



City of Dublin

Zoning Clearance Application

Day Care Center

PROJECT INFORMATION

Applicant Name (Print or Type): _____ Phone: _____

Project/Business Name: _____

Project Address: _____ Zoning: _____

PROPERTY OWNER INFORMATION

Property Owner's Name: _____ Phone: _____

Property Owner Address: _____
(Please include City, State and Zip Code)

Signature: _____ Date: _____

APPLICATION SUBMITTAL REQUIREMENTS

The following application submittal requirements shall be provided for all requests for a Day Care Center Zoning Clearance. Under certain circumstances, a Planner may waive some of the following requirements.

1. **Completed Zoning Clearance Application** form for a Day Care Center.
2. **Application Fee** (cash, check made payable to City of Dublin, or credit card).
3. **Written Description** that includes the following:
 - a. The type of business, activity or use proposed and the target clientele.
 - b. The number of employees and the number of children or clients.
 - c. The days and hours of operation and a schedule of services or activities.
 - d. If outdoor play is proposed for children and the day care center is located near residential uses, please complete the handout, "Calculation of Children-Hours per Day".
4. **Site Plan**, drawn to 1"=20' scale and fully dimensioned, that includes the following:
 - a. North arrow and scale.
 - b. Dimensioned property lines and adjacent streets.
 - c. Location, setbacks and dimensions of all structures.
 - d. Location, setbacks and dimensions of the outdoor play area for children, if applicable.
 - e. Location and dimensions of all parking spaces.
 - f. Surrounding properties and streets within 50-feet of the project.
5. **Floor Plan**, fully dimensioned and drawn to scale.

ACKNOWLEDGEMENT OF APPLICANT

By signing below, I certify that I have the authorization of the Property Owner to file this application for a Zoning Clearance and that the information contained in this application is true and correct. I further agree to the following:

- The Day Care Center meets the Development Standards and Regulations contained in Chapter 8.82 (Day Care Centers) of the Dublin Zoning Ordinance and will operate in accordance with those Standards and Regulations.
- If it is determined at any time that the Day Care Center does not meet all of the Development Standards and Regulations contained in Chapter 8.82 (Day Care Centers), a Minor Use Permit shall be obtained.
- Any change in the operation of the Day Care Center shall be submitted to the Community Development Department, Planning Division for review and approval.
- This Zoning Clearance is a land use approval for the establishment and operation of a Day Care Center as defined by the Dublin Zoning Ordinance. The Applicant is responsible for obtaining all other required permits and licenses from local and state agencies, where applicable.
- It is the responsibility of the applicant to consult with the City of Dublin Public Works Department regarding requirements to provide a solid waste enclosure, and trash capture and stormwater treatment facilities.
- A copy of Chapter 8.82 (Day Care Centers) of the Dublin Zoning Ordinance has been received.
- Where applicable, a valid State of California child care license will be obtained and will remain current and valid throughout the life of the Day Care Center. A copy will be submitted to the Community Development Department prior to establishing the Day Care Center.

Applicant Signature: _____ Date: _____

ZONING CLEARANCE APPROVAL:





City of Dublin

Calculation of Children-Hours per Day

Day Care Center

Instructions:

For all Day Care Center applications that include outdoor play for children and the proposed Day Care Center is located near residential uses, please complete Table 2.

Example:

Table 1: Example Calculation for Children-Hours per Day

	First Play Period	Second Play Period	Third Play Period	Total Children-Hours
Duration (Hours)	1	0.75	0.50	
Number of Children Outdoors	70	40	30	
Total Number of Children-Hours	70	30	15	

There are three play periods per day: First Play Period, Second Play Period and Third Play Period.

- The First Play Period is 1 hour long and there are 70 children outdoors for a total of 70 Children-Hours ($1 \times 70 = 70$).
- The Second Play Period is 45 minutes long (or .75 hours) and there are 40 children outdoors for a total of 30 Children-Hours ($0.75 \times 40 = 30$).
- The Third Play Period is 30 minutes long (or .50 hours) and there are 30 children outdoors for a total of 15 Children-Hours ($0.50 \times 30 = 15$).

Table 2:

Enter the duration (in hours) and the number of children outdoors for each applicable play period column. If the duration is in minutes, it must be converted to hours. The last row, Total Number of Children-Hours, is calculated for each play period column by multiplying the Duration (Hours) by the Number of Children Outdoors. The last column, Total Children-Hours, is calculated by adding the Total Number of Children-Hours for each play period column.

Table 2: Calculation for Children-Hours per Day

	First Play Period	Second Play Period	Third Play Period	Fourth Play Period	Fifth Play Period	Total Children-Hours
Duration (Hours)						
Number of Children Outdoors						
Total Number of Children-Hours						

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