



Department of Regulatory and Economic Resources  
Development Services and Zoning Plan Review Divisions  
Government Center (downtown) office (305)375-2640  
West Dade (PIC) office (786)315-2660

## STUDENT and DAY NURSERY CHECKLIST

1. Day nurseries, and day care centers require a public hearing unless the property intended for such use is zoned RU-3, RU-3M, RU-3B, RU-4L, RU-4M, RU-4, RU- 4A, RU-5, RU-5A, OPD, BU (Business), IU-1 (Industrial), and Urban Center Districts except for ID and MCI. A public hearing would be required for all other districts. Day nurseries and day care centers are to meet all applicable code requirements including setbacks for buildings of public assemblage where occupancy is for 25 or more, or other applicable setbacks. Must also comply with all other code requirements including, but not limited to, handicap accessibility and plumbing fixture count.

Private schools with grades K-12 are permitted on properties zoned RU-3, RU-3M, RU-3B, RU-4L, RU-4M, RU-4, RU-4A, AU and BU (Business), IU-1 (Industrial) and Urban Center Districts. A public hearing would be required for all other districts. Privat schools and subject to compliance with the aforementioned requirements.

2. Must comply with all requirements of Article XA, (§33-151.11 through §33-151.22) Zoning Code of Miami-Dade County.
3. A student checklist form must be completed and submitted for all zoning applications, certificate of use and building permit applications.
4. Day care centers and schools may require a traffic and/or queueing analysis conducted by Traffic Engineering Division, School Section of the Department of Transit and Public Works. Please contact the School Section at (305) 375-1684 for more information.

The Department of Regulatory and Economic Resources will review this application and accompanying plans where applicable. For more information, please contact the Zoning Information Section at (305) 375-1806 or the Zoning Plan Review Section at (786) 315-2660. A building permit is required to establish a school use. Please apply online for a building permit using the following website: <https://www.miamidade.gov/global/economy/building/how-to-apply-for-permit.page> .



## DEFINITIONS

<b>Day Nursery</b>	Childcare for infants and children up to the age of six (6).
<b>Kindergarten</b>	Children must be at least five years old on or before 1st of the school year.
<b>After-School Care</b>	Childcare and recreation for children above the age of five (5) when no formal schooling program is conducted and where the care provided is generally after school, on weekends, school holidays and vacation.
<b>Babysitting Service For Shoppers</b>	Childcare for limited time periods (maximum three [3] hours) provided within a shopping center solely for the convenience of the patrons, and limited to not more than forty (40) children at any one time.
<b>College or University</b>	An institution of higher learning beyond the high school level.
<b>Family Day Care</b>	Childcare and recreation with a maximum of five (5) children including the day care operator's own children.
<b>Private School</b>	This term as used herein refers to any private institution providing childcare and/or instruction at any level from infants through the college level.
<b>Elementary, Junior, and/or Senior High</b>	Reference to these schools are to be broadly interpreted to compass any schools, graded from K-12 or ungraded, whose students are within the age ranges typically found at these school levels.
<b>Child, Student, Pupil</b>	The terms "child", "student", or "pupil" and their plurals are used interchangeably.

# Student Checklist Form for Day Nursery/Day Care and School (Grades K-12)

School Name: \_\_\_\_\_

School Address: \_\_\_\_\_ Tax Folio #30 - \_\_\_\_\_

1. Is this an expansion to an existing school  Yes  No If yes, indicated the number of students: \_\_\_\_\_ and age and grade ranges originally approved: \_\_\_\_\_.
2. Total size of site: \_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_ + 43,560 sq. ft. = \_\_\_\_\_ acres
3. Number of children or students requested: \_\_\_\_\_ Ages: \_\_\_\_\_.
4. Number of teachers: \_\_\_\_\_ Number of administrative & clerical personnel: \_\_\_\_\_.
5. Number of classrooms: \_\_\_\_\_ Total square footage of classroom area: \_\_\_\_\_.
6. Total square footage of non-classroom area (offices, bathrooms, kitchens, closets):  
\_\_\_\_\_.
7. Amount of outdoor recreation/play area in square footage: \_\_\_\_\_.

NOTE: Location requirement for outdoor recreation/play areas must conform to §33-151.18(j)

8. Number & type of vehicle(s) that will be used in conjunction with the operation of the facility:  
\_\_\_\_\_.
9. Number of parking spaces provided for staff, visitors and transportation vehicles: parking spaces provided \_\_\_\_\_ parking spaces required by §33-124(L) \_\_\_\_\_.
10. Indicate the number of auto stacking spaces: \_\_\_\_\_ provided \_\_\_\_\_ required.
11. Proposed height for the structure(s): \_\_\_\_\_ See §33-151.18(g).
12. Size of identification sign: \_\_\_\_\_ x \_\_\_\_\_ = \_\_\_\_\_ sq. ft. See §33-151.18(c).  
Signage will require a separate permit. Contact the Permit Section at (786) 315-2100.
13. Days and hours of operation: \_\_\_\_\_.
14. Does the subject facility share the site with other facilities:  Yes  No. (If yes, the space which will be used solely for the school facility during the hours of operation must be indicated on the plans, pursuant to §33-151.16).
15. If the school will include residential uses, do such uses meet the standards provided in §33-151.17?  
 Yes  No (If yes, describe the residential uses and indicate same on the plans).

PHYSICAL STANDARDS: OUTDOOR RECREATION SPACE AND CLASSROOM SPACE MUST BE CALCULATED IN TERMS OF THE MAXIMUM NUMBER OF CHILDREN IN ATTENDANCE AT ANY ONE TIME.

The following information will determine the maximum number of children permitted at the facility. WHEN GRADE LEVELS OVERLAP, THE MORE RESTRICTIVE SHALL BE USED.

CLASSROOM SPACE: Calculated by grade levels. (33-151.18)

a. Day Nursery, preschool and after-school care (if you are offering kindergarten, complete b. also)

35 sq. ft. x \_\_\_\_\_ (number of children) = \_\_\_\_\_ sq. ft. of classroom area required.

b. Kindergarten

35 sq. ft. x \_\_\_\_\_ (number of children) = \_\_\_\_\_ sq. ft. of classroom area required.

c. Elementary Grades 1-6

30 sq. ft. x \_\_\_\_\_ (number of children) = \_\_\_\_\_ sq. ft. of classroom area required.

d. Junior High and Senior High Schools (Grades 7-12)

25 sq. ft. x \_\_\_\_\_ (number of children) = \_\_\_\_\_ sq. ft. of classroom area required.

**TOTAL SQUARE FOOTAGE OF CLASSROOM AREA REQUIRED: \_\_\_\_\_.**

**TOTAL SQUARE FOOTAGE OF CLASSROOM AREA PROVIDED: \_\_\_\_\_.**

OUTDOOR RECREATION SPACE FOR RU, BU and IU LOCATIONS (33-151.18)

a. Day Nursery, preschool and after-school care 45 sq. ft. x \_\_\_\_\_ ( $\frac{1}{2}$  of children) = \_\_\_\_\_  
Please complete b. below if offering kindergarten as a grade level

b. Kindergarten 45 sq. ft. x \_\_\_\_\_ ( $\frac{1}{2}$  of children) = \_\_\_\_\_

c. Grades 1-6 500 sq. ft. x \_\_\_\_\_ (first 30 students) = \_\_\_\_\_

300 sq. ft. x \_\_\_\_\_ (remaining students) = \_\_\_\_\_

d. Grades 7-12 800 sq. ft. x \_\_\_\_\_ (first 30 students) = \_\_\_\_\_

300 sq. ft. x \_\_\_\_\_ (next 300 students) = \_\_\_\_\_

150 sq. ft. x \_\_\_\_\_ (remaining students) = \_\_\_\_\_

**TOTAL SQUARE FOOTAGE OF OUTDOOR RECREATION SPACE REQUIRED: \_\_\_\_\_.**

**TOTAL SQUARE FOOTAGE OF OUTDOOR RECREATION SPACE PROVIDED: \_\_\_\_\_.**

INDOOR/OUTDOOR RECREATION SPACE FOR URBAN CENTER DISTRICTS (33-284.86 D 2)

a. Day Nursery, preschool and after-school care 22.5 sq. ft. x \_\_\_\_\_ (½ of children) = \_\_\_\_\_  
Please complete b. below if offering kindergarten as a grade level

b. Kindergarten 22.5 sq. ft. x \_\_\_\_\_ (½ of children) = \_\_\_\_\_

c. Grades 1-6 250 sq. ft. x \_\_\_\_\_ (first 30 students) = \_\_\_\_\_

Thereafter, 150 sq. ft. x \_\_\_\_\_ (per student) = \_\_\_\_\_

d. Grades 7-12 400 sq. ft. x \_\_\_\_\_ (first 30 students) = \_\_\_\_\_

150 sq. ft. x \_\_\_\_\_ (next 300 students) = \_\_\_\_\_

Thereafter, 75 sq. ft. x \_\_\_\_\_ (per student) = \_\_\_\_\_

**TOTAL SQUARE FOOTAGE OF OUTDOOR RECREATION SPACE REQUIRED: \_\_\_\_\_.**

**TOTAL SQUARE FOOTAGE OF OUTDOOR RECREATION SPACE PROVIDED: \_\_\_\_\_.**

THE INFORMATION ABOVE IS COMPLETE AND IS CORRECT TO THE BEST OF MY KNOWLEDGE.

Signed, witnessed, executed and acknowledged on this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

**WITNESSES:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Signature

Address:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Print Name

**STATE OF FLORIDA  
COUNTY OF MIAMI-DADE**

The foregoing instrument was acknowledged before me by \_\_\_\_\_ who is personally known to me or has produced \_\_\_\_\_, as identification.

Witness my signature and official seal this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, in the County and State aforesaid.

\_\_\_\_\_  
Notary Public-State of \_\_\_\_\_

\_\_\_\_\_  
Print Name

My Commission Expires: \_\_\_\_\_