

CITY OF LOS ANGELES  
DEPARTMENT OF CITY PLANNING

**NOTICE OF INTENTION TO OPERATE A LARGE FAMILY DAY CARE HOME**

(STAFF USE ONLY) **CASE NUMBER: ZA-**

The undersigned provider does hereby certify that I reside at and that I am the  Owner  Lessee of the dwelling unit located on the property legally described below and which is located in the City of Los Angeles:

Provider Name(s) \_\_\_\_\_

Large Family Day Care Home (State) License # \_\_\_\_\_

Property Address \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_

Legal Description\*: Lot \_\_\_\_\_ Block \_\_\_\_\_ Tract \_\_\_\_\_

\*Metes and bounds description or other legal descriptions may be attached on a separate sheet.

The above designated person(s) intend(s) to operate a large family day care home at the above address for 9-14 children, including those who reside at the home.

**AS REQUIRED PURSUANT TO THE TERMS OF LAMC SECTION 12.22 A 3; I AGREE TO COMPLY WITH THE FOLLOWING CONDITIONS. I FURTHER UNDERSTAND THAT SHOULD ANY OF THESE CONDITIONS BE VIOLATED THE ZONING ADMINISTRATOR, AFTER NOTICE AND PUBLIC HEARING, HAS THE AUTHORITY TO MODIFY THE CONDITIONS OF OPERATION OR TO CAUSE THE DISCONTINUANCE OF THE LARGE FAMILY DAY CARE AT THE ABOVE ADDRESS.**

1. Provide drop-off facilities, such as curb spaces or driveway area, which are necessary to avoid interference with traffic and promote the safety of the children; and
2. Comply with any standards adopted by the State Fire Marshal pursuant to Subdivision (d) of Section 1597.46 of the California Health and Safety Code relating to large family day care homes; and
3. Comply with all provisions of the Los Angeles Municipal Code relating to large family day care homes and dwelling units; and
4. The use shall not create an unreasonable level of disruption or interference with the peaceful enjoyment of the adjoining and neighboring properties; and
5. Name plates and signs shall conform to the provisions of Section 12.21 A.7; and
6. Play equipment, swings, sandboxes, or structures shall be located in the rear yard only; and
7. No loud speaker or public address system shall be installed or operated on any open portion of the premises, and any phonograph, radio or other recorded music used in connection with any activity shall be sufficiently modulated to ensure that the use does not disturb the adjoining and neighboring residents; and
8. The existing residential character of the building and site shall be maintained, including the exterior façade, landscaping, fences, walls, lawn area, and driveways; and
9. The floor space of any dwelling unit used for the operation of a large family day care home shall not be increased for such use, and the floor space shall not be altered to reasonably preclude its continued use as a dwelling unit; and

10. There shall be at least 300 feet between the lot containing the building where the proposed large family day care home will be located and the building housing any existing large family day care home. This shortest distance is to be measured along the shortest street route between the two lots as determined by the Commission on Community and Family Services.

I certify under penalty of perjury that the foregoing statements and answers are true and correct to the best of my knowledge and that the dwelling unit will only be used for the purpose requested and/or other uses permitted under the zoning, and that the large family day care home herein described will not be operated unless and until the same has been licensed and will continue to be legally licensed for such use by the State of California.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Day Care Provider's Name \_\_\_\_\_ Telephone: \_\_\_\_\_  
(Print)

Day Care Provider's Mailing Address: \_\_\_\_\_  
(Print)

City \_\_\_\_\_ Zip Code \_\_\_\_\_  
(Print)

IN ORDER TO FILE THIS APPLICATION WITH THE DEPARTMENT OF CITY PLANNING, THE COMMISSION ON COMMUNITY AND FAMILY SERVICES (CCFS) MUST COMPLETE THE FOLLOWING CERTIFICATION:

COMMISSION ON COMMUNITY AND FAMILY SERVICES  
c/o Patricia Villasenor, Executive Director or  
Francisco Ortega, CCFS Liaison  
1200 W. 7<sup>th</sup> Street, 9<sup>th</sup> Floor  
Los Angeles, CA 90017  
Phone: (213) 216-9876; e-mail: [patricia.villasenor@lacity.org](mailto:patricia.villasenor@lacity.org), or  
Phone: (213) 216-9873; e-mail: [francisco.ortega@lacity.org](mailto:francisco.ortega@lacity.org)

THE CCFS CERTIFIES THAT THE LARGE FAMILY DAY CARE HOME IS:

- IN COMPLIANCE WITH CONDITION #10 ABOVE.
- NOT IN COMPLIANCE WITH CONDITION #10 ABOVE.

CCFS Name and Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

If a proposed large family day care home is not in compliance with condition #10 above, then the operator may apply to the Zoning Administrator pursuant to LAMC Section 12.24 X 25 for relief.

Date Filed: \_\_\_\_\_ Community Plan Area: \_\_\_\_\_

Council District: \_\_\_\_\_ Accepted by: \_\_\_\_\_

**FILING INSTRUCTIONS:**

This document must be completed (typed or printed in ink). The original application, with original signatures, shall be filed with the Department of City Planning at one of the following Development Service Center (DSC) Public Offices:

Dept. of City Planning – METRO  
Figueroa Plaza  
201 N. Figueroa Street 4<sup>TH</sup> Floor  
Los Angeles, CA 90012  
(213) 482-7077

Dept. of City Planning – SAN FERNANDO VALLEY  
Marvin Braude Building  
6262 Van Nuys Boulevard, Suite 251  
Van Nuys, CA 91401  
(818) 374-5050