

Procedures & Requirements for Family Child Care Homes (FCCHs)

This handout is designed to familiarize parents and prospective operators with City of Yorkton requirements for Family Child Care Homes.

Definitions

- **Home Based Business**

Any accessory use, occupation, trade, profession of craft conducted for gain in, or from, a single detached, semi-detached, townhouse dwelling unit or manufactured home in which the use is secondary to the residential use of the dwelling and does not change the character thereof.

- **Family Child Care Home (FCCH)**

A Home Based Business operating under Provincial statutes, where occupants of the dwelling provide less than twenty-four hour care and supervision to more than two non-resident children, to a maximum of twelve children* (including the children of the caretaker).

**Note: Prospective operators should contact the Ministry of Education, Early Learning and Child Care Division for specific ages and numbers of permitted children.*

Zoning Bylaw Requirements

- The Zoning Bylaw permits the operation of FCCHs in single detached, semi-detached or townhouse dwelling units and manufactured homes;
- To ease the requirements for FCCHs, zoning approval through a Development Permit is no longer required;
- FCCHs are not permitted in Secondary Suites;
- FCCHs are subject to the current City of Yorkton Business License Bylaw and require an annual Business License;
- FCCHs shall be inspected and approved by the Fire Inspector and the Building Inspector at no charge;
- FCCHs may have a maximum of two (2) non-resident, on-site employees in the dwelling;
- In addition to the required number of parking spaces for the dwelling unit, FCCHs shall provide one (1) additional on-site parking space for each non-resident-on-site employee and one (1) additional on-site parking space for effective drop off and pick up of children.

Building/Fire Code Requirements

- Smoke detectors and fire extinguishers;
- Guards and handrails on all floor levels used in connection with the FCCH.

Advertising & Signage

- FCCHs may be advertised however, the address of the business may not be advertised;
- Signage on the dwelling is limited to a maximum of 0.2 m² (2 ft²) and is restricted to the name of the business.

Provincial Licensing

- The Ministry of Education, Early Years Branch is the licensing authority for FCCHs in Yorkton. Although licensing is not mandatory, prospective operators may choose to take advantage of the many benefits licensing has to offer, including potential monetary grants for start-up costs, fire, health and safety upgrades, and monthly nutrition costs.
- For more information please visit the following link:
<http://www.saskatchewan.ca/business/entrepreneurs-start-or-exit-a-business/start-a-business/managing-a-child-care-business/start-a-licensed-family-child-care-home>
or contact the Yorkton Early Learning and Child Care Consultant at 306-786-5770.



Questions?

We're here to help!

- The Planning Department office is open weekdays 8:00am to 4:00pm (closed over lunch from 12:00pm – 1:00pm)
- Please feel free to:
 - stop in at 37 Third Avenue North (Second Floor North)
 - call us at (306) 786-1710
 - email buildingservices@yorkton.ca

This handout has no legal status and cannot be used as an official interpretation of the various codes and regulations currently in effect. Users are advised to contact the Planning Department for assistance, as the City of Yorkton accepts no responsibility to persons relying solely on this information.