



Home Daycare Permit

Submittal Checklist

General Requirements

- | | |
|--------------------------|--------------------------------|
| <input type="checkbox"/> | Site Plan |
| <input type="checkbox"/> | Owner's Authorization |
| <input type="checkbox"/> | Proof of State Daycare License |

Plan Contents

All plans should be neat, clear, legible and drawn to a standard Engineer's scale. Inaccurate, incomplete, and poorly drawn plans may be rejected.

Plan Contents

Include the details below on a site plan.

- | | |
|---|--|
| ▪ | Legend Information: Address of property |
| | ○ Indication of standardized scale, both fractional and bar (i.e. 1" = 20') |
| | ○ Zoning of property |
| | ○ North arrow |
| | ○ Address of property |
| | ○ Contact information for daycare provider (name, address, email and phone number) |
| ▪ | Drawing information: |
| | ○ Location, type and height of fence. Include any gates and openings in the fence |
| | ○ Location of designated outside play area (play area cannot be located in the front yard) |
| | ○ Location and dimension of house and driveway |