

Dec 26,2017

To,  
The Planning Department,  
City of Sunnyvale,  
456 W Olive Ave,  
Sunnyvale,CA

Sub: Request for capacity upgrade - from 8 to 14 kids

Hello,

On June 24th 2014, I was given a licence for a small family daycare. Since then, my business has steadily grown and I would now like to apply to increase the capacity from 8 to 14 kids.

I am registered Early Head start provider with 4C's. My experience working with the kids from this non-profit organization has been very positive. The performance graph of few kids have been exceptionally good and has been well appreciated by parents and 4C's. It gives me an immense pleasure to help out the single moms who are hard working and from low income families.

Due to the limited capacity, I have had to deny a few kids. Hence I'm applying for an increase so that I would be able to enroll more kids and help those families in need.

Request you to kindly look into this and arrange for a permit for 14 kids.

Thank you,

Deepa Patel.  
Deepa's Daycare.  
(408)-355-8063-cell

**Parking**

There are 12 free parking spots near my house. Also, the area in front of my garage can be used by parents for pickup and drop.

**Operating Hours**

**Mon to Fri:** 8:00AM to 6:00PM  
**Drop off time :** 8:00AM to 9:00 AM  
**Pick Up time :** 5:00PM to 5:45PM

**Outdoor playtime:**

**Mon to Fri**

**Morning :** 10:30 AM to 11:00 AM

**Evening :** 4:00 PM to 4:30 PM

**Schedule**

8:00 am to 9:00 am	Arrival/Breakfast
9:30 am to 10:30 am	Story time/Circle time/Infant nap
10:30 am to 11:00 am	Outdoor play /Snack time/Artwork
11:00 am to 11:30 am	Diaper changing /Brushing
11:45 am to 12:15pm	Lunch time
12:30 pm to 2:30pm	Nap time
3:00pm to 3:30 pm	Snacks
4:00 pm to 4:30pm	Outdoor playtime
4:30 pm to 5:00 pm	Freeplay /Artwork
5:00 pm to 6:00 pm	Pickup time