



## Planning Information Sheet **PS06 – Child Care**

October 2010

This land use encompasses premises that are used for the daily or occasional care of children in accordance with the *Child Care Services Act 2007*, the *Child Care Services (Child Care) Regulations 2006* and the *Child Care Services (Outside School Hours Care) Regulations 2006*. Child-care centres are non-residential land uses providing an educational and community support function.

They differ from Family Day Care Centres which refer to the caring of a small number of children in a private dwelling in a family or domestic environment. This use is broadly accepted as a home-based activity/businesses and is dealt with differently by Council (please refer to the separate Family Day Care Information Sheet).

### **Do I need planning approval?**

Yes. A proposal to run a Child/Day Care Centre within the Shire of Augusta-Margaret River requires planning approval. In addition, a separate approval from Council's Environmental Health Unit and/or the WA Department of Health may be required. Any structural works will also require a Building Licence.

### **How do I apply for planning approval?**

You will need to complete a planning application form and complete the attached checklist, which will assist you in ensuring that all the required documentation is submitted with your application. Please note that the checklist requires the submission of a detailed statement, which should provide justification for any variations from the relevant Scheme, Policies and Strategy. Note that in many cases, particularly for larger and more complex proposals, it may be more appropriate to engage a consultant to lodge an application on your behalf.

An application to carry out a Child/Day Care Centre must also include the following:

1. A completed Application for Council Planning Consent to Commence Development.
2. A written submission outlining the number of children proposed, age group breakdown, days and hours of operation and number of staff required. **This submission should also include justification for any variation from the relevant Scheme, policies and strategy.**
3. A location plan depicting surrounding lots and road layout.
4. A detailed Site Plan that includes survey contours and is to a scale sufficient to identify clearly the site boundaries and all proposed structures, landscaping including any proposed buffer areas, refuse storage area, car parking, pedestrian and vehicle access ways, crossover(s) and kerb locations, verge width and the location of existing buildings and structures on adjacent sites.
5. Floor plans and elevations to all sides of the proposed building that include natural ground levels.
6. Details (including elevations) of any proposed signage.
7. Depending upon the location of the proposed centre and its potential to impact the locality, a Noise Impact Statement and/or Traffic Impact Statement may also be required.
8. Any additional information considered relevant to the assessment at the time of lodgement.

Please note that during the course of the assessment you may be asked to consider changes to your proposal to address specific issues that may arise (eg, impact on neighbours) and/or provide additional information.

## What do I need to know?

Council's requirements are contained within Schedule 13 and 14 of Local Planning Scheme No. 1 as well as any relevant planning policies (including both local and state guiding documents). To determine which Scheme is applicable to your property you can view the documents and associated maps on the Council website ([www.amrsc.wa.gov.au](http://www.amrsc.wa.gov.au)) or contact a Planning Officer on 9780 5270 to assist.

The Zoning Table (Table 1) of the Scheme will dictate whether or not an application for a Child/Day Care Centre may be considered in your area (also known as 'zone'). In most instances, the application will be advertised to the community for comment. Any issues relating to amenity concerns raised by the community, along with the requirements of the Scheme and relevant policies/guiding documents, will be used to guide discretionary decisions of Council. Where it is considered that the location and design of the centre is inappropriate it may be refused.

Specific Scheme requirements will generally be in relation to the following:

- Minimum lot size
- Minimum effective frontage
- Setbacks
- Site coverage and plot ratio
- Minimum parking requirements
- Landscaping
- Building height

Appropriate justification shall need to be provided for any variation to the Local Planning Scheme and/or policy requirements. However please be aware that in some instances, Council may be unable to vary the required standard.

Council policies change and are updated from time to time. To check that you have covered all policy requirements please check the current list of policies on Council's website when you are preparing your application. An example of a relevant Council policy is – 'PE. 46 Control of Signs and Advertising Devices'.

'Planning Bulletin 72 Child Care Centres' also provides an overview of planning considerations in relation to the location and development of child care centres and is available on the Western Australian Planning Commission website: [www.wapc.wa.gov.au](http://www.wapc.wa.gov.au).

## Is there anything else?

The Department for Communities (DFC) is responsible for licensing and monitoring child care services in Western Australia. Applications for child care licences need to include a copy of planning approval from the local government. Other relevant government approvals (eg, Building Licence and Health approval) may also need to be submitted.

For information about applying for a license please contact the WA Department for Communities on telephone: (08) 6210 3333 or Free call: 1800 199 383 or visit their website: [www.community.wa.gov.au](http://www.community.wa.gov.au)

**Note: Prior to lodging your application for planning approval you may wish to consider making an appointment with one of Council's Planning Officers to discuss the proposal. Please phone 9780 5228 for an appointment. Applications that do not comply with the relevant standards or contain insufficient information may be refused or take longer to process.**

### **\*\* DISCLAIMER \*\***

This information sheet is a guide only. Verification with original Local Laws, Acts, Local Planning Scheme No. 1 and other relevant documents is recommended for detailed references. The Shire of Augusta Margaret River accepts no responsibility for errors or omissions.