



**CITY OF FLORISSANT- PUBLIC WORKS**

*"Preserve and improve the health, safety, and welfare of our residents, businesses and the general public in the City of Florissant; while at the same time maintaining property values and improving the quality of life in the City of Florissant."*

**INSPECTION RECORD – HOME CHILD CARE**

Receipt date \_\_\_\_\_ Amount \$ \_\_\_\_\_ Receipt# \_\_\_\_\_

Address: \_\_\_\_\_

Date of inspection: \_\_\_\_\_ Time of inspection: \_\_\_\_\_ a.m./p.m.

Owner/Occupant: \_\_\_\_\_ Date of inspection notification: \_\_\_\_\_

Owner Agent: \_\_\_\_\_ Call back number: \_\_\_\_\_

Inspector assigned: \_\_\_\_\_

Name of the person desiring to operate a child day care home;

The maximum number of children, including the children of the applicant under the age of thirteen (13), who will be in attendance at the child day care home at any one time;

\_\_\_\_\_

The names, addresses, birthdate of the applicant and all adults who reside or will be present on the premises on a regular basis. Each person shall execute authorization for the Chief of Police of Florissant and the Missouri State Highway Patrol to conduct a complete State record check of each such person through the Florissant Police Department and/or the Missouri State Highway Patrol;

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For more than Four (4) Children: In the event that the child day care home is providing day care for more than four (4) children, then the applicant shall submit:

- ❑ A copy of the application made to the State of Missouri for a State child day care home license;
- ❑ The number of square feet on the premises available for outside recreation of the children;
- ❑ A site plan or drawing showing:
  - (1) Any off-street parking;
  - (2) Structures on the lot including general dimensions of the structure, fences (indicating the height and construction material of the fence);
  - (3) The location of any bodies of water on the premises or on lots abutting the premises, whether such bodies of water are natural or manmade;
  - (4) The location of the play area satisfying the minimum play area space requirements;
  - (5) Cliffs, retaining walls or other abrupt changes in grade on the premises or on abutting lots;
  - (6) High tension wires on the premises or abutting lots;
  - (7) Other manmade features of the premises affecting the suitability of the premises for a child day care home.
- ❑ An application together with an application fee of fifty dollars (\$50.00) shall be submitted to the Director of Finance; \_\_\_\_\_

*License renewal application.* Annual renewal applications shall be submitted on forms provided by the Director of Finance along with a copy of the original license application and shall state the information on the original application is still correct or shall state in what manner the application must be changed to reflect the current conditions; The application or renewal application shall be investigated by the Director of Public Works or designee and shall include an on-site inspection of the premises to verify and determine the truth, accuracy and correctness of the application within fifteen (15) days of the date of the application unless otherwise extended with the consent of the applicant;

*Standards for imposition of conditions for child day care homes that provide care to more than four (4) children.* The Director of Public Works may impose conditions upon the granting of an initial or renewal license, if the Director believes such conditions are necessary to preserve the residential character of the neighborhood. The Director may not impose conditions which would make the operation of the child day care home violate any Federal, State,

County or City laws, ordinances or regulations. By way of example, and not limiting the lawful conditions which may be imposed, the following are conditions which may be imposed:

- (1) The requirement for the construction of a fence forty-two (42) inches in height to contain the children within the premises of the child day care home;
- (2) The requirement that the hours of operation of the child day care home be limited;
- (3) The requirement that any assistant or assistants working at the child day care home use available off-street parking so as not to congest neighborhood streets;
- (4) In the event that the Director of Public Works determines that there is inadequate parking space to permit the picking up or dropping off of children at the child day care home without congesting traffic or endangering public safety, then the Director may require that the child day care home operator provide off-street, unobstructed, paved pickup space with adequate stacking area;
- (5) In the event that the lot on which the child day care home is to be operated contains less than seven thousand five hundred (7,500) square feet, the Director of Public Works may limit the number of children permitted at the child day care home to less than the maximum otherwise permitted by ordinance.

**APPROVED**

**NOT APPROVED\***

Date: \_\_\_\_\_

Signature of Building Official/Inspector

\* As soon as these corrections are made, contact the Department of Building Safety for a follow-up inspection: \_\_\_\_\_

**COMMENT:** By documenting every inspection, the building official or inspector can be assured that the records are complete and there is no misunderstanding as to whether the work passed an inspection or what corrections need to be made. This form should be printed in multiple parts so that the permit holder receives a copy and the building official or inspector has the original for the official permit file.