



Child Care Facilities

No.: PERMITS-47
Date: 2010-12-17
Revised: 2011-02-10

Purpose:

To assist the public in understanding the BC Building Code classification requirements for child care facilities.

Background:

Child care facilities require special attention in determining a suitable classification. The BC Building Code (Code) does not make direct reference to them in either the assembly occupancy (Group A, Division 2) or in the care occupancy (Group B, Division 2). In general, the age of the children attending could provide the means of assigning a suitable classification. If the children are too young to understand directions for evacuation or if they are unable to evacuate without the assistance from a caregiver, the child care facility should be classified as a care occupancy. The assembly occupancy classification is more suitable for programs in which the children are able to evacuate in response to an alarm signal without help from caregivers.

Building Code Appeal Board (BCAB) decision #1010 indicates that a child care facility caring for 10 or less children would be considered acceptable to be classified as a residential occupancy (Group C).

In Richmond, child care facilities with more than 2 children are required to be licensed by the Vancouver Coastal Health. Licensed child care facilities must meet the requirements of the Community Care and Assisted Living Act (Act) and the Child Care Licensing Regulation (Regulation).

For child care facilities with no more than 8 children in care and located in single-family house, Section 20 of the Act supersedes requirements of the Code other than those for single-family house use.

Implementation:

Effective immediately, the determination of the applicable Code requirements for child care facilities will be based on:

- the number of children,
- the age of the children, and
- the ratio of caregivers to children.

In the event of a fire, the assumptions are that:

- children under 30 months of age are not able to evacuate the premises without the assistance of a caregiver,
- the caregiver may be able to physically remove up to two children under the age of 30 months from the facility, and
- children over 30 months are able to exit safely without assistance.

see over →

Therefore, in the City of Richmond, the Code classification requirements for **child care facilities** are as follows:

1. Up to 10 children in single-family house – regardless of age:

Following BCAB #1010 and Section 20 of the Act, this type of child care facility is considered as a single-family house under Part 9 of the Code. A building/plumbing/gas inspection will be undertaken, and any safety concerns identified will have to be corrected prior to child care use. A building permit for a change of use to a family child care facility is required, including a letter from the child care facility operator indicating the number of children (see attached Child Care Facility Application form).

2. More than 10 children in any type of building – serving children 30 months of age and over:

This type of child care facility is considered as an assembly occupancy (Group A, Division 2) under Part 3 of the Code. A building permit is required, and if the existing zoning does not permit the child care facility use, the property owner will have to apply to the City to see if the zoning of that property can be changed.

3. More than 10 children in any type of building – serving children younger than 30 months of age:

This type of a child care facility is considered as a care occupancy (Group B, Division 2) under Part 3 of the Code. A building permit is required, and if the existing zoning does not permit the child care facility use, the property owner will have to apply to the City to see if the zoning of that property can be changed.

The above classification requirements are for child care facilities providing child care during the day. A more restrictive classification or additional requirements may be required for facilities providing overnight care.

A building permit application, including a code analysis report, and drawings signed and sealed by a Registered Professional, is required before a single-family house, or any other type of building is changed to accommodate a child care facility for more than 10 children. A letter from the child care facility operator indicating the number of children, the age of the children and the children/caregiver ratio is to be included in the code analysis report (see attached Child Care Facility Application form).

For more information on building permit requirements visit this link:

<http://www.richmond.ca/busdev/building/permits.htm> , or call 604-276-4285.

For more information on building permit forms visit this link:

<http://www.richmond.ca/busdev/building/building.htm> , or call 604-276-4285.

For more information on rezoning requirements visit this link:

http://www.richmond.ca/_shared/assets/da_276184.pdf, or call 604-276-4282.

Should you have any questions, comments or suggestions concerning this bulletin, please contact the Building Approvals Division at 604-276-4285.



**City of
Richmond**

Child Care Facility Application

Permits Section

6911 No. 3 Road, Richmond, BC V6Y 2C1

www.richmond.ca

Tel: 604-276-4000 Fax: 604-276-4063

Please print (to be filled out **completely** by Child Care Facility operator).

Date: _____

Address of Child Care Facility: _____

• **Number of Children:***

○ **younger than 30 months of age:** _____

○ **30 months of age and over:** _____

• **Children / Caregiver Ratio:** _____

* This number includes the children of an owner, a tenant or other children who may reside in the home.

Child Care Facility Operator's Information

(If the operator is not the owner of the property, in addition submit a Letter of Authorization signed by the owner.)

Name: _____ **Signature:** _____
(Please print)

Mailing Address: _____

Phone No: _____

E-mail Address: _____

Office Use Only

Permit Required: No Yes

Permit No.: _____

Reviewed by: _____

Date: _____