



Prior to starting construction or remodeling any child care center, plans drawn to scale, an approved floor plan from the licensing agent, a menu, and specification sheets must be submitted to this office.

Some clarifications to help you with the plan review process are:

What temperature does the water need to be?

Hot water used for cleaning and sanitizing food utensils and laundry shall be at least 120° F at point of use.

Hot water in any area accessible to children shall be between 80° F and 110° F.

What about lighting?

All lighting surfaces in kitchens, diapering changing areas and children's work areas must be at least 50 foot candles and shielded or shatterproof.

All other areas must be at least 10 foot candles of light and shielded or shatterproof if in an area used by children.

What are some of the specifications for kitchen equipment and food preparation areas?

Each center must have at least a 2-compartment sink, drain boards or countertop space of adequate size.

Adequate refrigeration and cooking equipment.

Domestic or commercial equipment may be used.

Centers using multi-serving articles shall provide a dishwasher. Instead of a dishwasher and a 2-compartment sink, a 3-compartment sink of sufficient size and depth may be used.

Separate lavatory for hand washing is required in all food prep areas.

A commercial hood shall be installed when frying is used for food preparation.

If baby food is prepared in a class room, a food preparation area shall be provided.

What is in the three spray bottles?

- 1) Detergent solution (for diapering area).
- 2) 50 – 200 ppm chlorine sanitizer with test strips.
- 3) 500 – 800 ppm chlorine disinfectant with test strips.

**OR**

Approved EPA registered disinfectant or germicide.

**Union County Environmental Health Child Day Care  
Plan Review Application**

**Food Service (Attach Menu)**

*Check or answer all that apply:*

Meal Preparation:       On-Site Kitchen                       Catered Meals

Location of Dining Area:     Family Style – in Classroom       Designated Dining Area

Other \_\_\_\_\_

Meals/Snacks Provided:     Breakfast               Lunch               Dinner

Morning Snack       Afternoon Snack       Evening Snack

Type of utensils used during service:       Re-usable               Disposable

Type of Lock used on kitchen door: \_\_\_\_\_

Location of infant/toddler food service area: \_\_\_\_\_

Method used to warm bottles: \_\_\_\_\_  
(Microwaves not allowed for warming bottles)

**Diapering**

Designated area(s) used exclusively for diapering:     Yes               No

Handwash lavatory in diapering area:                       Yes               No

Location of soapy water and sanitizer: \_\_\_\_\_

Location of disinfecting solutions: \_\_\_\_\_  
(1- ¼ cup (2 fluid oz.) bleach mixed in 1 gal. of water – mixed daily)

Test strips available for sanitizer and disinfecting solution:     Yes               No

**Cubbies**

Arrangement of cubbies: \_\_\_\_\_

Distance between coat hooks:               12"               +12"

Beds, Cribs, Cots, Mats, and Linens

Distance between cribs:                       18"               Using Crib Dividers

Location of:      Cot/Mat Storage: \_\_\_\_\_

   Linen Storage: \_\_\_\_\_

   Designated sick area with cot/mat & vomitus receptacle: \_\_\_\_\_

   \_\_\_\_\_

**UNION COUNTY ENVIRONMENTAL HEALTH CHILD DAY CARE  
PLAN REVIEW APPLICATION**

**Cleaning/Sanitizing**

Method of washing and sanitizing toys in infant and toddler rooms (hard plastic toys must be washed in dishwasher): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Type of sanitizer and test strips used in facility: \_\_\_\_\_

Location of can wash facility: \_\_\_\_\_  
(Minimum temperature 80°F)

**Hand wash lavatories**

Locations:      \_\_\_ Toilet Rooms      \_\_\_ Diaper Changing Station      \_\_\_ Food Service Areas

Types of faucets used: \_\_\_\_\_

**Locked Items**

Locations of: Medicines: \_\_\_\_\_

Cleaning Supplies: \_\_\_\_\_

Personal Belongings: \_\_\_\_\_

Aerosols: \_\_\_\_\_

All other toxic products: \_\_\_\_\_

**Water Heating Equipment**

Storage Tank Size: \_\_\_\_\_ Gallons per hour recovery rate: \_\_\_\_\_

**Lighting**

Shatterproof or shielded bulbs:      \_\_\_ Yes      \_\_\_ No

50 foot candles at all work areas:      \_\_\_ Yes      \_\_\_ No

10 foot candles at all other areas:      \_\_\_ Yes      \_\_\_ No

**Union County Environmental Health Child Day Care  
Plan Review Application**

**Finishes**

Finishes / construction material in / on:

Diapering changing counters: \_\_\_\_\_

Food service counter in infant room: \_\_\_\_\_

Floors around diapering and foodservice counters in infant and toddler rooms:

\_\_\_\_\_  
\_\_\_\_\_

Backsplash of diapering and foodservice counters in infant and toddler rooms:

\_\_\_\_\_  
\_\_\_\_\_

Cabinetry in Classrooms:

\_\_\_\_\_  
\_\_\_\_\_

Kitchen floors, walls, and ceilings:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Outside Premises**

Description of Playground area:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **BRIEF REVIEW FOR KITCHENS IN CHILD CARE CENTERS**

*Licensed for or serving food to less than 30 children:*

- Domestic kitchen equipment may be used
- Maintain two compartment sink with drain boards or adequate countertop space on each end
- Dishwasher needed for multi-use articles
- Three compartment sink acceptable in lieu of dishwasher
- Separate sink for handwashing in food prep area
- Commercial hood required when frying

*Licensed for or serving food to 30 or more children:*

- Approved food service equipment
- Three compartment sink and adequate drain boards or adequate countertop space on each end when meals are prepared and multi-use articles used
- Two compartment sink and adequate drain boards or countertop space on each end when meals are prepared and single service articles used or when no meals are prepared and single service articles used
- Separate sink for handwashing in food prep and food service areas
- Commercial hood used when frying

*Infant/Toddler Food Preparation Area:*

- Domestic food service equipment can be used
- Separate hand sink for food preparation (other than diaper changing station)

## Hot Water Calculation Worksheet

Facility Name: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone No.: \_\_\_\_\_

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

Description	Quantity	Size (e.g., 14×16×8)	Gallon per hour (GPH) (Table 2, sink volumes)
Domestic Two-comp sink		× ×	
Commercial Two-comp sink		× ×	
Commercial Three-comp sink		× ×	
Handwash or Lavatory sink		× 2.5 gallons =	
Food Prep sink Kitchen or infant/toddler		× 10 gallons =	
Pre-rinse Commercial dishwasher		× 45 gallons =	
Can wash		× 10 gallons =	
Domestic Dish Machine		(GPH as per manufacturer) × GPH =	
Commercial Dish machine		(GPH as per manufacturer) × GPH =	
Washing Machine		(GPH as per manufacturer) × GPH =	
Laundry Tub		(Use 30 GPH as standard) × ×	
Other Equipment		× Gal per/hr =	
<b>Total gallons</b>	<b>Per hr @ 140°F or 130°F</b>	<b>Required (Sum of 4<sup>th</sup> column)</b>	_____

Commercial units are designated as NSF, UL, or other like third-party certifiers for equipment manufacturers

If two hot water heating units are being used, two separate worksheets should be filled out to determine the total gallons per hour (GPH) required.

<b>Child Care Centers located in a residence with less than 13 children</b>	<b>Domestic 4.5 Kw electric</b>	<b>40 gallon</b>
	<b>35,000 btu gas</b>	<b>30 gallon</b>
<b>Child Care Centers licensed with 13 to 29 kids</b>	<b>Domestic 4.5 Kw electric</b>	<b>50 gallon</b>
	<b>45,000 btu gas</b>	<b>40 gallon</b>
<b>Child Care Centers licensed with 30 to 120 kids</b>	<b>Domestic 4.5 Kw electric</b>	<b>80 gallon</b>
	<b>55,000 btu gas</b>	<b>50 to 75 gallons</b>

For water heater use in centers where multi-use articles are used and the center is equipped with a dish machine and washing machine, the size of the water should be based on the total gallon per hour (GPH) rating for the number of fixtures requiring hot water. The following worksheet and table may be used as a guide.