



City of Kuna

P.O. Box 13
Kuna, ID 83634
(208) 922-5274
Fax: (208) 922-5989

SPECIAL USE/ HOME DAYCARE CHECKLIST & APPLICATION

FILE NO.: _____
CROSS REF. _____
FILES: _____

Fees: Special Use (In-home Daycare) \$330.00

ACHD MAY IMPOSE ADDITIONAL IMPACT FEES ON SQUARE FOOTAGE OF DAYCARE AREA

Application Submittal Requirements

Applicant
Use

Staff
Use

1. Copy of CPR and First Aid Training Certificate
2. A complete Special Use Home Daycare Application form (it is the applicant's responsibility to use a current application).
3. Detailed letter of explanation or justification for the application for the proposed project
4. One (1) vicinity map (8 ½" x 11") labeling the location of the property and adjacent streets.
5. Copy of Deed; and, if the applicant is not the owner, an **original** notarized statement (affidavit of legal interest) from the owner stating the applicant is authorized to submit this application.
6. Copy of Daycare License from the State of Idaho "Health and Welfare."
7. One (1) Detailed sight plan that includes the following: (8 ½ x 11")
 - A) All existing structures labeled as existing and proposed uses.
 - B) Size of parcel (acres or square feet).
 - C) Special features such as sidewalks, fencing, retaining walls or berms.
 - D) Parking areas with garage door widths shown.
 - E) Off street parking, circulation and driveway location.
 - F) Proposed or existing types of outdoor lighting.
 - G) Child pick-up area.
 - H) Existing and proposed landscaping.
 - I) Dimensions of children's outdoor and indoor "play areas" and ratio for maximum number of children in area.
 - J) Fences: type and height, including gates. Indicate if existing or proposed.

K) Diagram and uses within the home.

8. Commitment of Property Posting form signed by the applicant / agent
9. Neighborhood meeting certificate. (Certification & neighborhood meeting list forms shall accompany this application.
- 10 Diagram for evacuation plans of house in case of fire or other disaster.
11. Are there smoke detectors in every living area except bedrooms and bathrooms? Yes No
12. Locks installed on all doors to the outside? Yes No
13. Safety locks on doors and cabinets where chemicals are stored? Yes No
14. Fire extinguisher (Type ABC) installed in Kitchen? Yes No
15. Is the home day care located on an arterial or collector street? Yes No
If yes, there must be an on-site pick-up area designed to prevent vehicles from backing onto the roadway. This application must include a diagram which shows how this will be accomplished.
16. Are there any indoor and/or outdoor pools? Yes No
- If a pool is present, what measures are taken to protect the children from the pool area. _____

17. Are there stairs and are there safety barriers installed? Yes No
18. Are the electrical outlets covered with safety devices? Yes No
19. Identify any nearby land uses that may have some adversity (ex. Canals, ditches, lakes, ponds overhead power lines, chemical storage, etc.)

20. Are background checks done on employees? N/A Yes No

Definition of a Home Daycare:

Daycare Facilities: Any home where non-medical care, protection or supervision is regularly provided to children under twelve (12) years of age, for periods less than twenty four (24) hours per day, while the parents or guardians are not on the premises. Any facility providing daycare is required to have a special use permit and a state of Idaho basic daycare license.

A. Family childcare home: A childcare facility which provides care for six (6) or fewer children throughout the day.

APPLICATION

Contact/Application Information:

Owners of Record:	Phone Number:
Address:	
City, State, Zip:	
E-mail:	
Applicant (if different than owner):	Phone Number
Address:	
City, State, Zip	
E-mail:	

Subject Property Information:

Site Address:	
Site Location (Cross Streets):	
Parcel Number(s):	
Section, Township, Range:	
Property Size:	
Gross Floor area:	Live-able space:
Current Land Use	
Proposed Land Use	
Current Zoning District	

Project Description/Summary

Is this facility in your principal residence?	Yes	No
Will you be hiring any employees who do not reside on the premises?	Yes	No
If yes, how many?		
Project Description:		
General description of request:		
Hours/Days of operation:		
Number and ages of students/children:		
Fencing type/ size/& location:		
Existing or proposed lighting:		
Parking available:	Number of possible parking spots:	
Off Street parking available:		
Designated pick-up area:		

Applicants Signature: _____ **Date:** _____

Signature of receipt by City Staff _____ **Date:** _____