

National Building Code (NBC) Requirements

Overnight Care—Up to 8 Children

Child care facilities where overnight care is provided with care for not more than 8 children and sleeping accommodation for not more than 10 persons, may be classified as a residential occupancy and all applicable NBC and UBASA requirements apply. “Single Family Dwelling—Day-Time Facility (Up to 12 children)” requirements apply.

Child Care Facilities—No Overnight Care and No Infants (12-90 Children)

Child Care Facilities with not more than 90 children, no infants, and no overnight care are classified as an Assembly Occupancy and all applicable NBC requirements shall apply, notably:

- Fire Separations between storeys and when adjacent to other suites of occupancies in the same building.
- Exits and travel distance, emergency lighting, spatial separations.
- Single stage or 2 stage fire alarm system when over 40 people.
- Smoke alarms in sleeping rooms, if a fire alarm is not required.
- Restricted flame-spread ratings in interior finishes.
- Barrier-free access and design, washrooms, and ventilation.
- Sprinkler system, with fire department access and connection may apply depending on the facility.
- Professional design for the facility and plans submitted.

Child Care Facilities—Overnight Care and/or Infants

Other Child Care facilities not described above shall be classified as Care Occupancy and all applicable NBC requirements shall apply, notably:

- Fire separations between storeys and when adjacent to other suites of occupancies in the same building, and service rooms.
- Exits and travel distance, emergency lighting, spatial separations.
- Single stage or 2 stage fire alarm system.
- Restricted flame-spread ratings in interior finishes.
- Barrier-free access and design, washrooms, and ventilation.
- Sprinkler system, with fire department access and connection.
- Professional design for the facility and plans submitted.

The above requirements are guidelines only. Additional requirements may be considered on a case-by-case basis and the condition of the building.

Establishing Your Child Care Home or Centre

Licensing agencies do not govern building code or zoning requirements. These regulations are defined by the City. This brochure outlines the City regulations you need to know before you open a Child Care Home or Centre.

This brochure 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 Planning and Development Services for assistance, as the City of Prince Albert accepts no responsibility to persons relying solely on this information.

Planning and Development Services

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Office Hours: 8:00am –4:45pm
Monday to Friday

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City of
Prince Albert

Definitions & Requirements

In Prince Albert, child care facilities are managed under 3 different uses: “Child Care Centre”, “Family Child Care Home” and “Group Family Child Care Home”.

A **Child Care Centre** is defined as a building, or portion thereof, for the care and supervision for 12 or more children. A **Family Child Care Home** is defined as a one unit dwelling where child care services are provided for up to 8 children. A **Group Family Child Care Home** is defined as a one unit dwelling where child care services are provided for up to 12 children.

- Child Care Centres are allowed in all residential zoning districts, except for CR1 and CR2; and all commercial and institutional zoning districts.
- Child Care Centres are not allowed in a dwelling unit.
- Family Child Care Homes and Group Family Child Care Homes are permitted in all residential zoning districts and the RMU zoning district.
- Family Child Care Homes and Group Family Child Care Homes are not allowed in the same dwelling as a Home Based Business, Secondary Suite, or on a site with a Garage Suite.
- Child Care Centres, Family Child Care Homes, and Group Family Child Care Homes must provide proof that they have obtained Provincial and Public Health approvals.
- Child Care Centres, Family Child Care Homes and Group Family Child Care Homes shall meet National Building Code, Building Bylaw and Fire Code regulations.

Before You Open

Before you take on clients you will need to complete all the necessary permit applications and inspections. If you are not sure where to start, we recommend that you set up a pre-application meeting with Planning and Development Services. For this meeting, please be prepared to discuss:

- Whether you have spoken with the appropriate ministry about the necessary license(s);
- The number and age of the children you expect to provide care for;
- The number of employees you expect to have.

Administration will provide you with a general assessment of what is required during the meeting.

Permit Applications

The following applications/process is typically required:

Development Permit: Child Care Centre is a Permitted Use (\$200) or Discretionary Use-Council (\$500). Family Child Care Homes and Group Family Child Care Homes are Permitted Uses (\$200).

City Council Consideration: Child Care Centres in residential and commercial zoning districts require public consultation and City Council approval. This process typically takes 4 to 8 weeks to complete.

Building Permit: If approved, the applicant will need to apply for a building permit. This will require an inspection during construction and periodically thereafter for fire and building code compliance. This is to ensure that proper safety standards are met and maintained.

Business License: Once the above have been completed, the Business License will be issued, if required.

National Building Code (NBC) Requirements

Single Family Dwelling— Day-time Facility (Up to 12 Children)

In a Single Family Dwelling, unlicensed care may be provided for up to 8 children or licensed care for up to 12 children (including the owners children). Some of the minimum requirements for facilities that care for up to 12 children include:

- Interconnected smoke alarms to be installed in every bedroom, and one on each storey. The smoke alarm is to be installed within the hallway of the bedrooms and remainder of storey (9.10.19.3.);
- Carbon monoxide alarms to be installed in every bedroom or within 5 metres of bedroom door (9.32.3.9);
- Emergency lighting installed in hallways leading to exits (9.9.12.3);
- All bedroom windows to meet the minimum egress by providing an unobstructed opening of not less than 0.35 m² in area and no dimension less than 380mm (9.9.10).

Depending on the condition of the house, there may be additional requirements.