

# Starting a Childcare Business

Edmonton



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Child care is regulated by the Province of Alberta and the municipality.



The Province of Alberta is responsible for the rules and regulations for any type of child care business.



The City of Edmonton is responsible for zoning and building code compliance.

# Starting a Childcare Business



Childcare is regulated by the Province of Alberta.

Contact the Government of Alberta for information on provincial licences and certificates:

- [Starting and operating a licensed child care program](#)
- [Child care licensing handbook: facility-based programs](#)
- [Health and safety guide for operators of child care facilities](#)

# Starting a Childcare Business

The City of Edmonton requires that each business go through three permit and licensing steps. Not every business will require each permit or licence; the City determines which are necessary.



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1. **Business Licence:** ensures a business follows the City's rules and regulations.
2. **Development Permit** (zoning approval): tells you what you can build and how you can *use* a property.
3. **Building Permit:** audits plans and construction work so the business space is safe, accessible to all, and meets standards of the Alberta Safety Codes.

Daycares and day homes are exempt from a City of Edmonton business licence provided **provincial licensing** in place.

Zoning approval and building permit review is still required.



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## Contact

### We are here to help!

There are many of supports available to help with your business, which include:

- zoning clarification
- what permits are needed
- timelines associated with the permit process



**Contact us: [1:1 Business Support](#)**

# Childcare Models



This guide outlines the most common scenarios and the City of Edmonton permits and licences required.

1

- 1 - 6 children
- Home based business

2

- 7+ children
- Childcare Services Use
- Residential or Commercial Zone

1

- 1 - 6 children
- Home based business

### Operator requirements:

- ✓ You must **live in the home** that you will operate the childcare business in.
- ✓ You must meet the Government of Alberta requirements.
- ✓ Maximum of 6 children, not including your own.
- ✓ You can have 2 non-resident employees.
- ✓ More than 2 non-resident employees will require a variance.

### Permit and licence requirements:

- ☐ A business licence, development permit, or building permit is **not** required.

### Resources:



#### [Zoning information](#)

- enter the address
- scroll down and click 'current zone'



#### [1:1 Business Support Team](#)

2

- 7+ children
- Commercial Use: residential or commercial zone

### Operator requirements:

- ✓ You do not need to **live in the home** that you will operate the childcare business in.
- ✓ You must meet the Government of Alberta requirements.
- ✓ All zoning regulations must be met, such as parking and location requirements.
- ✓ Best suited for a commercial building.

### Permit and licence requirements:

- ❑ development permit required
- ❑ building permit and any necessary trades permits - **considered a commercial business**

A business licence is not required.

The application is reviewed against the [Zoning Bylaw](#) and must comply with the Alberta Building Code.

### Resources:



Permit [information](#)

[Child Care Services Checklist](#)

[Application](#)



Contact [Building Permits](#)

**before** making an application. Significant upgrades are usually required.



You must get development approval before building permits and trades permits.





Questions?



## Contact us!

### [1:1 Business Support](#)

- ❑ Overall process, permit information, and grants (no cost)