



City of Casper Planning Division

Conditional Use Permit Application-Daycare

APPLICANT'S INFORMATION:

NAME: _____

BUSINESS NAME: _____

ADDRESS: _____

LEGAL DESCRIPTION: _____

TELEPHONE: _____ EMAIL: _____

TYPE OF FACILITY APPLYING FOR (please check one):

_____ **Family Child Care Home/Zoning Review-** A facility in which care is provided for nine (9) or ten (10) unrelated children from more than one immediate family for part of a day in the home of the provider, where a Conditional Use hearing with the Planning & Zoning Commission is required in residential districts.

_____ **Family Child Care Center/Zoning Review-** A facility in which care is provided for not more than fifteen (15) unrelated children for part of a day. A Family Child Care Center shall be the principle residence of the provider when such a facility is located in a residential zoning district. A Conditional Use hearing with the Planning & Zoning Commission is required in residential districts.

Maximum number of children cared for in this daycare (including your own): Current _____

Days of the week this daycare is operated: _____ Hours of operation: _____

Is the outdoor play area fenced? No: _____ Yes: _____ If Yes, type and height of fence: _____

Number of off-street parking spaces available for daycare customers/staff: _____

Number of employees or additional staff at this daycare: _____

Name of Department of Family Services (DFS) caseworker: _____ Phone: _____

The use of a residence for a daycare shall be clearly incidental and secondary to the use of the dwelling for residential purposes and shall not change the character of the home or the neighborhood. The care and supervision of children shall be conducted in a manner, which does not create a nuisance to the neighborhood. The outdoor play area shall be fenced and off-street parking shall be provided in accordance with Section 17.12.080 of the Casper Municipal Code. All Family Child Care Homes/Centers shall be approved by the Casper Fire Department.

The following owner's signature, or agent, signifies that all information on the application is accurate and correct to the best of the owner's knowledge, and that the owner has thoroughly read and understands all application information and requirements.

SIGNATURE OF PROPERTY OWNER: _____

SIGNATURE OF APPLICANT: _____

DATE: _____

SUBMIT TO:

Community Development
Department/Planning Division
200 N David, RM 203
Casper, WY 82601
Phone: 307-235-8241
E-mail: ccollins@casperwy.gov

A COMPLETE SUBMITTAL MUST INCLUDE:

- COMPLETED APPLICATION INCLUDING ORIGINAL SIGNATURES OF OWNERS/APPLICANTS
- PROOF OF OWNERSHIP
- \$600 APPLICATION FEE (NON-REFUNDABLE)

FOR OFFICE USE ONLY:

DATE SUBMITTED: _____

REC'D BY: _____



City of Casper Planning Division

Daycare Conditional Use Permit

Family Child Care Home/Zoning Review- A facility in which care is provided for nine (9) or ten (10) unrelated children from more than one immediate family for part of a day in the home of the provider, where a Conditional Use hearing with the Planning & Zoning Commission is required in residential districts.

Family Child Care Center/Zoning Review- A facility in which care is provided for not more than fifteen (15) unrelated children for part of a day. A Family Child Care Center shall be the principle residence of the provider when such a facility is located in a residential zoning district. A Conditional Use hearing with the Planning & Zoning Commission is required in residential districts.

Family Child Care Home- A facility in which care is provided for up to eight (8) unrelated children from more than one immediate family for part of a day in the home of the provider. (Conditional Use Permit not required)

DAYCARE STANDARDS AND REQUIREMENTS:

- A. The outdoor play area shall be fenced.
- B. The use of a residence for a day-care shall be clearly incidental and secondary to the use of the dwelling for residential purposes and shall not change the character of the home or the neighborhood.
- C. The care and supervision of children shall be conducted in a manner which does not create a nuisance to the neighborhood.
- D. All family child care center—zoning review or family child care home—zoning review facilities shall be approved by the Casper Fire Department.
- E. Day-care providers shall provide off-street parking, as required in Section 17.12.080 of the Municipal Code.

(See Casper Municipal Code Section 17.12.240(M)(2))

RENEWAL:

Unless otherwise specified in the conditional use permit, permits for day-cares shall be granted to the day-care provider and shall not attach to the land. The conditional use permit shall not be transferable from one location to another, and shall not be transferable from one day-care provider to another without submission and approval of a new application. Renewal will not be required unless there is a change in the facility play yard or a property-related complaint is received from a neighboring property owner. (See Casper Municipal Code Section 17.12.240(M)(3))

OFF-STREET PARKING REQUIREMENTS:

2 paved, off-street parking spaces are required for each type of day-care. The required spaces need to be maintained for use by the day-care customers, during the hours when the day-care is in operation. (See Casper Municipal Code Section 17.12.080)

APPLICATIONS MUST BE SUBMITTED TO:

Community Development Department
Planning Division
200 N David, RM 203
Casper, WY 82601
Phone: 307-235-8241
E-mail: ccollins@casperwy.gov

COMPLETE SUBMITTAL MUST INCLUDE:

- COMPLETED APPLICATION INCLUDING ORIGINAL SIGNATURES
- PROOF OF OWNERSHIP
- \$600 APPLICATION FEE (NON-REFUNDABLE)

FOR INFORMATION ON LICENSING CONTACT:

Department of Family Services (307) 473-3900
851 Werner Court, Suite 200
Casper, WY 82601