

# AGENDA

*PUBLIC MEETING*

**Monday, September 23, 2013**

**6:30 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



NORTH VANCOUVER  
DISTRICT

[www.dnv.org](http://www.dnv.org)

THIS PAGE LEFT BLANK INTENTIONALLY

## **PUBLIC MEETING**

**6:30 p.m.**  
**Monday, September 23, 2013**  
**Council Chamber, Municipal Hall,**  
**355 West Queens Road, North Vancouver**

## **AGENDA**

### **Child Care Business License Application**

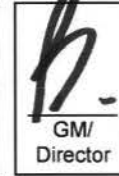
Purpose of meeting:

Council is seeking input from the public with respect to the issuance of a proposed child care facility business licence for Laya Shakery, Owner – Little Bunnies Learning Centre, at 496 West Kings Road to expand her current childcare license from 10 children to a total of 20 children. The additional license will allow the applicant to care for 10 children aged 36 months to school aged (her current license is for 10 children under 36 months). Childcare services will be provided between the hours of 7:30 am and 5:30 pm.

- 1. OPENING BY THE MAYOR**
- 2. PRESENTATION BY STAFF**
- 3. PRESENTATION BY APPLICANT**
- 4. REPRESENTATIONS FROM THE PUBLIC**
- 5. QUESTIONS FROM COUNCIL**
- 6. CLOSING**

THIS PAGE LEFT BLANK INTENTIONALLY

AGENDA INFORMATION	
<input checked="" type="checkbox"/> Regular Meeting	Date: _____
<input type="checkbox"/> Workshop (open to public) <i>Information Meeting</i>	Date: <u>Sept 23, 2013</u>



## The District of North Vancouver REPORT TO COUNCIL

September 13, 2013  
File: 10.4750.30/001.000

**AUTHOR:** Cristina Rucci, Social Planner

**SUBJECT:** 496 West Kings Road - Little Bunnies Learning Centre

### RECOMMENDATION:

**It is recommended that this report be received as background information for the public meeting to be held on September 23, 2013.**

### REASON FOR REPORT:

To provide Council with background information on the application from Laya Shakery, owner of Little Bunnies Learning Centre in preparation for the public meeting on September 23, 2013. Approval of this license for a group child care would mean that the capacity of this facility would increase from 10 to 20 children at one time at 496 West Kings Road. A capacity beyond 10 children triggers the requirement for a public meeting.

### SUMMARY:

The applicant, Ms. Laya Shakery, has made an application to Vancouver Coastal Health to expand her current child care centre in her home which is located at 496 West Kings Road (Attachment A). Ms. Shakery currently operates a group child care for 10 children under 36 months of age and would like to add an additional 10 children aged 30 months to school age, for a total of 20 children. She would like to expand her facility in order to provide a continuum of care for the infants and toddlers currently under her care and their families.

### BACKGROUND:

The applicant has been in the childcare field for a number of years and has both a Diploma in Early Childhood Care/Education (ECE) as well as her Bachelor of Arts degree in the philosophy of education. Before opening her child care centre in the District, Ms. Shakery had a license and operated a childcare centre in Vancouver for a number of years. Shortly after moving into her home in the District of North Vancouver, Ms. Shakery applied for and received a license to operate her current facility, Little Bunnies Learning Centre, which is located in the Norwood/Queens neighbourhood.



For a facility of this size and for these age groups, Ms. Shakery will be required to hire one additional staff person for a total of 3 staff. As an ECE herself, Ms. Shakery will be working in the facility as well. The current infant/toddler program is located in the basement level of her three level home. She intends to convert part of her main floor into the childcare space for the 3-5 group, which will involve some renovations in order to separate the childcare from her main living area.

As can be seen in the site map below, the dwelling is situated on a corner lot which is approximately 15m (49ft) x 37m (122ft). It is located close to Delbrook Community Centre, Delbrook Park, William Griffin and Andre-Piolat School as well as trails and other natural features. The home is close to the bus route on Delbrook Avenue and can be accessed easily by car (i.e. it is not located on a cul-de-sac).

**Site Map**



**EXISTING POLICY:**

The District's Child Care Policy (Policy 10.4750) supports the facilitation of quality child care services that affords opportunities for children to develop socially, emotionally and intellectually. 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.

As requested by Council, staff will be preparing a presentation and report to update Council on the child care application process, including notification, Vancouver Coastal Health regulations, parking, as well as other issues that Council has identified. This meeting will occur on November 25, 2013.

### **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.

### Site Context

- Little Bunnies Learning Centre is located in a single family residential area in the Norwood/Queens neighbourhood approximately one block north of Queens and two blocks east of Delbrook Avenue.
- The lot, located on the corners of Jones Avenue and West Kings, is approximately 15m (49ft) x 37m (122ft). The large back yard has a fenced as well as a mature and well-established hedge surrounding the perimeter, creating a private setting. Neither the neighbour to the north or the east are visible from the yard.
- Although there are seven child care facilities within the Norwood/Queens neighbourhood (which approximately stretches from West 29<sup>th</sup> to Montroyal Blvd. to the north and from Lonsdale to Delbrook Avenue), they all offer a variety of programs for children from infancy to school age as well as preschool. Within the immediate neighbourhood there are currently 2 child care facilities: Bella Balloon and Little Rascals. Bella Balloon Childcare is located in the Bridge Church (half block north of the site) and offers 12 spaces for infant/toddlers and 14 spaces for children age 3-5. Currently, the operator has 1 opening in her toddler group (18 months to 36 months) and 3 openings in her 3-5 group. Although this child care has been in this location for a number of years, there is some uncertainty about its future given that the church site is currently for sale. The other facility, Little Rascals, is located on the Delbrook Community Centre site, which is approximately one block west of the site on Stanley Avenue. This facility offers a variety of childcare including a 3-5 group (capacity 25), preschool (capacity 30) and before and after school care (capacity 60). Given the type of care being provided, most of the children that attend the facility (with the exception of the 3-5 group) are only there for a few hours at a time. Little Rascals reports that currently their 3-5 program is full and that have a number of children on their wait list.
- The Little Bunnies Learning Centre is at capacity and half of the spots are for infants and the other half are for toddlers. In order to better meet the needs of her parents, Ms. Shakery offers both full and part-time care. The Centre operates five days a week,



Monday to Friday from 8:00am to 5:00pm. If Ms. Shakery is permitted to expand her licence, she intends to expand her hours from 7:30am to 5:30pm.

- There are currently 5 children on Ms. Shakery's wait list. Ms. Shakery is interested in expanding her facility so that the children currently attending her childcare can stay there until they enter kindergarten. By providing this consistency, the children will not have to transition to another provider.
- The proposed child care space will occupy the family room area, an office and bathroom located on the main floor of the home. In order to separate this space from the family's main living area, a wall will have to be constructed to separate the family room from the kitchen area. An addition of a door will also be required to separate the spaces. The applicant has been in contact with a Building Code Consultant to get an estimate regarding the extent of changes that will need to be made in order the British Columbia Building Code 2012 Requirements.

#### Access and Parking

- Access to the basement, where the current child care is situated, is off Jones Avenue. Given that Jones is a quiet local street, many parents choose to park along the street instead of using the driveway. The entrance to the proposed 3-5 space, which will be located on the main floor of the home, will be from the back of the home. Each entry has a clear marked path leading to the two child care spaces.
- Approximately half of the children currently attending the childcare facility live within the immediate neighbourhood and arrive on foot or by bicycle while the other half arrive by car or public transit. Ms. Shakery's estimates that this ratio will remain the same even if her facility doubles in numbers based on the fact a number of children on her wait list live in the neighbourhood.
- Not including herself, Ms. Shakery currently employs 2 staff members in order to meet the 4:1 child to staff ratio for infant/toddlers. She will have to employ one additional staff person for the 3-5 group if it approved by Council. One of her staff uses her vehicle to get to work while the other takes public transit.
- In terms of on-site parking, there is a 2-vehicle garage as well as a large drive driveway which is approximately 7.6m (25ft) in width and 11m (36ft) in length and can easily accommodate 4 cars. As the property is a corner lot, moreover, there is ample off-site parking along West Kings and Jones Avenue which are both local roads and are relatively quiet during the weekdays. On the weekends, the local roads do accommodate more traffic given that the Bridge Church is only a half-block from the site.

#### Operations

- In order to access the backyard the children currently have to walk along the boulevard of the property (fronting Jones) to the alley then go through a gate at the back of the property. If Ms. Shakery receives permission to expand her child care



license, the intention will be to bring the small children upstairs through the new childcare space on the main floor to the backyard.

- In terms of scheduled outdoor play, the applicants intention is to divide the older children into 2 groups, whereby one group will stay in the backyard and play while the other will be taken for a nature/neighbourhood walk, so that there will not be more than 5 children outside at one time. The applicant also intends to take these children on regular outings to venues such as Science World, the Aquarium, as well as other stimulating locations in and around the community. Ms. Shakery notes that the children playing outside will be occupied by stimulating and educational activities and that 'free play' will be limited.

#### Consultation

- As per the Childcare Facilities Business Regulation Bylaw (Bylaw No. 6724), the District will notify all property owner and occupiers within 50 metres of the proposed child care facility. The notice will state the time, date and place of the public meeting, the address of the proposed facility as well as the purpose of the public meeting.
- Staff have received letters of support from many of the parents whose children currently attend Little Bunnies Learning Centre. The letters express their satisfaction with the facility, teachers and Ms. Shakery. They note that their children are thriving in the facility, both cognitively and socially and that they eager to keep their children there until they reach kindergarten age.
- In preparation for the Public Meeting on September 23, 2013, Ms. Shakery consulted with her immediate neighbours before the summer break in order to gauge their support for her proposal. Of those located within the 50m radius of the home, the applicant was able to speak to 11 of her neighbours (out of 17) and convey to them in person her intention to expand her child care licence (please see Attachment 2 for the letter that was prepared by the applicant and presented to the neighbours). Although several neighbours appear to be supportive, (as is indicated by the signatures on the letter), staff have heard from two of her immediate neighbours, by phone and in person, who have concerns, mainly around traffic and noise. These neighbours feel that the cumulative traffic and noise, as Little Rascals and Bella Balloon are also in the vicinity, will be exacerbated if Little Bunnies receives an expanded license.

#### **Timing/Approval Process:**

After the public meeting, the application will be considered by Council at their Regular Meeting on October 7, 2013.

#### **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, community centres and other amenities.

**Conclusion:**

The operator is applying for a child care license which will allow her to expand her current child care centre from 10 children to 20 children, aged 30 months to school age from her home. Details of the application are provided in this report as background for the upcoming public meeting which will take place on September 23, 2013.

Respectfully submitted,

Cristina Rucci  
Social Planner

<b>REVIEWED WITH:</b>		
<input checked="" type="checkbox"/> Sustainable Community Dev. _____	<input type="checkbox"/> Clerk's Office _____	<b>External Agencies:</b>
<input type="checkbox"/> Development Services _____	<input type="checkbox"/> Communications _____	<input type="checkbox"/> Library Board _____
<input type="checkbox"/> Utilities _____	<input type="checkbox"/> Finance _____	<input type="checkbox"/> NS Health _____
<input type="checkbox"/> Engineering Operations _____	<input type="checkbox"/> Fire Services _____	<input type="checkbox"/> RCMP _____
<input type="checkbox"/> Parks & Environment _____	<input type="checkbox"/> ITS _____	<input type="checkbox"/> Recreation Com. _____
<input type="checkbox"/> Economic Development _____	<input type="checkbox"/> Solicitor _____	<input type="checkbox"/> Museum & Arch. _____
<input type="checkbox"/> Human resources _____	<input type="checkbox"/> GIS _____	<input type="checkbox"/> Other: _____





**496 West Kings Road  
50m RADIUS MAP**





Letter of introduction: Expansion of daycare from 10 children to 26

496 West Kings Rd. North Vancouver

Dear Neighbours,

My name is Laya Shakery; I am an Early Childhood Educator with over twenty years of experience working with children ages six months to five years old. Presently I am running an infant & toddler centre, Little Bunnies, with a capacity of ten children from my home. The growing need for quality childcare in our community is motivating me to expand our program to serve more families.

I propose to operate a childcare centre with up to twenty spaces for children ages six months to five years. The program will have a maximum of four staff members on-site including myself. The facility will offer a full time program and will operate from 8:00 am to 5:00 pm, Monday to Friday. Because the facility is located on a large corner lot with a huge fenced / isolated backyard it will be a perfect place for children to learn and play. For the majority of the day the children will be inside but the program will also offer outside time for a maximum of one hour in the morning and 45 min. in the afternoon. The facility will offer five or more parking spaces of it's own in the front and on the side of the property. However we will encourage our families and our staff, as we do right now, to carpool, use public transit, cycle and walk as much as possible. I'm very excited about the prospect of expanding Little Bunnies and believe it will be an asset to our community and help meet North Vancouver's increasing childcare demand.

I am seeking an indication that you support my Business Licence Application. I strongly feel that as a community we all have responsibilities towards future generations. Though you are not obliged, your support would be truly appreciated. Thank you for your time!

Sincerely yours,

Laya Shakery,

604-345-7616

Little Bunnies Learning Centre

[www.littlebunniescenter.com](http://www.littlebunniescenter.com)

My DONALDERSLEY  
455 WEST KINGS Rd.  
604 983 0449

Carmelina Ansano  
519 W. Kings Rd.  
N. Van.

ROBY ELL  
460 Kings Rd. W  
N.V.  
604 9883095

(604) 980-2377

Behdad Jamshidi

(479)

604-754-6968

MARISA MORABITO  
467 W Kings Rd  
N VAN  
604-812-7822

Hongkun Wang  
488 W Kings Rd, N. Van.  
778-316-2766

Mike Turnbull  
457 Windsor Rd W  
N VAN  
778 222 4129

KCallyer  
495. W. Windsor Rd  
N. Vancouver

604 980 6502.

Kevin Maxant  
470 W Kings S  
604-986-0684

SARA & Jim Barker  
485 W. Kings Rd.  
604 980 8538

Letter of introduction: Expansion of daycare from 10 children to 20

496 West Kings Rd. North Vancouver

Dear Neighbours,

I would like to thank you all for listening to my story regarding expanding our daycare. It was a pleasure to meet all of you in person. Unfortunately, in today's society and way of life meeting one's neighbors has become rare – it shouldn't be that way! Speaking to all of you reaffirmed my belief that we truly live in a wonderful neighborhood. I intent to keep it this way, and enrich it if possible. With that in mind, after discussing my plans with you and considering all the feedback, I've decided to modify the original request and ask to expand the daycare by only a maximum of ten children. I appreciate your concerns and your support; I would like to accommodate both the needs of the immediate community and the needs of our young families. The harmony of this neighborhood and maintaining good relations is very important to me, as I hope this decision reflects. As I mentioned before: I'm currently running an infant & toddler centre, Little Bunnies, with a capacity of ten children from my home, which I would like to expand it, albeit not by much. I believe this compromise alleviates some of the concerns expressed, while also meeting the increasing demand for quality childcare in our communities. If you have any questions or feedback, I would love to hear from you. Thank you so much for your time and hope you have a wonderful day!

Warmly,

Laya

*We agree with  
the above proposal  
Eileen & Joe Van Drogen  
3092 Jones Ave.*





**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](http://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, SEPTEMBER 23, 2013**, at 6:30 p.m. to consider the following application for a business license to operate a group child care facility for 20 children:

**Applicant:** Laya Shakery, Owner – Little Bunnies Learning Centre  
**Location:** 496 West Kings Road  
**Proposal:** To permit the operation of a Group Child Care for up to 20 children.

The applicant has made an application to expand her current childcare license from 10 children to a total of 20 children. The additional license will allow the applicant to care for 10 children aged 36 months to school aged (her current license is for 10 children under 36 months). Childcare services will be provided between the hours of 7:30 am and 5:30 pm.

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](http://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

THIS PAGE LEFT BLANK INTENTIONALLY