Mount Vernon
Board of Adjustment
Minutes – July 28, 2025

Mount Vernon City Hall

Meeting called to order at 5:30 p.m. by Roch Player. Those in attendance: Board members Roch Player, Johnathon Brinson, and Terry Elam; City Planner Leigh Bradbury and applicant Marjorie Martel. Board member Rachel Mosier absent.

1. **Approval of the Agenda.**

   Staff noted minutes were available for review from the July 14, 2025, meeting, if the Board would like to add approving them to the agenda. Motion to add said minutes and approve the agenda by Brinson, seconded by Elam, motion carried with all in favor.

2. **Approval of the minutes from July 14, 2025**.

   Motion to approve the minutes by Elam, seconded by Brinson, motion carried with all in favor.

3. **Conditional Use Permit Update - Daycare Services at 113 2nd Ave NW**

   Applicant Martel noted that she will be operating as a licensed in-home daycare, although it is not required. A safety plan is required for licensing, and she will include some of the safety information in a handbook that will be given to the parents. Parents are required to accompany the children into and out of the home each day. Weather permitting, clients will be encouraged to utilize the rear alley approach (currently in grass), and the rear entry will remain the primary entrance. During inclement weather, families will utilize the front sidewalk approach. Staff requested discouraging mid-block crossings in favor of using the intersections, due to congestion of parking and traffic along the 100 block of 2nd Ave NW.

   Motion to rescind the Conditional Use Permit issued on July 14, 2025, for 113 2nd Ave NW by Elam, seconded by Brinson, all in favor.

   Motion by Elam to approve a new Conditional Use Permit assigned to owner Majorie Martel for Daycare Services at 113 2nd Avenue NW, with the condition that the business owner shall maintain and communicate a safety plan to customers for loading and pickup. Seconded by Brinson, motion carried with all in favor.

4. **Meeting adjourned at 5:54 p.m., July 28, 2025.**

   Minutes prepared by Leigh Bradbury, City Planner