



PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT

Day Care Permit Number
Fee Paid (\$120.00): Date:

APPLICATION FOR: HOME DAY CARE PERMIT

Name: Telephone Zip Code

Address E-mail

Property Owner Information (if other than applicant)

Owner: Telephone Zip Code

Address: E-mail

Day Care Information:

Type of Day Care: All Ages: Infant Only:

Maximum number children in day care: Full Time Part Time:

Number of Employees at the day care at any one time (excluding self): Full Time: Part Time:

Describe the number, size and location of any signage to be used to identify the day care:

Submittal Requirements:

- 1. Completed Day Care Permit Application
2. Site Plan (See Attached Example)
3. \$120.00 Fee (Made out to the City of Colorado Springs)
4. Once the application is completed, the application should be mailed to: Planning & Community Development, 30 S. Nevada Avenue, Suite 105, Colorado Springs, CO 80903

Owner / Applicant Authorization

The signature(s) below hereby certify that I (we) have familiarized myself (ourselves) with the rules and regulations with respect to the application. I (we) further certify that the statements contained herein and the information on the attached site plan are in all respects true and accurate to the best of my (our) knowledge.

Owner: Applicant:

Approved: Denied:

Staff: Date: All Ages Infant

Comments:

FINAL DISPOSITION

APPROVAL:

After completion of the day care home permit, the reviewing planning staff member will return one (1) copy of the approved application to the applicant.

DENIAL:

If this application is denied, the planning staff member will provide written notification to the applicant that will clearly specify all of the reasons for denial.

DAY CARE HOME PERMITS

Applications for a Day Care Home Permit must meet all of the criteria listed in the Zoning Code before the application can be approved by Planning & Community Development. These criteria are as follows:

Day Care Home Permit Review Criteria:

A licensed Day Care Home, a facility with attendance of no more than six (6) children full time plus two (2) children part time, is allowed as an Accessory Use. The following standards shall apply to a Day Care Home:

1. No more than one (1) part time employee who does not reside in the home may work at the home.
2. Substitute providers are allowed when the normal provider cannot be present.
3. One (1) wall sign attached to the house, but not more than two (2) square feet is allowed.
4. No part of the required outdoor space shall be situated within any front building setback. The required outdoor space shall be screened from adjacent residential properties when necessary and appropriate to reduce play area sounds.
5. Subject to the approval of a Day Care Permit from Planning & Community Development.

A licensed Large Day Care Home, a facility with attendance of seven (7) to twelve (12) children, requires a conditional use in most residential zone districts. For licensed Large Day Care Homes, contact both the Regional Building Department and the Colorado Springs Fire Department for Building and Fire code requirements. The following standards shall apply to a Large Day Care Home:

1. All standards required for a Day Care Home, listed above in this Subsection B.
2. A Large Day Care Home shall provide the minimum square footage of indoor and outdoor space per person that complies with the State's requirements.

A Day Care Center, a facility having more than six (6) children full time and generally located in an office or commercial zone district. For Day Care Centers, contact both the Regional Building Department and the Colorado Springs Fire Department for Building and Fire code requirements. A Day Care Center must meet the following standards:

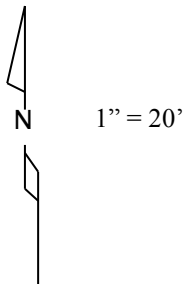
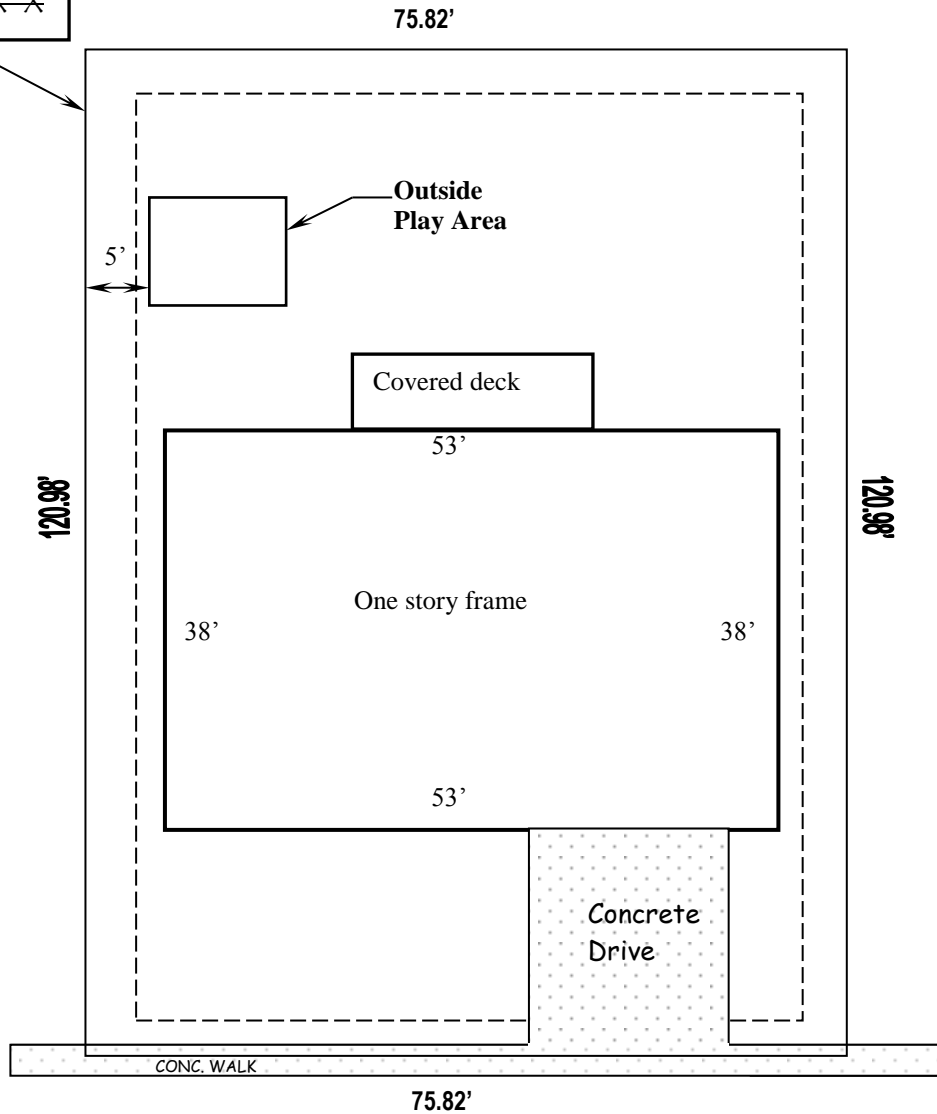
1. A Day Care Center shall provide the minimum square footage of indoor and outdoor space per person that complies with the State's requirements. No part of the required outdoor space shall be situated within any front building setback. The required outdoor space shall be screened from adjacent residential properties when necessary and appropriate to reduce play area sounds.
2. A Day Care Center must be located on a collector street which is a street having direct access to a minor or major arterial roadway.

The City of Colorado Springs-Planning Group is committed to ensuring that all of our services are accessible to those with disabilities. We encourage participation by all individuals. If you have a disability, advance notification of any special needs will help us better serve you. Please call Planning & Community Development at 385-5905 to request any special service that you may require. A one (1) week advance notice to allow us to accommodate your request is appreciated.

Site Plan Example

- * Show fencing if any.
- * Show location of outside play area.

Please indicate type and height of fence.
(example) X X X X



John Q. Citizen
123 Main St.
Colorado Springs, 80918
(719) 385-5982

Note: 7.3.105.B.d. No part of the required outdoor space shall be situated within any front building setback.