



CHARLOTTE PLANNING, DESIGN & DEVELOPMENT DEPARTMENT
ZONING ADMINISTRATION-PERMITTING

COMPLIANCE LETTER FOR CHILDCARE CENTER IN RESIDENCE

A facility run by an individual who resides in a single-family residence that provides supervision or care on a regular basis in the individual's home for children who are not related by blood or marriage, and are not the legal wards or foster children of the supervising adult. Family Childcare Homes must be licensed by the North Carolina Department of Health and Human Services. The facility may be established as an accessory use to a single-family detached dwelling unit, in compliance with Article 15.6 of the Unified Development Ordinance (UDO).

Location: _____ Parcel ID# _____

Family Childcare Home Operator: _____

Property Owner (if different from Operator): _____

Name of Family Childcare Home: _____

Number of shifts and hours of operation: _____

INSPECTION CHECKLIST

1. A zoning use permit is required.
2. Childcare centers in residence are subject to the standards for a single-family dwelling unless modified by this section.
3. A single-family dwelling containing a childcare center in residence shall be the primary residence of the operator/primary caregiver.
4. New childcare center in residence shall be separated from existing family childcare homes and existing childcare center in residence in a Neighborhood 1 Place Type by a distance of 400 feet. This does not include childcare centers operating as part of a place of worship.
5. Outdoor play space and play equipment shall be located to the rear of the principal structure.
6. A childcare center in residence shall be limited to a maximum of two employees that reside outside of the residence at any one time.
7. The operator's children are not included in the count of the number of children allowed.

Applicant has made application for a Zoning Use Permit and is eligible to receive zoning compliance for a Childcare Center in Residence with _____ to _____ children located at the above physical address. A final zoning inspection will be scheduled after the applicant returns this form completed by the North Carolina Division of Child Development. All applicants must return this supplemental application form signed and dated by a representative of the North Carolina Division of Child Development assigned to your application prior to final zoning approval.
_____**If checked here, I acknowledge that my program does not meet the definition of child care as defined by North Carolina General Statute 110-86(3) and 110-91(7)b and is not required to be licensed by the Division of Child Development and Early Education.**

I, the undersigned, have read the above requirements and understand that I must comply in order to be permitted for a Childcare Center in Residence

(Signature of Operator)

(Print Name)

(Date)

*(Signature of Property Owner,
If different than Operator)*

(Print Name)

(Date)

If you are not the owner of this property, we will need the owner to give permission for this action by having his/her signature notarized.

IN WITNESS WHEREOF, I have hereunto set my hand and seal on this _____ day of _____ 20____.

Owner

Address

Witness:

Notary Public

Date

My commission expires: _____

VERIFICATION

Applicant listed above has submitted an application to the North Carolina Division of Child Development to operate a Childcare Center in Residence and is eligible to be approved to receive a license for the above requested use.

North Carolina Division of Child Development *Date* *Phone*

FINAL ZONING APPROVAL: A zoning inspection for the above listed location has been completed and the applicant has met all zoning regulations to operate a Childcare Center in Residence as permitted.

Zoning Inspector *Date* *Phone*

INCREASE CAPACITY/FAMILY CHILD CARE HOMES

SECTION 9D.10.(a) G.S. 110-86(3) reads as rewritten:

(3) Child care facility. – Includes child care centers, family child care homes, and any other child care arrangement not excluded by G.S. 110-86(2), that provides child care, regardless of the time of day, wherever operated, and whether or not operated for profit.

A child care center is an arrangement where, at any one time, there are three or more preschool-age children or nine or more school-age children receiving child care.

A family child care home is a child care arrangement located in a residence where, at any one time, more than two children, but less than 10 children, receive child care, provided the arrangement is in accordance with G.S. 110-91(7)b.

SECTION 9D.10.(b) G.S. 110-91(7)b. reads as rewritten:

b. Family Child Care Home Capacity. – A family child care home is allowed to provide care for one of the following groups of children, including the operator’s own preschool-age children and excluding the operator’s own school-age children up to 13 years of age:

A maximum of eight children, with no more than five children who are from birth to 5 years of age, plus three school-age children.

A maximum of three children from birth to 24 months of age, plus three children from 2 to 5 years of age and three school-age children up to 13 years of age, for a total of nine children.

3. A maximum of 10 children if all children are older than 24 months of age.