



**TOE RIVER HEALTH DISTRICT**  
Avery & Mitchell County Health  
Departments  
**Environmental Health Section**



**Child Care/Adult Day/School Building Application**

Type of Construction:     New             Existing             Remodel

Was the building built prior to 1978?     Yes     No

If yes, a lead investigation must be conducted before plans will be reviewed.

Water Supply:             City/Municipal             Well

Waste Disposal:             City/Municipal             On-Site Septic System

Type of Establishment:     Child Care Center - Hours of operation: \_\_\_\_\_  
    Adult Day Care  
    School Building

Establishment Name: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Establishment Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant's Name: \_\_\_\_\_

Applicant's Title (Owner, Manager, Architect): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Owner of the Establishment (if different from applicant): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Projected Start Date of Project: \_\_\_\_\_ Projected Opening Date: \_\_\_\_\_

**I certify that the information in this application is correct and I understand that any deviation without prior approval from Toe River Health District's Environmental Health Plan Review may nullify plan approval.**

Applicant's Name Printed: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_

## THE FOLLOWING ITEMS MUST BE SUBMITTED TO BEGIN PLAN REVIEW

- Copies of all menus or list of food source(s)
- Site plan showing specific location of the property and playground
- Floor plan drawn to scale (minimum 1/4" = 1') of establishment with **all** equipment rooms, bathrooms, diaper changing and infant feeding stations, ice machines, hand washing sinks, washer and dryers, showers, cubbies/lockers, locked storage areas, mixing sink for chemicals, employee bathrooms, chemical storage area, cleaning cart storage areas and location for cleaning the carts, storage areas for toiletries, paper products, furniture, potty chairs, cribs & mats, can wash/mop basin, sick child area, and etc.
- Equipment specification sheets for **all** food service equipment (refrigeration, sinks, hot water heaters, etc.).
- Plumbing Plan (show floor drains, floor sink, water heater)  
**Hot and cold water is required at all points of use in adult day and child care centers. Adult Day (90°F-120°F) Child Care Centers (80°F-110°F) Kitchen (120°F)**
- Diagram showing the age and number of children for each class room

**NC DHHS Plan Review Guidelines:**

<http://ehs.ncpublichealth.com/faf/food/planreview/index.htm>

**NC DHHS Child Care Center Rules:**

<https://ehs.ncpublichealth.com/docs/rules/401432-1-SanitationRulesForm.pdf>

**NC DHHS Adult Day Service Rules:**

<https://ehs.ncpublichealth.com/docs/rules/294306-14-3300.pdf>

**NC DHHS Sanitation of Public, Private and Religious School Rules:**

<https://ehs.ncpublichealth.com/docs/rules/294306-8-2400.pdf>

**Will multi-use plates, silverware, cups or sippy cups be provided?**     Yes    No

If yes, where will they be stored and how will they be washed and sanitized?

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**Will foodservice occur in the classrooms?**     Yes     No

**How will milk bottles be heated and in what areas?**

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**How will toys, equipment and furniture be cleaned and sanitized?**

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**Will linens be washed on-site?**     Yes     No

If off-site linen service is used, provide specific details on where linens will be washed and how they will be transported:

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**Will live animals be kept on premises?**     Yes     No

If yes, describe: \_\_\_\_\_

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*Can wash must be large enough to accommodate the cleaning of all trash cans.  
A minimum 3' x 3' curbed floor sink sloped to drain, hot and cold mixing water with backflow prevention, 4" curb, backsplash and impervious surface.*

**Finish Schedule:**

Describe what materials will be used in each area:

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**Applicants need to fill in materials (i.e. quarry tile, 6" plastic cove molding, carpeting, etc.)**

	Floors	Walls	Ceilings
Bathrooms			
Classrooms			
Diaper Changing Areas			
Food Service Areas			
Hallways			
Infant Feeding Areas			
Laundry			
Stairs			

**Additional Comments:**

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Completed by: \_\_\_\_\_

Date: \_\_\_\_\_