

Section I: Provide a copy of the site plan for the proposed facility. On-site water wells, on-site sewage disposal systems, utility lines, and drain lines shall be shown.

Sites and Structures:

- (a) Is site subject to flooding ____ or standing water ____ ?
- (b) Are buildings soundly constructed? ____ Roof? ____ Siding? ____ Windows? ____
Doors? ____ Foundation? ____ Porches? ____ Walks? ____ Steps? ____
- (c) Are the interior surfaces in good repair and easily cleanable? Floors ____ Walls ____
Ceilings ____
- (d) Are outside areas grassed or paved as needed? ____
- (e) In what year was the building constructed? ____ If constructed prior to 1978 has a lead
hazard risk assessment been performed? ____ Is a copy of this assessment available? ____

Section II: Layout and Internal Finishes

- (a) Provide a copy of the floor plan for the proposed facility.
- (b) Room Finish Schedule – Fill in materials to be used:

Location	Walls	Floors	Base	Ceiling	Lighting Type
Kitchen(s)					
Storage Room(s)					
Mechanical Room(s)					
Restroom(s)					
Dining Area(s)					
Janitor Closet					
Other: (Classrooms, Playrooms, etc.)					

Section III: Water Supply

- (a) Is the facility served by municipal water or an on-site well? _____
- (b) If an on-site well is being utilized:
Has the well been approved by the local health department? ____
 1. Water Supply Serial Number (WSSN) _____
 2. Depth ____ feet
 3. Diameter ____ inches
 4. Type of pump _____
 5. Capacity of storage tank ____ gallons
 6. Isolation from sources of contamination (ex. septic tank, tile field, or pond)
Type _____ Distance _____ feet
Type _____ Distance _____ feet

Section IV: Sewage Disposal System

- (a) Is the facility served by a municipal sewer or an on-site sewage disposal system? _____
- (b) If an on-site system: Number of septic tanks ____; Size of septic tanks _____ gallons; Final waste water disposal system size and type _____ (dry well, absorption bed, absorption field, etc.); location of system _____
- (c) Permit number for on-site sewage disposal system _____ Date _____

Section V: Insect and Rodent Control

- (a) Are windows / doors used for ventilation supplied with screening not less than 16 mesh? _____
- (b) Is the facility constructed to prevent the entrance of insects and rodents? _____
- (c) Are provisions made for the proper collection, storage, and removal of garbage, rubbish, and solid waste? _____

Section VI: Lighting, Ventilation, and Heating

- (a) Do all areas of the facility which will be used by the residents or occupants have at least twenty (20) foot candles of artificial or natural light (3) feet above the floor? _____
- (b) Are all the activity and living areas properly ventilated by either openable windows or mechanical means? _____. Is the openable area of the windows equal to at least four (4%) percent of the floor area? ____ Is the building air conditioned? _____

Section VII: Swimming Facilities

- (a) Are swimming facilities provided? _____
- (b) If a pool: does the swimming pool have an operation permit from the Michigan Department of Environmental Quality? ____ If not, what is required in order to get a permit?

- (c) If a beach: is the water clear and free of pollution? ____; hazards? _____

Section VIII: Accident Prevention

- (a) Where is the area provided for the storage of toxic chemicals to be located? _____
- (b) Is hot water to resident fixtures less than 120 degrees Fahrenheit? _____
- (c) Are secure handrails installed on stairs, tubs, and showers? _____
- (d) Is electrical system safe? _____
- (e) Are electrical outlets that are accessible to preschool children provided with acceptable protective devices? _____
- (f) Is the outside recreation area and recreation equipment safe? _____
- (g) Are toys safe and capable of being cleaned? _____

Section IX: Food Service

- (a) Will meals other than simple snacks be provided? _____ Examples:

- (b) How many people will be served meals daily? _____
- (c) What type of cooking equipment is proposed?

- (d) Has equipment been acquired yet? _____

- (e) Will the cooking equipment be ventilated? _____
- (f) Are utensils, equipment, and work surfaces easily cleanable? __; smooth? __; nonabsorbent? __; durable? __
- (g) Are lights in the food storage, preparation, and serving areas protected from breakage? _____
- (h) Is a separate sink, used for hand washing only, provided in the food service area? _____
- (i) Will tableware (dishes, glasses, forks, spoons, knives, etc.) be disposable (single service)? __ or reused after washing? _____
- (j) If washing; what type of dish washing facilities will be provided?
 - 1. Commercial dishwashing machine _____
 - 2. Domestic dishwashing machine with sanitizing capability _____
 - 3. Three compartment sink _____
 - 4. Two compartment sink with sanitizing container _____
- (k) Is there adequate refrigeration and freezer capability? _____

Section X: Plumbing Facilities

- (a) How many present and conveniently located toilets? __ hand washing sinks? __ and bathing fixtures? _____
- (b) Is a janitor sink provided? __ Where? _____
- (c) For facilities providing infant and toddler care, is a hand washing sink convenient and accessible to the diapering area? __ Where? _____
- (d) Are anti-siphon and/or backflow prevention devices provided on flush toilets and urinals, garbage disposals, etc.? _____
- (e) Water heating equipment: Make _____ Model Number _____
 Type: Gas __ Electric _____
 Hot Water Demand _____ BTU/hr or _____ KW/hr
 120° Storage capacity _____ gallons OR 140° Storage capacity _____ gallons


Certification

This completed form reflects proposed specifications true to the best of my knowledge and belief.

Signature: _____ Date: _____

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Reviewing Sanitarian: _____
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