



RESIDENTIAL PRESCHOOL PLAN REVIEW

Community & Economic Development Dept. • 437 N Wasatch Dr. • Layton, UT 84041
Phone: (801) 336-3788 • Fax: (801) 336-3789 • www.laytoncity.org

BUSINESS INFORMATION

Business Name: _____ DBA Name (if applicable): _____
Business Address: _____ Apt # _____ City _____ State _____ Zip _____
Business Phone #: (_____) _____ Business Fax #: (_____) _____

APPLICANT INFORMATION

Applicant Name (First, MI, Last): _____
Street Address: _____ Apt # _____ City _____ State _____ Zip _____
Primary Contact Phone #: (_____) _____ Alternate Phone: (_____) _____

SITE PLAN REVIEW QUESTIONS

Please read and answer each item carefully. Failure to complete/respond to any questions will result in disapproval of application:

1. Number of preschool children (including the operator's natural, adopted, or foster children) per class: _____ (Not to exceed 12 at any one time)
2. Number of preschool instructors/supervisors: _____ (at least one (1) person 18 years of age or older per 12 children and living in the dwelling)
3. Total number of preschool classes held each day? _____
4. Hours classes will be held? _____ (not to exceed 4 hours per class)
5. Total square feet of interior area to be used : _____ square feet (min. 35 sq ft per child)
6. Total square feet of outdoor yard area: _____ square feet (min. 100 sq ft per child)
(Note: Preschools are not required to have a fenced yard)
7. Does the area within the home to be used for the preschool have two (2) separate means of egress (exits) which are arranged so that if one is blocked the other will be available? Yes No
8. Do closet doors latch in a manner which will permit a child to open the door from the inside? Yes No
9. Are bathroom door locks readily operable by the instructor/supervisor(s) from the outside? Yes No
10. Do smoke detectors comply with the latest edition of the building code and are in good operating condition? Yes No
11. Are all electrical outlets accessible to children protected or capped with safety devices? Yes No
12. Are all toxic, hazardous, flammable materials, medicines, firearms or other potentially hazardous materials locked away in a protected area? Yes No
13. Have all fireplaces, wood-burning stoves or open faced heaters been rendered inaccessible or protective guards installed to protect children from hot surfaces and open flames? Yes No
14. Has a minimum of one fire extinguisher with a rating of 2A-10BC been provided for each story of the preschool? Yes No
15. Does the preschool have a written emergency and/or disaster plan, which covers natural disasters, power failures, etc., which may pose a health hazard to the children posted in a conspicuous place? Yes No
16. Has a copy of the curriculum to be taught at the preschool been submitted to the City? Yes No
16. Has a floor plan of the home with measurements of the area where the children will be been submitted to the City? Yes No

COMPLIANCE STATEMENTS

Please read and initial each compliance statement (by initialing each box, you agree to comply with all of these provisions):

An educational facility operated on residential premises shall comply with the following requirements:

- Regularly providing an educational program for not more than 12 children at any one time (including the operator's natural, adopted, or foster children under six (6) years of age);
- Children are to be under six (6) years of age;
- Classes shall not be conducted for more than four (4) hours a day;
- Classes shall be operated between the hours of 8:00 a.m. and 6:00 p.m.;
- Instructors shall show evidence of knowledge in the field that they will be teaching;
- Instructors shall be licensed by the State of Utah if applicable;
- The facility shall provide at least thirty five (35) square feet of interior floor area and at least one hundred (100) square feet of outdoor play area for each child;
- Such use shall be defined a home occupation for purposes of Title 19 and be in compliance with all City Codes;
- Instructor shall specify the type of curriculum that will be taught and provide a copy of such to Layton City;
- The level of the home devoted to the preschool shall have a minimum of one (1) fire extinguisher with a rating of 2A-10BC mounted on the wall 48" from the floor and in a visible location. If questions regarding mounting location, verify with Fire Inspector during inspection;
- Closet door latches shall be such that children can open the door from the inside of the closet;
- Bathroom door locks shall be readily openable by the provider(s) from the outside;
- Smoke detectors shall be installed according to the latest edition of the adopted building code;
- Electrical outlets shall be protected or capped with safety devices;
- Toxic, hazardous, flammable materials, medicines, firearms or other potentially hazardous materials shall be locked in a protected area;
- Fireplaces, wood burning stoves, or open face heaters shall be inaccessible to children when in use. Portable space heaters are not permitted when children are on the premises; and
- Each home preschool shall have a written emergency and/or disaster plan posted in a conspicuous place which covers natural disasters, power failures, etc., which may pose a health hazard to the children. Evidence that an emergency drill has been conducted at least on a quarterly basis shall be provided to the Layton City Fire Department at the time of the yearly inspection.

APPLICANT'S AGREEMENT

I (applicant) swear under penalty of law that the information contained herein is true and correct to the best of my knowledge.

I certify that I understand the compliance statements outlined in this application and agree to abide by them at all times.

Applicant Signature: _____ **Date:** _____

Please Print Your Name: _____

OFFICE USE ONLY

Site Plan Review: (initial) _____ Approved _____ Denied _____ Date _____

Fire Inspection: (initial) _____ Approved _____ Denied _____ Date _____

Zoning Inspection: _____ Approved _____ Denied _____ Date _____

Comments: _____
