



DEPARTMENT OF COMMUNITY DEVELOPMENT  
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## FAMILY DAY CARE

A Family Day Care is a business conducted by the occupant of a private residence providing care for up to 12 children or adults during part of a 24-hour day. Family day cares are allowed in conjunction with an established residential use in any zoning district in the City of Federal Way. In order to be approved to operate, the provider must submit the following to the Department of Community Development's Permit Center:

- Completed application for *Family Day Care Land Use Approval*.
- Completed *Neighbor Notification* form for each resident whose property abuts the site.
- Completed application for *Federal Way Business License*.
- Site Plan (see the land use approval application for what to include).
- For applicable fees for land use review and business license, contact the Permit Center at 253-835-2607, or [permitcenter@cityoffederalway.com](mailto:permitcenter@cityoffederalway.com).