



Cleveland County

NORTH CAROLINA

APPLICATION FOR AN ADULT DAY SERVICE FACILITY

Name of Facility: _____

Location Address: _____

Phone/ Email: _____

Owner/ Operator: _____

Mailing Address: _____

Phone/ Email: _____

Please specify the following:

Sewer: public sewer _____ private septic system _____

Water: public water _____ private water supply _____

Total # of participants on roll: _____

Total # of employees: _____

Total # of shifts: _____

Overnight lodging or care? YN If so, how many beds? _____

Is the facility already an existing day care? YN

If so, name the facility. _____

Will the facility be newly constructed or remodeled? _____

Will you be receiving prepared meals from another facility? YN

If so, name. _____

Will you be preparing:

Meals or snacks? YN, Fresh vegetables YN, Fresh poultry YN

Will you be frying foods? YN

Will you be serving on multi-use utensils? YN

Will you be providing care for adults in diapers or who may need possible change of clothes through the day? YN

Will participants have kitchen duties? YN

Will you be providing a dumpster? YN

Please submit the following along with the completed application:

- a menu or 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 coverings 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 INSPECTION

Shelby 704-484-6805

Kings Mountain 704-734-4599

Cleveland County 980-484-4975/ 4997

FIRE MARSHALLS

704-484-6816

704-734-0555

704-481-4841

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