



LARGE FAMILY DAY CARE PERMIT

A Large Family Day Care (LFDC), as defined in Section 1-2-1 of the Zoning Ordinance, is a home which provides family day care for seven (7) to fourteen (14) children, including children who reside at the home. A LFDC permit allows an applicant to operate a large family day care in a residential district.

A LFDC application may be approved by staff when the home has been inspected and approved by the applicable agencies and the applicant has agreed to meet conditions listed in Section 2-15-1 of the Zoning Ordinance (see development standards section of this form). A LFDC permit is only valid at the address indicated on the application. If you move to a new residence, you must reapply for the City's LFDC permit.

For additional information regarding child care issues and programming, please contact the Child Care Coordination office at 949-724-6632. If you have any questions about the items requested, please call the Development Assistance Center at 949-724-6308.

INFORMATION SHEET

COST:

There is no fee for a LFDC permit.

PERMIT REVIEW:

In order to receive a LFDC permit, you must complete the following steps and submit the attached application.

1. Follow all steps required by the State of California's Community Care Licensing Division to become a licensed provider. For information on the required steps, please contact:

City of Irvine
Child Care Coordination Office
949-724-6632

-OR-

Orange County Regional Office
State of California's Community Care Licensing Division
714-703-2800

2. Submit the following to the Community Development Department, Development Assistance Center, P.O. Box 19575, Irvine, CA 92623-9575:
 - a. Your completed City of Irvine Large Family Day Care Permit Application form.
 - b. Two (2) copies of an 8 ½" X 11" site plan showing the drop-off/pick-up area and outdoor play area per the development standards below.
 - c. Approval letter from Homeowner's Association or Landlord.

Your completed application will be reviewed over the counter. If the completed application is submitted by mail and approved, you will then receive your approved permit by mail in approximately five (5) working days.

LARGE FAMILY DAY CARE PERMIT

DEVELOPMENT STANDARDS:

Issuance of a LFDC permit constitutes an agreement by the applicant to meet the following conditions:

1. Comply with all regulations of the Irvine Code of Ordinances related to residential development.
2. Comply with all state licensing requirements for large family day care home.
3. Comply with standards adopted by the state fire marshal pursuant to the California Health and Safety Code relating to large family day care home.
4. Ensure there are no outward signs or evidence of the day care use; maintain the residential character of the building and property.
5. Enclose all required outdoor play areas with a natural barrier, wall, fence, or other solid structure having a maximum height of six (6) feet and conforming to the requirements of Section 3-35 of the City of Irvine Zoning Ordinance.
6. Separate all outdoor play areas from vehicular circulation, parking areas, equipment enclosures, storage areas, and refuse and recycling areas.
7. Provide a drop-off/pick-up area, such as a driveway area or curb space, to minimize interference with traffic and promote the safety of the children.



LARGE FAMILY DAY CARE PERMIT APPLICATION

APPLICANT INFORMATION

NAME			DATE SUBMITTED
ADDRESS		PHONE	
CITY	STATE	ZIP	EMAIL*

PROJECT INFORMATION

TOTAL NUMBER OF CHILDREN SERVED (Including children under age 10 who live at home)					
NUMBER OF CHILDREN SERVED IN EACH AGE CATEGORY			STATE DAY CARE LICENSE NO. (If applicable)	EXPIRATION	
____ 0-2 Years ____ 2-5 Years ____ 5-12 Years					
NAME - DAY CARE ASSISTANT 1			NAME - DAY CARE ASSISTANT 2		
ADDRESS*			ADDRESS*		
CITY*	STATE*	ZIP*	CITY*	STATE*	ZIP*

ATTACH THE FOLLOWING REQUIRED DOCUMENTS:

- Two (2) copies of an 8 ½" x 11" site plan showing drop-off/pick-up area and outdoor play area
- Approval letter from Homeowner's Association or Landlord

FOR OFFICE USE ONLY

CASE NUMBER	STAFF SIGNATURE	DATE
cc: Child Care Coordinator, File - CD Records		

--