

Developing a Childcare Facility

In this document you will find important information about City and Provincial childcare licensing and permitting requirements and key steps for developing a childcare facility in Vancouver.

Review of Childcare Regulations in Residential Zones

- City staff from multiple departments are currently reviewing regulations related to developing childcare facilities in residential zones.
- The goal is to simplify, clarify, and streamline the permitting process.
- At this stage of the review process, we cannot guarantee specific changes or provide a definite timeline.
- Anticipate clearer details and timelines by fall 2024 upon staff submission of a report on the review process to City Council.
- If you are contemplating developing a childcare facility in a residential zone outside of current regulations, **it is recommended that you wait until the review process is complete.**

Licensing and Permitting Requirements for Childcare Facilities

When is a licence not required?

If care is being provided for up to 2 children, or 3 or more children who are a sibling group, and there will be no renovations to your home where you will provide care, no licences or permits are required. However, it is your responsibility to ensure the building is safe for children.

- Childcare facilities in the city of Vancouver do not currently require a City business licence.
- All childcare facilities require a Provincial [Community Care Facility Licence from Vancouver Coastal Health \(VCH\)](#).
- All childcare facilities require a City [Special Inspection](#) to ensure that health and safety standards are met.
- Any facility where there will be more than 8 children on the premises requires a City [Development Permit](#) (DP).
- A City [Building Permit](#) (BP) and or [Occupancy Permit](#) may also be required (see table below).

Licensing and Permitting Requirements Table

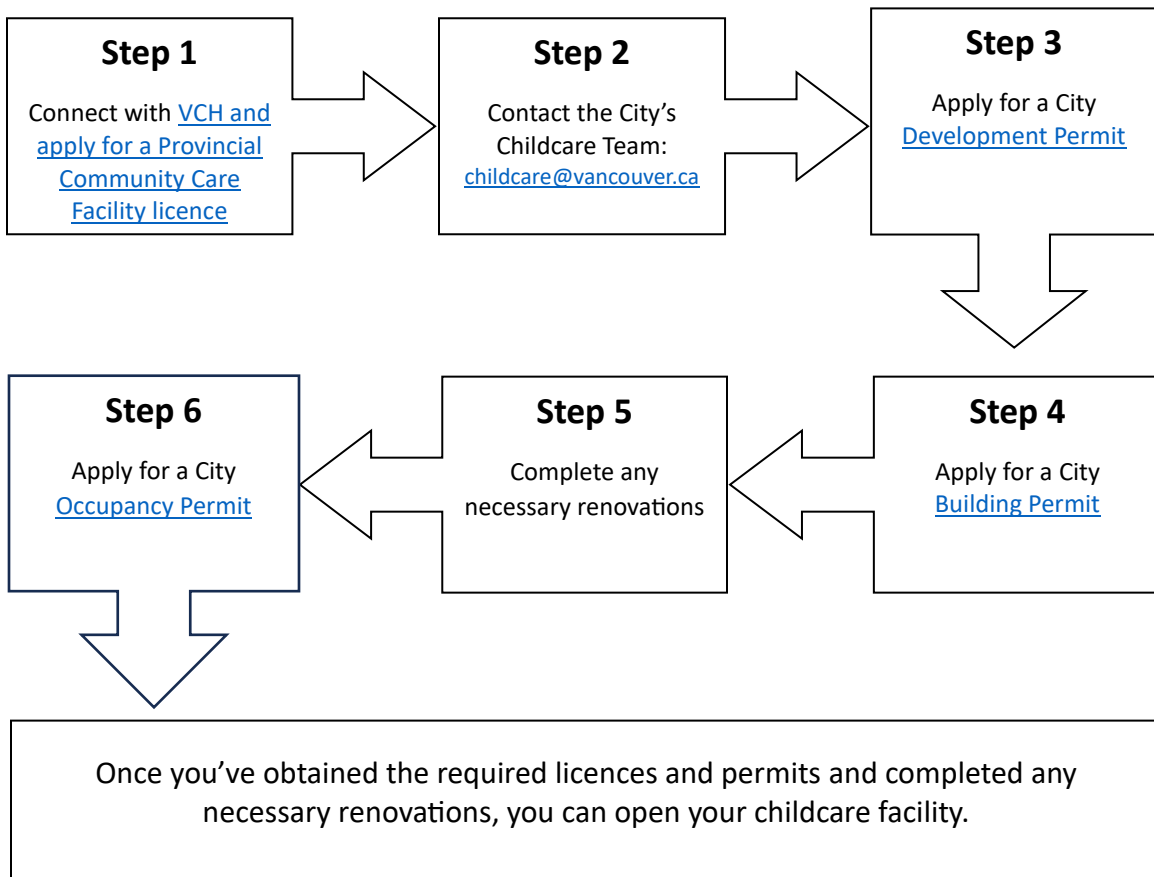
Requirement	Applies to...	How to get it
Provincial Community Care Facility Licence	All childcare facilities	Apply to Vancouver Coastal Health (VCH)
City Special Inspection	All childcare facilities	<ul style="list-style-type: none"> • Part of VCH’s licensing process (see above); No action required on part of applicant • For more information, visit the City’s website
City Development Permit	Any facility where there will be more than 8 children on the premises	<ul style="list-style-type: none"> • Contact the City’s Childcare Team at childcare@vancouver.ca • Apply for a Development Permit
City Building Permit	<ul style="list-style-type: none"> • Any new facility • Any facility where renovations are proposed • Any facility that involves a change of use to an existing building 	Apply for a Building Permit
City Occupancy Permit	<ul style="list-style-type: none"> • Any new facility • Any facility where renovations are proposed • Any facility that involves a change of use to an existing building • Re-occupancy of a building that was subject to an order not to occupy 	Apply for an Occupancy Permit

Licensing and Permitting - Key Steps

Important Information for Prospective Childcare Developers

If your childcare development proposal involves a change of use for the property, be aware that this may necessitate significant and potentially costly renovations to comply with building codes and regulations. We strongly recommend consulting a registered architect early in the design phase to ensure all requirements are met. This proactive step can help avoid unforeseen expenses and delays in your project.

Depending on the type of proposal (see above), you will need to complete one or more of the following steps:



Requirements for Developing a New Childcare Facility Decision Tree

