Case No. 18UR006

**Legal Description:**

Lot 2 of Block 8 of Western Heights Subdivision, located in Section 4, T1N, R7E, BHM, Rapid City, Pennington County, South Dakota
We would like to put a daycare center where the John Witherspoon College is at; 4021 Range Road, Rapid City, South Dakota.

Our intent is to be open 7 days a week; Monday through Sunday from 5:30 A.M. to 10:30 P.M. We would have 48 children per 8 hour rotating shifts. That would include 5 infants, 5 toddlers, and 40 preschool age children. We do not know at this time if there is a need in Rapid City for an evening shift or weekend shift, however we would like to keep that potential open. Because we want to anticipate that need there could be 70 kids per day. We have attached the schedules for each shift and each age group. We have also extended the playground area outside and have attached those plans.

We would employ 10 employees per shift. That is 2 for each preschool class (x2), 1 for the infants, 1 for the toddlers, and we would have 4 employees as floaters from room to room.

Our infant room is 13 feet x 13.5 feet. Our toddler room is 17 feet x 15 feet. Our preschool room is 45 feet by 32 feet. We have both a boys and girls bathroom located in the front hallway of the building. The girl’s bathroom has three stalls, two of these have been lowered for toddler to preschool age, and two hand sinks. The boy’s bathroom has two stalls, one being lowered for the toddler to preschool aged, and one urinal, with two hand sinks.

We will need 50 square feet per child in our outdoor play area. We will be providing 47 feet x 27 feet for our outdoor play area which is 1269 square feet allowing for 25 children to be in the outdoor play area at one time. We only intend on having a max of 20 kids at a time outside. We intend on adding an outdoor play area directly out the kitchen door. We intend on using PVC fencing that will latch to lock on both the inside and outside. For indoor play, should weather not permit, we will have play time in classrooms and other open areas throughout the building (Ex: stage and area in front of stage/ library/ open classrooms)

We plan on adding two hand sinks; one in the infant room, and one in the toddler room. We will be adding a mop area as well.
I have marked on the site map where we would put the outdoor play area, employee parking, as well as replacing the handicap parking area, and where a dumpster will be placed.

We have 28 parking spots and 3 handicap spots for children to be dropped off and picked up, should the parents want to park. We also have the covered driveway that will allow for drop off and pick up. We will also designate 10 employee parking spots.

We also intend to keep the landscape the same, this consists of cottonwood, American linden, flowering crab, red cherry, and pine. The path of traffic will also be the same.

Our only intentional change to the parking lot would be the handicap spots, as well as the outside play area.

On the 22nd of June we have the RFP coming in to do an estimate on the sprinkler system, as well as other fire safety features.

We plan on changing both signs to include our company name and logo, we will not be relocating the signs or changing the size.

Thank you,

Cory Dieter
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cory@actiontanning.com
Toddlers Daily Schedule  CI’s Playpen 1st Shift (5 toddlers per shift)

5:30am – 7:30am  Relaxed care/ quiet time (books/puzzles/ lay down time)

7:30 – 8:30  Open Breakfast Time

8:30 – 9:30  Clean Up & Bathroom Break

9:30 – 10:00  Outside or Gym Activities (Gross Motor Skills)

10:00 – 10:15  Story Time in Library

10:15 – 10:45  Free Play Time in Classroom

10:45 – 11:00  Clean up time

11:00 – 11:45  Group Time/ Learning Activities

11:45– 12:00  Bathroom breaks/ wash hands/ get ready for lunch

12:00 – 12:30  Lunch Time

12:30 – 1:00  Wash hands/ Bathroom breaks/ read books on cots

1:00– 3:00  Nap Time/ rest on cots

3:00 – 3:30  Bathroom breaks/ Snack Time

(End of 1st shift)

Monday thru Sunday
Preschool Daily Schedule CJ’s Playpen 2\textsuperscript{nd} Shift (evening shift & weekends)

*max 20 kids per evening and weekend shifts*

3:30 – 4:00    Snack Time/ wash hands/ bathroom breaks
4:00 – 4:30    Clean Up time & Table Top Activities (playdough, puzzles, colors, Legos)
4:30 – 5:00    Outside playtime (Gross Motor Skills)
5:00 – 5:15    Transition to indoors (wash hands)
5:15 – 6:00    Group Time/ Learning activities/ crafts
6:00 – 6:30    Clean up/ prepare for dinner time (bathroom breaks)
6:30 – 7:00    Dinner Time
7:00 – 7:30    Clean up/ Bathroom breaks/ free play
7:30 – 8:30    Evening Activity Time (coloring/ dress up/ dramatic play/ Zumba/ dancing/ block building)
8:30 – 8:45    clean up time
8:45 – 10:30   Quiet Activity Time (book reading, puzzles, coloring, group story time, movie) until its time for children to lay down on cots.

\textit{Monday Thru Sunday}
Preschool Daily Schedule  CJ’s Playpen 1st Shift (group 2 preschoolers)

5:30am – 7:30am  Relaxed care/ quiet time (books/ puzzles/ lay down time)

7:30 – 8:30  Open Breakfast Time

8:30 – 9:30  Clean Up & Bathroom Break/ set up for group time

9:30 – 10:00  Story Time

10:00 – 10:15  Group Time/ Learning Activities/ Crafts (circle time/ songs/ numbers/ ABC)

10:15 – 10:45  Outside or Gym Activities (Gross Motor Skills)
* 20 preschoolers at a time

10:45 – 11:00  Transition to inside/ Bathroom breaks/ wash hands

11:00 – 11:45  Free play time (library/ stage (dramatic play) area/ sensory area)

11:45 – 12:00  Going back to classroom/ getting ready for lunch

12:00 – 12:30  Lunch Time

12:30 – 1:00  Wash hands/ Bathroom breaks/ read books on cots

1:00 – 3:00  Nap Time/ rest on cots

3:00 – 3:30  Bathroom breaks/ Snack Time

(End of 1st shift)

Monday thru Sunday
Preschool Daily Schedule  CI's Playpen 1st Shift (group 1 preschoolers)

5:30am – 7:30am  Relaxed care/ quiet time (books/ puzzles/ lay down time)

7:30 – 8:30  Open Breakfast Time

8:30 – 9:30  Clean Up & Bathroom Break/ set up for group time

9:30 – 10:00  Group Time/ Learning Activities/ Crafts (circle time/ songs/ numbers/ ABC)

10:00 – 10:15  Story Time

10:15 – 10:45  Free Play Time (Library/ Stage (dramatic play) area/ Sensory area)

10:45 – 11:00  Clean up time

11:00 – 11:45  Outside or Gym Activities (Gross Motor Skills) *20 preschoolers at a time

11:45 – 12:00  Transition inside/ Bathroom breaks/wash hands

12:00 – 12:30  Lunch Time

12:30 – 1:00  Wash hands/ Bathroom breaks/ read books on cots

1:00 – 3:00  Nap Time/ rest on cots

3:00 – 3:30  Bathroom breaks/ Snack Time

(End of 1st shift)

Monday thru Sunday
Infant Daily Schedule

Infant schedules are flexible and adjusted per the parents’ request. This daily schedule is designed to enrich the infant’s developmental skills and prepare them to move on to the next stage of development.

5:30 – 9:00  Breakfast/Bottles
8:30 – 9:00  Diaper Changes
9:00 – 10:00 Morning Activity & Playtime
10:00 – 10:20 Morning Snack/Bottles
10:20 – 11:30 Morning Naps as needed, Indoor or Outdoor Play
11:00 – 11:45 Diaper Changes
11:45 – 12:30 Lunch/Bottles
12:30 – 1:00  Diaper Changes
1:00 – 2:40  Afternoon Naps & Playtime
2:40 – 3:00  Afternoon Snack
3:00 – 3:30  Diaper Changes
3:30 – 5:00  Afternoon Activity & Playtime
5:00 – 6:00  Diaper Changes

Diapers will be changed every two hours or as needed, per parent request.

*monday thru Sunday*
RECEIVED
JUL 13 2018
RAPID CITY DEPARTMENT OF COMMUNITY DEVELOPMENT

- new playground 47ft x 27ft
- move handicap spots