

CHILD-CARE FACILITIES



The City of Mountain View Municipal Code separates child-care facilities into two basic types:

- **Family child-care homes** which are operated within a provider's residence.
- **Child-care centers** which are operated in a commercial space which is not the provider's residence.

There are several approvals that are needed from both the City of Mountain View and the State of California, depending on the type of facility proposed. For more information, contact the Youth Resources Manager at (650) 903-6301 or visit www.mountainview.gov for on-line information.

FAMILY CHILD-CARE HOMES

Family child-care homes regularly provide care and supervision for 14 or fewer children in the provider's own home, under the age of 18 for less than a 24-hour period. Children under the age of 10 who reside at the home are included in the total number of children. Family child-care homes are permitted in a residence in any residential zoning district, provided they meet the following requirements:

Small-Family Child-Care Home

A small-family child-care home provides care for eight or fewer children, as determined by the State of California. The following is required to operate a small-family child-care home in Mountain View:

- Child-care license with the State of California.
- Building permits are required only if the operator is proposing remodeling or additions to the house.
- Business license with the City of Mountain View.

Large-Family Child-Care Home

A large-family child-care home provides care for 9 to 14 children, as determined by the State of California. The Planning Division requires a Conditional Use Permit for large-family child-care homes. The following is required to operate a large-family child-care home in Mountain View:

- Child-care license with the State of California.
- A Conditional Use Permit (CUP) with the Planning Division.
- Building permits are required only if the operator is proposing remodeling or additions to the house.
- Fire clearance with the Fire and Environmental Protection Division.
- Business license with the City of Mountain View.

CHILD-CARE CENTERS

There are two types of child-care centers: business-sponsored and commercial. If you are considering opening a child-care center, the City strongly recommends that you hire a professional architect early in your project planning stage. The Building and Fire Codes can be complicated and difficult to understand, and a professional architect can help determine appropriate buildings for the child-care center. Additionally, submitting professionally prepared plans may significantly reduce your application review time.

All child-care centers in Mountain View must obtain a child-care license with the State of California, a permit with the Planning Division, a permit with the Building Division, clearance with the Fire and Environmental Protection Division and a business license with the City of Mountain View.

Where Child-Care Centers Are Permitted

Zoning District		Planning Permit Required
Residential	R-1, R-2, R-3, RMH and R-4	Conditional Use Permit (CUP)
Commercial	CN, CS, CO and CRA	CUP
Industrial	ML and MM	CUP for business-sponsored only
Public Facility	PF	Development Review Permit (DRP)
Precise Plan	P	See specific Precise Plan
Downtown Precise Plan	P-19	Provisional Use Permit (PUP)

Business-Sponsored Child-Care Center

Business-sponsored child care is for the exclusive care of on-site employees' children. It must be owned, operated and located on a company's site and exclusively serve parents employed in the company. A business-sponsored child-care center must be located at least one thousand feet (1,000') away from industrial property. If it is not, the adjacent property owner(s) must agree in writing to prohibit the use of extremely hazardous material on their property and notify any tenants of this restriction.

Commercial Child-Care Center

A commercial child-care center is a commercial or nonprofit facility that provides care and supervision of minor children for less than a 24-hour period. This includes infant centers, preschools, sick-child centers and school-aged child-care facilities. Child-care centers may be operated in conjunction with a school or church facility, or as an independent land use. The maximum number of children is determined on a case-by-case basis by the Planning Division through the review process.

PERMIT PROCESS

State of California Child-Care License

State licensing and processes are separate from City permit requirements. Contact the State prior to submitting for City permits to get a list of licensing requirements. Contact the Community Care Licensing, San Jose Regional Office at (408) 324-2148 or visit www.cclid.ca.gov for on-line information.

Planning Division Review

Planning Division review and approval is completed to determine if the proposed child-care facility is appropriate at the proposed location based on Mountain View Zoning Code standards for child-care facilities (Section A36.42.050.D). If required by the zoning district, submit the applicable permit to the Planning Division for review. The application submittals vary substantially from project to project, so contact the Planning Division at (650) 903-6306 for the required application materials or on-line at www.mountainview.gov.

Building Division Review

Once the Planning permit has been approved, you will need to contact the Building Division at (650) 903-6313. Building permit submittal requirements are available at the Building counter or on-line at www.mountainview.gov by searching for "Submitting for Building Permits." Plans will need to be stamped by a California licensed architect or engineer. After a building permit is issued, a Building Inspector will inspect the property at different stages of construction to verify compliance with permit and code requirements.

Fire Clearance

Fire clearances are conducted by the Mountain View Fire and Environmental Protection Division. The State of California's Community Care Licensing Division sends the applicable information to the City. No application materials are required. Child-care centers and large-family child-care homes are subject to annual fire inspections and an annual permit fee.

Business License

Business licenses with the City of Mountain View are required for any child care. Business license applications must be made in person to the Finance and Administrative Services Department at City Hall. If your license is approved, the business license will be mailed to the business mailing address. You can contact the Finance and Administrative Services Department at (650) 903-6324 for more information.