

City of Emeryville

www.ci.emeryville.ca.us

Planning Department
1333 Park Avenue
Emeryville, CA 94608
510.596.4360

Fire Department
2449 Powell Street
Emeryville, CA 94608
510.596.3759

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

Business License Information
510.596.4325

Building Department
510.596.4310

Local Resource & Referral Agency
BANANAS, Inc.
510.658.7353

Small Family Child Care Homes

Maximum of 8 children, including provider's own children less than 10 years old.

Small family child care is allowed "by right" in residential districts. No zoning, fire, or business permit is 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: \$500

Approximate Time for Approval:
2-3 months

Application: Emeryville offers an on-line "one-stop shop" to inform residents of a property's zoning classification, assessed property value, etc. using GIS technology. While these inquiries can be performed on-line, applications for conditional use. Permits are only available at the planning department.

Impact Requirements: Minimum 35 square feet of interior residential and external/outdoor play area per child. Minimum 75 square feet for children older than two (side yards and front yards are not included in this estimate). No outdoor activity before 8:00 am or after dark. Garages shall not be used for family child care unless they meet all building and fire code regulations and sufficient alternative on-site parking is available. Traffic concerns are addressed on a case by case basis.

Hearing: A public hearing before the Planning Commission is required. Residents within a 300 foot radius along with affected municipal agencies are invited to attend. If number of owners exceeds 1,000, a 1/8 page notice must be displayed in a newspaper ten days before the hearing and is covered with the permit application fees.

Appeal Process: Concerned parties must appeal in writing 15 days after the Planning Commission's decision. City Council sets a hearing date to review the decision and approves or disapproves the project without further conditions.
Appeal Fee: \$200

Fire Clearance: Required. Pre-Inspection offered as an on-site visit. **Fees:** \$60 an hour. Free re-inspection. All additional follow-ups are \$60 an hour.

Business License: Required.
Fee: 0.08% of gross receipts

Child Care Centers

Zones: Residential, light industrial, mixed use, and public use districts

Permit: Conditional use permit.
Fee: \$500 for initial application fee

Approximate Time for Approval:
2-3 months

Additional Review Fees: Design review \$500 and sign review \$200. However, if both a design review and a sign review are required, a set fee of \$500 plus the application fee is charged, so total fees don't exceed \$1,000.

Application: Same as large family child care homes.

Impact Requirements: A suitable zone for unloading and loading children, along with one parking space per 500 square feet of office and classroom area is required. Other conditions are determined by the Planning Commission in line with the general plan and the community's needs and safety.

Hearing: Same as large family child care homes.

Appeal Process: Same as large family child care homes. **Appeal Fee:** \$200

Fire Clearance: Required. Pre-inspection offered. **Fees:** \$60 an hour. Free re-inspection. All additional follow-ups are \$60 an hour.

Business License: Required.
Fee: 0.08% of gross receipts

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

