

Home Day Care Application

Zoning Permit

Planning and Development Customer Service Center • One Exchange Plaza, Suite 400 | Raleigh, NC 27601 | 919-996-2500



Please provide a completed application along with all required supplemental information at the time of submittal. A Home Day Care must meet all the standards and requirements of the Unified Development Ordinance, Section 6.4.1.B. All fields must be completed, if a field is not applicable, please indicate "N/A". Please email a PDF of the entire Home Day Care Application packet (with all documents) to ZoningPermits@raleighnc.gov

Case #: _____

Applicant Information		
Applicant:		Date:
Phone:	Cell:	
Mailing address:		
City:	State:	Zip code:
Family Care Facility Information		
Business name:		
Phone:	Email:	
Address of proposed home day care:		
City:	State:	Zip code:
Occupancy Information		
Number of residents in the home involved in the business: _____		
How many people will be cared for per shift? Preschool age: _____ School age: _____ Other: _____		
Per UDO Sec 7.3.13.K., is the dwelling address visible from the street/public right-of-way? Yes ____ No ____		
Site Plan Information		
REQUIRED: A site plan/drawing illustrating the required off-street parking, playground area, principal structure, accessory buildings, and other site information must be provided. Playground area must be 15 feet away from any adjoining lot containing a dwelling. Please submit the required site plan with your application in a separate PDF.		

Note: If a plan showing parking is not provided, it may be required to verify the location of required parking.

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ACKNOWLEDGEMENT OF STANDARDS

Checking the following items affirms that the Proposed Home Day Care will comply with all listed items.

	The day care must be operated by the resident(s) of the structure (sole proprietorship/corporation/partnership).
	All residents and partners associated with the day care business resides within the structure.
	An accessory building and/or accessory structure will not be used as a day care.
	Is any outdoor play equipment stored throughout the day and night located in the front yard?
	No outdoor play equipment will be located closer than 15 feet from any adjoining lot containing a dwelling.
	No other people, other than members of the family are residing on the premises, engaged, or employed by the day care.
	No more than 8 persons shall be cared for at any given time.
	No signage is allowed advertising the facility on the property.
	Will comply with all state and local standards.

APPLICANT REQUIRED SIGNATURE

The undersigned indicates that the property owner is aware of the application for a Home Day Care and agrees that the proposed Home Day Care described in this application, for which this permit is applied for will be maintained in all respects in accordance with the specifications submitted herewith, and in accordance with the provisions and regulations of the City of Raleigh Unified Development Ordinance.

Applicant name (printed):

Address:

City:	State:	Zip Code:
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Phone #:	Email:
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Applicant signature:	Date:
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