

**WOODS CROSS PLANNING COMMISSION MEETING
AUGUST 27, 2024**

The minutes of the Woods Cross Planning Commission meeting held August 27, 2024, at 6:30 P.M. in the Woods Cross City Hall located at 1555 South 800 West, Woods Cross, Utah.

COMMISSION MEMBERS PRESENT:

Joe Rupp, Chairman
LeGrande Blackley
Mike Doxey
Jim Grover

Eric Jones
David Lewis IV

COMMISSION MEMBERS EXCUSED:

Jake Hennessy

STAFF PRESENT:

Curtis Poole, Community Development Director
Bonnie Craig, Administrative Assistant

CITY COUNCIL MEMBERS EXCUSED:

Gary Sharp, City Council Member

VISITORS:

Scot Poole

PLEDGE OF ALLEGIANCE:

David Lewis IV

MINUTE APPROVAL

Chairman Rupp called for the review of the minutes from the Planning Commission meeting held August 13, 2024.

Following the review of the minutes, Commissioner Blackley made a motion to approve the minutes as written with Commissioner Lewis seconding the motion and all voted in favor of the motion through a roll call vote.

OPEN SESSION

Chairman Rupp then asked if there was anyone who would like to address the Commission during the open session to address items that were not on the agenda.

There were no items for the open session and Chairman Rupp closed the open session.

**COMPLETE NATURAL PRODUCTS—CONDITIONAL USE—2119 SOUTH 1200 WEST, SUITE 201—
SCOT POOLE**

The Community Development Director, Curtis Poole, then reviewed this item with the Commission.

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He noted that the applicant, Mr. Scot Poole, on behalf of Ensign Financial Group, is requesting approval of a conditional use permit for the purpose of manufacturing natural supplements at this location. He said the property is part of the Woods Cross Industrial Park Subdivision and is surrounded by other properties in the I-1 zone. Mr. Poole also said manufacturing is an allowed use within the I-1 zone subject to a conditional use review. Mr. Poole said the applicant is proposing to open a new business to manufacture and sell natural supplements. He noted the business, Complete Natural Products, specializes in liquids, powders, and capsules. He said bottling equipment, capsule filling machines, and powder filling machines will be used in the manufacturing process. He also said the applicant has indicated there would be mild smells, such as garlic or apple cider vinegar, during the process; however, these smells would not go beyond the production rooms. He said the applicant has also said similarly sounds would be contained to the production rooms and would not go beyond the building. He also noted that all ingredients in the manufacturing process are stored indoors in a freeze-dried powder format.

The Community Development Director also said there are 15 employees associated with the business and there would be three to four company vehicles including a trailer that would be used for deliveries. He said the applicant estimated an average of one to two customers per day would visit this location. He said the hours of operation for the proposed business would be between 9:00 AM to 5:00 PM Monday through Friday. He also said that parking for manufacturing uses is based upon square footage of the building or based upon the number of employees on-site. He said based on the number of employees, the required parking for the proposed use would be 15. He said the site has sufficient parking to accommodate this requirement. He also noted there would not be any outside storage at this facility.

Commissioner Jones asked if there was a fenced area, and it was noted there was a fenced area to enter the building.

Following the information given, Mr. Scot Poole, one of the owners of Complete Natural Products addressed the Commission. He said they had been in business for 15 years and have currently been operating in Centerville but have run out of space and that is why they are moving to Woods Cross to expand.

There were no further questions and Commissioner Lewis made a motion to approve the conditional use request for manufacturing use for Ensign Financial Group and Complete Natural Products, with the following conditions:

1. Obtain and maintain a business license.
2. Obtain a South Davis Metro Fire inspection, if required, and submit a copy to the city prior to the issuance of a business license.
3. Business shall be in compliance at all times with any government entity having jurisdiction over the business or the subject property.
4. Business operation shall not negatively impact the adjacent businesses and properties.

Commissioner Blackley seconded the motion, and all voted in favor of the motion through a roll call vote.

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CITY COUNCIL REPORT

There was no report for tonight's meeting from the City Council.

GENERAL AND PENDING BUSINESS

The Community Development Director noted that Council Member Sharp had informed him the Planning Commission members would be getting a COLA pay increase.

Mr. Poole said Choice Learning will be coming back to the Commission for review of the proposed changes he would like to make. Mr. Poole said Mr. Tanner is proposing to go back to one of his original plans, but it would need to be reviewed and approved by the Planning Commission because of the changes being made.

The Commission asked that drawings be included in the packet so they can be reviewed before the Planning Commission meeting.

Mr. Poole said he would add the amended site plan in the next Commission packet for their review.

ADJOURNMENT

There being no further business before the Planning Commission, Commissioner Lewis made a motion to adjourn the meeting at 6:42 P.M.

Joe Rupp, Chairman

Bonnie Craig, Administrative Assistant