



Use Permit—Large Family Child Care Home

WHAT IS A LARGE FAMILY CHILD CARE HOME?

A Large Family Child Care Home is defined as: A home that provides care for seven (7) to twelve (12) children, inclusive, including children under the age of ten (10) years who reside at the home, and a home that provides care for more than twelve (12) children and up to (14) children subject to the requirements of §1597.465 of the State Health and Safety Code, as the same now exists or as hereafter amended.

SUBMITTAL REQUIREMENTS

Completed and signed **Application Form**

Description of proposed use including hours of operation, number of employees, pick-up and drop-off area, employee parking area and other relevant and operational information

Plan Sets including:

- **Site Plan** drawn to scale and completely dimensioned (recommended scale 1/4" or 1/8"). The Site Plan should show existing and proposed outdoor playground equipment, off-street parking, pick-up and drop-off area, driveways, curb cuts, location and size of existing trees, setbacks, fencing, and property lines.
- **Pictures** showing all four sides of the subject property and any other pertinent areas of the property.

APPLICATION PROCESS

Step 1 – Application Submittal: The applicant is encouraged to meet with a Planner for a preliminary review of the proposed project and submittal materials prior to formal application submittal.

Step 2 – Staff Review: Staff will review your application for completeness as well as for design and development aspects of the project. The processing time for your application depends on your date of submittal.

Step 3 – Notifications: Staff will send notifications of the proposed Large Family Child Care use to adjoining property owners within 100' of the subject site. Noticing will be sent at least 10 days prior to any final determination. The notice provides the opportunity for neighbors to request a public hearing for the use permit.

Step 4 – Zoning Administrator: If a request for a hearing is received, the Zoning Administrator will hold a public meeting to gather input and feedback from the neighbors prior to taking final action on the User Permit. If not hearing is requested, the Zoning Administrator will move forward to take final action of the Use Permit. With or without a public hearing, the Zoning Administrator will approve, approve with conditions, or deny the Use Permit request.

CONDITIONS OF APPROVAL

If the Use Permit is approved, the Large Family Child Care Home will be allowed subject to the following standards and conditions. Additional conditions may also be applied in order to address potential adverse impacts.

1. The child care provider shall possess a current and valid Large Family Child Care Home license from the state of California, Department of Social Services. The City's Use Permit shall not become effective until such time as the State License is obtained. If said license is suspended or revoked by the state for any reason, the City's Use Permit for a Large Family Child Care Home shall immediately be suspended or revoked to the same extent.
2. The child care home is the residence of the provider and the child care use is clearly incidental and secondary to the use of the property for residential purposes.
3. Residences located on major arterial or collector streets must provide a drop-off /pick-up area. The residential driveway may be used as the drop-off/pick-up area.
4. The Large Family Child Care Home operation shall not result in cars blocking neighbors' driveways.
5. Provisions have been made to provide, at a minimum, one (1) off-street parking space per employee of driving age not living at the residence. The residential driveway approach is acceptable if the parking space will not conflict with any required child drop-off/pick-up area and does not block the public sidewalk or right-of-way.
6. The child care provider shall comply with all applicable regulations of the State Fire Marshall regarding health and safety requirements.
7. Any permanently installed playground apparatus (swings, jungle gym, etc.) shall conform to setback requirements for accessory structures in that particular residential zoning district.
8. Outdoor play time shall be limited to the hours from 9:00 a.m. to 7:00 p.m.
9. In making a decision on the project, the Zoning Administrator or designee may consider and specify other reasonable conditions that relate to parking, traffic, noise, and spacing and concentrations of Large Family Child Care Homes.