

Planning Department
100 Civic Plaza
Dublin, CA 94568
925.833.6610

Fire Department
100 Civic Plaza
Dublin, CA 94568
925.833.6606

Community Care Licensing
1515 Clay Street, Suite 1102
Oakland, CA 94612
510.622.2602

Business License Information
Finance Department
925.833.6640

Building Department
925.833.6620

Local Resource & Referral Agency
Child Care Links
925.417.8733

Small Family Child Care Homes

Small family child care is allowed "by right" in residential districts. No use permits required. No fire clearance or business license required.

Large Family Child Care Homes

Maximum of 14 children, including provider's own children less than 10 years old.

Zones: Residential districts

Permit: Conditional use permit.
Fee: \$50

Approximate Time for Approval:
8 weeks

Application: Available at the planning department. Requires written statement outlining business practices, site plans, building evaluations, floor plans, traffic data, and a list of residents and property owners within a 300 foot radius of the proposed site.

Impact Requirements: Two parking spaces per home, plus one space for every employee not residing in the home, and one space for every four children in the facility. Noise must be controlled and no outdoor activities are permitted before 9:00 am.

Hearing: Required. Resident property owners and tenants within a 300 foot radius are notified.

Appeal Process: Appeals must be filed within ten days of the Planning Commission's decision to the City Council. **Appeal Fees:** No charge to file an appeal

Fire Clearance: Required. Pre-inspection often serves as final inspection if all code requirements are met. **Fee:** \$50 for pre-inspection. \$80 per hour for inspection and first follow-up. Additional follow-ups at no charge.

Business License: Required. **Fee:** \$50 annually, term begins in October.

Child Care Centers

Zones: Residential, commercial, and industrial districts

Permit: Conditional use permit.
Fee: \$130

Approximate Time for Approval:
8 weeks

Application: Same as large family child care homes.

Impact Requirements: Centers must provide one parking space per employee, one space per company vehicle, and one space for every five children at the facility. Additional conditions are applied on a case by case basis.

Hearing: Required. Property owners and tenants within a 300 foot radius are notified. Planning staff makes recommendations and presents permit conditions for the Planning Commission's approval.

Appeal Process: Appeals must be filed in writing to the City Council within ten days of the Planning Commission's decision. **Appeal Fee:** No charge to file an appeal

Fire Clearance: Required. **Fees:** \$50 for Pre-Inspection. \$80 per hour for inspection or first follow-up. Additional requested follow-ups at no charge.

Business License: Required. **Fee:** \$50 annually, term begins in October

Fee information is as of October 2002. Fees and process should be used as general guidelines, and could be subject to change.

