

### Purpose of form

This form is used to submit diagrams of the physical plant and grounds of a child care facility to demonstrate compliance with licensing standards.

### Instructions

The licensing specialist prepares the form in duplicate.

**I. Identifying information.** Enter the indicated information.

**II. Indoor diagram.** Show square footage of available play space and indicate maximum number of children for each room used for their care. Compute the total square footage and list the maximum number of children for which the facility can be licensed. Identify the number and location of toilets and sinks for children's use. Show and identify the location of hallways, kitchen, dining area, playrooms, office space, entrance, exit to outdoor play area, etc.

Use a separate sheet for each floor of the facility used for child care and label each clearly.

**III. Outdoor diagram.** Show exact measurements, including square footage of available play area for children and maximum capacity. Show and identify location of gate(s), parking area, and loading area. Indicate the position of the physical plant in relation to the playground.

### Routing

Original - Local file