



Building and Development Services Department

BUILDING INSPECTIONS

Mailing Address: P.O. Box 1578, Gastonia, NC 28053
Street Address: 128 West Main Avenue, Gastonia, NC 28052
Phone: (704) 866-3155

Day Care & Group Home License Inspection Request

Written approval required from appropriate Zoning office

Note to Applicant

This application should be filled out for the following purposes: day care license inspection for existing day cares that may be changing ownership OR new day care facilities that wish to have a separate inspection from the building inspection(s) that occur as part of a new build or remodel. This application should also be used for those wishing to have a group home inspection performed.

Please see following pages for corresponding DHHS documents that need to be provided on-site to the inspector(s) once this permit request has been approved.

Business Name: _____

Address: _____

Directions: _____

Owner's Name: _____

Address: _____

Phone Number: _____

Number of Hours Children will be in attendance: _____ Age Range of Children: _____

Previous Use of Building: _____

Building Area: _____ sq. ft. Number of Stories: _____

Sprinklered: __Yes __No Fire Alarm: __Yes __No Fire District: __Yes __No

The undersigned hereby certifies that he/she is either the owner of the property and/or the authorized agent of the owner and hereby makes this application valid for permitting and inspecting per the description of work provided to Gaston County as listed above. The applicant agrees to adhere to all applicable Gaston County and State laws while performing work pertaining to this permit.

Applicant's Signature

Date

Once this form is complete you may submit this request to the Gaston County Permitting Department online at <https://energovweb.gastongov.com/EnerGovProd/SelfService#/home>

BUILDING INSPECTORS INSPECTION FORM FOR CHILD CARE CENTERS

NAME OF OPERATION _____

ADDRESS _____ TELEPHONE: _____

CITY _____ STATE _____ ZIP _____

BUILDING INSPECTORS CERTIFICATE

1. The areas in the building that are designated as the licensed space are required by the licensing agency to meet the Building Code in effect when an application for licensure is submitted to the regulating agency. Does the building listed above, to the extent observable, meet the current North Carolina Building Code? Yes ___ No ___

2. If no, list question numbers which do not comply, explain the violation and whether equivalent protection for the safety of the children is provided:
1) _____
2) _____
3) _____
4) _____

3. Are any of the above violations of a life safety concern? Yes ___ No ___
If yes, please list question numbers _____

4. In your opinion based on the violations listed above, do you recommend that the Division of Child Development issue a provisional license to allow time for correction of the violations? Yes ___ No ___
If yes, how long (30-60-90 days) and for which violations? _____

(Note: All violations must be corrected before a license can be issued unless a provisional time period is recommended or equivalent protection is documented.)

5. Number of rooms approved for occupancy by children? _____
(Attach sketch of building with rooms identified)

6. Specify any local zoning restriction: _____

Signature of Inspector _____/Date _____

Jurisdiction _____/Phone: _____

The Inspectors Certificate and Building Inspection Form is required to be completed in its entirety before the Division of Child Development (DCD) can consider the document complete. All questions must be answered; any **NO** answers must have a written explanation.

This form was developed through the cooperation of the Division of Child Development and the Engineering Division of the Department of Insurance. Please note that the inspection forms do not cover all areas of the Code, but are intended to be used as a guide for the local inspector. If additional Code items which are not addressed on these forms are found to be in violation of the Code, please document them on the back of this form.

Prepare in quadruplicate: Original & copy to DCD, 1 copy kept by inspector, 1 copy kept by operator.

CHILD CARE BUILDING INSPECTION FORM

SECTION A: The following general questions should be answered for **BOTH** Educational and Institutional type occupancies.

LIGHT & VENTILATION

1. Is the total area of all windows in the child care room equal to or greater than 8% of the floor area or is artificial light provided? Yes _____ No _____
- 2.a Does the room have natural ventilation from a minimum amount of operable window or door area to the outside that would allow a clear opening that is equal to or greater than 4% or more of the floor area?
(If **NO**, go to question 2b). Yes _____ No _____
- b Is space mechanically ventilated as required by North Carolina Mechanical Code?
(N/A if an existing building) N/A _____ Yes _____ No _____

FIRE

3. Does this building have a manually operated fire alarm system (electrically installed system with pull box stations)? Yes _____ No _____

EXITS

4. Are there at least 2 exits (doors, stairs, smoke proof towers, ramps, or horizontal exits) remote from each other on each floor or fire section of the building? Yes _____ No _____
5. Is the exit capacity adequate? Yes _____ No _____
6. Are all means of egress adequately illuminated at all times that the building is occupied? Yes _____ No _____
7. Are the means of egress identified by readily visible exit signs when the exit or way to reach it is not immediately obvious to the occupants? Yes _____ No _____
8. Is emergency power provided for centers with more than 300 occupants or for centers providing night care as required by the Building Code? N/A _____ Yes _____ No _____

CORRIDORS AND ACCESS TO EXITS

9. Are all means of egress unobstructed without passing through a closet, storage area, kitchen, restroom, or other hazardous space? Yes _____ No _____
10. Are all exit corridors a minimum 1-hour fire resistance? (If yes, go to Question 12) (N/A applies only if there are no corridors) N/A _____ Yes _____ No _____
11. If corridors are not 1 hour fire rated, do all child care rooms, spaces, and areas have a direct level of discharge exit to the outside? Yes _____ No _____
12. a. Do all corridors, ramps, and passageways have a minimum 6 feet clear width in all areas serving as means of egress for capacity of 100 or more? (N/A if capacity is less than 100) N/A _____ Yes _____ No _____
- b. Are all corridors, ramps, and passageways not less than 44" clear width in all areas serving as means of egress for capacity of less than 100? (N/A if capacity is more than 100) N/A _____ Yes _____ No _____
13. Are all dead-end corridors no more than 20 feet in length? (N/A applies only if no dead-end occurs) N/A _____ Yes _____ No _____

14. Do all doors have a minimum clear opening width of 32" (min. door width of 36") in the following locations:
- a. between occupied rooms and required exits? Yes____ No____
 - b. exit doors leading to the exterior? Yes____ No____
15. Are all doors in the line of exit travel a swinging door (side hinged)? Yes____ No____
16. Do doors to rooms that accommodate more than 50 people swing in the direction of travel ? N/A____ Yes____ No____
(N/A applies if room accommodates less than 50 people)
- 17.a Do all required egress and exit doors have single motion, self-unlocking type handle, lever, push pad, or panic hardware? Yes____ No____
- b. If room accomdates 100 or more people, do all required egress and exit doors have push pads or panic hardware? N/A ____ Yes ____ No ____

STAIRS (NOTE: If no stairs, interior or exterior, check N/A____ and go to Question 22. If applicable, all questions must be answered)

- 18.a Are all stairs serving 50 or more occupants at least 44 inches in width? N/A____ Yes____ No____
- b Are all stairs serving less than 50 occupants, at least 36" in width? N/A____ Yes____ No____
19. Are all stairs with four or more steps provided with proper handrails and guardrails? Yes____ No____
20. Are all interior stairs enclosed with 1-hour rated walls and 1-hour rated "B" labeled doors that are at least 36" wide? Yes____ No____
21. Are the stair enclosure doors self-closing? Yes____ No____

WALLS AND CEILINGS

22. a. Are all wall and ceiling coverings throughout building non-combustible? (Use of untreated combustible fiber boards, wood, and other combustible fiber boards, wood and other combustible finishes is prohibited). Yes____ No____
- b. Do interior wall and ceiling finish materials meet the flame spread ratings as required by the Minimum Interior Finish Classification Table, NCBC Yes____ No____
23. Do ceilings in habitable rooms have a minimum of 7'-6" clear height? Yes____ No____

HEATING SYSTEMS/MECHANICAL

24. Is the building free of unvented fuel burning or portable electric space heaters? Yes____ No____
25. Have air conditioning, ventilation, heating, cooking, and other service equipment been inspected and approved by the appropriate inspectors? Yes____ No____
Date Inspected _____
26. a. Is combustion and ventilation air for boiler or heater rooms taken directly from and discharged to the outside of the building? N/A____ Yes____ No____
(N/A if electric heat is installed)
- b. If inside air is used for fuel-burning appliance does it meet the requirements of Chapter 7 of the North Carolina Mechanical Code. N/A____ Yes____ No____
(N/A if inside air is not used)

PLUMBING

27. Does the number of waterclosets and lavatories comply with the Plumbing Code as determined by the appropriate inspector? Yes____ No____
(1 watercloset per 15 children, 1 lavatory per 25 children)

Maximum # of persons allowed by plumbing facilities? _____
Date Inspected _____

ELECTRICAL

28. Do the visible and accessible portions of the electrical system comply with applicable sections of the Electrical Code as determined by the appropriate inspector? Yes____ No____
Date Inspected _____

MIXED AND MULTI-USE OCCUPANCIES

29. Are all child care areas separated from adjacent occupancies in accordance with the requirement of mixed occupancies and the Occupancy Separation Requirements Table? (N/A if no mixed occupancies) N/A____ Yes____ No____

30. Do all multi-use areas comply with the most restrictive applicable sections of the State Building Code for each intended use? N/A____ Yes____ No____
(N/A if no multi-use areas)
(Multi-use is defined as an area which will be used for different functions at different times and not concurrent. Example: child care to fellowship hall.)

ACCESSIBILITY CODES

31. Does this building comply with applicable State Building Codes for access/use by persons with disabilities? Yes____ No____

SECTION B: The following questions should be answered only for **educational occupancy** in addition to the questions answered in Section A above.

32. Does the building comply with the Allowable Heights and Building Areas Table for Educational Occupancy? (If **NO**, go to Section C). Yes____ No____

33. a. Are all rooms, approved for use by children below grade 2, on the level of exit discharge? (If **NO** go to Section C) Yes____ No____

b. Are rooms used by children in grades 2 and higher no more than one story above the level of exit discharge? Yes____ No____

34. a. Do rooms used by children who are less than 2 ½ years have a direct exit to the outside? (N/A applies only if center does not serve children under 2 ½ yrs) N/A____ Yes____ No____

b. Do rooms used by children under 2 ½ years qualify as alcoves to adjacent spaces with direct exit to the outside? Yes____ No____

c. If the square footage of the child care area is >20,000 square feet, do all rooms for all children have direct exits? (N/A if sq. footage is < 20,000) N/A ____ Yes ____ No ____
(If **NO** to both a and b or c, go to Section C)

35. Are all rooms approved for use by children provided with an operable window which complies with Special Exit Requirements for Educational Occupancy? N/A ____ Yes ____ No ____
(N/A if direct exit to outside)

36. Is the most remote point in every room occupied by children, including dining room, not more than 200 feet from the nearest exterior exit ? (non-sprinklered building) Yes____ No____

37. Are smoke detectors provided in the corridors in accordance with Automatic Fire Detection and NFPA72 for child care use? Yes____ No____

SECTION C: The following questions should be answered only for **institutional occupancy** in addition to the questions answered in Section A above.

38. Does the building comply with the Allowable Heights and Building Areas Table for Institutional Occupancy? Yes____ No____

SECTION C cont.:

39. Are smoke detectors provided in the corridors in accordance with Automatic Fire Detection and NFPA72? Yes_____ No_____
40. Does the building provide protection from hazardous areas as required by Special Institutional Occupancies, Group I Unrestrained Occupancies, Protection from Hazardous Areas? Yes_____ No_____
41. Does the building have an approved automatic sprinkler system in accordance with Special Institutional Occupancies Group I Unrestrained Occupancies? Yes_____ No_____
42. Is the most remote point in every room occupied by children, including the dining room, not more than 200 feet from the nearest exterior exit? Yes_____ No_____

GROUP HOME APPROVAL FORM FOR BUILDING INSPECTOR

Appendix A: Group Home Approval Checklist

Division of Health Service Regulation

Note for Building Inspector: This is an **optional** form that may be used as an attachment to the Form 428-BI *Group Home Approval Form for Building Inspector*.

DHSR Construction Section Project Number: _____ **FID Number:** _____

Facility Name: _____
Applicant's Name: _____
Facility Street Address: _____
City: _____ Zip code: _____

APPROVED
YESNO

GENERAL CONSTRUCTION

- There must be no obvious general safety and/or structural defects. The wood structure must be sound and dry, with no mildew smell, wet insulation, or standing water in the crawl space.
- There must be no exterior portals for vermin to enter the home (holes in soffits or fascia, missing foundation vents, etc)
- All decks, floors, porches, steps and railings (inside and outside) must be safe and in good repair.
- Provide a minimum two remote exits at each floor and arranged to minimize the possibility that both may be blocked by any one fire or other emergency. On the ground floor, provide at least one door three feet wide and one door at least two feet-eight inches wide.
- Interior ceiling heights must be a minimum seven feet-six inches high.
- Interior wall and ceiling finish shall be Class A, B or C. Fire retardant paints shall be renewed at such intervals as necessary to maintain the required finish rating if applicable.
- All required windows and doors must be easily operable from the inside for ventilation and escape purposes.

FOR HOMES WITH NONAMBULATORY RESIDENTS

- Either:** 1-hour fire-resistant construction including all walls, partitions, floors and ceilings, and 1.75 inch solid wood core bedroom doors; **Or:** sprinklered with a wet-pipe system in accordance with NFPA 13D with a 30-minute water supply including sprinkler protection in toilets, closets, pantries, storage and utility spaces. Sprinkler system to be monitored per Section 903.4 (Exception 1, is not applicable).
- Exit stairways either exterior unenclosed or interior enclosed on each level with 1-hour fire-resistant construction and a self-closing 20-minute labeled door. Other interior stairways enclosed on one floor level with one - hour fire-resistant construction and a self-closing 20-minute labeled door.
- Any incidental use areas (as defined by Table 509) enclosed with one-hour fire-resistant construction and a self-closing 20-minute labeled door or provided with sprinklers and smoke-resistant separation from other areas.
- Provide a fire alarm system in accordance with NFPA 72. Provisions shall be made to activate the internal evacuation alarm at all required exits.
- Interior wall and ceiling finish of gypsum wallboard, plaster or other noncombustible material.

APPROVED
YESNO

PLUMBING

- Hot water tank pressure relief valve is piped to a safe location

APPROVED
YESNO

ELECTRICAL

1. Receptacles in kitchens, bathrooms, garages, and outdoors are GFCI protected.
2. Exposed wiring in attics, crawl spaces, and other areas is supported and protected.
3. Smoke detection is installed in each bedroom, outside each bedroom area, and on each level. All detectors must be: **a)** powered from un-switched 120-Volt house current, **b)** provided with battery backup power, and **c)** tied together so that when any detector is activated, all the detectors sound.
4. The panel box must be labeled to indicate which circuit serves which appliance or area of the house. Panel blanks must be filled and the panel face secure.
5. Kitchen circuits must adequately support the equipment and outlet loads.
6. Outside lighting is required at all exit doors.
7. Where appliances are required to have three-wire 120-Volt circuits/receptacles, no adapters are permitted. Check the kitchen, laundry, computer, freezer and other three-wire appliances, and provide new circuits/receptacles where needed.
8. All extension cords must be UL approved and be properly used.
9. Verify that electrical outlets have not been painted.

FOR FAMILY CARE HOMES AND HOMES WITH NONAMBULATORY RESIDENTS

10. Heat detector(s) in the attic with dedicated sounding device, powered by a 120-Volt house circuit and provided with battery backup power.

APPROVED
YESNO

HEATING/COOLING

1. If applicable, provide smooth walled solid metal duct from the range hood and from the dryer wall connection to exhaust directly to the outside of the home. Provide back draft caps at the exterior termination of these ducts. Note that flexible duct may be installed between the dryer and the wall connection.
2. If applicable, provide metal duct from the bathroom ventilation fans to exhaust directly to the outside of the home. This duct may be a flexible metallic duct. Provide back draft caps at the exterior termination of these ducts.
3. Ensure there is adequate combustion air and ventilation at gas-fired heating equipment – furnaces, water heaters, and dryers.

COMMENTS, ADDITIONAL INFORMATION, DIRECTIONS, ETC.

Approved **Not Approved:** **for compliance with code requirements listed above by:**

Inspector: _____ **Jurisdiction:** _____ **Date:** _____

Important Note: The approval by the building inspector does not permit the applicant to admit residents to the facility. Final approval for licensure must be obtained from the Division of Health Service Regulation Adult Care or Mental Health Licensure Section after final approval by the Construction Section. All Licensure Rules and Building Code requirements listed in our Letter of Review and/or Inspection Report for this facility must be provided or completed. In many cases, licensing requirements may be more stringent than building code requirements.

Applicant: Please return this completed form to:	DHSR Construction Section	Attn: _____
	2705 Mail Service Center	
	Raleigh, NC 27699-2705	