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Large Family Day Care Home Permit

As provided in the Clayton Municipal Code Title 17, Chapter 17.45

Below: Office Use Only

File No: _____ Deposit: _____

Received By: _____

Date: _____ Receipt No: _____

Please clarify any questions with the Planning Staff prior to completing this form. Please print or type legibly. Attach additional sheets if necessary. Incomplete applications will not be accepted.

1. Applicant/Property Owner Contact Information:

Applicant Name: _____ Applicant Email: _____

Property Owner Name: _____ Property Owner Email: _____

2. Submittal Requirements:

The number of copies of each of the items below, which constitutes a complete Application Submittal Packet, will be determined by the Community Development Director. If not specified, assume only one copy is needed. If applicable, all plans and analyses shall be at scale 1"=20' for site planning and 1/8"=1' or greater for elevations and floor plans. Please submit the following information in the order in which it is outlined below. Additional items may be required by the Community Development Director. A Large Family Day Care Permit allows a person to provide day care for 7 to 12 children (or up to 14 children under specific conditions listed in Section 1597.465 of the California Health and Safety Code). A child day care facility with 6 children or less does not need to obtain a permit. The City may impose conditions of approval regarding parking, traffic, noise, or other project-related issues.

Processing Deposit \$ _____ (Make checks payable to the City of Clayton)

Estimated number of employees: _____

Copy of the Large Family Day Care Operating License issued by the State of California

Names and addresses of all large family day care homes, child day care centers, or state-licensed residential care facilities within 300 feet of the exterior property lines of the applicant's proposed large family day care home which require and have received a land use permit in accordance with Chapter 17.45, Chapter 17.46 or Section 17.60.030.A of the Clayton Municipal Code

Site Plan: (of subject property)

-Maximum size 11"x17" -Place north side of property at the top of the site plan

- | | |
|---|--|
| 1. All property lines | 5. Outdoor play areas and solid six-foot high fences |
| 2. Typical dimensions should be listed throughout | 6. All existing and proposed off-street parking spaces |
| 3. Adjacent road(s) | 7. Proposed off-street parking spaces for all employees |
| 4. Existing buildings, with distances to all property lines | 8. Proposed off-street drop-off and pick-up parking spaces |

Letter of Explanation:

For each question, describe how the applicant will comply with the standards of approval regarding noise, traffic, parking, and signage. As applicable, describe how past experience with operating child day care homes will enable the proposed large family day care home to comply with the standards of approval.

A. NOISE:

- Noise is not a nuisance to the neighbors
- Outdoor play areas are located and designed to reduce the impact of noise on the surrounding properties
- A solid six-ft. high fence is located between the outdoor play area(s) and any residences within 200 feet
- Use of sound-amplified equipment or musical instruments will be in conformance with City noise regulations (Chapter 9.30 of Clayton Municipal Code)

B. TRAFFIC:

- Adequate and safe vehicular access to the home is available with minimal disruption to local traffic flow
- Any residence located on Clayton Rd., Marsh Creek Rd., or Oakhurst Dr. provides a drop-off/pick-up space which does not require vehicles to back-up onto Clayton Rd., Marsh Creek Rd., or Oakhurst Dr.

C. PARKING:

(Parking spaces listed below must be provided during the hours of operation of the large family day care home. These requirements can be met by the 4 parking spaces required for the residence. (E.g., 2 spaces in a garage and 2 spaces in a garage driveway.)

- One off-street parking space for each employee who is not a resident of the household
- One off-street parking space for drop-off and pick-up purposes
- Two off-street parking spaces which are available for parking of the household's vehicles and are not used for storage of any play equipment, trailers, recreational vehicles, or similar equipment

D. SIGNAGE:

There are no stationary signs identifying the day care operation, except as authorized by Chapter 15.08 (Sign Provisions).

3. Important Implementing Information from the City of Clayton Municipal Code:

17.45.030 Large Family Day Care Homes

Pursuant to Section 1597.46 of the California Health & Safety Code, large family day care homes shall be permitted as a matter of right in any single family residence, subject to the issuance of a large family day care home permit by the City.

Application Requirements and Review Procedures

Upon receipt of completed application materials, the Community Development Department staff will review the application and take the following steps:

1. The staff will conduct a site visit to the proposed large family day care home.
2. A proposed Notice of Decision will be mailed to all property owners within 300 feet of the proposed day care home. If applicable, the Proposed Notice of Decision will list any conditions of approval established by the staff.
3. The Proposed Notice of Decision will become final unless a written request for a public hearing is submitted within 10 days after the date on the Proposed Notice of Decision.
4. If a request for a public hearing is received, the Community Development Director will mail a public hearing notice to all property owners within 300 feet of the proposed day care home. The Community Development Director will hold a public hearing at least 10 days later.
5. Following the public hearing, the Community Development Director will make a decision on the application and may establish conditions of approval. A Notice of Decision will be mailed to all parties who spoke, submitted written comments, or participated in the public hearing.
6. The Notice of Decision will become final unless a written appeal and appeal fee are submitted within 10 days after the date on the Notice of Decision.
7. If the Community Development Director's decision is appealed, an appeal hearing before the Planning Commission will be held to review the merits of the appeal.

In order for an approved permit to become effective, the applicant must sign and return a copy of the Notice of Decision to the Community Development Department.

Initiation of Revocation Proceedings

Upon the receipt of complaints from neighbors regarding non-compliance with any of the standards of approval or conditions, the Director shall investigate and have the authority to initiate revocation proceedings for the large family day care permit as specified in Chapter 17.64. (Ord. 410, 2007)

4. Certification:

General Certification:

I (We):

- consent to the submission of this application.
- understand that an incomplete application may be denied.
- hereby declare under penalty of perjury under the laws of the State of California that the information in this application and its attachments is true, complete and correct.
- certify that I (We) have read and understand Title 17, Chapter 17.45 found in Part 3 of this application and in the City of Clayton's Municipal Code.

Form Specific Certification:

I (We):

- understand that this application is only valid for the reported address and is not transferrable to a different address.
- understand that the dwelling unit must be located in an Agricultural, Residential, or Planned Development (Residential) District.

Applicant's Signature: _____ Date: _____

Property Owner's Signature: _____ Date: _____