

Child Care Resources in Palo Alto:



Palo Alto Community Child Care (PACCC)

3990 Ventura Court
Palo Alto, CA 94306
(650) 493-2361
<http://www.paccc.com>



National Association of the Education of Young Children (NAEYC)

1313 L Street, N.W. Suite 500
Washington, D.C. 20005
(800) 424-2460
<http://www.naeyc.org>



National Association for Family Child Care (NAFCC)

5202 Pinemont Drive
Salt Lake City, Utah 84123
(800) 359-3817
<http://www.nafcc.org>



DSS / Community Care Licensing Division

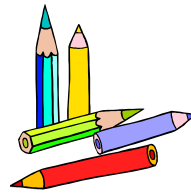
2580 N. First Street Suite 300
San Jose, CA 95131
(408) 324-2148
<http://www.cclcd.ca.gov>



City of Palo Alto

(650) 329-2441 Planning
(650) 617-3118 Building Inspection
(650) 329-2151 Public Works Engineering
(650) 329-2233 Fire Marshal
(650) 329-2221 Child & Family Resources
<http://www.cityofpaloalto.org>

Definitions



A Small Family Child Care Home is:

- > Child care provided by a care giver in his / her own home.
 - > Licensed for up to 6-8 children under the age of 10 (including the providers' own children).
 - > Licensed by the State of California Department of Social Services (DSS).
- No permit is required by the City. Allowed by right in any residence in the State of California.**

A Large Family Child Care Home is:

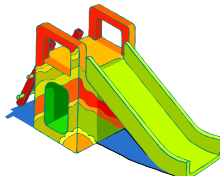
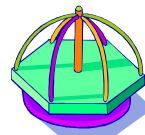
- > Child care provided by a care giver in his / her own home.
 - > Licensed for up to 12-14 children under the age of 10 (including the providers' own children).
 - > Licensed by the State of California Department of Social Services (DSS).
- No permit is required by the City. Allowed by right in any residence in the State of California.**

A Child Care Center is:

- > Child care provided by qualified teachers in a licensed facility.
- > Space requirements include 35 sq.ft. of classroom space per child indoors and 75 sq.ft. per child outdoors.
- > Licensed by the State of California Department of Social Services (DSS).

A Child Care Center requires a State license and a CUP*

*CUP: Conditional Use Permit
**ARB: Architecture Review Board



Please Note:

Be sure to review all City and State requirements before you initiate your child care plan.



City of Palo Alto

Child Care Planning Guide



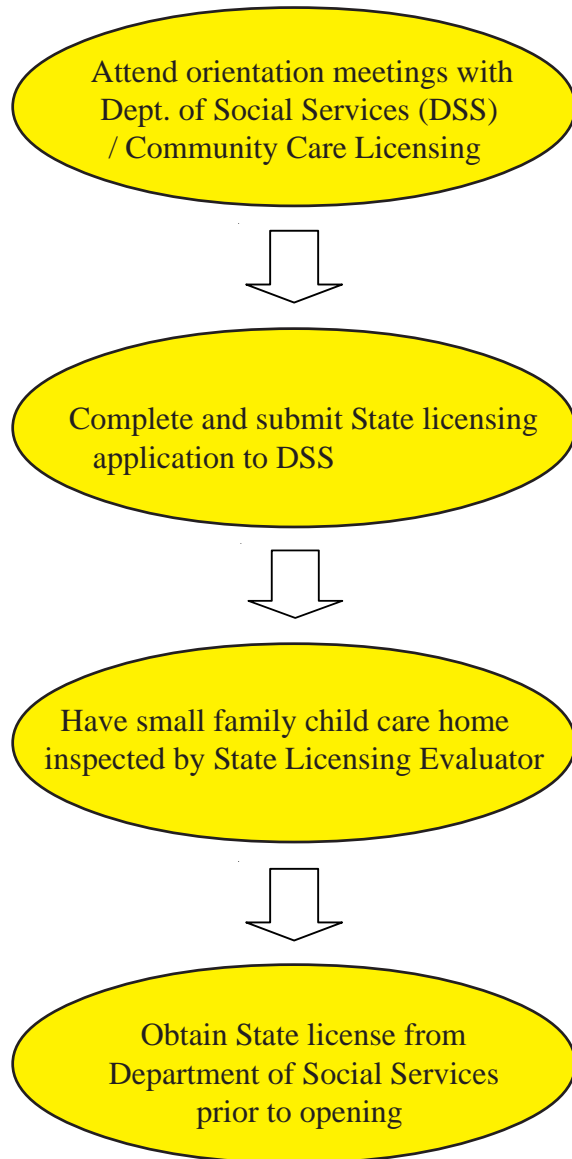
The City of Palo Alto has made a commitment to encourage the development of quality child care facilities within residential and commercial areas of our community.

It is our hope that this brochure will help you to understand the process for opening a licensed family child care home or a child care center in the City of Palo Alto.

Provided by City of Palo Alto's
Child and Family Resources
Questions? Please call (650) 329-2221

Small Family Child Care Home

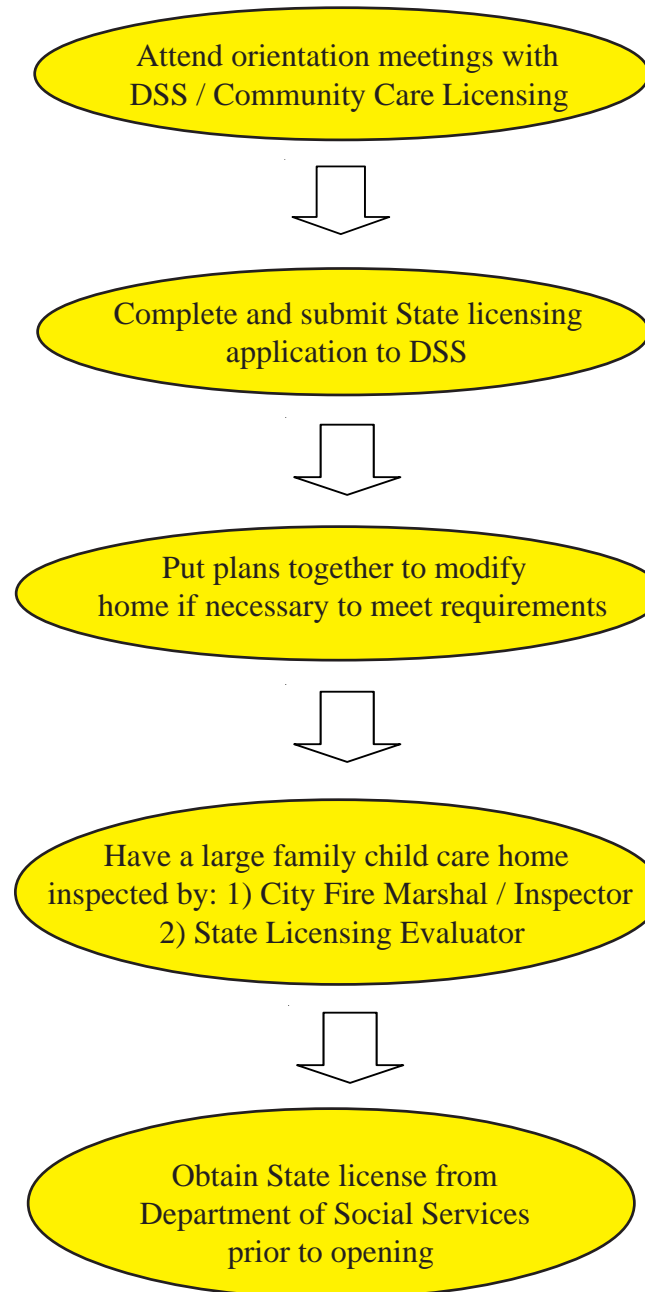
Up to 6-8 children depending on age



*CUP: Conditional Use Permit
 **ARB: Architecture Review Board

Large Family Child Care Home

Up to 12-14 children depending on age



Child Care Center

Planning Process

- Review City permit requirements with Planning staff (preliminary ARB** review may be recommended for certain sites)
- Prepare concept development plan for a determined site
- Attend orientation meetings with State licensing
- Meet with City Planning, Building, Fire, & Public Works Engineering staff to review site plan, land use, facilities, and operations
- Submit applications for CUP* and ARB** review (fee required)
- Within 30 days, Planning staff coordinates City departments' comments & notifies applicant of any deficiencies
- Prepare any plan revisions if required
- Prepare for public hearings before ARB** & Director's Hearing
- Director's decision is appealable

Child Care Center

Building Process

- Consult with the State license to review final concept plans
- Submit building plans to City Building department for review with a permit application (fee required)
- City departments review building plans (this process may take several months)
- Approval / issuance of building permit Development impact fees due
- Begin construction
- 30 days prior to the issuance of occupancy permits, contact State Community Care Licensing to begin licensing process
- Complete and submit State licensing application to DSS
- To obtain occupancy permits, call for final inspection:
 - 1) City Building Inspector
 - 2) City Fire Marshal
 - 3) State Licensing Evaluator
- Obtain State license from Department of Social Services prior to opening