



Cleveland County

NORTH CAROLINA

APPLICATION FOR AN ADULT DAY SERVICE FACILITY

Name of Facility: _____

Location Address: _____

City: _____ State: NC Zip: _____

Contact Phone #: _____ Email: _____

Owner/Operator: _____

Mailing Address: _____

City _____ State: _____ Zip: _____

Contact Phone #: _____ Email: _____

Please specify the following:

Sewer: Public/Municipal On-site Wastewater System

Water: Public/Municipal Private Water Supply

Total # of participants on roll: _____

Total # of employees: _____

Total # of shifts: _____

Overnight lodging or care? Yes No If yes, how many beds? _____

Is the facility already and existing day care? Yes No

If yes, name the facility: _____

Will the facility be newly constructed or remodeled? _____

Will prepared meals be received from another facility? Yes No

Will the facility be preparing:

Meals or snacks? Yes No, Fresh vegetables Yes No, Fresh poultry Yes No

Will the facility be frying foods? Yes No

Will the facility be using multi-use eating and drinking utensils? Yes No

Will the facility be providing care for adults in diapers or who may need possible change of clothes through the day? Yes No

Will participants have kitchen duties? Yes No

Will the facility be providing a dumpster? Yes No

Please submit the following along with a completed application:

- A menu of list of possible foods to be served.
- A site plan including all structures and property lines, location of solid waste disposal, etc.
- A detailed drawing of all rooms, equipment layout of kitchens, bathrooms, location of sinks and diaper changing facilities if provided.
- A schedule of floor, wall, and ceiling covering of each room

You will be responsible for obtaining approval from appropriate zoning and building inspection departments. Their numbers are included below to assist you.

	ZONING	BUILDING INSPECTIONS
Shelby	704-484-6805	704-484-6805
Kings Mountain	704-734-4599	704-734-4599
Cleveland County	980-484-4975	980-484-4977

If your business will be located in any jurisdiction other than those listed above, please check with your city manager and/or town hall for permitting assistance.

Proposed opening date: _____

Date Application Submitted: _____

Applicant's Signature: _____

APPLICATIONS CAN BE SUBMITTED IN PERSON OR BY MAIL TO:

Cleveland County Permits Office
1333 Fallston Road
Shelby, NC 28150