

Daycare existing-use and proposed-change sheet

For a Burnaby group child care acquisition or renovation. Sources checked September 8, 2026. This is a question sheet, not an approval form or a legal-status certificate. Small facilities qualifying under CCALA section 20 need a separate assessment.

Site: _____ Prepared on: _____ Proposed completion / opening: _____

Establish the starting point

Current zoning district and map date: _____

Applicable defined use and conditions: _____

Current operation's lawful basis, document and date: _____

Nature of claimed non-conformity: use / density / building siting or dimensions / parking / unknown: _____

Bylaw change relevant to continuation claim: _____

Historical approved plans and current actual layout agree? _____

Current legal licensee, care programs, capacity and conditions: _____

Unresolved conflict between records and actual site: _____

Describe each change separately

Feature	Existing documented position	Proposed change	Exact question to resolve
Premises boundary / floor area	_____	_____	Same building area, neighbouring tenancy or new addition?
Structural work	_____	_____	Does LGA s531 apply; what municipal route and CCLR s10 written approval are required?
Program / maximum children	_____	_____	Licence amendment or new application; related municipal/code implications?
Outdoor play area	_____	_____	Current district conditions, front-yard restriction, existing rights and licensing suitability?
Parking / pickup layout	_____	_____	Existing lawful condition versus increased contravention or new requirement?
Licensee / ownership structure	_____	_____	Exact legal person changing; which licensing and municipal applications?

Feature	Existing documented position	Proposed change	Exact question to resolve
Closure	_____	_____	Prior plus proposed interruption; effect on continuation protection?

Do not infer approved capacity from floor area. Do not treat a landlord's consent as municipal or licensing approval.

Run three different questions through the sheet

1. Same use, no physical changes, new owner: LGA s534 means the ownership change alone does not affect use under the non-conforming-use division. Licensing is still separate; a change of licensee requires a new application. Result: not automatic loss of land-use protection and not automatic transfer of licence.
2. Same owner, structural addition and larger capacity: continuation is not expansion approval. Ask about s531 and the actual land-use path, plus prior written approval under CCLR s10 and capacity amendment. Result: added-space revenue remains conditional.
3. Use permitted, old setback condition: do not label it a non-conforming use merely because the building is old. Check s529 conditions and whether the work creates further contravention, plus permit/licensing requirements. Result: different question from case 2, not blanket permission.

These are hypothetical issue-spotting tests, not determinations that a real application will be approved.

Separate the purchase cases

Existing-operation case: required buyer approvals _____; forecast assumptions _____.

Expansion-only enrolment/revenue excluded from existing case: _____.

Expansion case: land-use route _____; building/code scope _____; licensing route _____; construction/staffing cost _____; opening assumption _____.

Does the price work without expansion? _____.

If not, the specific approval or condition required before commitment: _____.

Useful sources: [Burnaby current zoning](#), [LGA non-conforming provisions](#), [Fraser licensing](#), [CCLR structural changes](#).