

**Bountiful City**  
**Administrative Committee Minutes**  
**January 26, 2009**  
**5:00 P.M.**

Present: Acting Chairman, Lloyd Cheney, Committee Member Dave Badham, Assistant Planner Dustin Wright, Assistant Planner Doug Howard, and Recording Secretary Cindy Gruendell.

Excused: Planning Director Aric Jensen and Committee Member John “Marc” Knight.

1. Acting Chairman Lloyd Cheney opened the meeting at 5:00 p.m. and introduced everyone present. Mr. Cheney explained that the Committee was not able to hear items #2, 4, and 5, because there were not two voting members present from the previous meeting.
  
3. **Public Hearing** – Consider granting a Conditional Use Permit for a Preschool at 1555 East Mueller Park Road to have up to 12 children, applicant Charlene Moore, Oak Glen Preschool.

The applicant, Charlene Moore was present. Dustin Wright presented the staff report.

The preschool would be run from Ms. Moore’s home which is located in an R-3 single family residential zone. She plans to run the preschool 3 days a week with 2 sessions lasting 2 .5 hours each. (Tuesday, Wednesday, Thursday, 9:00am – 11:30am and noon – 2:30pm. The applicant doesn’t plan on having any helpers, but if for a time she does have anyone help there is adequate on-site parking. She has a Food Handler’s permit and plans to provide one snack such as, crackers or apple slices, per session. The preschool has a dedicated bathroom for the children to use. She plans to have parents drop off children out of the passenger side. The parents will stay in the car and Ms. Moore will unload them. Once the child is out of the car they must hold a rope located away from the street until all children have been unloaded and then they head up to the home with Ms. Moore. Pick-up follows a similar pattern.

Staff recommends approval of a Conditional Use Permit to allow a Preschool to have up to 12 children located at 1555 East Mueller Park Rd. under the following conditions:

1. Pick-up and drop-off procedures approved by the Committee must be followed.
2. The applicant must comply with the requirements for a Home Occupation Business License and the Conditional Use Permit.

3. The applicant must comply with the Rules and Guidelines for Preschool set forth by the Davis County Health Department.
4. The applicant must comply with any conditions set forth by the Administrative Committee.
5. The permit is for this applicant at this site and is not transferable.

The applicant asked if it would be possible to add another session on Tuesdays and Thursdays with one helper. The Committee Members explained that the preschool could operate Monday through Friday, with two sessions and one employee is allowed.

Mr. Badham reviewed some of the items that the Fire Marshall would inspect at the preschool.

The public hearing was opened and closed; there was no public present for this item.

Mr. Badham made a motion to approve the Conditional Use Permit for a Preschool at 1555 East Mueller Park Road for Charlene Moore, Oak Glen Preschool. Mr. Badham's motion included the recommendations outlined in the staff report, operation of the preschool with up to 12 children, permitting operation five days per week, operation with one additional employee and an inspection by the Fire Marshall. Mr. Cheney seconded the motion. Voting was unanimous in favor.

The Committee Members discussed the positional dangers relating to the applicants backyard and the requirements of City Code Ordinance 14-17-106 – Special Conditions for Residential Day Care or Group Instruction. The Members agreed that the approved motion stands, but will have the City Planner review this item for compliance.

There were no other items and the meeting adjourned at 5:23 p.m.