

AGENDA

PUBLIC MEETING

**Monday, February 6, 2012
6:00 p.m.**

**Council Chamber, Municipal Hall
355 West Queens Road,
North Vancouver, BC**

Council Members:

Mayor Richard Walton
Councillor Roger Bassam
Councillor Robin Hicks
Councillor Mike Little
Councillor Doug MacKay-Dunn
Councillor Lisa Muri
Councillor Alan Nixon



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The Corporation Of The
District Of North Vancouver

AGENDA

Welcome To The PUBLIC MEETING

on a

CHILD CARE FACILITY BUSINESS LICENSE APPLICATION

**Council Chamber
Municipal Hall
355 West Queens Road, North Vancouver**

**MONDAY, FEBRUARY 6, 2012
6:00 p.m.**

Council:
Mayor Richard Walton

Councillor Doug MacKay-Dunn
Councillor Lisa Muri
Councillor Mike Little

Councillor Robin Hicks
Councillor Roger Bassam
Councillor Alan Nixon

Council is seeking input from the public with respect to the issuance of a proposed child care facility business licence for Roksana Harand Fasih at 1720 Hope Road to operate a group child care facility for a total capacity of 20 children.

1. Opening of Meeting by Mayor
2. Presentation by Planning Staff
3. Presentation by Applicant
4. Representations from the Public
5. Council/Staff Questions and Answers
6. Closing of Meeting by Mayor

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COUNCIL AGENDA/INFORMATION			
<input type="checkbox"/> In Camera	Date: _____	Item # _____	
<input type="checkbox"/> Regular	Date: _____	Item # _____	
<input type="checkbox"/> Agenda Addendum	Date: _____	Item# _____	
<input type="checkbox"/> Info Package	_____	_____	
<input type="checkbox"/> Council Workshop	DM# _____ Date: _____	Mailbox: _____	



The District of North Vancouver REPORT TO COUNCIL

January 26, 2012
File: 10.4750.30/001.000
Tracking Number: RCA -

AUTHOR: Cristina Rucci, Social Planner

SUBJECT: **Genius Childhood Development Centre - 1720 Hope Road**
Application for a Business License for a Group Child Care to allow a Maximum Capacity of up to 20 Children

RECOMMENDATION:

It is recommended that this report be received as background information for the public meeting to be held on February 6, 2012.

REASON FOR REPORT:

To provide Council with background information on the application from Genius Childhood Development Centre in preparation for the public meeting on February 6, 2012. Approval of this license for group child care would mean that this new facility would have a capacity for 20 children at one time at 1720 Hope Road. A capacity beyond 10 children triggers the requirement for a public meeting.

SUMMARY:

The applicant, Ms. Roksana Harand Fasih, would like to open a child care centre in a rented home located at 1720 Hope Road (Attachment A). Ms. Harand Fasih currently operates a family childcare facility in the City of North Vancouver for up to 7 children and would like to expand her business, but cannot do this at her current facility. The applicant has been working in the childcare field for approximately 10 years both in North Vancouver and in Iran and is committed to establishing a quality childcare facility for children and their parents in the District of North Vancouver. Ms. Harand Fasih has applied for a license permitting group child care for 12 infants and toddlers (under 36 months) and 8 children aged 30 months to School Age. A public meeting is being held on February 6, 2012 to give interested residents an opportunity to express their view on the proposed application. After the public meeting, the application will be considered by Council at their Regular Meeting on February 20, 2012.

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BACKGROUND:

The applicant has been in the childcare field in both North Vancouver and Iran for approximately the last 10 years. For the last 2 ½ years, Ms. Harand Fasih has been operating a family childcare for up to 7 children in the City of North Vancouver called Bright Families Childcare, but would like to expand her business. If granted a business license for the proposed facility at 1720 Hope Road, Ms. Harand Fasih will have to surrender her family childcare license in the City of North Vancouver, as per Vancouver Coastal Health Licensing requirements.

Ms. Harand Fasih's application to Vancouver Coastal Health is for a Group Child Care (under 36 months) with a capacity of 12 children and a Group Child Care (over 30 months) for 8 children for a total of 20 children. For a facility of this size, Ms. Harand Fasih will be required to hire 3 child care educators (with their ECE qualifications). The applicant has an open carport and can accommodate 5 additional side-by-side parking spaces. As well, the applicant noted that the lot is deep enough to provide tandem parking spaces if required (this arrangement would work well for staff as well as the operators of the facility). The parking is accessed by a back lane.

EXISTING POLICY:

The District's Child Care Policy supports the facilitation of quality child care services that affords opportunities for children to develop socially, emotionally and intellectually. The investment into quality child care is far-reaching and can have positive social and economic benefits for all residents living in the District. Further, District policy encourages a continuum of child care services at one location and supports the provision of childcare spaces in residential areas.

The Child Care Facilities Business Regulation Bylaw 6724 requires that child care business license applications for more than ten children in any one day or at any one time must be referred to Council for approval and that a public meeting must be held for the purpose of allowing the public to make representations to Council on matters respecting the application. In accordance with this policy, all residents within the 50 metre radius will receive notice of the public meeting.

In addition, Bylaw 6724 requires facilities that provide child care for more than 10 children at one time to comply with the BC Building Code's assembly occupancy requirements. The operators have retained a designer to evaluate the required changes and are prepared to proceed with renovations, if Council approves their current application for a licence.

ANALYSIS:

The Planning Guidelines for Home Occupied Child Care Facilities recommend that facilities be located in under-served neighbourhoods, close to community amenities, and on easily accessible streets. The facility should provide a safe, fenced, and appropriately sized outdoor play space. The appearance of the facility should be compatible with the visual character of the existing streetscape. Sites located along an arterial road should have adequate area within the lot for vehicle turning movements, and safe drop off / pick up.

- The proposed Genius Childhood Development Centre is located in a single family residential area in Lower Capilano in a very accessible area of the District. The proposed site is located immediately outside the Lower Capilano-Marine Village Centre. The vision for this area, as noted in the Official Community Plan, is a vibrant, walkable neighbourhood with local-serving businesses, jobs, community recreation opportunities and a range of housing options.

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- According to statistics provided by childcare resource staff at North Shore Community Resources, there are 4 licensed childcare programs, with a capacity of 26 children of various ages within the Lower Capilano area. In terms of current demand, staff at NSRC received, over the past year, approximately half a dozen requests for childcare in this area.
- In terms of the numbers of infants/toddlers being served in the Lower Capilano neighbourhood, Vancouver Coastal Health does limit the number of infants/toddlers permitted in a family childcare facility where the maximum capacity is 7 children. Based on licensing regulations, District staff estimate there are 8 children under 24 months and 18 children between 24 months and 4 years in existing childcare family childcare facilities in Lower Cap.
- The hours of operation of the proposed centre will be from 7:30am to 5:30pm, Monday to Friday. It should be noted, as with all daycare centres, parents generally drop their children off at varying times during drop off and pick up times.
- The applicant will be required to employ 3 staff, all with their Early Childhood Education Certification.
- The parking is accessed by a back lane which will minimize the impact of traffic on the street and is generally safer for the children being dropped off and picked up. There are sufficient parking spaces on site as the applicant estimates that they can create a minimum of 5 side-by-side marked, and paved parking spaces in the back yard. There is also a driveway leading to an open carport which can be used by the applicants as well as by staff.
- Given that the back yard will be used in part as the parking area, the applicant intends to use the front yard as the outdoor play area. The front yard, which has a southern exposure, is large and flat and will be well suited for a play space. The applicants will have to install a fence in the front yard in order to make it comply with VCH requirements.
- The proposed child care is located in close proximity to the bus route and associated bus stops. Currently, the #246 and #247 travel southbound on Garden Avenue and northbound on Capilano Road.
- The child care facility is proposed to be located on the main floor and the upper floor of the home that the applicant is renting. As per VCH regulations, the child care space must be completely separated from the living space which will require a minor alteration to the home. The applicant's living space will incorporate the kitchen, bedroom and in-suite bathroom and will be accessed from the back deck. The remainder of the upper floor, which includes the main living room, 2 bedrooms and a bathroom will be used for the childcare facility and will be accessed from the main front door. A small kitchenette will have to be created within the childcare space, however, the applicants consider this work to be quite minor.
- At staff's request, the applicants have provided a letter from the owner of the home stating that they are aware of the necessary upgrades that need to be done to the home in order to meet VCH childcare regulations as well as District Building Code requirements (Attachment B). The owner will also need to sign an "Owner's Authorization" letter as well as a "Letter of Undertaking" at the time of building permit.

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- Building staff have advised the applicant that the centre must comply with the B2 Assembly Occupancy classification requirements of the British Columbia Building Code (BCBC) 2006. The building must also meet requirements of the District's Zoning and Building Regulation bylaws. Further, staff have informed the applicant that converting a residential space to an assembly occupancy, often presents significant challenges and they recommend that the services of a professional Architect and Engineer be obtained.
- In order to minimize the impact of noise on her neighbours, the applicant intends on bringing groups of 4-5 children at a time, for structured outdoor play (i.e. not all the children will be outside at once). Although the children will be take turns being outside throughout the day, the small group concept will minimize the amount of noise generated by the children.
- In preparation for the Public Meeting on February 6th, Ms. Harand Fasih has consulted with her immediate neighbours in order to gauge their support for her proposal. Of those located within and just outside the 50m radius of the home, the applicant was able to speak to 25 (out of 31) of her neighbours. All of these neighbours did sign a letter prepared by the applicant which outlines their support for a business license application (Attachment C).
- Ms. Harand Fasih has submitted a number of reference letters to staff from parents whose children currently attend her family daycare in the City. These letters all outline how caring, organized, creative and hard working the applicant is and how their children have thrived under her care.

Timing/Approval Process:

After the public meeting, the application will be considered by Council at their Regular Meeting on February 20, 2012.

Concurrence:

Staff has reviewed this application with Vancouver Coastal Health as well as internal staff from our Transportation, Building and Property Use Departments.

Social Policy Implications:

The District's Child Care Policy supports the provision of quality child care services, the provision of a continuum of child care services at one location, and the provision of child care services close to elementary schools. The provision of child care services for children under 36 months, in particular, are in high demand within the District.

Conclusion:

The operator is applying for a child care license which will allow her to operate a child care centre from her home with a capacity of 20 children at one time. The location of this facility is a good one given that it is currently located on a bus route, ample on-site parking will be provided, and it is located in close proximity to an emerging town centre.

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NEXT STEPS

A public meeting will be held on February 6, 2012 so that residents will have an opportunity to express their views on the application. Notifications have been sent to residents within a 50 metre radius. After completion of the Public Meeting, and with evidence of compliance with all building code requirements, and other District bylaws, Council may consider this application on February 20, 2012 and:

- a) Approve issuance of a business license to Ms Roksana Harand Fasih for a license to operate a group child care with a maximum of 20 children; or
- b) Decline the application; or
- c) Direct staff to provide further information on specified matters.



Cristina Rucci
Social Planner

REVIEWED WITH: <input checked="" type="checkbox"/> Sustainable Community Development <input type="checkbox"/> Development Services <input type="checkbox"/> Utilities <input type="checkbox"/> Engineering Operations <input type="checkbox"/> Parks & Environment <input type="checkbox"/> Economic Development	REVIEWED WITH: <input type="checkbox"/> Clerk's Office <input type="checkbox"/> Corporate Services <input type="checkbox"/> Communications <input type="checkbox"/> Finance <input type="checkbox"/> Fire Services <input type="checkbox"/> Human resources <input type="checkbox"/> ITS <input type="checkbox"/> Solicitor <input type="checkbox"/> GIS	REVIEWED WITH: External Agencies: <input type="checkbox"/> Library Board <input type="checkbox"/> NS Health <input type="checkbox"/> RCMP <input type="checkbox"/> Recreation Commission <input type="checkbox"/> Other: _____	REVIEWED WITH: Advisory Committees: <input type="checkbox"/> _____ <input type="checkbox"/> _____ <input type="checkbox"/> _____
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1720 HOPE ROAD
SITE MAP

City Of
North Vancouver



Date: Jan 20, 2011

Dec. 14. 201

To whom it may Concern ATTACHMENT B

I Shahin Mozaffarian the owner of the premises 1720 Hope road, North Vancouver agree that my tenant Roxana Faish may complete the necessary upgrades at her own cost and according to the regulations of North Vancouver district providing that such upgrades are presented to me in writing and have my authorization and signature.

No reasonable request for said upgrades will be denied.

Shahin Mozaffarian

Dec-04,-2011

Letter of introduction re : Proposed child care center at:

1720 Hope RD North Vancouver

Dear Neighbours:

My name is Roksana Fasih ,and I have recently purchased the child care business located at 1720 Hope RD . The property is approximately 3500 square feet in area .As part of my new Business Licence application with the district of North Vancouver I want consult with all neighbours within a 50 meter radius of the property, and provide them with the following information:

I propose to operate a child care centre with up to 20 spaces for children of various ages up to 5 years old.The new business will be operated as the Genius Child Care Development Centre , and will have a maximum of 3 staff members on-site at one any one time , including myself . The facility will offer full-time programs , and will operate from 7:30 am to 5:30 pm , Monday to Friday . Parents who use the child care service will be asked to use one of the five available parking spaces at the rear of the property when dropping off and picking up their children . Carpooling, public transit, cycling, and walking will be discussed with parents and potential employees as alternatives to arriving by vehicle. The children will be outside for about a half hour in the morning , and a half hour in the afternoon. Outdoor activities will take place between the hours of 10:00 to 11:00 am, and 3:30 to 4:30 pm (weather permitting), and will take place in the play area in the backyard.

I am seeking an indication of whether-or-not you support my Business Licence application. There is no obligation for you to state any position.

Yours Truly

Roksana Fasih

778-388-4050



THE CORPORATION OF THE DISTRICT OF NORTH VANCOUVER
355 West Queens Road, North Vancouver, BC, V7N 4N5
Telephone: 604-990-2311 Fax: 604-984-9637
website: www.dnv.org

NOTICE OF PUBLIC MEETING

CHILD CARE FACILITY BUSINESS LICENSE APPLICATION

The Council of the District of North Vancouver will hold a Public Meeting in the Council Chamber of the Municipal Hall, 355 West Queens Road, North Vancouver, on **MONDAY, FEBRUARY 6, 2012**, at 6:00 p.m. to consider the following application for a business license to operate a group child care facility for 20 children:

Applicant: Roksana Harand Fasih
Location: 1720 Hope Road
Proposal: To permit the operation of a Group Child Care for up to 20 children.

The applicant has made an application for license to operate a group child care with capacity of up to 20 children (12 under 36 months and 8 over 36 months). Childcare services will be provided between the hours of 7:30 am and 5:30 pm. The operator will reside in the home and the proposed child care services will be located on both floors of the 2 storey home. Parking and play areas will be located on site.

The purpose of this public meeting is to enable all interested residents an opportunity to express their views with respect to the issuance of the proposed business license.

A copy of the relevant background material is available for review at the District of North Vancouver Clerk's Office at the District Hall, 355 West Queens Road, North Vancouver, B.C., and on the District's website at www.dnv.org

Office hours are Monday through Friday, except Statutory Holidays, between the hours of 8:00 a.m. and 4:30 p.m. For further information, please contact Cristina Rucci of the Community Planning Department at 604-990-2274.

James A. Gordon
Municipal Clerk
January 10, 2012

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