

CITY OF COLORADO SPRINGS

Day Care Permit Number

Fee Paid (\$30.00): _____ Date: _____

TSN: _____

APPLICATION FOR HOME DAY CARE PERMIT

Name: _____ Telephone _____

Address: _____ Zip Code _____ e-mail _____

Property Owner Information (if other than applicant)

Owner: _____ Telephone _____

Address: _____ Zip Code _____ 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. \$30.00 Fee (Made out to the City of Colorado Springs)
4. Once the application is completed, the application should be mailed to: Development Review Enterprise, 2880 International Circle, #200-7, Colorado Springs, CO 80910

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 & 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. A noise mitigation fence may be required for substantiated noise complaints. Code Section 7.3.105.B.1.d
5. Subject to the approval of a Day Care Permit from City Planning.

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.

In addition to approval of this permit, you must also obtain licensing through the Colorado Division of Childcare. You can contact Child Care Licensing by calling (303) 866-5958 or (800) 799-5876. More information is available at <http://www.cdhs.state.co.us/childcare>

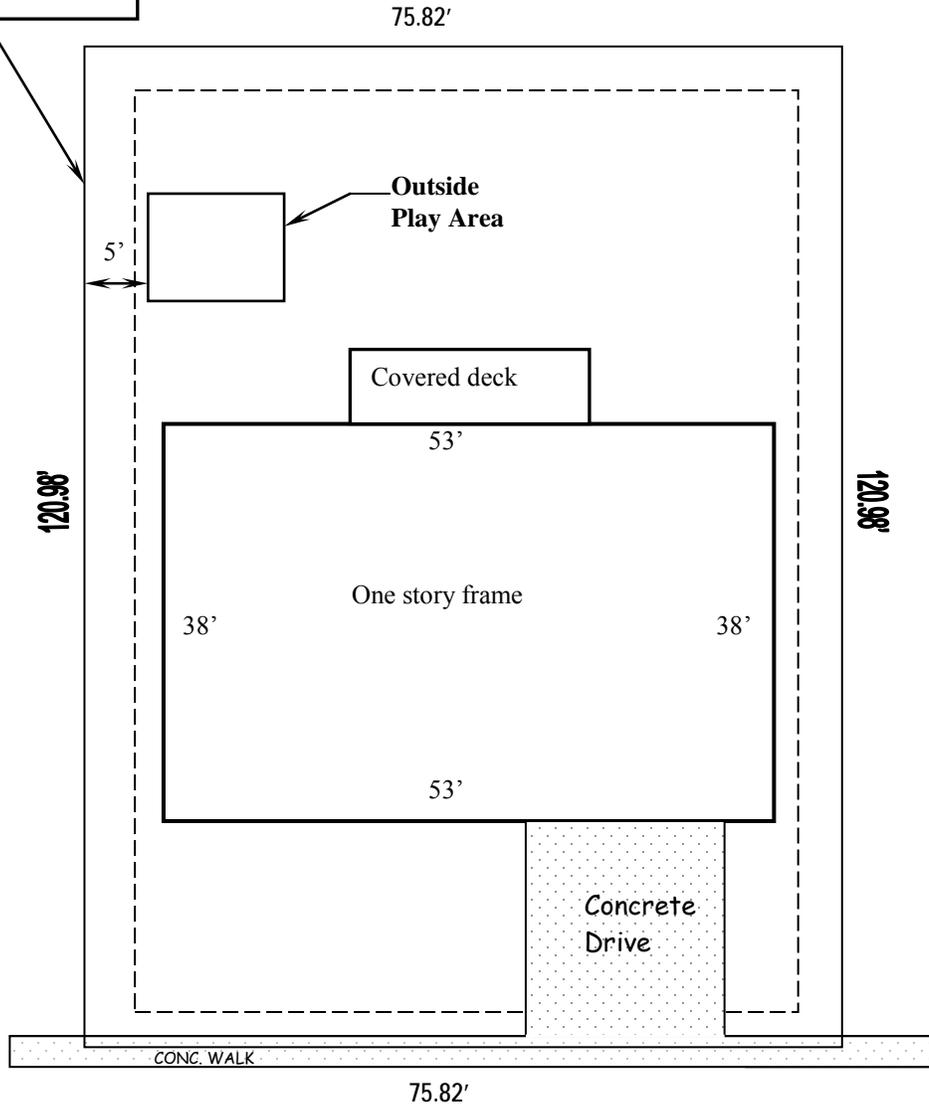
The City of Colorado Springs-Planning Group is committed to ensuring that all of our services are accessible to those with disabilities. We encourage participation by all individuals. If you have a disability, advance notification of any special needs will help us better serve you. Please call Planning & Development at (719) 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 proposed or existing fence type and height

Example X X X X
6'



1" = 20'

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.