



CITY OF ARROYO GRANDE
COMMUNITY DEVELOPMENT DEPARTMENT
LARGE FAMILY DAY CARE

The following list includes all of the items you must submit for a complete application. Some specific types of information may not apply to your particular project and, as noted, some items may only be required in certain circumstances. If you are not sure if a specific requirement applies to your project, please ask the Community Development Staff. A copy of this list will be used to check your application for completeness after it is submitted. If your application is not complete, a copy of the list will be returned to you with additional requirements noted.

FOR STAFF USE ONLY			
DATE SUBMITTED	DATE DEEMED COMPLETE	CHECKED BY	CASE NUMBER

Applicant	City	REQUIRED ITEMS
<input type="checkbox"/>	<input type="checkbox"/>	1. Completed application form. Payment in full of applicable fees for processing the application.
<input type="checkbox"/>	<input type="checkbox"/>	2. Two (2) sets of typed, gummed labels on 8-1/2" x 11" sheets listing the names, addresses, and assessor's parcel numbers of all property owners within a radius of 100 feet of the exterior boundaries of the subject property, along with copies of the applicable assessor's parcel map book pages.
<input type="checkbox"/>	<input type="checkbox"/>	3. Five (5) copies of a plot plan (folded to 9" x 12" size) drawn to a standard engineer's scale (1:30 minimum allowed without approval) and with a north arrow showing:
<input type="checkbox"/>	<input type="checkbox"/>	A. Location, exterior boundaries, and dimensions of the entire property that is the subject of the application, and location and dimensions of all buildings and structures on the property.
<input type="checkbox"/>	<input type="checkbox"/>	B. Location and dimensions of passenger loading/unloading areas.
<input type="checkbox"/>	<input type="checkbox"/>	C. Location and dimensions of existing or proposed on-site parking facilities.
<input type="checkbox"/>	<input type="checkbox"/>	D. Location, height, materials and colors of all existing and proposed walls.
<input type="checkbox"/>	<input type="checkbox"/>	E. Location and description of any outdoor play areas.
<input type="checkbox"/>	<input type="checkbox"/>	4. Copies of all applicable state licenses for operation of the facility.
<input type="checkbox"/>	<input type="checkbox"/>	5. All plot plans submitted shall be collated and stapled on the short end of the plans.
<input type="checkbox"/>	<input type="checkbox"/>	6. Electronic copies of all document submittals in PDF format on USB or CD. Electronic plans shall include one (1) high-quality version for reproduction and one (1) version optimized for web posting.

Large Family Day Care Permits are reviewed for compliance with the performance standards listed in Section 9-11.110 of the Development Code.