



PDE - 3030 - 04

Department of Planning, Development and Engineering

DAY CARE CENTRE IN A RESIDENTIAL DWELLING CHECKLIST

DESCRIPTION

SECTION 1

The following checklist outlines all of the information necessary to be provided with Daycare Centre in a Residential Dwelling application. **Day Care Centre in a Residential Dwelling** means a dwelling or part of a dwelling in which licensed child care services are provided to seven (7) but not more than fifteen (15) children. The operation shall occupy not more than more than sixty (60) square metres or forty percent (40%) of the floor area of the dwelling, whichever is less. A separate application, fee(s), and drawings must be submitted for any development requiring a Building Permit.

APPLICATION AND FEE

SECTION 2

Completed By Applicant	Office Use Only
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Application with property owner's signature.

Indicate number of children on application.

Application fee. (Please see following link for fee schedule:

<http://www.stjohs.ca/living-st-johs/city-services/planning-and-development/fee-schedule>)

BUSINESS DESCRIPTION MUST INCLUDE (IF APPLICABLE):

SECTION 3

All work performed must conform to the following requirements as well as the standards set out within the current version of the ANLS "Manual of Practice".

Description of business.

Hours of operation.

Total number of children per session.

Parking available on site for the business (total non-stacked parking spaces minus one parking space per dwelling unit (e.g. If you have three parking spaces and the dwelling contains two units, there would be one space available for the business).

Number of employees.

FLOOR PLAN

SECTION 4

Floor plan sketch (216 mm x 279 mm) which demonstrates that the Daycare occupies not more than 40% of the floor area of the dwelling unit or 60 square metres, whichever is less.

Please mail completed form to:

Department of Planning, Development and Engineering  
 City of St. John's  
 P.O. Box 908  
 St. John's, NL A1C 5M2

For more information, please call: 576-6192