



Renovation Application for a Child Care Center

This Renovation Review is for compliance with NC Rules Governing the Sanitation of Child Care Facilities (15A NCAC 18A .2800).

Durham City / County building permit number (LDO): _____

Projected start date of construction: _____ Projected completion date: _____

Name of Establishment: _____

Address: _____

City: _____ State: NC Zip Code: _____

Phone(s) (if available): _____ Cell _____

E-mail(s): _____

Name of Legal Ownership: _____

Type of Ownership: association, corporation, individual, partnership, or other legal entity:

Names and Titles of Persons in Legal Ownership: _____

Legal Ownership Address: _____

City: _____ State: _____ Zip Code: _____

Phone(s): _____ Cell _____

Name of Ownership Local Agent: _____

Local Agent Email Address: _____

Project Contact Person Name: _____

Contact Person Phone(s) _____ Cell _____

Contact Person E-mail(s): _____

I certify that the information in this application is correct, and I understand that any changes after submission may void or delay plan approval.

Name: _____
PLEASE PRINT NAME

Signature: _____ **Date:** _____
Owner or representative





Renovation Review Application for an Existing Food Service Establishment

Please list any changes that you are considering for this facility:

How many children do you intend to be licensed for? _____

Main Food Service

1. How will meals be provided? (check all that apply)

☐

Prepared/cooked on-site

☐

Catered from a permitted Food Service Establishment or approved Child Care Center

☐

Brought from child's home

2. If catered, provide caterer contact information:

3. Will dishes, silverware, sippy cups, etc. be washed? Yes ☐ No ☐

a. If yes, a 3-compartment sink OR a 2-compartment sink and a dish machine with a sanitizing cycle is required. Attach a copy of the dish machine specification sheet if applicable.

b. If no, single use cups, silverware, plates, etc. must be used.





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Infant/Toddler Food Service

1. Will bottles be stored, prepared, warmed, served out of the kitchen? Yes ☐ No ☐
2. Will bottles be stored, prepared, warmed, served in infant classrooms? Yes ☐ No ☐
 - a) What method will be used to warm bottles?
 - b) Is there a refrigerator for bottle storage? Yes ☐ No ☐
 - c) Is there a separate hand wash lavatory used exclusively for food preparation hand washing? Yes ☐ No ☐
3. How will highchair trays be washed, rinsed and sanitized after EACH use?

Diapering

Will the child care center be caring for children with diapering needs? Yes ☐ No ☐
(if yes, answer 5 questions below)

1. What classrooms will diapering be located?
2. Can the caregiver view other children while changing diapers? Yes ☐ No ☐
3. Where and how will soapy water and disinfectant be stored?
4. Where will diaper creams, powders, etc. be stored out of reach of children?





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5. Is there a separate hand wash lavatory used exclusively for diaper changing hand washing?

Yes ☐ No ☐

If no, how/where will hands be washed after diaper changing

Storage

1. Is storage provided for each child? Yes ☐ No ☐
2. Are coat hooks spaced at least 12 inches apart? (Double hooks may not be used for two children).
Yes ☐ No ☐

Cleaning/Sanitizing

1. Where will toys in classrooms with children in diapers be washed and sanitized?
2. Where will chemicals be stored?
3. Can Wash/Mop Sink Location _____

Additional Hand Wash Lavatory Information

1. Does each toilet area have a conveniently located non-food service-related hand wash lavatory?
Yes ☐ No ☐
2. Does the food service area in the infant, toddler, and any other classroom preparing food (snacks, etc.) have a hand wash lavatory exclusively for foodservice hand washing? Yes ☐ No ☐





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Hot Water Supply

The water temperature at the kitchen dish sink will need to be a minimum of 120° Fahrenheit and all other plumbing fixtures accessible to children must be maintained at 80° – 110° Fahrenheit. The Department has found that using two water heaters is the best option. Provide water heater(s) specifications. (Please note if you are using multiple water heaters and which one is for the kitchen/laundry and which one is for the classrooms.)

1. Water Heater #1 Specifications: (Manufacturer information sheet or plate on tank)

Manufacturer _____ Model _____
Tank Size: (gallons) _____ GPH Recovery: _____
Power Rating: Gas _____ (BTU'S) Electric _____ (kW)
Types of fixtures served: _____

2. Water Heater #2 Specifications: (Manufacturer information sheet or plate on tank)

Manufacturer _____ Model _____
Tank Size: (gallons) _____ GPH Recovery: _____
Power Rating: Gas _____ (BTU'S) Electric _____ (kW)
Types of fixtures served: _____

Lighting

1. Do all light fixtures have shatterproof or shielded bulbs? Yes ☐ No ☐
2. Will a minimum of 50 foot-candles of lighting be provided at all work surfaces (including food prep, utensil washing, diaper changing, children's work tables, desks, and easels, and etc.)?
Yes ☐ No ☐
3. Will a minimum of 10 foot-candles of lighting be provided at all other areas, including storage?
Yes ☐ No ☐





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FINISHES

Please describe the finishes/construction material in the following areas. All must be washable.

1. Diaper changing areas
 - a. Counter tops and backsplash:
 - b. Cabinets:
 - c. Ceiling:
2. Floors in classroom(s):
3. Foodservice areas in classrooms (this includes bottle warming and snack preparation areas)
 - a. Counter tops and backsplash
 - b. Cabinets:
 - c. Ceiling:
4. Kitchen
 - a. Countertops and backsplash:
 - b. Cabinets:
 - c. Floors and base boards:
 - d. Walls:
 - e. Ceilings:
5. Toilet rooms
 - a. Floors:
 - b. Ceilings:

