



300 Mooresville Road, Kannapolis N.C. 28081 704-920-1207 Fax 704-933-3379

Child Care Center Plan Review Application

Proposed name of center: _____

Address: _____

Phone: _____ Fax: _____ Email: _____

Owner name: _____ Phone: _____

Mailing address: _____

Contact name: _____ Phone: _____

Proposed number of children for which the facility will be licensed: _____

Building information: New ____ Existing ____

Proposed construction/ remodel date: _____ Proposed opening date: _____

Water supply: City/Municipal ____ Private well ____

Sewage disposal: City/Municipal ____ Septic system ____

The following information must be included with your plan review submittal:

1. A thoroughly completed Child Care Center Plan Review Application
2. Proposed menu
3. Well-labeled plans drawn to scale, recommend $\frac{1}{4}'' = 1'$ that includes
 - All of the equipment in the kitchen and classrooms showing furniture, built-in items, plumbing fixtures & schedule, playground
 - Labeled classrooms – identify by age of children
 - Diaper changing stations
 - Toileting areas
 - All handwashing sinks – designated for diapering, food preparation areas, general handwashing
 - Food preparation areas, closets, storage closets, can wash area
 - Finish schedule for each room – floors, walls, ceiling
4. Manufacturer's equipment specification sheets

Child Care Center Specifications

Food service supplied by the Center

(check all that apply)

Meals

Breakfast Lunch Dinner Snacks Catered Other

Service Type

Family Style Plated Individually In Classroom In Dining Area

Utensil type

Multi-Use Single Service

Infant Foodservice (if applicable):

Where will bottles be stored, prepared, mixed and warmed?

What method will be used to warm bottles?

Which classrooms will be equipped with a refrigerator?

Is there a separate hand wash lavatory available to be used exclusively for handwashing before food preparation?

Diaper Changing

Is there a diaper changing station in each room where children are not potty trained?

Is the caregiver positioned so that there is a clear view of the other children while changing diapers?

Where and how will the soapy water and disinfectant bottles be stored five feet off of the floor?

Where will the diaper creams, gloves, and supplies be stored?

Is there a separate hand wash lavatory used exclusively for diaper changing hand washing in the direct proximity of the changing station?

Hand Wash Lavatories/Sinks

Total number of hand wash lavatories in the entire facility and types of faucets installed:

Will the soap and towels be mounted on the wall or free standing:

Storage

What type of storage will be used for the children's items?

What will the children nap on and where will these items be stored:

Where will the linens for the cribs/cots/mats be washed and where will the clean items be stored until used?

Where will the following items be stored:

Medicines _____

General cleaning supplies _____

Staff's personal items _____

General housekeeping issues

Do all classroom furnishings and toys have a smooth, washable finish?

Where will mouthed toys in infant and toddler rooms be washed and sanitized?

In class using the food prep handsink _____

In class using the 3 tub method _____

Sent back to the kitchen _____

Other: _____

Where will the sanitizer and disinfectant be mixed and will there be test strips available at each of these locations?

Water Heating Facilities

Please inform the plumber/engineer:

The kitchen hot water temperature must be a minimum of 120° F.

All other sinks accessible to children must have hot water between 80° – 110° F.

The Department has found that using two water heaters is the best option to keep each of these temperatures sustained.

How many water heaters will be used and where will they be located?

(If you are using two water heaters please note which one is for the kitchen and which one is for the classrooms.)

Attach the spec sheets for the water heaters. If none are available, the following information must be listed:

Make	
Model	
Storage tank Size	
Recovery rate in gallons per house	
Any attached tempering devices	

Lighting (must provide at least 50 foot candles in food preparation, dishwashing, children's work tables, and diapering surfaces; 10 foot candles in all other areas)

Do all areas, including storage closets, have adequate lighting? Are all fixtures shielded or using shatterproof bulbs?

Exterior

If the can wash area is outside, is it separated from the playground?

Is the HVAC, mechanical equipment, shed, etc. locked or fenced?

Finished surfaces

Describe the finished construction material used in the following areas:

	FLOOR	WALL	CEILING
Kitchen			
Food service area in classroom			
Bathrooms			
Diaper changing area			

Please submit this application with the following items to:

**Cabarrus Health Alliance
Environmental Health
300 Mooresville Rd.
Kannapolis NC 28081**

____ Completed: Application

____ Completed: Child Care Specifications Sheets

____ Complete: Site plan/drawing of the layout and all hardware/appliances

I understand that written approval of plans must be obtained prior to construction.

Name _____ ***Date*** _____

Please contact all other applicable agencies as required by law