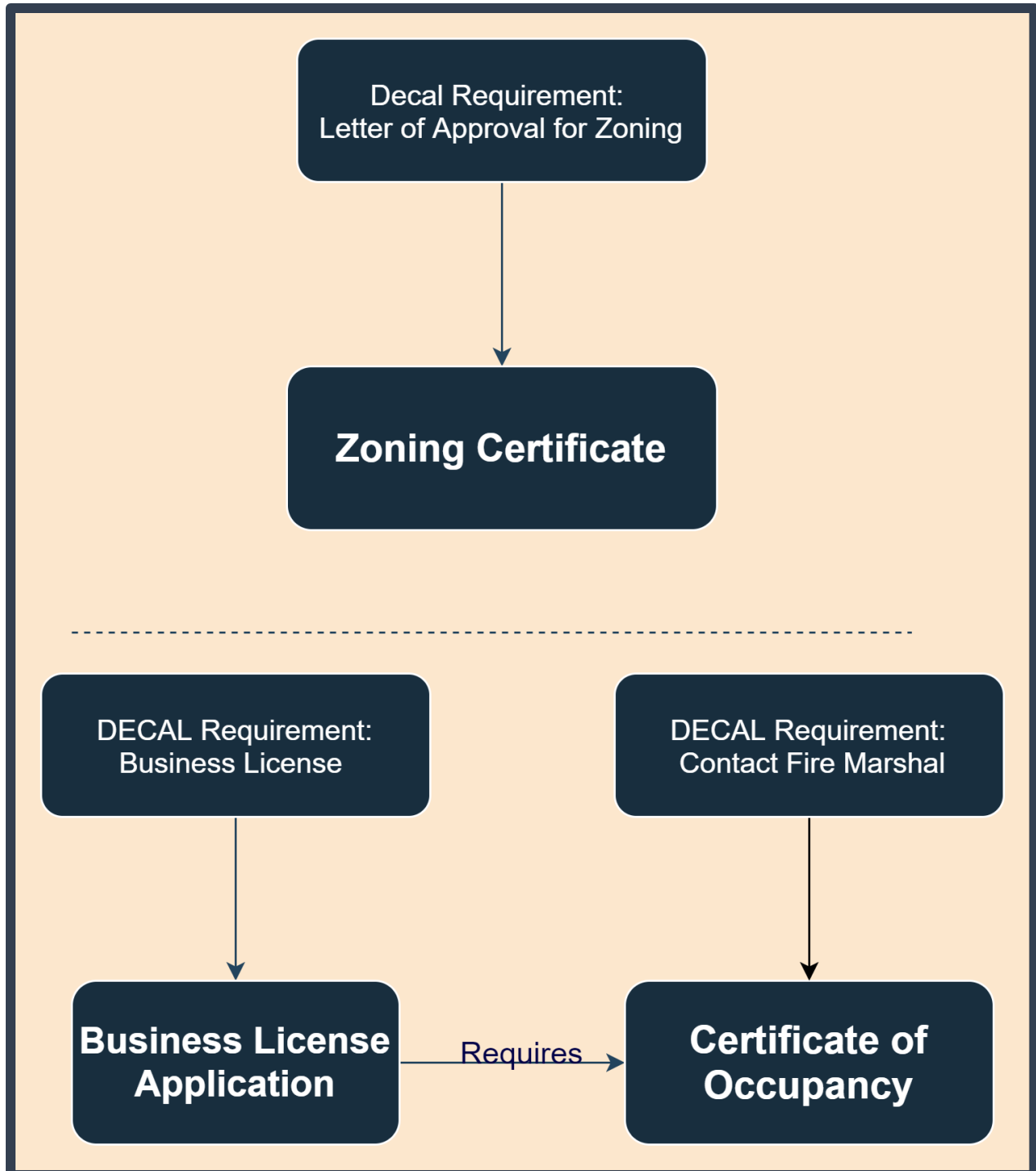


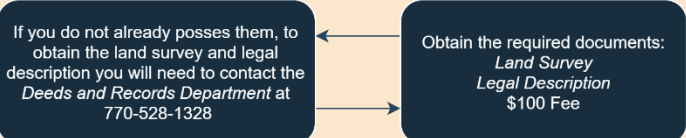
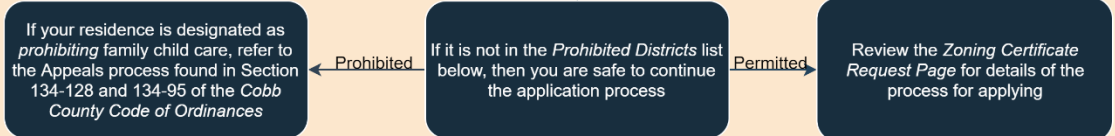
Family Child Care Learning Home (FCCLH) Zoning-Business-Permit-Fire Inspection Cobb County Example

An Infographic Developed by the Family Child-Care Marathon Project



Zoning Certificate Application

To determine if your home is zoned for *in-home day care* (family child care as it is defined in Cobb County) start by finding what district your residence is in through the *Zoning Information Map* from the Cobb County government website¹



Prohibited Districts	
SC	Suburban Condominiums
UC	Urban Condominiums
MHP	Mobile Home Park
IF	Future Industrial
CF	Future Commercial
RSL	Senior Living Facilities
RDR	Recreational Golf Range
OSC	Open Space Community Overlay

Send the required Documents and letter / email of request for Zoning Certificate either electronically or physically

Email: tim.pearce@coobcounty.org

Mailing Address:
 Cobb County Community Development Agency
 c/o Tim Pearce
 P.O. Box 649
 Marietta, GA 30061

Upon approval a *Zoning Certificate* will be mailed to you within

¹<https://www.cobbcounty.org/community-development/zoning/forms> -> *Zoning Information Map*

Business License

The Business License application requires that you be in possession or in the process of acquiring a *Certificate of Occupancy*, so both processes can be started simultaneously

Fire Marshal Contact (Certificate of Occupancy)

Review the *Sole Proprietorship Occupational Tax Application*

Review the *Day Care Certificate of Occupancy Procedures*¹
Note that appointments are now scheduled online (next step)

Required documents for completion are:
Application For Sole Proprietor Occupation Tax Certificate
Private Employer Affidavit (included)
HB87 Citizenship Affidavit (included)
Copy of Proof of Identity

Apply for a Plan Review through the *Contractor Permit Portal*.²
This Will Lead to being put in contact with the Fire Marshal

Required Documents:
(4 sets of plans; 8¹/₂ x 11 Paper)
Dimensions for overall space
Dimensions for each room
Dimensions / placement of All Doors and Windows
Fire Extinguishers Placement
Fire Alarm Devices

In order to submit and receive a license fee amount, send completed documents either electronically, by mail, or in person

After the Plan Review, any necessary inspections can be scheduled to be conducted through the same portal

Mail :
P.O. Box 649, Marietta, GA
30061-0649

In-Person:
1150 Powder Springs Street, Suite 400
Marietta, GA 30064

Email: businesslicense@cobbcounty.org

Certificate of Occupancy will be issued after all field inspections are passed.

The business division, if approval of the business is granted, will send you back a fee amount of the license processing. After returning the fee, you will receive the business license.