to it.

The Commission would like ownership plats, to scale, with cut outs of the businesses mentioned including parking lots (to scale) to help with the first draft development process.

The Commission will finish up the zoning ordinance and then work on the downtown plan

Adjourn

With no other business before the Naples Planning and Zoning Commission, the meeting was adjourned at 10:30 p.m.

The next meeting is scheduled for January 30, 2003, at 7:00 p.m.

Naples Planning and Zoning Commission

Minutes

January 30, 2003

This scheduled meeting of the Naples Planning and Zoning Commission was called to order at 7:00 p.m.

Commission present: Chairman Holt Harrison, Mike Nash, Bruce cook, Arnold Baker, and Brent Cooper

Council absent: Robin Bemis, Jim Richards, Loa Kay Bowthorpe, Ron Pierce

Council representative: Lowell Long, present

Others present: Craig Blunt

Welcome Chairman Harrison welcomed the commission members to the meeting. He asked the commission if there were any disclosures regarding the agenda items. There were none.

Approval of agenda Bruce Cook moved to accept the agenda. Mike Nash seconded, the motion passed with all voting aye.

Approval of January 14, 2003 minutes Arnold Baker moved to approve the minutes of January 14, 2003, with corrections. Bruce Cook seconded. The motion passed with all voting aye.

Zoning ordinance review The Planning and Zoning Commission reviewed the proposed zoning ordinance. Changes and updates were suggested, to page 127.

Other business The Commission would like to review Jackson Construction's progress at the next regular meeting on February 11, 2003.

Adjourn With no other business before the Naples Planning and Zoning Commission, the meeting was adjourned at 12:00 a.m.

The next meeting is scheduled for February 11, 2003, at 7:30 p.m.

**Naples Planning and Zoning Commission
Minutes
February 11, 2003**

This regular meeting of the Naples Planning and Zoning Commission was called to order at 7:35 p.m. on February 11, 2003. The meeting was held at the Naples City office, 1420 East 2850 South, Naples, Utah.

Commission present Chairman Holt Harrison, Vice-Chairman Robin Bemis, Jim Richards, Bruce Cook, Brent Cooper and Mike Nash.

Commission absent Loa Kay Bowthorpe, Ron Pierce

Council representative Lowell Long, present

Others present Craig Blunt

Welcome Chairman Harrison welcomed the commission members to the meeting. He asked the commission if there were any disclosures regarding the agenda items. There were none.

Approval of January 30, 2003 minutes Following a review, Bruce Cook moved to approve the minutes of January 30, 2003. Brent Cooper seconded the motion. It passed with all voting aye.

Approval of agenda Lowell Long asked to have infill lots added for discussion. With no other additions or deletions, Bruce Cook moved to approve the agenda with the addition of infill lots. Robin Bemis seconded. The motion passed with all voting aye.

I-R-1 Zone review Mr. Blunt explained to the commission the liability concerns that Dennis Judd, city attorney, had in removing all of line 4 and 5. Discussion followed. Following the discussion Robin Bemis moved to propose the revised I-R-1 zone with its changes to the 1750 South residents and discuss the zone at the next regular meeting. Jim Richards seconded the motion. It passed with all voting aye.

Re-request to down-zone document review The commission reviewed the request to re-zone document and made a few changes, designating the section line and adding infrastructure improvements and chain link fence to fence types. Mr. Blunt is to take it to the city attorney for final approval.

Review of late-comers ordinance

Discussion of protective property strips not being allowed with the adoption of the late-comers ordinance. The commission asked Mr. Blunt to have the attorney put in the language to not allow protective property strips.

The commission believes that the late-comers will promote growth in an orderly manner.

Mr. Blunt was asked to consult the city attorney about utilities the city does not own or maintain - does language need to be added to the ordinance to work with the utility companies and depreciation schedules. Mr. Blunt explained to the commission that with the introduction of GASB34 a federal/state depreciation schedule for infrastructure will be mandatory and in place by 2004. This schedule would work best to be uniform as to costs.

Jackson Construction

The minutes, pictures, plat, a cover letter and invitation to meet with the commission at the March 11, 2003, meeting will be sent to Jackson Construction.

Infill lots/flag lots

The language and conditions have been written up. They will be given to the attorney for review. Mr. Blunt is to put the attorneys' final draft on the agenda for review at the next meeting.

Zoning ordinance review – begin page 127

The commission reviewed the ordinance. Mr. Blunt will get the final draft to the attorney for his final comments. The flood plains section will be reviewed by FBMA.

Adjourn

With no other business before the commission, Jim Richards moved to adjourn at 10:20 p.m. Robin Bemis seconded. The motion passed with all voting aye.

Naples Planning and Zoning Minutes March 11, 2003

This regular meeting of the Naples Planning and Zoning Commission was called to order at 7:35 p.m., on March 11, 2003.

- Commission present:** Chairman Holt Harrison, Vice-Chairman Robin Bemis, Jim Richards, Arnold Baker, Mike Nash, Brent Cooper and Bruce Cook.
- Commission absent:** Loa Kay Bowthorpe, Ron Pierce
- Council representative:** Lowell Long, excused
- Others present:** Dale Harrison, Mr. and Mrs. Lyle Karren, Mrs. Wilkins, Don Ufford, Bob Ufford, Jim Richards, Joshua Richards, Rick Spurlock and Craig Blunt.
- Welcome:** Chairman Harrison welcomed the commission members and visitors to the meeting. He asked the commission if there were any disclosures concerning the agenda items. There were none.
- Approval of agenda:** Bruce Cook moved to approve the agenda of March 11, 2003. Brent Cooper seconded the motion. It passed with all voting aye.
- Approval of February 11, 2003 minutes** Following a review, Bruce Cook moved to approve the minutes of February 11, 2003. Robin Bemis seconded. The motion passed with all voting aye.
- Jackson Construction
Yearly review of conditions** Hal Jackson called today and could not make the meeting. He will try to attend the next meeting on April 8, 2003.
- 1750 South re-zone request
I-R-1 – residential
conditional use** Mrs. Harrison had concerns with the easement request. The 25 foot easement from section line would put the easement near her front porch. She questioned if we would need that much easement. A discussion followed. The commission explained the need for future easements.

Mike Nash stated that it seemed everyone wants something different. They have discussed this re-zone for a long time. The commission and the city attorney have reviewed this.

Don Ufford asked about fence requirements and the conditions that triggered fencing in the new Zone IR1. Discussion followed regarding roads, future development, set backs, cul-de-sac and the conditions that would trigger the fence requirements in the new IR1 zone.

Dale Harrison stated "if we are going to do it, let's do it right. A full cul-de-sac would be the ticket".

Craig Blunt was asked to get some cost estimates for a 110 foot diameter cul-de-sac.

Infill ordinance

The Infill Ordinance proposal was reviewed. Following the review the commission accepted it as part of the Zoning Ordinance, Chapter 28.

Zoning ordinance review

An update on the airport was given. Vernal City has called for two public hearings to review again the airport question – to move it or not to move it.

The commission discussed the issue. The airport needs to be moved. Expansion of the airport in its present location would negatively affect the Naples industrial areas, taking tax base from the city and causing a nuisance to residents on 2500 South and in the High Country subdivision.

Engine brakes were discussed. Mike Nash observed that engine brakes were not the noise problem, but pickup trucks with straight pipes were. The commission discussed an engine brake and noise ordinance.

Adjourn

Arnold Baker moved to adjourn the meeting at 10 p.m. Robin Bemis seconded. The motion passed with all voting aye.

Naples Planning and Zoning Commission

Minutes

April 8, 2003

This regular meeting of the Naples Planning and Zoning Commission was called to order at 7:30 p.m.

- Commission present:** Chairman Holt Harrison, Vice-chairman Robin Bemis, Arnold Baker, Jim Richards, Brent Cooper and Bruce Cook
- Commission absent:** Ron Pierce, Loa Kay Bowthorpe, Mike Nash (excused)
- Council representative:** Lowell Long, present
- Others present:** Mr. and Mrs. Lyle Karren, Hal Jackson, Phil Timothy, Linda Gross, Scotty Gross and Craig Blunt
- Welcome and Disclosures:** Chairman Harrison welcomed the commission members and visitors to the meeting. He asked the commission if there were any disclosures regarding the agenda items. Bruce Cook asked to abstain in the discussion with Jackson Construction review of conditions. He has business relations with the company. There were no further disclosures.
- Approval of agenda:** Chairman Harrison asked if there were any additions or changes to the April 8, 2003, agenda. Phil Timothy subdivision would like to be added. With no other changes Arnold Baker moved to approve the agenda with the addition of the Phil Timothy subdivision. Jim Richards seconded. The motion passed with all voting aye.
- Approval of March 11, 2003 minutes** Following a review, Bruce Cook moved to approve the minutes of the February 11, 2003, meeting, with corrections. Jim Richards seconded and the motion passed with all voting aye.
- Jackson Construction Subdivision plat and 12 months conditions review** Hal Jackson, owner of Jackson Diesel Repair reviewed the conditions with the commission. The site plan and minutes were reviewed. Mr. Jackson explained to the commission that he was not familiar with the conditions, Randy Jackson was. The commission discussed parking of equipment on the East side. The parking has extended into the residential zone outside of the agreed

conditions of the site plan. Following the discussion, Mr. Hal Jackson asked for more time to review his options with Randy Jackson. He will then get back with the commission. The commission asked Craig Blunt to visit with the Jacksons' and review their options with them.

Superior Lube

Mr. Knight did not attend the meeting.

Dusty Morris

Mr. Morris did not attend the meeting.

Phil Timothy
Subdivision plat review of
05:050:0027

The ownership plat, page 50 book 5, was reviewed. The previous owner had divided lots and sold them to Phil Timothy. Mr. Timothy has sold one of those lots to Scotty Gross for his business location. When Gross's contractor came in for a building permit the permit was denied pending approval of the subdivision plat.

Phil Timothy presented a subdivision plat for the commissions' review. The commission discussed the private road leading to the lot and the conditions necessary for land development. *A

Following the discussion Jim Richards moved that when the following conditions are met the plat can be signed by the chairman:

1. The legal descriptions be changed so that the right-of-way/easement is described to stand on its own, to be ready for dedication to Naples City.
2. That the following be noted on the plat: 'the property owners will willingly participate in the creation of a special improvement district to upgrade the road and until the road is upgraded to Naples standards, the property owners will continue to be responsible to maintain and repair the road.'

Bruce Cook seconded the motion. It passed with the following vote:

Holt Harrison	yes	Bruce Cook	yes
Jim Richards	yes	Robin Bemis	yes
Arnold Baker	yes	Brent Cooper	no

*A - dedicated 60 foot wide right-of-way utilities: water, sewer, electrical, gas, and phone

in place and meeting the area's present and future needs
cul-de-sac at the end
fire hydrants
road built to Naples City standards

1750 South re-zone

Mr. and Mrs. Lyle Karren asked about the 1750 South zone request. Chairman Holt explained to the Karren's that the commission has received no response to the easement request for future road, drainage and utility use. The commission discussed the 50 foot right-of-way request. It became apparent that the property owners did not know where their property lines are.

Discussion followed on alternatives if the right-of-way was not granted by the property owners. Following the discussion Brent Cooper moved that the 1/16 section line (1750 South) be surveyed and marked, and that a letter be sent with a map to the property owners asking them how much they are willing to give up for asphalt, drainage and utilities. Arnold Baker seconded and the motion passed with all voting aye.

Brent Cooper moved to hire a surveyor to locate the 1/16 section line at both ends of 1750 South and mark the line in front of each resident and lot. Bruce Cook seconded. The motion passed with all voting aye.

Craig Blunt is to invite each property owner, by letter, to attend the May 13, 2003, zoning meeting, to finalize the 1750 South request.

Airport

The Zoning Commission discussed the airport and direction the airport board has taken without following the Naples City Zoning ordinance process. Mr. Blunt is to discuss options with the city attorney.

Zip Code

The commission discussed the need for a zip code. There have been some problems created at the post office in Vernal with Naples City residents using Naples, Utah 84078. Craig Blunt was asked to visit with the new postmaster and discuss getting support for another zip code for Naples City.

Adjourn

With no other matters before the commission, the meeting adjourned at 10 p.m.

**Naples Planning and Zoning
Minutes
May 13, 2003**

The regular meeting of the Naples Planning and Zoning Commission was called to order at 7:40 p.m.

Commission present: Chairman Holt Harrison, Vice-Chairman Robin Bemis, Brent Cooper, Mike Nash, Jim Richards

Commission absent: Bruce Cook (excused), Arnold Baker

Others present: Weston Serrano, Lorin Merrell, Wendy Karren, Lyle Karren, Elizabeth Harrison, Clifton Harrison, Dale Harrison, Tagan Harrison, Ricky Spurlock, Garugard Kunz, Neal Kunz, Larry Stricker, Leona Arthur, Gary Godfrey, Eddie Deans, Bryon Harrison, Mr. and Mrs. Robert Ufford, Craig Blunt

Welcome: Chairman Holt Harrison welcomed commission & visitors

Disclosures: Chairman Holt Harrison asked Commission members if there were any disclosures regarding agenda items. There were none.

Approval of Agenda: Chairman Holt Harrison asked if there were any additions or deletions to the agenda. Weston Serrano asked to be on the agenda and Brent Cooper asked to have Jackson Construction, conforming to plan review, on the agenda. With no other changes, Robin Bemis moved to approve the agenda with the additions. Jim Richards seconded and the motion passed with all voting aye.

Approval of April 8, 2003 minutes: Following a review, Jim Richards moved to approve the minutes of April 8, 2003. Robin Bemis seconded and the motion passed with all voting aye.

1750 South Re-Zone, Right of Way: The right of way was discussed. Lorin Merrell said he will not give us any more land. The Commission explained that he was not asked to give up any more land, just the land that is being used as the present road and utility easement.

Mr. Stricker: I would like to have the Eight Ball Trucking easement done first. After that I will consider the easement at my place.

Chairman Harrison went over the whys, whens, and zoning change with the visitors.

Lorin Merrell: I think Karren's and Kunz's should have the right to build homes on their property. Chairman Harrison explained again the zoning and why the zoning change.

Brent Cooper asked why the property owners could not provide an easement before Eight Ball Trucking does. There was no answer.

Lorin Merrell: We are not kicking about the road or easement. We do not want to mess with the road, just leave it as it is.

Bob Ufford: Why not just give up six feet of easement on the North side and later when the utilities come in ask for more?

The Commission explained the need for the easement in preparation for future growth.

Dale Harrison: How much growth before the road is built. The answer was - in accordance with UDOT Traffic Safety numbers.

Brent Cooper: I would like a general vote from the property owners of 1750 South.

The question placed before the owners was: For new construction that is going through the building permit process- should they be required to provide the twenty-five foot easement, from the 1/16 th line, for road and utilities and meet all set back requirements as required by the IR1 Zone.

Roll Call:

Donald Ufford	yes	Elizabeth Harrison	yes
Robert Ufford	yes	Ricky Spurlock	yes
WH	yes	Gary Godfrey	yes
JS	yes	MK	yes
SW	yes		
Lorin Merrell	yes		
CA	yes		

The property owners of 1750 South agreed to the I-R-1 Zone as presented and that new construction will be required to give up the easements for road and utility upgrade and improvements.

The new zone will be added to the Zoning ordinance book and Zoning map.

Agenda change:

Robin Bemis moved to move Weston Serrano up on the agenda.

Weston Serrano:

Weston: I would like to know if the type of business I have in mind will be allowed on my property adjacent to the City Office. The zone is CPUD and the business is a wellhead company - oilfield equipment sales and rental.

The Zoning Commission reviewed the Commercial Zone. Following the review, Bert Cooper moved that the proposal will meet the zone requirements. Jim Richards seconded and the motion passed with all voting aye.

Weston Serrano was asked to meet with Craig to get the zoning requirements for the Commercial Zone. The next meeting is June 10, 2003. Mr. Serrano needs to have all the information to the zoning office ten days prior to the next meeting.

Airport letter:

The commission discussed the two letters.

Brockbank – non-conforming use:

Bent Cooper moved to table this request for thirty days, because Mr. Brockbank did not attend this meeting. Jim Richards seconded, the motion passed with all voting age.

Vacant commission positions:

There are two positions open for commissioners. The commission gave Craig names for him to contact.

Jackson Construction:

The Commission discussed and reviewed the Jackson's site plan progress in conforming to the plan.

Zoning ordinance review:

Application process was discussed:

1. Applicants be on the agenda a minimum of two times to allow public review.
2. All information required be mailed eleven days prior to the meeting, to give the Commission time to review and visit the site.
3. The Commission will review preliminary plat.
4. The Commission will review final plat.

The commission will call additional meetings in the same month if deemed necessary.

Brent Cooper moved that the following be added to the application process:

1. All applicants, other than a single resident lot plat, be required to have all pertinent information provided to the Planning and Zoning Commission eleven days prior to the regular meeting date.
2. The application be on the agenda for at least two meetings to allow for public review and comment.
3. The applicant will have paper work ready as outlined in pertinent ordinance before being put on the agenda.

Mike Nash seconded and the motion passed with all voting aye.

Parliamentary procedure:

Craig will get parliamentary procedures made simple for the Commission's review for the next meeting.

The next regular meeting is June 10, 2003

7:00 p.m. - workshops-parliamentary procedures

7:30 p.m. - regular meeting

Adjourn:

The meeting adjourned at 10:20 p.m.

**Naples Planning and Zoning Commission
Minutes
June 10, 2003**

This regular meeting of the Naples Planning and Zoning Commission was called to order at 7:30 p.m.

- Commission present:** Chairman Holt Harrison, Vice-chairman Robin Bemis, Bruce Cook, Brent Cooper and Jim Richards. New members Lloyd Barton and Dale Harrison were also present.
- Commission absent:** Arnold Baker, Mike Nash – excused
- Council representative:** Lowell Long, present
- Others present:** Mark Muth, Bena Muth, Roger Brockbank, Craig Blunt
- Welcome:** Chairman Harrison welcomed the new Planning and Zoning Commission members Lloyd Barton and Dale Harrison. Introductions were made. Chairman Harrison welcomed the commission members and visitors.
- Approval of agenda:** The commission reviewed the agenda. Following the review, Bruce Cook moved to approve the agenda. Robin Bemis seconded and the motion passed with all voting aye.
- Disclosures:** Chairman Harrison asked commission members if there were any disclosures regarding agenda items. There were none.
- Approval of May 13, 2003 minutes** Following a review of the May 13, 2003, minutes, Jim Richards moved to approve them, with corrections. Brent Cooper seconded. The motion passed with all voting aye.
- Conditional use permit request – I-1 zone**
- Caretaker dwelling/employee housing at 1369 South 1100 East, owner Mark Muth.** Mr. Muth has built a shop, 5,000 square feet, and office addition on to the shop, 600 square feet, on two acres. He is requesting a caretaker to be housed in the office to watch over the storage on the grounds and in the shop.

The Commission reviewed the I-1 zone and the conditional use section. Following the review, Bruce Cook moved to hold a public hearing at the next regular meeting on July 8, 2003, at 7 p.m., to give the public an opportunity to review and comment on the caretaker conditional use request. Jim Richards seconded and the motion passed with all voting aye.

Motel at 1420 South 1500 East, owner of property Roger Brockbank.

Mr. Brockbank would like to convert the existing six-plex, which is on a one acre lot, into a motel to service the oilfield workers need for housing. Each motel room is a one bedroom unit with a kitchenette. The units are let out on a three to six month lease, to one or two people – a long term motel. There was discussion on noise, location, use, vehicle parking, long-term vehicle parking not allowed, EPA assessment on property – class one study done and passed, security lighting, green space, 0 scope 5% of frontage, signage was discussed. Mr. Brockbank was asked to come back with a site plan illustrating the items discussed and that he follow the site plan requirements as outlined. Following the discussion Bruce Cook moved to hold a public hearing at the next regular meeting on July 8, 2003, at 7 p.m., to give the public an opportunity to review and comment on the motel request. Robin Bemis seconded. The motion passed with all voting aye.

Zoning ordinance

The commission discussed PUD's.

Jackson Diesel site plan review – follow up on progress

Mr. Jackson did not appear. Item was tabled.

Adjourn

Bruce Cook moved to adjourn. Robin Bemis seconded. The motion passed with all voting aye.

**Special Hearing
Conditional Use
July 8, 2003
Minutes**

This public hearing opened at 7:00 p.m.

Attendance: Mark and Benna Muth, Brent Cooper, Holt Harrison, Dale Harrison, Craig Blunt, Robin Bemis, Bruce Cook, Jim Richards.

1. Conditional use – caretaker dwelling – 1369 South 1100 East

Mark and Benna Muth made the presentation. Pictures of the shop and office were handed out. The floor was opened for public review and questions. There were no disagreements.

2. Motel – 1420 South 1500 East – Roger Brockbank project

Hand outs were given. Project was open for discussion. Mark Muth stated that it would be nice to see a fence to keep children off of the highway. Something needs to be done with the abandoned white house.

The hearing closed at 7:30 p.m.

Naples Planning and Zoning Commission
July 8, 2003
Minutes

The regular meeting of the Naples Planning and Zoning Commission was called to order at 7:30 p.m.

Commission present	Chairman Holt Harrison, Vice-chairman Robin Bemis, Jim Richards, Brent Cooper, Bruce Cook, Dale Harrison
Commission absent	Arnold Baker, Mike Nash, Lloyd Barton
Council representative	Lowell Long, excused
Others present	Mark Muth, Benna Muth, Craig Blunt
Welcome	Chairman Harrison welcomed the Planning and Zoning members and visitors.
Approval of agenda	The Commission reviewed the agenda. Following the review Bruce Cook moved to approve the agenda. Dale Harrison seconded and the motion passed with all voting aye.
Disclosures	Chairman Harrison asked the commission members if there were any disclosures regarding the agenda items. Bruce Cook explained that Harley Jackson is a client.
Attendance policy	The commission discussed the attendance policy for members. Chairman Harrison will call Mr. Baker.
Approval of June 10, 2003, minutes	Following the review of the June 10, 2003, minutes Bruce Cook moved to approve the minutes. Robin Bemis seconded and the motion passed with all voting aye.
Conditional use I-1 zone Mark and Benna Muth	The special hearing was discussed. Following the review of conditional use, Brent Cooper moved to approve the conditional use request – caretaker – with the following conditions:

1. yearly review
2. Limit to three people
3. Parking requirements be increased by three.

Jim Richards seconded the motion. The motion passed with all voting aye.

**Conditional use
I-1 zone
1420 South 1500 East
Brockbank**

Bruce Cook moved to lay the motion on the table until the site plan is completed, including the following conditions:

1. Remove off premise sign.
2. No junk vehicles – any vehicle not registered or having current registration, or abandoned vehicles stored or parked on the premises.
3. The abandoned white house fixed up or removed.
4. 5% landscaping fronting Highway 40
5. The motel will meet current health and building codes for motels.
6. Lighting of parking for security minimum of ___ candles.
7. Drainage – all surface water will be managed on motel lot. A site plan will be filed with the planning office illustrating (one inch per hour) the method used to take care of surface drainage.

Site plan reviews

**J-West commercial site
plan
CI-PUD zone
2850 South 1400 East
Wellhead business
Naples Auto Wash
C-I PUD
2145 South 1500 East**

Bruce Cook moved to table this request until J-West shows up to make the presentation. Jim Richards seconded, the motion passed with all voting aye.

Robin Bemis moved to table this request until the engineers show up to make the final presentation. Dale Harrison seconded. The motion passed with all voting aye.

**Ironwood Subdivision
bonding for infrastructure
– Phase II**

Cliff Grua handed out the plat illustrating what has and has not been completed in the second phase of Ironwood Subdivision. Cliff handed out the engineer estimate for the completion of the cul-de-sac, Michaels Street.

Following the discussion of these items, Lloyd Barton moved to accept the preliminary plan with the approval of the City Engineer, Ashley Valley Water and Sewer and the resident's approval on the buffer wall. Once the approvals have been given, Naples Auto Wash will present the preliminary plan to the City Council for final approval. Dale Harrison seconded. The motion passed with all voting aye.

**Conditional Use
I-1 Zone
Roger Brockbank motel**

This item was tabled. The commission wants the city attorney to work with this project, to come into compliance with the zoning and building ordinances.

Site plan progress review

In reviewing the progress of site plans that have been approved, the landscaping has been the issue keeping most of the owners from being in compliance. The recommendation to require a landscape performance bond was discussed. The landscaping would include approaches, parking, sidewalks and 5% green area. Following the discussion, Lloyd Barton moved to have a cost per running foot of frontage calculated to set a cost factor for setting a performance bond amount for the next meeting. Robin Bemis seconded. The motion passed with all voting aye.

Downtown

The Commission reviewed the CPUD area set aside for the future retail center of Naples. Following the discussion, Craig was asked to lay out with lath stakes the hub/park area for the next meeting. The Commission would like to get a visual of the size.

Adjourn

With no other business, Mike Nash moved to adjourn. Robin Bemis seconded. The meeting adjourned at 10:10 p.m.

Naples Planning and Zoning Commission
Minutes
September 9, 2003

This regular meeting of the Naples Planning and Zoning Commission was called to order at 7:25, at the Naples City office, 1420 East 2850 South, Naples, Utah 84078.

- Commission present** Chairman Holt Harrison, Vice-Chairman Robin Bemis, Jim Richards, Bruce Cook, Mike Nash, Lloyd Barton and Dale Harrison.
- Commission absent** Brent Cooper (excused), Arnold Baker (resigned)
- Council representative** Lowell Long, absent (excused)
- Others present** Mayor Niles Mott, Craig Blunt
- Welcome** Chairman Holt Harrison welcomed the Planning and Zoning members, visitor and Mayor Mott.
- Approval of agenda** The Commission reviewed the agenda. Following the review, Mike Nash moved to approve it. Robin Bemis seconded. The motion passed with all voting aye.
- Disclosures** Chairman Harrison asked if there were any disclosures regarding the agenda items. There were none.
- Approval of August 12, 2003 minutes** Following a review, Lloyd Barton moved to approve the minutes of August 12, 2003. Mike Nash seconded the motion. It passed with all voting aye.
- Site Plan – new business
Naples Auto Wash, update** Craig Blunt updated the commission on the three items they asked to have approved:
1. Ashley Valley Water and Sewer’s approval of the line sizes and separation system.
 2. The city engineer’s approval on traffic flow and plans in general. Civco Engineer Vance King reviewed and approved the plans.
 3. Buffer wall between resident and Auto Wash. The height and materials to be addressed by resident of lot 3. Lot 3 owner requested that the wall extend to the northeast on his property to buffer Naples Auto. The pvc fence on top of the rock wall will be fine.

Following the review, Bruce Cook moved to approve the proposal for a surety bond for the completion of infrastructure of Michaels Street (cul-de-sac). The completion date is December 1, 2003. The engineers estimate will be checked by the city engineer for the amount the surety bond must cover. The proposal will be presented to city council for approval.

Jim Richards seconded the motion. It passed with all voting aye.

Jackson Diesel

Craig Blunt met with Harley Jackson to review his site plan and options. Mr. Jackson opted to move the equipment out and clean up the RA1 zone area the construction equipment was parked in. Mr. Jackson asked if agricultural type equipment could be parked there.

The RA-1 zoned area has been cleaned up. Brent Cooper moved to discuss Jackson Diesel at the next regular meeting, to lay it on the table. Jim Richards seconded, the motion passed with all voting aye.

By-laws

Following the review of the by-laws for the Naples Planning and Zoning Commission Bruce Cook moved to approve the by-laws. Robin Bemis seconded. The motion passed with the following vote:

Brent Cooper	abstained
Holt Harrison	aye
Dale Harrison	aye
Robin Bemis	aye
Bruce Cook	aye
Jim Richards	aye

With no other business the meeting adjourned at 9:15 p.m. Bruce Cook moved to adjourn. Jim Richards seconded. The motion passed with all voting aye.

The next regular meeting is August 12, 2003, at 7:30 p.m.

Naples Planning and Zoning Commission
August 12, 2003
Minutes

The regular meeting of the Naples Planning and Zoning Commission was called to order at 7:35 p.m.

Commission present Chairman Holt Harrison, Vice-chairman Robin Bemis, Dale Harrison, Lloyd Barton, Bruce Cook, Mike Nash

Commission absent Brent Cooper (excused), Jim Richards (excused), Arnold Baker (excused)

Council representative Lowell Long, present

Others present Russ Naylor - Nichols Naylor, Scott Ferre – Buddco Distributing, Art Herrera – Naples Auto, Craig Blunt

Welcome Chairman Holt Harrison welcomed the Planning and Zoning members and the representatives from Buddco Distributing, Nichols Naylor and Naples Auto.

Approval of agenda The Commission reviewed the agenda. Following the review Robin Bemis moved to approve the agenda. Lloyd Barton seconded. The motion passed with all voting aye.

Disclosures Chairman Harrison asked if there were any disclosures regarding the agenda items. There were none.

Approval of July 8, 2003 minutes Following a review, Lloyd Barton moved to approve the July 8, 2003, minutes, with corrections. Dale Harrison seconded. The motion passed with all voting aye.

**Final plat review
Naples Auto Wash
2250 South 1500 East,
Hwy. 40** Nichols Naylor architects presented the site plan and building plans to the Commission for review. Following the review and discussion the commission had three areas that needed to be addressed:

1. Ashley Valley Water and Sewer's approval of the separation system.
2. City engineer's approval on traffic flow and plans
3. Buffer wall between resident and auto wash, height and materials to be addressed by resident.

The Naples City Council will review the Naples Auto Wash proposal on September 11, 2003. Chairman Holt Harrison will be there to represent the Commission.

The trees to the south, on 2250 South, on the LDS Church property, was discussed. Mr. Blunt has been working with the PM Group (property owner's representative), in getting permission to remove them. The trees have become a safety problem as well as a high maintenance item for clean-up, as well as issuing cotton seeds.

**Conditional use – site plan
New business
Roger Brockbank motel**

Craig Blunt reported that he had spoken to the City Attorney regarding this matter. The attorney advised to let Century 21, the agency selling the property for Mr. Brockbank, know what progress has been made, and that the property at this time is not zoned for an apartment complex and that the structure has not been inspected. Mr. Blunt did so.

Mr. Brockbank called Mr. Blunt a couple of days after this had been accomplished, and explained he was unable to attend the meetings due to health problems. He plans on attending the October 14, 2003, meeting, with his site plan.

Service plaque

Arnold Baker is to receive a plaque for his six years and three months of service on the Planning and Zoning Commission.

Downtown

The Commission discussed the down town area, central park area, underpasses, overpasses, the need to accumulate water shares, landscape other than grass, ownership of the ground, planning for the development of the area to be a center of commerce. It is better to grow with a plan than without one. The Commission discussed when to share the plan with the land owners to get support for an easement for the central park area. The Commission asked to have the attorney speed up his review on the ordinance, so that it can be adopted.

Zoning ordinances

The Commission would like a copy of the Naples updated revised ordinance for the next meeting. They also requested a copy of the Boulder, Utah, ordinance to review how they solved the Sexually Oriented Business requirement, alcohol requests, and multi-housing.

The Commission discussed sign ordinance, National Rifle Association hunting rules, Sexually Oriented Business section and attracting national retailers.

Discussion was made regarding attracting a store chain in Naples. Some items that retailers are looking for when choosing a location are:

- Population within a certain radius
- Traffic counts and vehicular speed
- Income and other demographic information
- Proximity to other retail – a location in a commercial area or district
- Growth, area should present opportunity for economic growth
- Access, parking, transportation and pedestrian traffic should be near-by
- Visibility, must have street frontage with adequate signage

We need to brag about the city. The Planning Commission needs to know the demographics, population, tourism visits, median income, ethnic mix, transportation system, keep an ear open to our own shoppers and visitors comments. We need to know our deficits so we can counter any attacks.

Home grown statistics will not be enough to impress a retailer. We will need outside marketing work-ups.

Future business items

Items to be discussed at future meetings include Arnold Baker's certificate of appreciation, the lack of response to the letter sent to the FAA, the sign ordinance, and down town.

Adjourn

With no other business before the Commission, Mike Nash moved to adjourn at 9:00 p.m. Bruce Cook seconded the motion. The motion passed with all voting aye.

Naples Planning and Zoning Commission
Minutes
October 14, 2003

This regular meeting of the Naples Planning and Zoning Commission was called to order at 7:30 p.m., at the Naples City office, 1420 East 2850 South, Naples, Utah 84078.

- Commission present** Chairman Holt Harrison, Vice-Chairman Robin Bemis, Bruce Cook, Brent Cooper, Jim Richards, Mike Nash, Lloyd Barton and Dale Harrison.
- Commission absent** None
- Council representative** Lowell Long, present
- Others present** Craig Blunt, Roger Brockbank, Cleo Mortensen
- Welcome** Chairman Holt Harrison welcomed the Planning and Zoning members and visitors.
- Approval of agenda** The Commission reviewed the agenda. Following the review, Bruce Cook moved to approve it. Jim Richards seconded. The motion passed with all voting aye.
- Disclosures** Chairman Harrison asked if there were any disclosures regarding the agenda items. Lloyd Barton said he was dealing/purchasing property for development in the downtown area.
- Approval of September 9, 2003 minutes** Following a review, Robin Bemis moved to approve the minutes of September 9, 2003, with one addition. Arnold Baker is to receive a plaque for his six years and three months of service on the Planning and Zoning Commission. Jim Richards seconded the motion. It passed with all voting aye.
- Site plan – new business
Roger Brockbank Motel
Location – 1420 South
1500 East
Industrial zone
Conditional Use** Mr. Brockbank discussed the conditions at the September 9, 2003, meetings. The preliminary site plan was handed out for review. Following the review the following conditions were agreed upon:
1. “No junk vehicles policy” would be developed and enforced by the motel owner. A copy will be attached to the final site plan.

Definition: junk vehicles – any vehicle not registered or having current registration or abandoned.

2. The white structure to the north of the motel will be given one year from October 14, 2003, to meet today's building codes, or be removed. The date to be upgraded or removed will be written on the final site plan.
3. Curb appeal – the 5% landscaping on the frontage of Hwy. 40 will be detailed on the final site plan.
4. The motel will meet current health regulations. A copy of the Certificate of Occupancy from the health department will be provided to the Naples City Building Department.
5. The motel will meet current international building codes for an R1 Classification motel and receive an occupancy permit.
6. The parking area will meet outside lighting requirements (IBC) and is to be illustrated on the site plan.
7. Surface drainage will be engineered and provided for on the final site plan.
8. Parking lay out will be illustrated on the site plan. There will be 12 - 9' x 18' parking stalls. Parking area will be hard surface such as asphalt.

Airport

The Commission discussed the difficulty in getting the minutes from the last two meetings of the airport board. Dale Harrison has written a formal letter requesting the minutes. Craig Blunt is to call the FAA, Phillip J. Braden – Community Planner, and ask why we have not heard back from the FAA on the letter of May 30, 2003.

Downtown

The Commission discussed working with the property owners in getting easements to expand on the central park plaza.

The Commission discussed the need for legal council in writing this part of the ordinance, which would include

the building styles, the distinctive architecture for the downtown area.

Lloyd Barton moved that each Commission member take these concepts and mark on their plat, return them for review at the November 11, 2003, meeting. Mike Nash seconded the motion. It passed with all voting aye.

Zoning ordinance

The Commission reviewed the ordinances. There were questions and concerns on different chapters. Chapter 02-12, Home Occupations, was discussed. Following the discussion Brent Cooper moved to strike 02-12-002 G. Jim Richards seconded. The motion passed. Mike Nash moved to replace the stricken section with the following:

“The home occupation shall allow one employee outside of the family members for lots up to one quarter of an acre, and two employees outside of family members for lots over a one-quarter acre.” Lloyd Barton seconded the motion. A roll call vote was as follows:

Robin Bemis	yes
Holt Harrison	yes
Bruce Cook	yes
Dale Harrison	yes
Brent Cooper	yes
Jim Richards	yes
Lloyd Barton	yes
Mike Nash	yes

Dale Harrison moved to remove “unreasonable” from H. The motion died for lack of a second.

The Commission was asked by the chairman to continue their review and be ready for November 11, 2003, meeting. He thanked them for their efforts the past two years, to get this ordinance to the final review.

Adjourn

With no other business the meeting was adjourned at 9:50 p.m. The next regular meeting is November 11 2003, at 7:30 p.m.

**Naples Planning and Zoning Commission
Minutes
November 11, 2003**

This regular meeting of the Naples Planning and Zoning Commission was called to order at 7:30 p.m., at the Naples City office, 1420 East 2850 South, Naples, Utah 84078.

Commission present Chairman Holt Harrison, Vice-Chairman Robin Bemis, Bruce Cook, Jim Richards, Mike Nash, Lloyd Barton and Dale Harrison, Brent Cooper (late).

Commission absent none

Council representative Lowell Long, present

Others present Craig Blunt, Roger Chatman, Dale Price

Welcome Chairman Holt Harrison welcomed the Planning and Zoning members and visitors.

Approval of agenda The Commission reviewed the agenda. Following the review, Bruce Cook moved to approve it. Robin Bemis seconded. The motion passed with all voting aye.

Disclosures Chairman Harrison asked if there were any disclosures regarding the agenda items. Lloyd Barton said he was dealing/purchasing property for development in the downtown area. Bruce Cook said he was the applicant with UDOT for HWY 40 access.

Approval of October 14, 2003 minutes Following a review, Robin Bemis moved to approve the minutes of October 14, 2003, Bruce Cook seconded the motion. It passed with all voting aye.

Reagan Outdoor Advertising – relocation of sign on same property. The Commission discussed the relocation and grandfather of the off premise sign rules.

Site plan – new business Roger Chatman, RNI Trucking. Location – 1992 South 1500 East Industrial zone Conditional Use Mr. Roger Chatman discussed the proposal for RNI Trucking to develop the site for parking of trucks. He has five tractor trailer trucks and would like a place to park them. He discussed the preliminary site plan requirements and the following items that need to be addressed on the plan:

1. Concrete or asphalt, at least fifteen foot long for the entry and exit. Provide permanently maintained parking spaces. Show location and size of entry and exit.
2. Show the 5% meaningful landscaping and open space to be developed. Provide costs for the landscaping. The landscaping and other improvements will be bonded for their completion.
3. Illustrate the drainage. Property owners will be responsible for their own surface drainage. Surface drainage will not be passed on down stream.
4. Show Parking and internal traffic route or circulation patterns, type of curb barriers used on front of property lines.
5. Show the location and design of security lighting and fencing , indicate height and materials of their construction.
6. The location and height or depth of any overhead or underground power transmission lines, pipelines, and utility easements that are subject to the property.
7. Show location of existing signs or proposed signs, give their dimensions.

Following the review Bruce Cook moved to give this proposal a preliminary approval as to the information presented, Lloyd Barton seconded, the motion passed with all voting aye. :

HWY 40 Access Requests

Bruce Cook discussed the access request, the relocation of the driveway and line of sight entering on and off of HWY 40 with the commission. Following the discussion, Mike Nash moved to approve the proposal, Lloyd Barton seconded, the motion passed with all voting aye.

Downtown

The Commission discussed working with the property owners in getting easements to expand on the central park plaza.
The Commission discussed the need for legal council in writing this part of the ordinance, which would include

the building styles, the distinctive architecture for the downtown area. Craig has met with Dennis Judd and is waiting for his direction.

Zoning ordinance

The Commission reviewed where they were at with the ordinances. Craig informed the commission that Gene Carr with U of U Public Administration was willing to review the General Plan and Zoning Ordinance and give constructive comments. Craig has given a copy of the Zoning Ordinance to the city attorney for his comments. Following the discussion, Bruce Cook moved to approve the Zoning Ordinance and give it to the city attorney to fine tune, then to the Council for their approval. Mike Nash seconded, the motion passed with all voting aye.

Airport

The commission reviewed and discussed the airport. The airport board is attempting to create a corridor in Naples. The board is making land use decisions on issues in the Naples City jurisdiction. Craig was asked to find out when and where the next airport meeting is and give notice to the zoning members to give them the opportunity to attend. Following the discussion Bruce Cook moved to have the city attorney write a letter to the FAA stating state law governing jurisdiction land use, Brent Cooper seconded, the motion passed with all voting aye.

Update on Brockbank Motel

The building department's inspection report was handed out for the commissions review.

Adjourn

With no other business the meeting was adjourned at 9:50 p.m. The next meeting is December 11, 2003, at 6:00 p.m. the City Christmas Party.

**Naples Planning and Zoning Commission
Minutes
December 2003**

There was no Naples Planning and Zoning meeting in December.

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