



# CITY OF VISTA

## Large Family Day Care Home Permit Guide

Large family day care homes are regulated under the California Child Day Care Facilities Act (California Health and Safety Code (Sections 1596.70 through 1597.71)). These homes are licensed by the Community Care Licensing Division of the County of San Diego Department of Social Services, the agency responsible for implementing State guidelines for the establishment and operation of family day care uses. All large family day care homes shall comply with development requirements as stated under Section 18.88.070 of the Vista Development Code.

A Large Family Day Care Home permit is required for all homes serving more than six children, except those serving seven (7) or eight (8) children and which comply with all of the special conditions set forth in Health & Safety Code §1597.44, as follows:

- (a) At least one child is enrolled in and attending kindergarten or elementary school and a second child is at least six years of age.
- (b) No more than two infants are cared for during any time when more than six children are cared for.
- (c) The licensee notifies each parent that the facility is caring for two additional school age children and that there may be up to seven or eight children in the home at one time.
- (d) The licensee obtains the written consent of the property owner when the family day care home is operated on property that is leased or rented.

Please see below definitions and permitted zones for a large family day care home.

### **Definitions**

*“Child or children”* means a person or persons, under the age of 18 years, being provided care and supervision in a child care facility.

*“Large family day care home”* means a single-family dwelling which provides family day care for 7 to 14 children, including children under the age of ten years who reside at the home as defined in Section 1597.465 of the California Health and Safety Code and as permitted by the licensing agency.

### **Permitted Zones**

Large family day care homes shall be permitted in the following zones:

O-R, A-1, E-1, R-1, R-1-B, and any portion of a specific plan area which is zoned for single family dwellings. Large family day care homes are not permitted outside the listed zones.



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## **Large Family Day Care Home Permit Application**

(Revised 08/17/10)

### **Submittal Checklist:**

- a. Completed application form.
- b. Letter explaining the request for a large family day care home permit and details regarding the proposed operation.
- c. Mailing list.
- d. Two (2) copies of location maps and mailing labels.
- e. Any additional supporting data, such as pictures, construction plans, etc.
- f. Eighteen (18) copies of the plot plan depicting the project site, any outdoor play areas, and floor plans.
- g. One (1) set of reduced 8½-inch x 11-inch of all plans.
- h. Payment of fee(s) in accordance with current fee schedule.<sup>1</sup>
- i. Proof of written notice to landlord/owner of subject project of intentions to operate a family day care home (if property is rented or leased).
- j. Written noise mitigation plan regarding number of children playing outdoors and means described to reduce noise impacts on surrounding residences (in exceptional circumstances a professional plan may be required).
- k. Plan for controlling drop-offs and pick-up of children to avoid undue traffic<sup>2</sup> or parking disruptions.
- l. Operational hours for the large family day care home.
- m. Information regarding number of children permitted in outdoor playing areas and hours for outdoor play.

<sup>1</sup> Every applicant has the right to request a fee verification. Upon request of the applicant, information regarding fees and estimated processing times will be provided in accordance with the State code.

<sup>2</sup> A traffic analysis prepared by the traffic engineer satisfactory to the City, at applicant's expense, if due to unusual circumstances the City Planner determines that there is a potential for significant traffic problems based on the proposed use and traffic patterns in the immediate neighborhood.

### **Please address the following Land Use issues in your request letter for a Large Family Day Care Home Permit**

- a. What is the maximum number of children proposed to be in the large family day care home on a daily basis?
- b. Please describe the composition of children in the large family day care home (i.e. age and whether attending kindergarten or elementary school).
- c. What is the number of on-street parking spaces available near the project site?
- d. Please describe how the facility and its program will or will not impact street parking in the neighborhood.
- e. Please describe how the facility and its program will affect traffic conditions in the immediate vicinity of the proposed day care.

### **Plot Plan**

Please be sure the plot plan shows the house and other structures, fences/walls (and their height), play area(s), landscaping or other relevant physical features, driveways, parking areas, and recreational areas. Indicate whether an improvement is existing or proposed, as well as its size and proximity to other buildings/structures and to respective property lines.

### **Location Map Requirements** (See attached sample)

Each application shall be accompanied by a location map unless specifically exempted.

- a. Sheet size must be 8½-inch x 11-inch.
- b. Lettering must be legible.
- c. The location map should be oriented with North at the top of the sheet.
- d. The subject property/project site must be identified with a cross hatch or dot pattern and identified as such on the Location Map.
- e. PC No. (Planning Case Number) will be assigned and inserted by the Planning Division.
- f. A margin of not less than ½” shall be maintained on the sides of sheet 1, location map.

### **Mailing List Requirements**

All applications shall be accompanied by a Mailing List, unless otherwise specified, of all property owners (and occupants when it is not an owner-occupied property) within 100 feet of the exterior boundary of the project site (property).

The Mailing List shall be compiled by a Title Company. Three copies shall be printed on Avery Laser 5960 white mailing labels, 1” x 2 <sup>5</sup>/<sub>8</sub>”, 30 labels per sheet (Avery 5160 software layout).

The three copies of mailing labels shall be accompanied by an Assessor’s Map indicating the subject property and all properties within 100 feet of the project site.



# CITY OF VISTA

## Large Family Day Care Home

### Permit Application (Revised 8/17/10)

I (we) \_\_\_\_\_ request that a Large Family Day Care Home Permit be granted on the following described property, to be used as requested below.

Address: \_\_\_\_\_  
APN: \_\_\_\_\_

The following is a complete and accurate legal description of the property involved:  
(Attach separate sheets if necessary)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Located on the \_\_\_\_\_ side of \_\_\_\_\_ Street,  
between \_\_\_\_\_ Street and \_\_\_\_\_ Street.

Proposed Use: Describe use in detail and whether use is new or expansion of an existing use.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I (we) \_\_\_\_\_ am (are) the owner(s) of the above-described property. I (we) realize that this application will be evaluated based on the data I (we) are submitting.

\_\_\_\_\_  
\_\_\_\_\_

Applicant's mailing address

\_\_\_\_\_  
\_\_\_\_\_

Owner's mailing address

\_\_\_\_\_

Applicant's telephone number

\_\_\_\_\_

Owner's signature

\_\_\_\_\_

Applicant's Fax number

\_\_\_\_\_

Owner's telephone number

\_\_\_\_\_

Applicant's e-mail address

\_\_\_\_\_

Owner's Fax number

\_\_\_\_\_

Owner's e-mail address



**VICINITY**

Planning Case No. \_\_\_\_\_

**LOCATION MAP**

Community Development / Planning Division  
City of Vista, 200 Civic Center Drive, Vista, CA 92084 760-639-6100