

Development Application Checklist - Childcare, Group Home

Project Address

Access Code

Base Requirements

One digital copy (PDF form) of each of the following:

		Office Use
Site Plan	<input type="checkbox"/>	<input type="checkbox"/>
Floor Plans	<input type="checkbox"/>	<input type="checkbox"/>
Building Elevation Drawings	<input type="checkbox"/>	<input type="checkbox"/>
Certificate of Title (within the last 30 days)	<input type="checkbox"/>	<input type="checkbox"/>
Other	<input type="checkbox"/>	<input type="checkbox"/>
Completed Application Form	<input type="checkbox"/>	<input type="checkbox"/>
Application Fee	<input type="checkbox"/>	<input type="checkbox"/>

Base Information

Every Page of the submitted plans and drawings must contain the following information:

- Legal Information
- Municipal Address
- Drawing Date and Number
- Drawing Scale
- Project Name/Description

Specific Information

Site Plan

1. Must be oriented with north at the top of the page and show a north arrow
2. Must indicate in a text block:

the proposed land use(s)	<input type="checkbox"/>	<input type="checkbox"/>
net and gross floor areas broken down by use	<input type="checkbox"/>	<input type="checkbox"/>
number of regular and passenger loading zone parking spaces	<input type="checkbox"/>	<input type="checkbox"/>

3. Shows dimensions in metric and identifies:

the subject parcel lines dimensioned in accordance with the registered plan	<input type="checkbox"/>	<input type="checkbox"/>
identification of all streets and lanes abutting the subject site	<input type="checkbox"/>	<input type="checkbox"/>
vehicular accesses (location and dimension)	<input type="checkbox"/>	<input type="checkbox"/>
parking, and drop off/ pick up spaces with dimensions	<input type="checkbox"/>	<input type="checkbox"/>
loading spaces and garbage collection areas	<input type="checkbox"/>	<input type="checkbox"/>
location and size of all buildings on site	<input type="checkbox"/>	<input type="checkbox"/>
location of the subject bay(s) within the building that the proposed use will occupy	<input type="checkbox"/>	<input type="checkbox"/>
identification of all uses and their floor area within all buildings on site	<input type="checkbox"/>	<input type="checkbox"/>
identification of outdoor play spaces (location and dimensions, fencing type and height, type of fixed play equipment and ground surfaces, and any mechanical equipment for rooftop play areas)	<input type="checkbox"/>	<input type="checkbox"/>
location and description of features and structures (e.g. fencing, bollards, etc.) that protect Child Care Services Users from negative impacts	<input type="checkbox"/>	<input type="checkbox"/>
location and description of exterior lighting, particularly for play space and walkway areas	<input type="checkbox"/>	<input type="checkbox"/>

Floor Plans

Shows dimensions in metric and identifies:

the layout of each floor including all door and window openings	<input type="checkbox"/>	<input type="checkbox"/>
identification of all proposed / existing room uses (e.g. indoor play and rest areas, storage, office, seating areas, kitchen, staff rooms, washrooms, stairways, exit stairs, public corridors, mechanical rooms, etc.)	<input type="checkbox"/>	<input type="checkbox"/>
number of children / clients	<input type="checkbox"/>	<input type="checkbox"/>
number of staff	<input type="checkbox"/>	<input type="checkbox"/>
dimensions of rooms and floor areas	<input type="checkbox"/>	<input type="checkbox"/>