



**Home Daycare Permit
OpenGov Application
Checklist**

- **Notarized Letter from Property Owner allowing the requested Home Daycare.**
 - When Applicant type is Lessee or Renter

- **Home Daycare Site Plan**

The applicant shall provide a plot plan (to scale) showing square footage of the building and lot with off-street parking for residents and employees and the loading/pick-up area.

- **Home Daycare Conditional Use Permit**

A conditional use permit is required prior to the operation of a Group Daycare Facility (7 to 12 children) or a Daycare Center (13+ children).

- When Number of children to be cared for: is 7 to 12
- When Number of children to be cared for: is 13+