

AGENDA

PUBLIC MEETING

Monday, July 18, 2016

5:00 p.m.

Council Chamber, Municipal Hall

355 West Queens Road,

North Vancouver, BC

Council Members:

Mayor Richard Walton

Councillor Roger Bassam

Councillor Mathew Bond

Councillor Jim Hanson

Councillor Robin Hicks

Councillor Doug MacKay-Dunn

Councillor Lisa Muri



NORTH VANCOUVER
DISTRICT

www.dnv.org

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PUBLIC MEETING

**5:00 p.m.
Monday, July 18, 2016
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 Thomas and Ellie Green, Owner – The Babies Castle Daycare, at 570 West 29th Street to expand their 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 (their 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**

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AGENDA INFORMATION	
<input type="checkbox"/> Regular Meeting	Date: _____
<input checked="" type="checkbox"/> Other: <i>Public Meeting</i>	Date: <i>July 18, 2016</i>

For
Dept.
Manager

DM
GM/
Director

AO
CAO

The District of North Vancouver REPORT TO COUNCIL

June 30, 2016
File: 10.4750.30/001.000

AUTHOR: Cristina Rucci, Social Planner

SUBJECT: Application to Amend a Child Care License for the Babies Castle
Childcare located at 570 West 29th Street

RECOMMENDATION:

THAT Council receive this report as background information for the Public Meeting to be held on July 18, 2016.

REASON FOR REPORT:

To provide Council with background information on the application from Babies Castle Daycare in preparation for the public meeting on July 18, 2016. Approval of this license for a group child care would mean an increase in capacity from 10 children to 20 children at 570 West 29th Street. An increase in capacity beyond 10 children triggers the requirement for a public meeting.

SUMMARY:

Thomas Green and Ellie Ebrahimi, the operators of the Babies Castle Daycare located at 570 West 29th Street, have been operating their business from this location since March of this year. Their current license is for 10 children under 36 months of age. They have made an application to Vancouver Coastal Health to increase the capacity from 10 children to 20 and to amend their license from group childcare under 36 months to group childcare for kids 30 months to school age. An open house was held for the neighbours on May 30, 2016 to informally discuss the application and to address any concerns the neighbours may have about the application. District staff did attend this meeting and only one family was in attendance and were in support of the proposed amendments to the license. A public meeting is being held on July 18, 2016 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 a regular Council meeting on July 25, 2016.

BACKGROUND:

The operators were issued a business licence in March of 2016 to provide a group child care for up to 10 children at their residence at 570 West 29th Street (see Attachment A for site map). This residence was recently purchased by the operators, Mr. Green and Ms. Ebrahimi,

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as it is in close proximity to their other childcare, Kids Castle, located at 685 West Queens Road. The capacity of Kids Castle was also increased from 10 to 20 children and Council approved this business licence in September 2009.

By purchasing this second home, the operators are seeking to provide a continuum of care for children under 36 months to school age. The operators intend to use the childcare on West Queens for the infants and toddlers and the West 29th location for children 30 months to school age. The applicants believe that this model will provide peace of mind for the parents as it will give them stability of care with educators who are familiar with their children. The operators maintain a waitlist and will be able to fill the additional 10 spots quickly and easily, mainly with children whose siblings currently attend either the Babies Castle or Kids Castle Daycare.

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 North Shore Congress's Child and Family Friendly Community Charter was endorsed by Council in 2011. The Charter recognizes that early child development is critical and that members of the Congress need to work together to create broad, equitable access to the conditions that help children and families thrive.

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 will retain a building code specialist to evaluate the required changes that are needed to meet the BC Building Code.

ANALYSIS:

The Planning Guidelines for Home Occupied Child Care Facilities was updated in January of 2014. These enhanced Guidelines take into consideration the following criteria in the assessment of proposed child care businesses in single family homes:

- located in under-served neighbourhoods
- located close to community amenities
- located on easily accessible streets

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- addresses arrival/departure and parking needs
- maintains neighbourhood characteristics (compatible neighbourhood fit)

The enhanced guidelines also require that applicants provide additional information around design of the facility, parking and access and recommend that applicants hold an open house with their neighbours to discuss their proposal before the application goes to a Public Meeting.

Proposal

- The Babies Castle Daycare is located in a family-oriented neighbourhood in the Norwood Queens area of the District and sits on the boundary of the City and District of North Vancouver.
- The home is in close proximity to Larson Elementary School as well as the current Delbrook Community/Recreation Centre, Delbrook Park and sports fields, trails and the future William Griffin Community/Recreation Centre.
- Although there are a total of 8 child care facilities located in the Norwood/Queens neighbourhood, they do vary in size and range from family childcare, which have a maximum of 7 children to large centres which offer a variety of programs (Little Rascals, La Prematernelle Francophone Trottin-Trottinette, Bella Balloon and Kings Castle). All of these large facilities, with the exception of Kings Castle, are located south of Queens. As Queens Road is an arterial, they are well separated from the proposed childcare and therefore there will be minimal impact from these facilities in terms of traffic, parking or noise.
- The hours of operation of the centre will be from 7:30am to 5:30pm, Monday to Friday. It should be noted that, as with all childcare centres, parents generally drop their children off at varying times during drop off and pick up times. The applicants have indicated that many of the parents that attend the childcare live within one or two blocks of centre and are encouraged to walk to the child care centre.
- The total number of staff that will be working at the centre will be three, which includes one Manager and two teachers. All of the teachers and caregivers that work for both Babies Castle and Kids Castle Daycare have a BC License to Practice with Infant and Toddler or Early Childhood Education degrees.
- The operators do maintain a waitlist and the 10 additional spots will mainly be filled by the siblings of the children that currently attend both the Kings Castle and Babies Castle Daycare.
- The upper floor of the home will be separated from the childcare and will be occupied by the Green's business partner, Sina Ettehad who works at Babies Castle Daycare.

Design

- The home is two levels and the child care will be located on the main floor and has a strong connection to the outside. There are no stairs or other encumbrances leading from the outside to the childcare which makes the site very accessible. The outside play space is well secured for privacy and safety with a 6' fence and a gate to exit in case of emergency.

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- The childcare space is approximately 111.5sq.m. (1200sq.ft.) and includes a large open space, kitchen, washroom and a nap room.
- Large windows provide natural light and fresh air into the space and provide an easy exit for the children.

Noise

- In order to minimize the noise from the children, the applicants will divide the children into two groups and each group will play at separate times for one hour. Group 'A' will play outside in the mornings and group 'B' will play outside in the afternoon. The children will also go on walks to the park, trails and the new Delbrook Community Recreation Centre when it opens.

Public Consultation

- The applicants hand delivered a letter of introduction (Attachment B) to all of their neighbours located within 50 metres of their home in early May. This letter followed a template provided by staff to the applicant and outlined the proposed amendment, the reason for the amendment as well as a summary of the proposal including size of the childcare, staff, hours of operation, parking and outdoor play.
- When delivering the letters, the applicants did have conversations with each of their neighbours about their proposal (10 households in total). Most of their neighbours indicated that they were either supportive or very supportive of their proposal. Some neighbours noted that they had concerns about signage and the home's paint colour because they were worried that the house would be brightly painted with large signs on the property.
- As per the enhanced guidelines, the applicants held an open house on Monday, May 30th, 2016. The purpose of the open house is to give the applicant an opportunity to informally discuss their application with their neighbours and to discuss any concerns they might have. Staff attended the open house, to answer any regulatory questions that may arise. One family, who live directly across the street, and whose children attend the childcare attended the meeting and were in support of the proposed change to the license.

Parking and Access

- The District of North Vancouver Zoning Bylaw 1965 requires 1.25 parking spaces per classroom. The operator is applying for a license for 1 classroom for children aged 30 months to school age. Additionally, the applicants require 2 spaces for the single family dwelling, for a total of 3.25 or 3 (rounded to 3).
- The enhanced guidelines for group child care in residential zones which was approved by Council recommends that child care facilities be located on sites that provide adequate space for two stalls for staff/resident parking and one stall for every ten children for parent drop off and pick up. As per the guidelines, four parking stalls are recommended for this application.
- Staff has discussed this application with transportation/engineering staff who recommend that the applicant hire a land surveyor to submit a layout that shows the configuration of the parking stalls before a business license is issued for this use.

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- The home is located on the corner of Larson Road and West 29th. Both of these local roads are easily accessible and relatively quiet. West Queens and West 28th which are one block north and south of the site provide east/west access and connections to Westview Drive and Lonsdale Ave.
- There is ample off-site parking on Larson Street for families to temporarily park their cars for pick up and drop off. The applicants will require that the parents not park their cars in front of the neighbours' properties.
- Parents whose children attend both the Babies Castle and Kids Castle will be able to drop their children at one location and staff from either facility will walk the sibling to the other location.
- Business Licensing staff have indicated that they have not received any complaints regarding Kings Castle Daycare around traffic or parking since 2009 when the capacity of this childcare increased from 10 to 20 children.

Timing/Approval Process:

Following the Public Meeting, the application will be considered by Council at their Regular meeting on July 25, 2016.

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, and the provision of child care services close to elementary schools.

Conclusion:

By amending their current childcare license from 10 children to 20, the operators are seeking to create a continuum of care for infants and toddlers to school age children. The Babies Castle Daycare and the Kids Castle Daycare will complement each other as one facility will provide care for infants and toddlers while the second location will focus on children 30 months to school age. The location of this facility meets the District's criteria as it is situated close to a school, parks, trails, and a recreation centre. Accessibility to the site is good and the site offers adequate on-site and off-site parking choices and good connections to both Queens Road and West 28th. The applicants held an open house for their neighbours on May 30th, 2016 and no significant concerns were expressed.

Options:

A public meeting will be held on July 18, 2016 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 July 25, 2016 and either:

1. Approve issuance of a business license to Mr. Green and Ms. Ebrahimi for a license to operate a group child care with a maximum of 20 children, pending the submission of an approved parking layout or

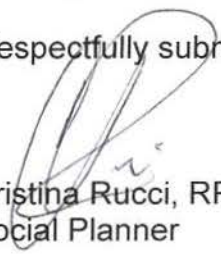
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2. Decline the application and restrict the childcare operation to its current license which permits a capacity of 10 children.

Respectfully submitted,


Cristina Rucci, RPP, MCIP
Social Planner

Attachment A: Site Map
Attachment B: Letter of Introduction

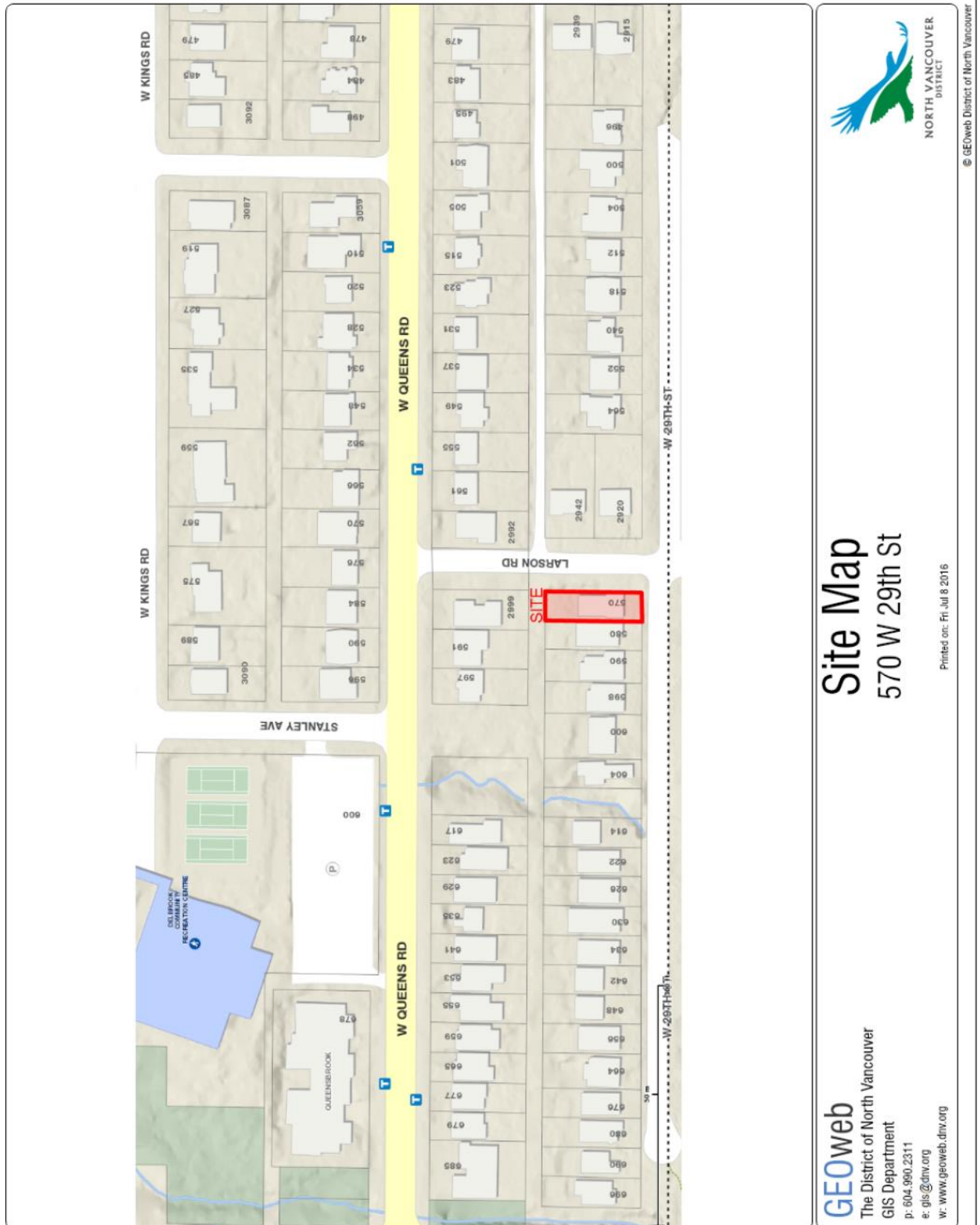
REVIEWED WITH:		
<input type="checkbox"/> Sustainable Community Dev. _____	<input type="checkbox"/> Clerk's Office _____	External Agencies:
<input type="checkbox"/> Development Services _____	<input type="checkbox"/> Communications _____	<input type="checkbox"/> Library Board _____
<input type="checkbox"/> 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 _____	<input type="checkbox"/> ITS _____	<input type="checkbox"/> NVRC _____
<input type="checkbox"/> Environment _____	<input type="checkbox"/> Solicitor _____	<input type="checkbox"/> Museum & Arch. _____
<input type="checkbox"/> Facilities _____	<input type="checkbox"/> GIS _____	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Human Resources _____	<input type="checkbox"/> Real Estate _____	

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Appendix A: Site Map



THE BABIES CASTLE DAYCARE LTD.

570 West 29th St. North Vancouver

604-307-0076

tomgreen00@gamil.com

ATTACHMENT **B**



Date: May 02, 2016

Dear Neighbours;

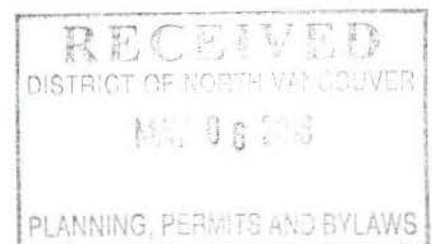
Re: Group Child Care Facility – Business License Application for 570 West 29th St.

We have made an application to obtain a business license for a Group Child Care in the District of North Vancouver at 570 West 29th St. The proposal is to operate a child care offering care for ages 3 to 5.

We have been running The Kids Castle (685 West Queens Rd.) Daycare with 20 children for over 9 years and the Babies Castle Daycare with 10 children for over two years in a home that we rented. Both locations have been successful as we have been able to maintain good relationships and communication with our neighbors. We respect and understand our neighbors' privacy and peace of mind, value their opinions and comments and we would do our best to make a quiet and safe environment for our neighbors and the children under our care. We recently bought new home at 570 West 29th St. and we moved the 10 children located at Babies Castle to our new home. Many of the children who attend our daycare on 29th street live in the neighborhood. We would like to expand our childcare as we currently have a long waitlist and because there is a shortage of child care in the area.

District Staff suggest that we consult with our Neighbours before our application is considered by District Council. Prior to submit our application to District council, we are providing this information package to neighbors of the site to explain our proposal. In addition we would like to invite you to an open house at our home at 570 West 29th St. on **May 30, 2016 from 6:00 PM** to review our proposal. District planning staff will be in attendance at the open house to answer any questions regarding the business license application process. We are seeking our neighbors' support for the proposal. There is no obligation for you to state any position. You may also contact planning staff at District Hall for information on this proposal or the application process.

Warm regards,
Ellie and Tom Green
THE BABIES CASTLE DAYCARE LTD.



THE BABIES CASTLE DAYCARE LTD.

570 West 29th St. North Vancouver

604-307-0076

tomgreen00@gmail.com



Information Package:

Contac Name: Ellie and Tom Green

Company Name: The Babies Castle Daycare Ltd.

Address: 570 West 29th St.

Phone: 778-788-8314, 604-307-0076

Email: tomgreen00@gmail.com

Proposal Summary:

- Lot Size: 4512 sq.ft.
- The Child care will be on the first floor of the house
- The children ages 3- 5 years old.
- Two teachers and one manager
- Four parking spot for the parents and the staff

Staff: The daycare will have a maximum of three staff.

Hours of operation: The center will be open from 7:30 to 5:30 pm Monday to Friday. The daycare will be closed on weekend and Statuary Holiday.

Outdoor Play: Children will have outdoor activities for one hour in two groups A (morning) and B (afternoon). The children will walk to the park or go on a field trip summer time.

Parking: The property can easily accommodate 4 parking spot and there is also ample parking on Larson St. for families to temporary Park their cars for pick up and drop off. We ask all the parents do not park their car in front of neighbors' properties.

If you have any concerns or questions, please contact us at:

Tom 604-307-0076

Ellie: 778-788-8314

District Contact (district planning staff are also available to speak with you about our application.)

Cristina Rucci, Social Planner 604-990-2274

Email: ruccic@dnv.org



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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, July 18, 2016**, at 5:00 p.m. to consider the following application for a business license to operate a child care facility:

Applicant: Thomas and Ellie Green – The Babies Castle Daycare
Location: 570 West 29th Street
Proposal: To amend the current group childcare license from 10 children under 36 months of age to 20 children age 30 months to school age

Vancouver Coastal Health submitted a referral to the District of North Vancouver regarding an amendment to the childcare licence for Babies Castle Daycare located at 570 West 29th Street. The owners of this childcare, Thomas and Ellie Green are seeking to amend their license from 10 children, under 36 months of age to 20 children age 30 months to school age.

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 child care facility 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.

Linda Brick
Deputy Municipal Clerk
July 8, 2016

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