

## CHAPTER 02-27 DOWNTOWN COMMERCIAL ZONE C-1

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### 02-27-001 PURPOSE AND INTENT

The commercial zones have been divided into two classifications, designed to reflect the degree to which commercial development impacts other adjacent uses. The two zones are as follows:

#### **Downtown Commercial C-1**

The Downtown Commercial Zone C1 is established to provide locations for a full range of convenience shopping facilities and services which are oriented to serve the city as a whole. A variety of activities are encouraged, especially those which promote both daytime and night time consumer activity.

In order to stabilize, improve and protect the cities' commercial areas, standards are established to ensure a quality rural environment with landscaping, light and air at street level, well defined rural open spaces and compatibility of building materials, colors, and textures so that the appearance from the highway frontage does not present a poor image of the city. <sup>1</sup>

#### **Commercial Zone C**

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<sup>1</sup> Amended April 19, 2017

The intent of the Commercial Zone is to permit the establishment of a well-designed complex of retail commercial facilities and associated services, which will provide goods and services for the people to be served, minimize traffic congestion of public streets in the vicinity, and which shall best fit the general environment and land use pattern of the area. The protective standards contained in the Commercial Zone C are intended to minimize any adverse effect of the planned commercial zone on nearby property values, by achieving maximum compatible integration of land uses, by preserving the aesthetic qualities of the area, and to provide for safe and efficient use of the commercial zone itself.

## **02-27-002      SIGN REGULATIONS**

The height, size, and location of the permitted signs shall be in accordance with the regulations set forth in Chapter 16 of this ordinance.

### **A      Preface**

All signage within Naples City is regulated for aesthetic consistency and appropriateness. All signage must follow the Naples City Sign Regulation. See 02-16 Sign Regulations.

### **B      General Requirements and Prohibitions**

1. All signs and graphics require approval of the City. Signs and graphics not having this approval shall not be installed. A specific signage plan and design must be submitted to the Planning Commission for approval.
2. No sign shall contain content that is legally defined as obscene under prevailing law, including materials that, when taken as a whole, appeal to prurient interests, depict sexual conduct in a patently offensive way, and lack serious literary, artistic, political, or scientific value.
3. Signs on the interior of buildings that are not visible from the building exterior are not subject to City approval.
4. No unfinished, exposed, illuminated sign cans, electrical raceways, or wiring crossovers will be permitted unless in the construction or installation phase.
5. Flashing, blinking or moving signs, exposed light, iridescent colors, fluorescent materials, steamers, or searchlights are prohibited.
6. Signs using special effects, such as exposed neon or fluorescent tubing, must be approved in advance by the Planning Commission. A color layout to scale of the proposed sign must be submitted for approval.
7. Temporary signs, posters, or banners of a specific advertising or promotional nature may be displayed for short time periods if the signage, size, color, placement and their mounting devices are first submitted, in layout form to scale, for approval

to the Planning Commission. If so approved, a removal date of the sign will be established at the time the temporary permit is granted.

8. Off premises billboard signs are prohibited. Excepting billboards legally existing at the adoption of this ordinance. In the event construction activities require the relocation of a legally existing billboard, approval of the relocation shall be granted by the Land Use Administrator.

9. Bench signs are prohibited.

10. Tenants and owners are responsible for the installation and maintenance of all signs. Tenants and owners must obtain all necessary permits and approvals.

11. All materials used in signage, except temporary signage, shall be durable, or permanent in nature, require minimum maintenance, and be resistant to weathering and staining.

12. No signs shall be posted, or attached to trees, public utility improvements, lighting poles or fixtures, traffic signs, or traffic control devices.

13. No sign shall be posted, placed or erected within public rights-of- way and thoroughfares.

14. The display of banners (signs made of fabric, plastic, or other similar material) is prohibited unless approved for special uses by the Land Use Administrator .

15. No sign or any portion thereof may project or extend above the parapet wall or top of the exterior wall or building facade upon which the sign is mounted.

16. Rooftop signs are prohibited.

17. Except for directional and traffic control signs, offsite signs are prohibited unless approved by the Planning Commission.

18. All unapproved signs or banners are subject to removal.

## **C Downtown Commercial Signage**

1. Signs may be mounted flush to building front. However, they may not exceed 20% of that surface.

2. Externally lighted signs may overhang the building line no more than four (4) feet.

3. Neon signs may not exceed four (4) square feet. These signs are allowed only inside business windows.

4. Neon lettering is allowed on building fronts but shall be placed no higher than the floor line of the second story or a maximum of 12 feet above the ground plane. Neon lettering may not exceed 18 vertical inches.

**D Business Park Signage**

1. Signs erected within the Business Park are required to be for identification not advertising.
2. Landscaped monuments are to be used adjacent to streets. They should be made of materials and colors relating to the buildings.
3. Monument signs, not including support structure, cannot exceed 20 square feet per sign face for a single business. In complexes containing several businesses, up to 30 square feet will be allowed per sign face.

**E Signage Plan Submittal**

1. A signage plan must be submitted to the Planning Commission for review and approval prior to installation
2. The signage plan submittal should include the following:
  - a. A scale site plan showing the location and type of proposed signage.
  - b. Scaled drawings of proposed signs including lettering and logos, materials, dimensions and colors.

**02-27-003 SPECIAL REGULATIONS**

It is intended that the establishments within this zone will serve the entire city and surrounding area, this zone is located in the city in a location that will best serve the population of the area.

In an effort to give some protection to the surrounding residential zones and to promote a progressive, well-kept business area, no storage of merchandise, material or junk, except vehicles in running order, is permitted in this zone outside of enclosed buildings.

unless it is located within an enclosure surrounded by a solid sight obscuring fence or wall of not less than six (6) feet in height, of a neutral color and no material or merchandise shall be stored to a height of more than the height of the enclosing fence or wall. No trash, rubbish, weeds or other combustible material shall be allowed to remain on any lot outside of approved containers in any commercial zone. No junk, debris, abandoned or dismantled automobile or automobile parts or similar material shall be stored or allowed to remain on any lot in any commercial

Amended December 12, 2024

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zone nor shall any dust, noise, odor, smoke, fumes, vibration, or intermittent glare be emitted from the premises

In addition to the five percent (5%) landscaping required on the private lot area, all road right-of-way not utilized for pavement, curb or sidewalk shall be planted and maintained as landscaped area.

All solid waste storage facilities shall be located at the rear of the main building or else behind a sight obscuring fence or wall which will prevent the facility from being seen from a public street.

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All manufacturing shall be done within a completely enclosed building.

The design for curb and gutter in Commercial subdivisions shall be high back.

**02-27-004      PERMITTED USES<sup>2</sup>**

It is the intent that businesses within the Downtown Commercial zone operate exclusively within the building of the business with no sales or service being conducted in the front or side of the building.

**USE**

|                                                                                                        |   |
|--------------------------------------------------------------------------------------------------------|---|
| Altering, pressing, and repairing of wearing apparel                                                   | P |
| Animal hospital, small animals only, and provided conducted within completely enclosed building        | P |
| Antique, import or souvenir shop                                                                       | P |
| Archery shop or sporting goods store and range, provided conducted within completely enclosed building | P |
| Arcade                                                                                                 | P |
| Art and artists supply store                                                                           | P |
| Athletic and sporting goods store, excluding sale or repair of motor vehicles, motor boats or motors   | P |
| Athletic club                                                                                          | P |
| Automobile parts sales within completely enclosed building                                             | P |

<sup>2</sup> Permitted Uses amended Oct 13, 2016

|                                                          |   |
|----------------------------------------------------------|---|
| Automobile, new sales and service                        |   |
| Awning sales and service                                 | P |
| Bakery manufacture limited to goods retailed on premises | P |
| Bank or financial institution                            | P |
| Barber shop                                              | P |
| Beauty culture school                                    | P |
| Beauty parlor for cats and dogs, enclosed                | P |
| Beauty shop                                              | P |
| Bicycle sales and service, enclosed                      | P |
| Bookbinding                                              | P |
| Book store, retail                                       | P |
| Bowling alley                                            | P |
| Candy manufacture retail                                 | P |
| Candy store, confectionery                               | P |
| Car wash, automatic type                                 | P |
| Catering establishment                                   | P |
| China, crystal and silver shop                           | P |

|                                                                  |   |
|------------------------------------------------------------------|---|
| Church                                                           | P |
| Clinics, medical or dental                                       | P |
| Clothing and accessory store                                     | P |
| Communication equipment building                                 | P |
| Convenience Store                                                | P |
| Costume rental                                                   | P |
| Data processing service and supplies                             | P |
| Delicatessen                                                     | P |
| Department store                                                 | P |
| Detective agency                                                 | P |
| Drapery and curtain store                                        | P |
| Drugstore                                                        | P |
| Educational institution                                          | P |
| Electrical and heating appliances and fixtures sales and service | P |
| Electronic equipment sales and service                           | P |
| Employment agency                                                | P |
| Fabric and textile sales                                         | P |
| Florist shop                                                     | P |
| Food Trucks, with the following conditions: <sup>3</sup>         | C |

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<sup>3</sup> Added August 9, 2018

1. Must obtain a Naples City Business License, or provide a valid copy of a current health department food truck permit that has been issued by Naples City or another local health department within the state.;

- a. Must obtain a valid health department food truck permit issued by Tri County Health Department or another local health department within the state.
- b. Must obtain evidence of passing a fire and safety inspection, as issued during the same calendar year.
- c. and any other licenses or permits required by state or local authorities.
- d. Shall obey all parking and traffic regulations in Naples City.
- e. May not locate their vehicle or trailer on the roadway, or in such a manner as to encourage the congregation of customers in the roadway. Customers may congregate on public sidewalk, unless they are impeding the regular pedestrian traffic in the area.
- f. Shall not sell to any person standing in the roadway.
- g. Trash containers shall be provided for the use of the business patrons.

|                                              |   |
|----------------------------------------------|---|
| Furniture sales and repair                   | P |
| Fur apparel sales, storage or repair         | P |
| Gift store                                   | P |
| Government buildings or uses, non-industrial | P |
| Grocery store                                | P |
| Gun smith                                    | P |
| Hardware stores                              | P |
| Health club                                  | P |
| Hobby and crafts store                       | P |
| Hospital supplies                            | P |
| Hotel                                        | P |

|                                                    |   |
|----------------------------------------------------|---|
| Household appliance sales and incidental services  | P |
| Ice cream parlor                                   | P |
| Insurance agency                                   | P |
| Interior decorating and designing establishment    | P |
| Jewelry store, sales and service                   | P |
| Laboratory, dental or medical                      | P |
| Laundry or dry cleaning, Laundromat type           | P |
| Laundry or dry cleaning, collection station        | P |
| Leather goods, sales                               | P |
| Legal office                                       | P |
| Linen store                                        | P |
| Luggage store                                      | P |
| Medical office                                     | P |
| Motel                                              | P |
| Music store                                        | P |
| Needlework, embroidery or knitting store, quilting | P |

|                                                                       |   |
|-----------------------------------------------------------------------|---|
| Notions store                                                         | P |
| Novelty store                                                         | P |
| Office supply                                                         | P |
| Office machines, sales and service                                    | P |
| Office Space                                                          | P |
| Optometrist, optical or oculist                                       | P |
| Paint or wallpaper store                                              | P |
| Parks and playgrounds                                                 | P |
| Parking lot or garage for passenger automobiles                       | P |
| Pet and pet supply store                                              | P |
| Pharmacy                                                              | P |
| Photographic supplies                                                 | P |
| Photo studio                                                          | P |
| Physician or surgeon                                                  | P |
| Plumbing shop                                                         | P |
| Post office                                                           | P |
| Printing, lithographing, publishing or reproduction sales and service | P |
| Professional office                                                   | P |
| Radio and television sales and service                                | P |
| Radio, television or FM broadcasting Station                          | P |
| Real estate agency                                                    | P |
| Recreation center                                                     | P |
| Restaurant                                                            | P |
| Second-hand store                                                     | P |

|                                                                                                                  |   |
|------------------------------------------------------------------------------------------------------------------|---|
| Sewing machine sales and service                                                                                 | P |
| Shoe repair or shoe shine shop                                                                                   | P |
| Shoe store                                                                                                       | P |
|                                                                                                                  |   |
| Supermarket                                                                                                      | P |
| Tailor shop                                                                                                      | P |
|                                                                                                                  |   |
| Temporary building for uses incidental to construction work.<br>Such shall be removed upon the construction work | P |
|                                                                                                                  |   |
| Theater, indoor                                                                                                  | P |
| Toy store, retail                                                                                                | P |
|                                                                                                                  |   |
| Travel agency                                                                                                    | P |
|                                                                                                                  |   |
| Variety store or stand                                                                                           | P |
|                                                                                                                  |   |
| Other uses not mentioned above, but ruled by the Planning<br>Commission to be similar to uses permitted above    | C |

### **Conditional Uses**

The following uses may be permitted, when a conditional use permit has been issued by the Land Use Administrator.

The Land Use Administrator may call upon the Design Review Committee to review a conditional use application and site plan, to assist in verification of requirements listed in the Land Use Ordinance.

The Land Use Administrator, at their discretion, may require a conditional use application to be reviewed by the Planning Commission.

Hereinafter, specified permitted and conditional uses shall be permitted only when the following conditions are complied with:

|                                                                                                                                                                                                                                                             |   |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---|
| Accessory Residential                                                                                                                                                                                                                                       | C |
| Bath and massage establishment                                                                                                                                                                                                                              | C |
| Billiard parlor                                                                                                                                                                                                                                             | C |
| Boat & motorboat, new sales and service                                                                                                                                                                                                                     | C |
| Building materials sales or yard                                                                                                                                                                                                                            | C |
| Carpet, rug, and linoleum service and retail sales                                                                                                                                                                                                          | C |
| Car wash, manual spray                                                                                                                                                                                                                                      | C |
| Christmas tree sales                                                                                                                                                                                                                                        | C |
| Contractor Shop                                                                                                                                                                                                                                             | C |
| Dance hall                                                                                                                                                                                                                                                  | C |
| Farm implement sales                                                                                                                                                                                                                                        | C |
| Food Trucks, with the following conditions: <sup>4</sup>                                                                                                                                                                                                    | C |
| 1. Must obtain a Naples City Business License, or provide a valid copy of a current health department food truck permit that has been issued by Naples City or another local health department within the state.;                                           |   |
| Must obtain a valid health department food truck permit issued by Tri County Health Department or another local health department within the state.                                                                                                         |   |
| Must obtain evidence of passing a fire and safety inspection, as issued during the same calendar year.                                                                                                                                                      |   |
| and any other licenses or permits required by state or local authorities.                                                                                                                                                                                   |   |
| Shall obey all parking and traffic regulations in Naples City.                                                                                                                                                                                              |   |
| May not locate their vehicle or trailer on the roadway, or in such a manner as to encourage the congregation of customers in the roadway. Customers may congregate on public sidewalk, unless they are impeding the regular pedestrian traffic in the area. |   |
| Shall not sell to any person standing in the roadway.                                                                                                                                                                                                       |   |

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<sup>4</sup> Added August 9, 2018

Trash containers shall be provided for the use of the business patrons.

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|------------------------------------------------------------------------------------------------------------|---|
| Lodge or social hall                                                                                       | C |
| Mortuary                                                                                                   | C |
| Motorcycle and motor scooter sales and service                                                             | C |
| Reception center or wedding chapel                                                                         | C |
| Seed and feed store, retail                                                                                | C |
| Service station, automobile                                                                                | C |
| Shooting gallery                                                                                           | C |
| Temporary permits for bazaars and carnivals                                                                | C |
| Other uses not mentioned above, but ruled by the Planning Commission to be similar to uses permitted above |   |

## **02-27-005 SITE DEVELOPMENT STANDARDS**

### **C-1 Zone**

1. Minimum lot area - none
2. Minimum lot width - twenty (20) feet
3. Building setbacks:
  - a. Front – Thirty (30) Feet
  - b. Side - none, except a minimum of ten (10) feet when adjoining a residential zone, or where required by the International Building Code
  - c. Side facing street on corner lot twenty (20) feet
  - d. Rear – a minimum of ten (10) feet, except a minimum of thirty (30) feet when adjoining a residential zone
  - e. Building height
    - 1) Minimum – One Story
    - 2) Maximum – Fifty-five (55) Feet
4. Lot coverage - the aggregate of all buildings shall not exceed sixty percent (60%) of the entire lot area.
5. Height Restrictions  
Building Height Allowed:

Minimum Height: 10 feet

Maximum Height: 40 feet

Unless a different height is specifically recommended by the Planning Commission and approved by the City Council.

**02-27-006 PROTECTION OF ADJOINING RESIDENTIAL PROPERTIES**

1. Where a commercial development adjoins any lot or parcel of ground in any residential zone, there shall be provided and maintained, by the commercial development, along the adjoining property line a decorative, sight obscuring fence of not less than six feet in height aesthetically pleasing, vision obscuring, privacy fence or wall of neutral color. The fence shall provide, a minimum 90% fill to afford privacy for the residential dwelling,, which adequately protects the adjoining residential property and is properly maintained. The fence shall not be installed so as not to create a safety hazard for vehicular or pedestrian traffic.

**02-27-007 GENERAL REGULATIONS**

A Commercial zone may be established only upon land held in single ownership, or under unified control, or where the Planning Commission determines that commercial development on separate adjoining properties should be coordinated for a physically unified commercial facility, which will be compatible with the surrounding land uses. The location of the Commercial zone shall have an acceptable relationship to and further the purposes of the General Plan for the city, as determined by the Planning Commission

See 02-31 Subdivisions for more information on the development process.

**02-27-009**

**02-27-008 DEFINITIONS<sup>5</sup>**

See Chapter 02-02 Definitions

**02-27-009 COMMERCIAL GUIDELINES**

These commercial guidelines address those physical elements of urban development that contribute to overall character, including built form, architectural style, streetscape, landscape architecture, parkland and open space, parking, service areas, signs, lighting and grading. The guidelines provide prospective developers with a clear statement of the design goals and objectives and development

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<sup>5</sup> Amended 08/24/2017

requirements for the Commercial/Retail Development. This framework will be used to create cohesive commercial zones through high quality design and construction. The guidelines are a tool for the development of site and building plans that will be submitted to the Planning and Land Use Commission.

## **02-27-010 DESIGN GOALS**

The goals for development in Naples City are to ensure that future urban form and development patterns are sustainable, that the architectural form of buildings relates to both pedestrians and automobiles, and that new development is in physical and visual harmony with the natural environment.

Develop corridors to connect people to commercial areas; these may be streets, pathways, or recreational corridors.

Develop mixed use, commercial and business zones that have distinct and identifiable characters.

Preserve and create open space that respects existing topography and minimizes the impact of development on the natural environment.

Design urban space and buildings that create or contribute to a sense of community.

Build lasting infrastructure, architecture and landscape architecture.

## **02-27-011 DESIGN FRAMEWORK**

### **A Preface**

This section defines design themes for Naples City that uphold the preservation of the natural environment and the heritage of rural and small city in Uintah County, and establishes design principles that support innovative architecture, landscape architecture, and site planning.

### **B**

### **C Commercial Development of Naples City**

There are two types of commercial zones within Naples City: C, which is associated with downtown, and C-1 which is non-downtown commercial. Each will provide a set of uses and facilities to serve the residents of Naples and the larger region. The following tenets will guide commercial and industrial development:

1. Create commercial corridors that maximize regional marketing potential afforded by high visibility yet maintain cohesion with adjacent properties and village centers.
2. Create a business park that will attract heightened technology, research and development firms.
3. Create and support the industrial areas that allow storage, manufacturing, and business operations.

## **D Urban Design**

Within commercial zones, buildings should relate to one another through scale, form and material, and should be appropriately scaled for pedestrian activity. Creating a relationship between the street, open space, and public amenities is critical to the overall character of Naples City. To this end, the following design precepts shall guide the development of the commercial zones:

1. Within the mixed use village cores, locate buildings adjacent to the street. The bulk or mass of buildings should establish a consistent streetscape that defines a recognizable street edge.
2. Building masses should be scaled to integrate with neighboring properties, particularly where dissimilar land uses abut.
3. Provide open space to accommodate active public life. These include city squares, village greens, pocket parks, and urban plazas.
4. Maintain a well-designed transition between open spaces and developed area.
5. Where appropriate, use formal street scape treatments such as , regularly spaced canopy trees and special paving to denote pedestrian zones.
6. Establish gateway features at key intersections of the various commercial areas. These elements may include entrance plazas, fountains, tree bisques, special pavement treatments, monumentation, or public art.
7. Establish a series of vehicular and pedestrian nodes designed to enhance points of convergence and concentration of activities.
8. Provide direct vehicular access to specialty retail storefronts through on street diagonal and parallel parking.

9. Break up parking areas into smaller units in order to reduce the walking distance to storefronts and other commercial activities.

10. Require reciprocal cross access between parcels in order to minimize multiple entrances and curb cuts.

11. Promote a mixture of daytime and evening uses in order to concentrate shared parking arrangements and to increase opportunity for 24hour activity in the commercial zones.

12. Establish an off street open space/greenbelt link between commercial zones and adjacent neighborhoods and public facilities.

14. All commercial development is encouraged to dedicate 1% of building cost for public artwork: fountains, bell tower, plaza with colonnades and benches to be located at or near the building or within public areas.

## **E Downtown Commercial Cores**

Commercial village cores are designed to accommodate the immediate needs of both vehicles and pedestrians by providing easy access to goods and services. Commercial village cores are similar to mixed use village cores in permitted uses, differing primarily in the addition of big box retail. Appropriate uses for commercial village cores include offices, governmental functions, restaurants, retail shops, professional services and entertainment. Located at the intersections of parkways, these areas offer high visibility yet maintain a design character that is cohesive and unified with adjacent properties. The intent is to create an environment where larger buildings are stitched together by plazas, squares, courtyards, internal private streets, and pedestrian walks. The layout and size of parking lots, landscaping, signage, and entry monuments are integral in creating continuity within the commercial village cores.

## **F Business Park**

### **Preface**

Business parks demonstrate the high quality design inherent to the community. Developed as a commercial zone hosting a low density mix of professional offices, research, and light industrial uses, the business park zones will be a technological center for the region. While primarily a location for business, research and technology, the business center will allow supporting services such as restaurants, lodging, and other such uses.

Views into the surrounding mountain ranges, and valleys provide the business park with a dramatic natural backdrop that will support innovative architecture and landscape architecture. The campus like site plan allows businesses the flexibility to house a variety of services within a central location and provides opportunities to establish corporate identity through design. The business park will become a premier location for new and relocating companies with the growing community of Naples providing quality living for employees.

**Permitted Uses:**

- Office
- Research
- Light industrial
- Restaurants
- Lodging
- Day care
- Medical and dental facilities
- Veterinary services
- Computer and equipment sales and repair
- Residential

**G Special Permit Uses**

The Planning Commission approve special uses. The prospective purchaser must submit plans and a detailed description of the proposed use. Approval or disapproval shall be based in part on the effect of the proposed use on adjacent properties. Special uses must be approved in writing by the Planning Commission.

**02-27-012 GENERAL PROVISIONS**

**A Conflict with Other Regulations**

All development within Naples City planning area shall comply with Laws of the State of Utah and the United States Federal Government and be compatible with the intent of the codes and regulations of the City of Naples to the extent that in Naples City Commercial and Industrial Design Guidelines conflict with Design Guidelines that may be required by Naples City then the Commercial and Industrial Design Guidelines shall prevail.

**B**

**D Approvals**

Unless otherwise explicitly provided herein to the contrary, all approvals required under Naples City Design Guidelines shall be in writing and may be granted or

withheld at the sole discretion of the Land Use Administrator . Any approval pursuant to these design guidelines does not constitute a warranty, assurance or representation by the Planning Commission and the approving party should have no responsibility by virtue of such approval.

## **E Design Review Committee Requirements**

### **Design Review Committee**

The Design Review Committee is established to assure current and future owners that the adopted covenants, codes and restrictions are being enforced and that the overall design theme will be adhered to by future development and the Planning Commission which has been established. The Design Review Committee shall consist of the Land Use Administrator, Planning Assistant, Building Official, and a member of the Planning Commission, and other as invited by the Land Use Administrator.

The Planning Commission is responsible for reviewing plans for all development, including construction of any type, landscaping, lighting, signage, deed restrictions, reviewed by the Planning Commission to determine their compliance with the covenants and this document.

### **Design Review Procedure**

All plans for construction must be submitted to the Planning Commission for approval. For a typical building project, 3 copies and one electronic copy of the required information must be submitted to the Land Use Administration Office.

Prior to the submittal, the applicant should arrange to obtain a copy of any available engineering, grading, utility, street and drainage plans.

### **Submittal Process**

There is a three-step submittal and approval process. These are:

1. Concept Plan Approval
2. Preliminary Plan Approval
3. Final Plan Approval

The following sections describe the process for each step and the information required.

### **Application Fee**

The applicant shall pay non-refundable fees, as required by and list in the Naples City General Provision Fee Resolution for each step of the development process.

**1. Concept Plan Approval & Conference** Prior to submitting a preliminary plat, and Applicant shall submit an initial concept plan to the Land Use Administrator, including a sketch plan of the proposed development in which the proposed development is sufficiently described to enable the Land Use Administrator to determine whether the proposed commercial site complies with the municipality's Land Use Ordinances, capital growth and General Plans, street plans and services. Prior to the request for approval, an informal conference is held between the developer and the Land Use Administrator, the Land Use Administrator may invite the Design Review Committee to assist in the conference. This conference will serve to acquaint the developer with the overall context of developing in Naples City as well as design guidelines. The Land Use Administrator shall advise the Applicant of possible problems with the proposed development within 30 days after it has received the initial application, including sketch plans. Approval of the concept plan shall not constitute approval of the "Preliminary Plan". This section is mandatory, and an applicant may not submit a preliminary plat in lieu of the concept plan. If disapproved, the Land Use Administrator shall express its reasons in writing to the Applicant. .

Suggested material for discussion at the concept plan conference includes;

1. General project concept
2. Specific uses proposed and intensity of use proposed (floor area/parking demand)
3. Proposed construction timing
4. Conceptual building size, massing, and site plan ideas.

**2. Preliminary Plan Approval**

This review covers conceptual site planning, architecture, and landscape architecture for the project. Review by the Planning Commission will not commence until all specified information has been submitted. The material must be submitted to the Land Use Administration. The site plan must be submitted a minimum of 21 days prior to a regularly or specially scheduled Planning Commission meeting. The material submitted should constitute schematic level design documents for architecture and landscape architecture. The required drawings are to be prepared by licensed design professionals. Based on the results of the pre-application conference, the following information shall be submitted by the applicant:

**Preliminary Site Plan (to include)**

1. Site and context plan (immediately adjacent properties)
2. Site coverage data total property area
3. Required setbacks for buildings and parking areas
4. Building height
5. Pedestrian circulation

6. Vehicular access and circulation
7. Buildings, storage, loading and trash location areas
8. Parking areas with total spaces provided
9. Driveways, sidewalks, trash enclosures, and utility screening
10. Site lighting including fixture selection
11. Landscape plan, including hardscape elements
12. Grading and drainage plan
13. Development phasing concept, if applicable
14. Geotechnical report- if required by the Building Official

Note: the site plan(s) must show development of the entire property, including proposed future phases.

### **Preliminary Architectural Plans (to include)**

1. Building elevations (all sides)
2. Typical floor plans noting exterior dimension and total gross floor area
3. Notations explaining building materials, colors, and finishes
4. Special attention to screening of storage areas, mechanical equipment, loading docks and trash receptacles.

### **Preliminary Landscape Architecture Plan**

1. Location of trees, shrubs, ground covers, berms, walls, fencing, etc .
2. Plants under consideration
3. Conceptual design of courts, plazas, terraces and other special features.

### **Project Information (to be included on the site plan)**

1. Name of Owner, Developer and/or Builder (as applicable)
2. Name of project
3. Name of Architect/Landscape Architect/Engineer
4. Proposed use
5. Development schedule
6. Total site area
7. Total building area (gross and net rentable as applicable)
8. Total landscape area
9. Identification of project phasing and phasing schedule
10. Required parking by code
11. Location and block number
12. Name, address and telephone number of person who will maintain communication with the Planning Commission. This should be a person who will have long term responsibility for the projects.
13. The zone in which the development is proposed

14. Setbacks, as required by this code
15. Landscaping design
16. A proposed building construction schedule to describe:

- Start of site preparation and building construction
- Building completion
- Landscape and site work completion
- Phasing and expansion plans
- Occupancy

#### Soil Controls

The Applicant shall provide complete information about any potential geologic problems within the development area including but not limited to expandable soils, potential slide of slough areas, high ground water, etc.

The Planning shall determine from the concept plan review or the preliminary plat application the possible need for environmental impact analysis, which would take into account the soil, slope, vegetation, drainage and other geological characteristics of the site. If the site requires substantial cutting, clearing, grading or other earthmoving operations in construction of structures or roads in the proposed developer or if geologic conditions warrant, the Planning Commission and/or City Council shall require the applicant to provide soil erosion and sedimentation control plans or stabilization plans and specifications prepared by a registered civil engineer.

### 3. Final Plan Approval

After preliminary approval, a final application must be submitted prior to the Land Use Administration prior to final Planning Commission approval and/or issuance of a building permit. The material submitted should constitute 90% complete construction drawings for architecture and landscape architecture. The following information shall be submitted for the final application.

#### **Site Development Construction drawings (to show in addition to the Preliminary Application requirements):**

1. Location and size of building/easements/utility locations
2. Setback lines and dimensions to property lines
2. Curb cuts and access points for autos and service vehicles with elevations
3. Parking areas, islands, and drive aisles with number of spaces noted

and details

- lot to building
4. Pedestrian circulation system, including accessible entrances from parking
  5. Loading area (location and design)
  6. Trash enclosures (location and design)
  7. Open space area
  8. Finished contour grading/drainage plan with drainage structures and identify any storm water retention areas and overflow areas
9. Storm water drainage calculations
  10. Building pad elevations and building areas

Site plan shall be prepared on a topographic base map of 1foot contour interval and 1" = 20' unless otherwise approved by theLand Use Administrator.

**H Landscape Construction Documents to show:**

1. Grading, water retention, retaining walls, rock work, and slope stabilization
2. Walkways, plazas, decks, walls, and fences (type, details, materials, and location)
3. Trees, shrubs, ground covers, grasses and mulches; indicate type, size and location.
4. Location and dimensions of berms and other grading elements
5. Location and type of hardscape materials
6. Site furniture: benches, fountains, kiosks, trash receptacles, flag poles, etc.
7. Irrigation plan including line size, locations, valves and controllers
8. Materials list, including type, size, quantity, and specification of all materials.

Landscape plan shall be prepared on a topographic base map of 1foot contour interval; Scale: 1"=20' unless otherwise approved by the Land Use Administrator

**I Building Construction Documents to show:**

1. Architectural site plan
2. Building floor plans
3. Exterior elevations, colored to accurately indicate the colors and materials to be used.
4. Building and wall sections specific to exterior elevations.
5. Sample board displaying actual samples of all exterior building materials and actual colors, as requested by the Planning Commission.

**J Signage and Lighting documents to show:**

1. Location of all information and directional signs
2. Location of all lighting fixtures by type, e.g., (area, building accent, security signage)
3. Signage system design: plan and elevation drawings to show the size, graphic layout, type face, construction details, materials, color and lighting method of all signs.
4. Exterior Lighting system design: plan and elevation drawings to show the size, construction details, material, and colors of all light fixtures.
5. Photometric analysis of lighting coverage

Plan shall be 1" = 20' unless otherwise approved by the Land Use Administrator .

**K Construction Schedule**

**L Pertinent Details and Specifications**

**M Written material to include tabulation, expressed in square feet and in percent of site coverage describing (minimum, required, proposed):**

1. Building coverage (footprint)
2. Landscaped open space
3. Driveways, parking, and loading areas.

This tabulation should total 100% of the site.

**N Final Approval/Building Permit**

The final submittal will be reviewed by the City Council and approved, conditionally approved, or disapproved. Detailed reasons for its conditional approval or disapproval will be given in writing. Final approval and infrastructure acceptance is required prior to building permit issuance and certificate of occupancy issuance.

**O Construction Compliance Verification**

The City Council shall have the right to review construction work in progress to evaluate compliance with the construction documents as approved. All design changes, which affect the exterior conditions of the project shall be approved by the Planning Commission and will be sent to City Council for final acceptance.

Construction Precautions:

In order to minimize soil erosion by water and wind, practical combinations of the following shall be used:

1. Expose smallest practical area of cleared land during construction
2. Temporary ditches, dikes, vegetation and/or mulching shall be used to protect critical areas exposed during development or construction.
3. Sediment basins (debris basins, desilting basins, or silt traps) shall be installed and maintained to remove sediment from runoff waters during development.
4. Permanent landscaping shall be installed as soon as practical after construction activities.
5. Temporary mulching shall be used for imported fill and other distributed areas subject to erosion, on construction projects over 6 months in duration.

All construction storage, equipment yards and on site trailer and San-o-lets shall be fenced or segregated in a manner approved by the Building Official and shall be located on the site in a way to minimize their impact on adjacent properties and public streets. Construction sites shall be maintained in a neat and orderly manner. All trash shall be kept in enclosed containers and emptied frequently.

Construction access shall be coordinated with and approved by the Building Official. Special care shall be taken to protect existing curbs and pavements from damage and removal of site soil tracked onto streets.

At the end of the construction period, by phase, the applicant shall submit to the City Building Official reproducible copies of record drawings (as built) showing the actual locations of all underground utilities and irrigation systems.

## **P Modifications**

If it becomes impossible or impractical to complete construction of a structure or a multiple structure project substantially in accordance (with design consistency determinations obtained pursuant to the Design Review Process), the owner of such structure or project shall notify the Land Use Administrator of such impossibility or impracticality and shall submit to the Land Use Administrator an alternative design that is as close as reasonably possible to the consistent or approved design. The Planning Commission shall refer such proposed alternative design to the City within 30 days. The Land Use Administration shall treat such referral as a new application.

**C      Roadway Hierarchy**

The variously sized roads within Naples City are intended to accommodate traditional and alternative forms of movement within the community. See the Naples City Road Classification 2016 for requirements.

**D      Commercial Village Core Circulation**

Located only at the intersections of parkways, Downtown Commercial cores offer high visibility and easy access for automobiles and pedestrians. The following circulation parameters have been established to aid the success of these commercial zones.

**Pedestrian Circulation**

Pedestrian accessibility opens auto-oriented developments to adjacent neighborhoods resulting in reduced traffic and creating a more inviting pedestrian environment. The following design standards should be followed.

1. Provide continuous sidewalk circulation contiguous to vehicular circulation elements (e.g., arterial, collectors, and local internal streets).
2. Provide connections to individual sites and buildings that are adjacent.
3. Link open spaces.
4. Provide direct and easy pedestrian access to storefronts.
5. Provide convenient pedestrian connections from the parkways regardless of differing grade conditions through the use of sidewalk ramps and staircases.
6. Sidewalks adjacent to retail storefronts should be 6 to 10 feet wide and located between storefront and planted or paved parkway strip.
7. Buildings should incorporate pedestrian pass through to allow for pedestrian circulation from rear parking lots to street frontage and sidewalks.

8. Sidewalks at least 5 feet in width shall be provided along all sides of the lot that abut a public street.

9. Continuous internal pedestrian walkways, no less than 5 feet in width, shall be provided from the public sidewalk or right-of-way to the principal customer entrance of all buildings on the site. At a minimum, walkways shall connect focal points of pedestrian activity such as, but not limited to, transit stops, street crossings, building and store entry points, and shall feature adjoining landscaped areas that include trees, shrubs, benches, perennial beds, ground covers, or other such materials for no less than 50 percent of its length.

10. Sidewalks, no less than 6 feet in width, shall be provided along the full length of any building facade that features a customer entrance, and along any facade abutting public parking areas. Such sidewalks shall be located at least 5 feet from the facade of the building to provide planting beds for foundation landscaping, except where features such as arcades or entryways are part of the facade.

11. Internal pedestrian walkways provided in conformance with the above guidelines shall provide weather protection features such as awnings or arcades within 30 feet of all customer entrances.

12. All internal pedestrian walkways shall be distinguished from driving surfaces through the use of durable, low maintenance surface materials such as pavers, bricks, or scored concrete.

### **Automobile Circulation**

Vehicular access to the commercial village cores occurs along parkways and major intersections. Subsidiary connections are made along internal private streets and circled aisles. The internal circled system moves through smaller parking areas and open space elements.

1. Development shall minimize curb cuts. Wherever possible, curb cuts and driveways should be shared between multiple projects.

2. The area of paved surface between the street and any structures on the property should be minimized.

### **E Business Park and Satellite Commercial Circulation**

Within the business park, site access and internal circulation should be designed to emphasize safety and efficiency by reducing conflicts between vehicular and

pedestrian traffic. Circulation and access areas should be combined where possible and adequate maneuvering and stacking areas should be provided.

### **Pedestrian Circulation**

1. As throughout Naples City, pedestrian access is key to the design of the business park and satellite commercial. Site layout should encourage walking through the business center in order to reduce the number of vehicular trips within the site.
2. Areas of pedestrian activity such as plazas, courtyards, and seating areas, should be delineated with accent paving and pedestrian scale lighting. Where pedestrian and vehicular traffic interface, paving and signage should be used to alert drivers.
3. Clear pedestrian routes to building entrances should be provided.
4. Textured or integral-colored paving that is distinguishable from the road surface should be used to define main pedestrian routes within parking lots.
5. Each owner is responsible for public sidewalk portions that extend on and through his/her property. These responsibilities are and not limited to snow removal, repair, and cleaning.
6. Building entries should incorporate pedestrian amenities such as seating, appropriate lighting, and hardscape.

### **Automobile Circulation**

Vehicular circulation within the business park should follow a hierarchy and organization that minimizes the visual presence of automobile circulation and service functions while maximizing uninterrupted sidewalks and pedestrian access.

1. Development shall minimize curb cuts. Wherever possible, curb cuts and driveways should be shared between projects.
2. Where multiple access points are provided, entrances and exits to and from parking and loading facilities should be clearly marked with appropriate directional signage.
3. Vehicles should not be required to enter a public street in order to move from one area to another on the same site.

**B     Downtown Commercial e Core**

Downtown Commercial cores will be located at the intersections of the major parkways. These commercial areas feature a variety of goods and services ranging from small retail establishments to big box retail. To avoid the strip mall structure, the Downtown Commercial Cores will be organized around public open space amenities and will maintain lesser setbacks and smaller parking lot configurations. This section provides general design guidelines for the commercial village cores should be personal and pedestrian friendly.

**Spatial Structure**

Buildings should offer pedestrian scale features, spaces, and amenities. Entrances and parking lots should be functional and inviting with walkways conveniently tied to logical destinations. Furthermore, bus stops and drop off/pickup points should be considered as integral parts of the configuration. Pedestrian ways should be anchored by special design features such as towers, arcades, porticos, public art, pedestrian light fixtures, bollards, planter walls, and other architectural elements.

Each retail establishment shall contribute to community and public spaces by providing at least two of the following; patio/seating area, pedestrian plaza with benches, courtyard, transportation center, window shopping walkway, kiosk area, water feature, clock tower, fountains or other such focal feature or amenity. Such areas shall have direct access to the public sidewalk and shall not be constructed of materials that are inferior to the principal materials of the building and landscape. Large retail buildings should feature multiple entrances to reduce walking distances from cars, facilitate pedestrian and bicycle access from public sidewalks and open spaces, and provide convenient movement between buildings. All sides of a building that directly face a public street shall have at least one customer entrance. The rear or sides of buildings should feature architectural details and landscaping to alleviate expanses of blank walls.

**Setback Requirements**

Setbacks from streets shall conform to setback requirements established in the corresponding zone guidelines (See Land Use Ordinance chapters 02-21 through 02-26 and 02-28).

## **C Business Park and Satellite Commercial**

This section addresses broad site planning issues for buildings, parking and utilities. Roadways and sidewalks should be organized in an axial fashion, with visual terminus in a building element, landscape element or view corridor. Buildings should be organized to relate to adjacent buildings rather than as separate pieces of the plan and should work together to create pedestrian areas.

To structure site planning in the Business Park the following precepts have been established:

1. Controlled site access. A minimum of two accesses are required.
2. Structures should be surrounded by landscape/hardscape features so that the office portion of the building does not directly abut paved areas. A landscape strip, minimum 20 feet long and 5 feet wide, should be provided between parking areas and the office portion of a structure.
3. Where business park uses are adjacent to non business park uses, appropriate buffering techniques such as setbacks, screening, berming, and landscaping shall be provided to mitigate any negative effects of business park operations.
4. Development in the Business Park is encouraged to dedicate 1% of building cost for public artwork to be located at or near the building or within public areas.

## **D Site Planning Requirements**

This section delineates requirements for parking, service, loading, special equipment, utilities, communication devices, and fencing and screening for mixed use village cores, commercial village cores, and the business park.

### **Parking Requirements**

Parking areas should provide safe, convenient, and efficient access. They should be distributed to reduce overall scale of paved surface and to shorten walking distances between cars and buildings. No more than 50 percent of the off street parking area for the lot, tract, or area of land devoted to the large retail establishment shall be located between the front facade of the building and the abutting streets.

1. The parking lot and cars should not be dominant visual elements of the site. Large expansive paved areas located between the street and the building shall be avoided in favor of smaller multiple lots separated by landscaping and buildings.
2. Divide lots with planted buffers to create a series of smaller lots (maximum 200 cars).
3. Parking areas, drive aisles and lots adjacent to and visible from public streets shall be adequately screened from view by the using rolling earth berms and landscaping. Water conserving profiles are encouraged in the design of landscape berms. Low decorative screen walls, changes in elevation, landscaping, or combinations thereof should be used wherever possible.
4. The business park site should be a self-contained development capable of accommodating its own parking needs. The use of public streets for parking and staging of trucks shall not be allowed.
5. For security purposes, all parking spaces should be visible from the interior of the structures, especially entrances.
6. The layout of parking lots should work with the existing site grading. The use of terraced or stepped parking platforms is encouraged to break down apparent size of parking areas.
7. Minimize walking distance from furthest parking space to a building.
8. Locate vanpool and carpool spaces close to buildings to encourage their use.
9. Standard minimum parking space dimensions shall be 10'0" by 20'0" for full size cars and 8'0" by 16'0" for compact cars.
10. Minimum drive aisle width shall be 23'0".
11. Handicap parking required per ADA Requirements .
12. Parking is not permitted in landscape areas.
13. Parking lots shall have landscaped islands provided at maximum intervals of 23 spaces at retail uses and 15 spaces at office uses and at the end of all parking rows. These islands shall be a minimum width of six feet (6'0"). A continuous poured in place concrete curb shall be provided around landscape islands.

14. The use of parking bumpers in surface lots is prohibited.
15. A continuous poured in place concrete curb and gutter shall be provided around all parking and access areas. Curb may be used as a wheel stop with a maximum 5' overhang.
16. Roadways and primary drive lanes within parking lots shall be oriented so as to create an axis which terminates in either a building element, landscape element, or view corridor whenever possible.
17. Human services facilities (day care centers, schools, libraries, etc.) that regularly have more than 20 clients onsite and are located on an arterial, major collector, or parkway shall be served by a minimum of one passenger loading area.

### **C. Service, Loading, and Special Equipment Areas**

To minimize visual and noise impacts on adjacent uses, loading areas, storage areas, HVAC units, garbage receptacles, etc., shall be screened, recessed, or enclosed. Appropriate locations for loading and outdoor storage include areas between buildings, where more than one building is located on a site and such buildings are not more than 40 feet apart, or on those sides of buildings that do not have customer entrances.

1. Service and delivery activities shall be separated from primary public access and screened from public view either by being located underground or internal to structures, or by providing walls, fences, and/or landscaping of sufficient height and density. Roofs shall be required if the area is over viewed by residential uses.
2. Service, storage, and maintenance areas shall be constructed and maintained according to the following criteria:
  - a. No materials, supplies, or equipment, including trucks or other motor vehicles, shall be stored onsite except inside a closed building or behind architectural screening, to prevent visibility from neighboring properties and streets.
  - b. All storage areas shall be located on the side or rear portions of buildings.
  - c. No service, storage, maintenance, or loading area shall extend into a setback area.

3. Loading areas shall be entirely onsite. Offsite vehicle loading shall not be permitted.
4. All service and loading areas shall be positioned so service vehicles will not disrupt traffic flow to or from the site.
5. Commercial and industrial buildings shall have one off street freight loading area for each 10,000 square feet of gross floor and/or outdoor storage area.
6. Loading areas should not be visible from street frontages. Loading docks shall be located on the interior side or rear yards (where the rear of a building does not face a public street) and concealed from public view.
7. Refuse collection areas shall be screened with solid perimeter walls using materials and colors compatible with those of the adjacent buildings.
8. Areas for outdoor storage, truck parking, trash collection or compaction, loading, or other such uses shall not be visible from abutting streets.
9. No area for outdoor storage, trash collection or compaction, loading, or other such uses shall be located within 20 feet of any public street, public sidewalk, or internal pedestrian way.
10. Delivery and loading operations should not distribute adjoining neighborhoods or other uses. No delivery, loading trash removal or compaction, or other operations shall be permitted between the hours of **10 p.m. and 7 a.m.** within the mixed use village cores unless the applicant submits evidence that sound barriers between all areas for such operations effectively reduce noise emissions to a level of 45 db, as measured at the lot line of any adjoining property.
11. Loading docks, truck parking, outdoor storage, utility meters, HVAC equipment, trash collection, trash compaction, and other service functions shall be incorporated in to the overall design of the building and the landscape so that the visual and acoustic impacts of these functions are fully contained and out of view from adjacent properties and public streets.
12. Non enclosed areas for the storage and sale of seasonal inventory shall be permanently defined and screened with walls and/or fences.

13. Vehicles shall be stored in designated areas only. If vehicles are to be stored more than 48 hours, they shall be stored in an area screened from adjacent properties, parking areas, public roadways, and pedestrian areas.

## **E Utilities and Communication Devices**

1. Utility equipment and communication devices located on the ground shall be screened so that the site will appear free of all such devices. Utility lines for water, gas, sewage, electrical, and communication shall be installed underground.

All permanent utilities shall be underground; above ground utility access points shall be screened from public view and permitted by conditional use permit.

2. Minimize visual and audio impact of utilities, transmission dishes and related services.

3. Transmission dishes and antennae are not permitted on roofs of buildings unless adequately screened. Where located on the ground, screen these devices with landscaping and screen walls constructed of the same materials as the building.

4. Overhead wiring and telephone lines are permitted during construction only.

5. Provide utility easements where required.

6. Transformers and utility meters shall be grouped where possible. Where street cuts are made for utilities, cutting, backfilling and paving shall be repaired in accordance with Naples standards and specifications.

7. Utilities shall be grouped and screened with materials consistent with the architecture of the building and at a height acceptable to the Design Review Committee.

## **F Fencing and Screening**

2. No fence or screen of any kind shall be constructed unless specifically approved by the Planning Commission.

3. Where any commercial use joins any lot in a residential zone, the owner of the commercial property shall provide and maintain along such property line a minimum six foot high aesthetically pleasing, vision obscuring, privacy fence or wall of neutral color. The fence shall provide, a minimum 90% fill to afford privacy for the residential dwelling.

2. Where screening is required, a combination of elements should be used including solid decorative masonry walls, berms, landscaping, vinyl, wood, and/or chain link fencing with full fitted privacy slats.

4. Any mechanical equipment visible from the fronting road, whether on the roof, side of building, or ground, shall be screened. The method of screening shall be architecturally integrated in terms of materials, color, shape, and size.

5. Screen fences or walls shall be built at a height at least 12" higher than that of the materials or equipment being stored.

## **G Walls**

1. Decorative walls shall be used to screen automobiles, loading areas, utility structures, and automobile headlights from neighboring residential areas. Decorative walls shall be kept as low as possible while performing their screening and security functions.

2. Where walls are used at property frontages, or screen walls are used to conceal storage and equipment areas, they should be designed to blend with the site's architecture. Landscaping should be used in combination with such walls wherever possible.

3. Long expanses of wall surfaces should be offset and architecturally designed to prevent monotony. Landscape pockets should be provided.

## **02-27-015 SITE GRADING AND DRAINAGE GUIDELINES**

### **A Preface**

Each site within Naples City represents a specific set of conditions that should influence the grading design applied. A grading concept that would be ideal for one site might be totally inappropriate for another. Most of the design concepts are based on the creation of more natural appearing landforms.

### **B Guidelines**

Excessive grading should not be necessary in Naples City and is not desirable. Grading should produce graceful contours, not sharp angles, and should respect the natural land forms. Contoured swales and berms will soften the impact of structures on each lot. Varying the degree of long slopes will avoid the unnatural look of broad flat surfaces. The following are general grading guidelines:

1. Grading practices shall respect the natural features of the development by avoiding prominent ridgelines and contouring in harmony with existing landforms.

2. All manufactured slopes shall be rounded to conform with the existing topography.
3. Grading shall be minimized and buildings and roadways are to conform to and “blend” with landforms.
4. Variation and undulation of slopes to retain the natural character of Naples City shall be encouraged.
5. All graded slopes shall be planted with a combination of native grasses, ground covers, shrubs, and trees to insure slope stability, reduce erosion potential and improve visual quality. Plant materials of varying form and density should be used to soften slope banks.
6. Borrow ditches should not be paved with asphalt concrete or concrete. Borrow ditches should be seeded and accented with native rocks.
7. Finished floor heights in relation to any adjacent curb in commercial areas should be limited to a 5% differential to minimize excessive handicap ramps.
8. Building and site design is encouraged to work with the natural contours of the land.
9. The following standards shall apply to all site grading:

| <u>Area</u>                     | <u>Min Slope</u> | <u>Max Slope</u> |
|---------------------------------|------------------|------------------|
| Planted Areas                   | 2%               | 33%              |
| Parking Lot                     | 1%               | 5%               |
| Driveways, Access Drives        | 1%               | 5%               |
| Pedestrian Plaza                | 1%               | 2%               |
| Sidewalks (direction of travel) | 1.5%             | 6%               |
| Sidewalks (horizontal tilt)     | 0%               | 2%               |

All slopes must also conform to ADA Standards.

10. No cut or fill slopes shall be steeper than 3:1 with smooth vertical transitions. Terracing with retaining walls of approved materials will be allowed in certain situations. Materials will be compatible with the building design and shall be approved by the Planning Commission.
11. Add site topographic features (such as landscape berms and swales)
12. Site drainage must be designed to eliminate water collection at building foundations and minimize water collection at entrances and service ramps.

13. Retention/detention areas should be designed as year round amenities with pedestrian access.

**C. Storm Water Retention**

The Applicant shall design, construct and install a storm water drainage system within the lot which shall be constructed of materials and according to the specifications of the master storm drain plan and according to generally accepted engineering standards, with an engineer's seal stamped on the plat. Naples City's onsite storage plan requires retention of 125% of a 2-hour, 100-year storm volume. The storm water retention system may consist of one or more storm water retention areas. The overflow area must be identified, and evidence shown that it will not drain onto neighboring properties or nearby structures.

If the storm water retention area and system is on the surface and not underground, the owner/developer shall set aside an area approved by the City Council within the development engineered to retain the water as required by this ordinance. The retention pond/area shall be established by a recorded plat with covenants that run with the land and that require the owner of the land to maintain the retention pond/area as designed and at its expense to make any repairs or improvements as needed over the years to effectuate the purpose of the water retention facility. The owner shall be required to hold the City harmless from any damage or expense related to repairs or maintenance or from damage caused by failure of the system, in perpetuity. The area shall also be identified on the plan and recorded documents shall be approved by the City Attorney as to form and effect. No modification of the retention area may be done without an amendment to the plat. If the water retention is shared between two properties, a recorded easement is required.

**02-27-016 ARCHITECTURE GUIDELINES**

**A Design Professionals**

Design and documentation of all buildings shall be by licensed design professional.

**C Guidelines**

**General Tenets**

**Siting and Orientation**

Placement of the building in relation to the surrounding elements is as important as the design of the building.

4. Buildings should be oriented so that entrances are clearly identifiable and directly accessible from a sidewalk. Buildings should be accessible for pedestrians and public transit users, not just for people driving private automobiles.

### **Materials and Colors**

Materials and colors of the development should be selected for earth tone compatibility with the site, as well as compatibility with the neighboring area. High quality, low maintenance materials are encouraged as well as building materials that age well.

1. The selected materials and color palette should be compatible with the valley's mountain and basin environment, utilizing earthen tones.

6. All facades facing public streets or open space shall have the exterior wall or façade of such construction as to have a minimum of architectural treatment of brick, glass, wood, stucco, metal, stone, masonry, including stone, brick, terra cotta, architectural precast concrete, cast stone, or prefabricated brick panels, or any combination thereof. The exterior wall or façade of any building fronting upon a public street shall not have the appearance of a metal building. No single material is allowed to exceed fifty percent (50%) on all front street facing facades, excluding windows. Flanking facades facing streets should be upgraded with materials standard equal to the front façade treatment.

The final approval of exterior materials is at the discretion of the Design Review Committee.

### **Maintenance**

Owners or occupants shall maintain all buildings, drives, parking lots, signs or other structures located upon the property in good and sufficient repair and shall keep such a neat, clean and orderly fashion. Any alteration made to the building or building site equaling more than 50% of the original site plan requires the Planning Commission approval.

1. Any structure, driveway or parking lot surface that is damaged by the elements, vehicles, fire or any other cause shall be repaired as promptly as possible.
2. Grounds, landscaping, and vegetation shall be maintained in accordance with the site plan approved by the City.
3. Lots, yards, parking areas and grounds around buildings shall be maintained in a weed free condition.

### **Parking Garages**

Parking garages may be used in the commercial zones and are subject to the same architectural standards as other structures.

1. Parking structures shall be designed to conceal the view of all parked cars and light sources from adjacent public right-of-way or public open space for the full height of the structure.
2. Facade openings that face any public right-of-way or open space shall be vertically and horizontally aligned and the floors fronting on such facades shall be level.
3. The sidewalk level of parking structures shall be designed to accommodate active uses, display windows, public art or other features that enhance the structure's relationship to pedestrians. Adequate ground floor dimensions are required and shall include floor to floor heights, structural, driving aisle and utility layouts within 30 feet of public right-of-way designed to accommodate occupancy by pedestrian uses.
4. Parking structures should not exceed 50% of any given block frontage.
5. Parking structures should utilize materials and architectural detailing found in the primary development being served.
6. Reduce impact on pedestrians from cars entering and exiting parking garages by locating garage access on alleys, wherever possible.

## **D Downtown Commercial Core**

### **General**

1. Where possible, large buildings (big box architecture) should be broken into smaller components through facade articulation, staggering, fenestration, etc., to maintain scalar continuity with adjacent commercial buildings.
2. The sidewalk level of parking structures should be designed to accommodate active uses, display windows, public art or other features that enhance the structure's relationship to pedestrians.
3. Locate and shape buildings to provide for future infill development on surface parking areas.
4. Coordinate commercial building placement and appearance in relation to the street.
5. Multiple use developments should be designed comprehensively to provide a cohesive appearance.
6. Integrate clearly defined pedestrian and vehicular access routes.
8. Variations in roof lines should be used to add interest to and reduce the scale of large buildings. Roof features should complement the character of adjoining neighborhoods. Parapets, overhanging eaves and sloping roofs are acceptable roof treatments.
9. Where additional stores will be located in the principal building, each such store shall have at least one exterior customer entrance, which shall conform to the above requirements.

### **Elevations**

1. Facades greater than 100 feet in length, measured horizontally, shall incorporate wall plane projections or recesses having a depth of at least 3% of the length of the facade and extending at least 20% of the length of the facade. No uninterrupted length of any facade shall exceed 100 horizontal feet.
2. Ground floor facades that face public streets shall have arcades, display windows, entry areas, awnings, or other such features along no less than 60% of their horizontal length.

3. Facade colors shall be low reflectance, subtle, neutral or earth tone colors. The use of high intensity colors, metallic colors, black or fluorescent colors, or murals is permitted only with Planning Commission's approval

4. Customer entrances should feature a combination of the following:

- Canopies or porticos
- Overhangs
- Recesses/projections
- Arcades
- Raised corniced parapets over the door
- Peaked roof forms
- Arches
- Outdoor patios
- Display windows
- Architectural details such as tile work and moldings which are integrated into the building structure and design.
- Integral planters of wing walls that incorporate landscaped areas and/or places for sitting.

## **E Naples Retail Commercial Center**

The Naples Retail Commercial Center will build out over several years so establishing continuity between structures is critical. Buildings should respond to one another through shared scale, massing, and plan organization. Buildings should work in harmony with adjacent structures to create and maintain pedestrian scaled outdoor space and view corridors to the golf course and mountains.

### **General**

1. Use stepped down buildings to break up larger structures, particularly those over 2 stories in height.
2. Consider variations in facade elements, such as inset window areas, entries and/or projections of building volumes.
3. Building mass should be broken down where possible. Horizontal breaks and vertical projections will effectively reduce the perceived scale of buildings.
4. The creation of pedestrian scaled plazas between buildings is encouraged.

5. Use berming and other landscape treatments at building edges to reduce the building's visual mass and length.
6. Fenestration and detailing shall be scaled appropriately to the building to articulate the wall surface.
7. Building entries shall be architecturally related in mass and composition to the entire building.
8. Each building facade oriented to a public street or open space shall at minimum incorporate three or more of the following architectural scaling patterns:
  - a. Expression of building structural elements such as floors (banding, belt coursing, etc. columns (pilasters, piers, quoins, etc.), foundation (water tables, rustication, etc.)
  - b. Patterns of window and door openings that are emphasized through change of plane, and/or the use of sills, lintels, mullions, muntins, and other scale providing elements.
  - c. Changes in material
  - d. Changes in color
  - e. Changes in texture
  - f. Changes in material module or pattern
9. Building footprints should be designed to minimize their shadow impacts on public rights-of-way and other public open space.
10. Long expanses of high, unbroken street walls shall be avoided.
11. Locate and shape buildings to provide for future infill development on surface parking areas.
14. Rooftop mechanical equipment and vents which are visible from ground level should be incorporated as an integral part of the building. Roof top units and vents should be screened using materials complementary to the building.

The Developer shall provide a plat design of the meaningful landscape and its maintenance. The components, layout, arrangement, and size shall be approved by the Planning Commission.

Meaningful landscaping is grass, trees, shrubs, xeriscape, etc., in an appealing layout and size arrangement approved by the Planning Commission. Landscaping shall be maintained by the property owner.

**A Purpose and Intent**

The landscape guidelines are intended to establish criteria necessary for the development, preservation and enhancement of open space in Naples. A well designed and maintained landscape will enrich buildings and create a unified and visually pleasing character for the entire community.

**B Concept**

The landscape concept for Naples City derives its character from the rural Utah landscape. This landscape possesses a rustic quality that blends with the agricultural tradition

**E Conserving Resources**

In addition to utilizing agricultural elements, the landscape concept incorporates several ideas that are essential to its long term viability. First, landscape development will be efficient: resources will be concentrated to areas receiving the most intense human use such as parks and recreation facilities. Second, the landscape will be designed with the objective of reducing water requirements. Third, the landscape will be designed to minimize maintenance requirements. This will be achieved by limiting areas of irrigated turf and restricting use of high maintenance elements such as clipped hedges, etc.

**F Design Professionals**

Design and documentation of all site layout and landscape architecture shall be by a licensed landscape design professional.

**G General Requirements**

- plan.
1. Landscaping in accordance with the approved plan shall be installed prior to obtaining a certificate of occupancy for the building except where seasonal limitations exist, in which case, the landscaping must be installed within 60 days from the time planting operations can be undertaken. Erosion control must be undertaken when seasonal conditions do not permit immediate planting.
  2. All planting shall be per the plant material list, as listed on the approved site plan.
  3. The street concept has been designed to provide continuity throughout the development. Each developer is required to provide street trees and ground plane landscaping as per the approved landscape plan.
  4. All areas not paved or built upon must be landscaped and, where necessary, irrigated. Large areas of gravel or mulch are prohibited. Use of water conserving trees, shrubs, and ground covers is required.
  5. Areas to be developed in a further phase need not be landscaped or irrigated. They do, however, require a minimum application of a drought tolerant seed mix that must be established and properly maintained to prevent erosion. Weed control and periodic mowing of these areas is required.
  6. All public rights-of-way must be landscaped and irrigated within one year of the final plat approval, whether or not development has begun.
  7. The landscape irrigation system must be below ground and fully automatic. Use a drip irrigation for trees and shrubs is encouraged. All back flow devices must be either underground or screened from view. Over spray onto hard capped areas should be minimized.
  8. Each owner shall regularly maintain all segments of their property, keeping them in a neat and orderly condition, including the replacements of dead and unhealthy plant materials.
  9. All landscape design must be approved by the Planning Commission.
  10. All landscaping will be bonded or cash hold in escrow until completed.
  11. Trees may not be planted within the road right-of-way.

## **H Landscape Criteria for Development Edges**

Edge zones have been identified at Naples City: buffers between land uses and at development edges; and Naples City and US 40. A graduated transition between non-irrigated and irrigated landscapes is necessary for these areas.

### 1. Landscape Buffers Between Land Uses and at Development Edges

Perimeter buffers consisting of berms and plant groupings shall be used to provide a soft edge between different uses. A minimum 25 feet landscape buffer shall be provided around the perimeter of development enclave. This transition should be smooth and continuous. Retaining walls shall only be used in buffer situations if the grade is too steep for any other solution.

### 2. US 40

The parkway plants should reflect the native hillsides. Gentle earth mounding and native plant materials should be incorporated for transitioning and screening. Approved trees shall be planted in loose groves to preserve views.

## **I Commercial Areas**

The commercial zones will have complementary landscape treatments, yet each design shall be modified to reflect the scale and use intensity particular to the different areas.

### 1. Downtown Commercial Cores

The landscape treatment of the downtown commercial cores shall be similar to the industrial village cores. Elements generally will be larger in scale to reflect the more broad spatial quality of commercial areas. Generally, non-water intense plants will be used with courtyard plazas, and squares. Parking medians shall be slightly mounded and able to accommodate shade trees.

### 2. Business Park and Satellite Commercial

The business park and satellite commercial landscape shall be more detailed and formal, maintaining the level of finish typically associated with quality, corporate environments. A substantial transition zone will be created to blend the business park with adjacent landscapes.

## **J Landscape Elements**

### 1. Courts and Plazas

Landscape development in the court and plaza areas shall include ornamental trees and shrubs, annuals and perennials, and public art. Special paving is recommended in pedestrian traffic areas.

### 2. Key Intersections

Treatment at key intersections and entry points shall include accent paving, bollards, signage, low walls, and ornamental/accent planting. Accent paving is also recommended to highlight pedestrian crossings across the road.

### 3. Landscape Transitions

Planting materials, grading, land forms, and landscape features shall be used to provide smooth transitions between landscape types. These transitions should be used to reinforce the soft edge of property lines. Site design of grading, land forms, walks, walls, fences, paths, roads and irrigation systems should establish and maintain these transitions.

### 5. Service and Utility Areas

The use of low walls, berms, and hedges is suggested to aid in screening loading docks and service areas. See Site Planning section for further details.

### 6. Plant Materials Standards

See 02-33 Naples City Tree Ordinance for approved list of plant species.

### 7. Site Furnishings

A wide variety of site furnishings may be utilized on any particular site. Selection of these furnishings shall require approval by the Planning Commission. The terms “site furnishings” is intended to cover at least the following items: shelters, fences, walls, water features, benches, trash receptacles, bicycle racks, telephones, flagpoles, lighting, and security fencing.

## **02-27-018 EXTERIOR LIGHTING DESIGN GUIDELINES**

### **A Preface**

The lighting standard shall provide visual continuity for the development and minimize the impact of exterior lighting on adjacent residential areas. The spacing, location, height, source, fixture, and illumination level of all lighting is subject to review by the Building Official.

Amended January 2016

1. Use accent lighting at specific building features. Lighting of architectural features is to provide accent, not to exhibit or advertise buildings. All illumination sources must be located within the property boundaries and be shielded from public view. Lamp selection should be compatible with building color and texture.
2. Accent lighting of landscaping is permitted. Landscape illumination shall be low level and background in appearance.
3. Exterior paved areas and pedestrian walks shall be lighted using (low) intensity fixtures.
4. Lights shall be placed so as not to cause glare or excessive spillage onto adjacent lots.
5. Service area lighting should be contained within the service yard boundaries. No light spill-over shall occur outside the service or storage area.
7. Poles and luminaries shall be as described in schedule of exterior fixtures.
8. Pole height shall not exceed 30 feet in height, measured from the ground to the top of the pole.
9. Internally illuminated awnings are prohibited.