

Agenda

Naples City Planning and Zoning Commission

January 16, 2025 at 7:30 p.m.
 Naples City Council Room
 1420 East 2850 South
 Naples, Utah 84078

THIS IS A REGULARLY SCHEDULED PLANNING AND LAND USE MEETING

OPENING CEREMONIES

STANDING BUSINESS

- Verification of Full Quorum & Designation of Voting Members:

<u>Commissioner</u>	<u>Voting</u>	<u>Commissioner</u>	<u>Voting</u>
Chris Clark (Chairman)	Y N	Brock Arnold	Y N
Jessy McKee	Y N	Ryan Wolfinger (A)	Y N
Scott Major	Y N		
Kevin Hiatt	Y N		

- Approval of Agenda – January 16, 2025
- Disclosures
- Approval of Minutes – November 21, 2024

PLANNING/DISCUSSION

1. Planning Commission Bylaws
 - Election of Chairman & Vice-Chairman
2. Planning Commission Bylaws
 - Planning Commission Meeting Schedule
3. Non-Conforming Use- Storage Facility
 - Site Plan- Nolan Peek
4. Open & Public Meeting Act
5. Upcoming Training

ITEMS FOR FUTURE DISCUSSION

- Highway 40 Rezone
- Non-Conforming Uses

ADJOURN

The next Planning and Zoning meeting will tentatively be held on February 20, 2025

All persons residing within the area served by City of Naples are HEREBY NOTIFIED that the Naples Planning and Zoning Commission will meet on the 3rd Thursday of each month at 7:30pm. All persons concerned with any matter before the Naples Planning and Zoning Commission are invited to attend. If possible, call to get on the agenda, 435-789-9090 NOTE: In compliance with the Americans with Disabilities Act, Individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify the Land Use Administrator at 435-789-9090 at the Naples City Office, 1420 East 2850 South, Naples, Utah 84078 at least three days prior to the meeting.

Naples Planning and Land Use
Public Meeting
November 21, 2024

Commission Present: Chris Clark, Kevin Hiatt, Brock Arnold

Commission Absent: Jessy McKee, Scott Major, Ryan Wolfinjier

Others Present: Mike Davis, Gwen Harrison, Ken Reynolds

Opening Ceremonies

Verification of full Quorum Chris Clark verified a full quorum. All Commissioners will be voting in the meeting.

Approval of Agenda Brock Arnold motions to approve the agenda. Kevin Hiatt seconds the motion.
All in favor:

Chris Clark	Aye
Kevin Hiatt	Aye
Brock Arnold	Aye

Motion carried with all voting Aye. None opposed.

Disclosures **None**

Approval of Minutes Kevin Hiatt motions to table the approval of the September 19, 2024 and October 17, 2024.
Brock Arnold seconds the motion.
All in favor:

Chris Clark	Aye
Kevin Hiatt	Aye
Brock Arnold	Aye

Motion carried with all voting Aye. None opposed.

Public Hearing
Downtown Commercial Ordinance
Proposed Ordinance Changes

Gwen Harrison presented to the Planning Commission the proposed changes to the Downtown Commercial ordinance which includes the removal of the Form Based Code, the addition of contractor space as a permitted use, and a general clean up and simplification of the ordinance. A section was added for soil controls and storm water retention. Clarification was given for metal buildings with the requirement of façade requirements.

Brock Arnold motions to open the public hearing for the Downtown Commercial ordinance changes. Kevin Hiatt seconds the motion.

All in favor:

Chris Clark	Aye
Kevin Hiatt	Aye
Brock Arnold	Aye

Motion carried with all voting Aye. None opposed.

No public comment

Kevin Hiatt motions to the close the public hearing. Brock Arnold seconds the motion.
All in favor:

Chris Clark	Aye
Kevin Hiatt	Aye
Brock Arnold	Aye

Motion carried with all voting Aye. None opposed.

Brock Arnold motions to approve the ordinance changes and make recommendation to City Council that they approve the ordinance. Kevin Hatt seconds the motion.

All in favor:

Chris Clark	Aye
Kevin Hiatt	Aye
Brock Arnold	Aye

Motion carried with all voting Aye. None opposed.

**Subdivision Ordinance
Proposed Ordinance Changes**

Gwen Harrison presented to the Planning Commission the proposed changes to the Subdivision ordinance which include legislative changes. Naples City received a grant to hire the Hansen Group to help with the changes. Road width changes, a section regarding stormwater management, and marking of irrigation agreed upon right-of-way widths. A section regarding a remainder parcel stating a record of survey or survey plat be submitted to ensure the parcel is a legal parcel.

Kevin Hiatt motions to open the public hearing for the Subdivision ordinance changes. Brock Arnold seconds the motion.

All in favor:

Chris Clark	Aye
Kevin Hiatt	Aye
Brock Arnold	Aye

Motion carried with all voting Aye. None opposed.

No public comment

Brock Arnold motions to the close the public hearing. Kevin Hiatt seconds the motion.

All in favor:

Chris Clark	Aye
Kevin Hiatt	Aye
Brock Arnold	Aye

Motion carried with all voting Aye. None opposed.

Brock Arnold motions to approve the ordinance changes and make recommendation to City Council that they approve the ordinance. Kevin Hatt seconds the motion.

All in favor:

Chris Clark	Aye
Kevin Hiatt	Aye
Brock Arnold	Aye

Motion carried with all voting Aye. None opposed.

**PLANNING/DISCUSSION
Short Term Rentals
Proposed Ordinance**

Gwen Harrison presented the proposed changes to the Short-Term Rentals ordinance to the Planning Commission, specifically parking requirements clarification and clarification of the penalty and appeal section.

Kevin Hiatt motions to approve the ordinance as stated and recommend to City Council. Brock Arnold seconds the motion.

All in favor:

Chris Clark	Aye
Kevin Hiatt	Aye
Brock Arnold	Aye

Motion carried with all voting Aye. None opposed.

ITEMS FOR FUTURE DISCUSSION

**Highway 40 Rezone
Non-Conforming Uses**

ADJOURN

Kevin Hiatt motions to adjourn, Brock Arnold seconds the motion.

All in favor:

Chris Clark	Aye
Kevin Hiatt	Aye
Brock Arnold	Aye

Motion carried with all voting Aye. None opposed.

The next Planning and Zoning meeting will tentatively be held December 19, 2024 in the Naples City Council Chambers @ 7:30 P.M.

Draft



Item No: 1

MEMO TO: Planning Commission FROM: Staff Date: January 14, 2025	Subject: Planning Commission Bylaws Election
Staff Recommendation:	
Background: Annual election of Chairman and Vice-Chairman for the Naples Planning Commission	
Options: _____ Elect Chairman and Vice-Chairman	

Note: All proposed ordinance changes included in this document are NOT considered legal until legislative action has occurred and are accepted by Naples City Council in a public meeting by ordinance.



MEMO TO: Planning Commission	Subject:
FROM: Staff	Planning Commission Bylaws
Date: January 14, 2025	Meeting Schedule
Staff Recommendation:	
Approve the proposed 2024 meeting schedule to keep the Naples Planning Commission meetings on the 3 rd Thursday of each month at 7:30 pm.	
Background:	
Naples Planning Commission meetings have previously occurred on the 3 rd Thursday of each month at 7:30 pm in the Naples City Council Room	
Options:	
____ Approve meetings to remain on the 3 rd Thursday of each month at 7:30 pm	
____ Change the Planning Commission meeting date and time	

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Proposed 2025 Naples Planning Commission Meeting Schedule

Date: 3rd Thursday of each month

Time: 7:30 pm

Location: Naples City Council Room

Tentative 2025 Dates:

- January 16
- February 20
- March 20
- April 17
- May 15
- June 19
- July 17
- August 21
- September 18
- October 16
- November 20
- December 18

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MEMO TO: Planning Commission FROM: Staff Date: January 14, 2025	Subject: Non-Conforming Use Storage Facility
Staff Recommendation:	
Background: <p>Mr. Nolan Peek has submitted a proposed site plan for approval and discussion with the Planning Commission. The storage facility is a permitted non-conforming use. Mr. Peek is looking to expand the facility.</p>	
Options: <input type="checkbox"/> Approve proposed site plan <input type="checkbox"/> Reject Proposed site plan	

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Gwen Harrison <gharrison@naples.utah.gov>

A-Okay Storage Expansion

Nolan Peek <Nolan@mytrustorage.com>

Thu, Jan 9, 2025 at 4:33 PM

To: Gwen Harrison <gharrison@naples.utah.gov>, "mcdavis@naples.utah.gov" <mcdavis@naples.utah.gov>

Hi Mike and Gwen,

I hope this email finds you well!

I've attached the footprints from our builder for your review. Here is the layout we are seeking approval for during the meeting next Thursday, the 16th:

- Expand the storage footprint.
- Install a new fence.
- Create a new gated entrance off 1900 South.
- Close off Highway 40 entrance point.
- Add a retaining wall along Highway 40.
- Update the area along Highway 40 with new xeriscape landscaping.
- Upgrade the dirt parking area to gravel.

We are requesting an exception to build on the south property line against the hotel. The 245x10 building.

Please let me know if you have any questions or need additional information prior to the meeting.

Looking forward to your feedback.

Best,

Nolan

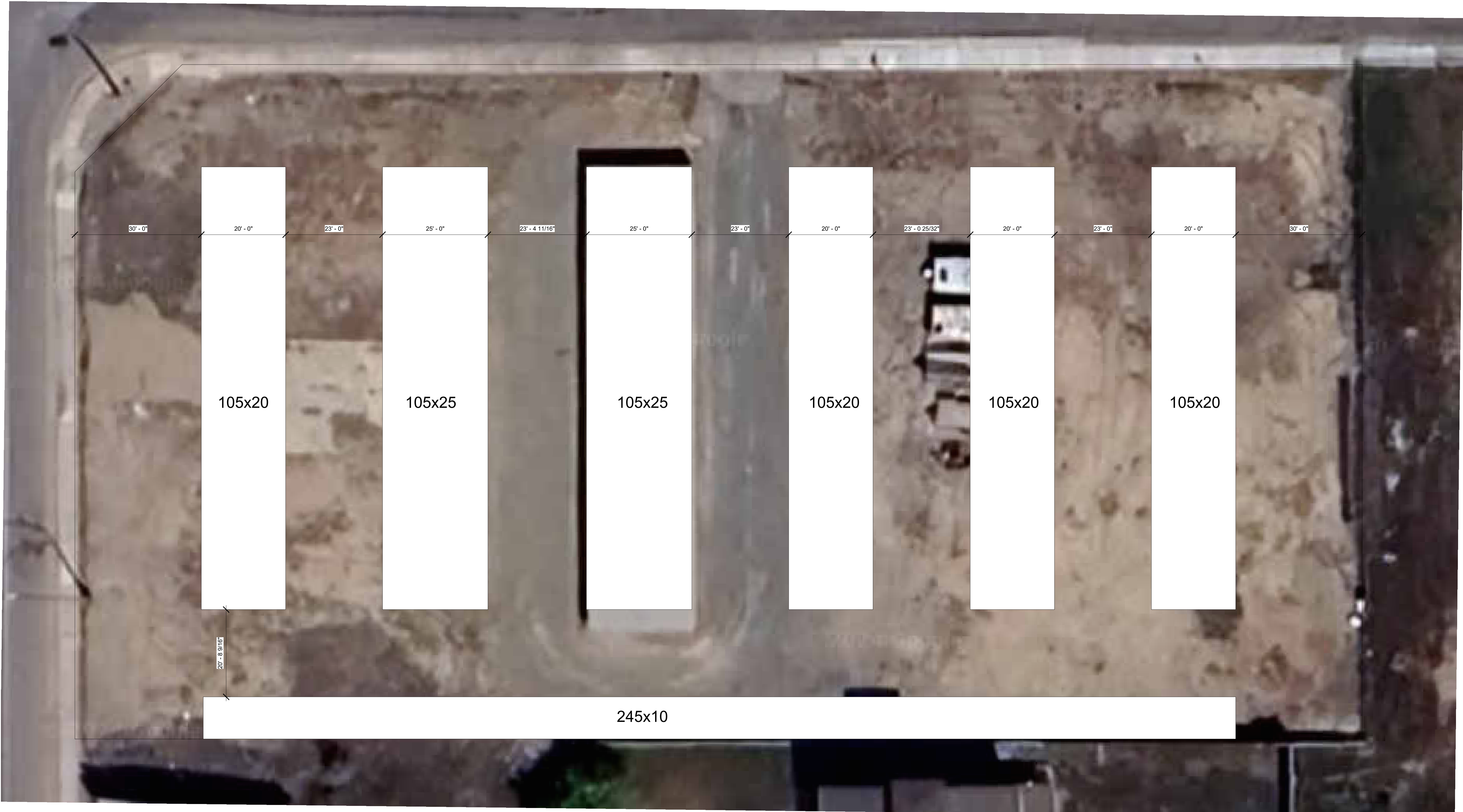
Nolan R. Peek

Cell: (248) 672-8086

E: Nolan@mytrustorage.com



 **24121 Naples Site Plan.pdf**
177K



Naples, UT Concept

DESCRIPTION: CONCEPTUAL SITE PLAN

LOCATION: 1900 S 1500 E
 NAPLES, UT

DRAWING BY: A.G. CHECKED BY: M.J. SCALE:

REVISION:

NO.	DATE	DESCRIPTION
1.		
2.		
3.		
4.		
5.		
6.		

JOB #: 24121
 ISSUE DATE: 11/07/2024
 ISSUE:
 SHEET:

A101

OF SHEETS



Item No: ___4___

MEMO TO: Planning Commission FROM: Staff Date: January 14, 2025	Subject: Open and Public Meetings Act training
Staff Recommendation: https://training.auditor.utah.gov/courses/take/open-and-public-meetings-act-training-2025/texts/61260401-welcome	
Background: The Open and Public Meetings Act Training is to be completed annually for commission members.	
Options:	

Item No: ___5___

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MEMO TO: Planning Commission FROM: Staff Date: January 14, 2025	Subject: Upcoming Training
Staff Recommendation:	
Background: The Government in the Basin Seminar will be May 15, 2025 at the Uintah Conference Center. All Planning Commission members are invited to attend all or part of the training.	
Options:	

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GOVERNMENT IN THE BASIN (GIB) SEMINAR

ALL GOVERNMENT AND
OTHER INTERESTED
PARTIES WITHIN
THE TRI-COUNTY AREA,

join us as we
explore together
opportunities
for our local areas!



REGISTER TODAY!

TRAINING,
INFORMATION,
&
COLLABORATION

SOME TOPICS OF DISCUSSION:

IMPACT FEES AND BUDGETING FOR CONTINGENCIES

Learn about how to properly manage impact fees and budget for contingencies.

FUNDING OPPORTUNITIES

Learn about funding opportunities and their requirements for federal and state agencies.

LEGISLATIVE UPDATES

Receive current updates regarding State of Utah Land Use Legislation and other municipal requirements.



435-722-4518
(Nate Zilles)



natez@ubaog.org



330 East 100 South
Roosevelt, UT
84066



Agenda Sneak Peek!

SEMINAR DETAILS:

DATE AND TIME: MAY 15, 2025

SEMINAR TIME: 10AM TO 5:30PM

LOCATION: FLAMING GORGE BALLROOM

UINTAH CONFERENCE CENTER

313 EAST 200 SOUTH VERNAL, UT 84078

Thursday, May 15 SEMINAR AGENDA

Utah Conference Center - Flaming Gorge Ballroom

Seminar Agenda

10:00 am Nate Zilles (UBAOG) - Welcome, Updates, and Introductions

- 10:00 am Jeff Lewis (UDOT): UDOT Overview- Partnering, Funding, Etc.
- 10:30 pm Matthew Mullins (EPA): Documentation Requirements and Services Offered for Federal Funding
- 11:15 am Rick Plehn (Utah PRO Office): Legislative Updates, Their Impacts, and Due Dates

12:00 pm Nate Zilles – Lunch and BOXHOUSE Demo Tour

SCAN THE QR CODE BELOW FOR A QUICK SEMINAR SURVEY



PLEASE SCAN THE QR CODE WITH YOUR PHONE OR GO TO <https://mdrc.ubaog.org/>

TO REGISTER AS A MEMBER OF THE ONLINE MUNICIPALITY AND DISTRICT RESOURCE CENTER!



Seminar Agenda Cont.

12:45 pm Nate Zilles (UBAOG): Training Introductions

- 12:45 pm Keith Despain (Vernal City): Infrastructure Management and Creative Ideas to Handle Infrastructure Demands – Proactive vs. Reactive
- 1:30 pm Jeff Staples (BoxHouse): Low Income Housing Crisis: Tiny Homes Option
- 2:00 pm Fred Philpot (LRB Public Finance Advisors): Impact Fees and their Implementation
- 3:00 pm Break and BOXHOUSE Demo Tour
- 3:15 pm Josh Bake (Roosevelt City): Strong and Creative Vision for the Future - Roosevelt Plan
- 4:00 pm Trent Thompson (EDA): EDA Funding Opportunities and Requirements - Their Importance and Impacts
- 4:30 pm Kerri Nakamura: Budgeting for Contingencies
- 5:30 pm Nate Zilles (UBAOG): Thank you and Adjourn

Special Thanks To:

