



Okanogan County Public Health

<http://www.okanogancounty.org/ochd/index.htm>

1234 South 2nd Avenue
P.O. Box 231
Okanogan, WA 98840
(509) 422-7140
TDD (800) 833-6388

OKANOGAN COUNTY PUBLIC HEALTH REGULATIONS FOR OVERNIGHT TRANSIENT ACCOMMODATIONS

These regulations are developed to protect the health and welfare of persons staying in Overnight Transient Accommodations and to establish uniform requirements for such establishments.

SECTION 01. DEFINITIONS

The following definitions shall apply in the interpretation and enforcement of these regulations:

1. **Overnight Transient Accommodations** - means any facility offering fewer than three lodging units to guests for periods of less than one month.
2. **Bed and Breakfast Facility** - means any overnight transient accommodation with limited food service operations and the owner residing on the premises.
3. **Bathroom** - means a room containing a bathing fixture and water closet.
4. **Approved** - means acceptable to the health officer based on his/her determination of conformance with appropriate standards and good public health practice.
5. **Health Officer** - means the Okanogan County Health Officer as defined in RCW 70.05.070 or his/her representative.
6. **Limited Food Service Establishment** - all Bed and Breakfast Facilities are Limited Food Service Establishments. Food service must meet the requirements of WAC 246-215.
7. **Permit** - means a permit issued to the owner or operator of the overnight transient accommodation by the Okanogan County Health Officer.

8. **Lodging Unit** - means an individual room or group of interconnected rooms intended for sleeping and/or cooking and/or eating purposes for rent or use by paying guests.
9. **Board** - means Okanogan County Board of Health.
10. **Clean** - means without visible or tangible soil or residue.
11. **Guest** - means an individual occupying or registered to occupy a lodging unit.
12. **Laundry** - means a central area or room with equipment intended to be used to clean and dry bedding, linen, towels, and other items.
13. **Licensee** - means the person to whom the overnight transient accommodation license will be issued to.
14. **Person** - means an individual, firm, partnership, corporation, company, association, organization, or joint stock association, and the legal successor thereof.
15. **Sanitary** - means hygienic conditions that are conducive to good health.
16. **Sink** - means a properly trapped plumbing fixture, capable of holding water, with approved potable running hot and cold water under pressure.
17. **Utensil** - means any food contact implement used in storing, preparing, transporting, dispensing, serving, or selling food or drink.
18. **Vector** - means an animal that transmits a disease-producing organism from one host to another.
19. **Water Closet** - means a permanent fixture that has a hinged seat and water flushing device used to dispose of body waste.
20. **Hazardous chemical**- any chemical that requires a material safety data sheet.

The following criteria are set by Okanogan County Public Health under the authority of the Okanogan County Board of Health to govern each overnight transient accommodations facility.

SECTION 02. GENERAL CRITERIA

- A. Each overnight transient accommodation facility must have a current valid permit from the Okanogan County Public Health to operate. The permit must be renewed annually.
- B. Each overnight transient accommodation must conspicuously display the permit in the lodging unit.
- C. Licensee must ensure that the establishment complies with local zoning, building, electrical, health, and fire regulations and is responsible to the individual agencies concerned.

SECTION 03. WATER SUPPLY AND TEMPERATURE CONTROL

THE LICENSEE MUST:

- A. Ensure that all water comes from a source that is a drilled well in accordance with WAC 173-160.
- B. The water quality of the source must meet the standards of WAC 246-291-170 (Group B Public Water Systems – Source Approval). Approval of the source requires a well site evaluation, a satisfactory coliform test and a complete Inorganic Contaminant Panel with satisfactory results for all primary contaminants. After source approval, the licensee must ensure that water is safe for consumption through routine coliform testing at least once every twelve (12) months. Results of water samples must be submitted with the annual permit renewal.
- C. Ensure that the water distribution system and storage system is free of any actual or potential cross contamination points or cross connections with any systems that could be a source of non-potable liquid, solid, or gas that could contaminate the potable water.

- D. Provide hot and cold water under adequate pressure, accessible to guests at all times when the lodging unit is rented.
- E. Provide sinks and bathing fixtures used by guests with hot water at 120 degrees Fahrenheit or less, accessible at all times when the lodging unit is rented.

SECTION 04. SEWAGE AND LIQUID WASTE DISPOSAL

THE LICENSEE MUST:

- A. Provide documentation demonstrating that sewage and liquid waste drains into
 - 1. A municipal sewage system, or
 - 2. A sewage disposal system designed, constructed, and maintained in accordance with WAC 246-272A and Okanogan County Public Health Resolution 2002-07.

SECTION 05. REFUSE AND VECTORS

THE LICENSEE MUST:

- A. Provide in each lodging unit one or more washable, leak proof refuse container of adequate size, kept in sanitary condition, or an equivalent container with a leak proof disposable liner.
- B. Collect refuse as necessary to maintain a clean and sanitary environment in and around the transient accommodation.
- C. Collect refuse from lodging unit
 - 1. After each guest occupancy, and
 - 2. At least every three days or more often as necessary to maintain a clean and sanitary environment.
- D. Store outside refuse in washable, leak proof, and closed covered container, bins or dumpster until removed for disposal.

- E. Store and handle refuse in a safe and clean manner.
- F. Dispose of refuse in a manner that complies with state and local solid waste requirements.
- G. Take measures to control vectors in and around the overnight transient accommodation.

SECTION 06. LODGING UNITS

THE LICENSEE MUST PROVIDE LODGING UNITS WITH:

- A. An occupancy level not to exceed the number of persons accommodated by the beds present, based on their intended maximum usage.
- B. Adequate space to provide a clear path of egress from each bed, including any cot, crib, mat, or mattress, to the exit of the sleeping room or unit in case of fire.
- C. An aisle at least thirty-six inches wide from one side of each bed that is part of the regular furnishing of the unit.
- D. An aisle at least eighteen inches wide from one side of each temporary bed, other than an infant crib that is no more than thirty-eight inches high, provided that the placement of the temporary bed does not obstruct the aisle required for other beds.
- E. Floors, ceilings, doors, walls, carpet, windowsills, window tracks, electrical switches, locking mechanisms, and receptacles plates that are kept clean, cleanable, and in good repair.
- F. Wall and ceiling mounted lighting fixtures that are firmly secured and in good repair.

SECTION 07. BATHROOMS, WATER CLOSETS, AND HANDWASHING SINKS

THE LICENSEE MUST:

- A. Provide adequate private or common use bathrooms, water closets, and handwashing sinks to meet the needs of guests.
- B. Provide private and common use bathrooms, water closets, and handwashing areas with cleanable floors, walls, ceilings, fixtures, and furnishings.
- C. Provide an uncarpeted, easily cleanable area around each water closet and adjacent to each bathing fixtures.
- D. Maintain safe and properly working fixtures and drains.
- E. Provide slip resistant surfaces or other devices in bathtubs and/or showers.
- F. Provide a means to maintain privacy for toileting and bathing.
- G. Provide water flush water closets.
- H. Provide a handwashing sink or equivalent within, or adjacent to, each water closet room.
- I. Provide easy access to an acceptable hand drying device from each common use handwashing sink.
- J. Provide toilet tissue conveniently located by each water closet.
- K. Provide soap for each handwashing and bathing fixture.
- L. Provide an adequate supply of clean towels, washcloths, and floor mats.
- M. Ensure clean towels and washcloths are stored in a clean, dry area off the floor.

SECTION 08. LODGING UNIT KITCHEN

THE LICENSEE MUST:

- A. Provide cleanable and durable floors and walls in good repair. Kitchen floors must not be carpeted.

- B.
 - 1. Provide at least a two compartment sink that is large enough to accommodate the largest utensils, supplied with hot and cold pressurized water.
 - 2. Provide at least a one compartment sink large enough to accommodate the largest utensils with a dishwasher, supplied with hot and cold pressurized water.

- C. Provide a refrigeration unit capable of maintaining food at 41 degrees Fahrenheit and below.

- D. An accurate thermometer in each refrigeration unit to validate temperature control.

- E. Provide smooth, cleanable, non-absorbent surfaces in all food storage, food preparation, and food service areas.

- F. Ensure that all opened and unused food items are discarded between guests.

SECTION 09. HEATING REQUIREMENTS

HEATING REQUIREMENTS SHALL BE AS FOLLOWS:

- A. Every lodging unit used during periods requiring artificial heat shall be provided with a safe and adequate source of heat capable of maintaining room temperatures of not less than 72 degrees Fahrenheit during times of occupancy.

- B. Toilets, baths, and other rooms used or occupied by guests shall be maintained at temperatures suitable for the intended purpose.

SECTION 10. LIGHTING REQUIREMENTS

LIGHTING REQUIREMENTS SHALL BE AS FOLLOWS:

- A. Adequate natural and/or artificial light shall be available to promote cleanliness and safety.
- B. Upon requests from guests, licensee shall provide additional light for tasks or general illumination.
- C. Provide sufficient emergency lighting for guests to be able to exit the facility safely in the event of a power outage.

SECTION 11. BEDS AND BEDDING

A LICENSEE PROVIDING BEDS MUST:

- A. Provide clean, sanitary mattresses and bedding in good repair.
- B. Maintain durable, clean, and safe beds, cots, bunks, or other furniture for sleeping.
- C. Ensure bunk beds have sufficient unobstructed vertical space so that an adult may sit up comfortably between the bottom and top bunk, or the top bunk and ceiling.
- D. Not provide, or allow the use of, triple bunk beds.
- E. Supply each bed, cot, or bunk with a clean mattress or cushioned pad, top and bottom sheet, mattress pad, pillow, pillowcase, and blankets.
- F. Ensure that blankets, bedspreads, and mattress pads are cleaned regularly or more often when visibly soiled.
- G. Provide clean replacement pillowcases and sheets upon guest arrival and as requested by a guest.
- H. Ensure that bedding kept in the lodging unit is stored in a clean and dry area off the floor.

SECTION 12. SAFETY, CHEMICAL, AND PHYSICAL HAZARDS

THE LICENSEE MUST:

- A. Ensure that all hazardous chemicals and chemical agents or any other substance bearing a warning label are stored in original labeled container and kept away from guests by:
 - 1. Storing in a locked cabinet, or**
 - 2. Removing hazardous materials from the overnight transient accommodation during occupancy.****
- B. Provide adequate and safe hand railing for all stairways, porches, and balconies including appropriate spacing between slats.**
- C. Ensure carbon monoxide detectors are installed and functioning in all regions of the lodging unit where guests will be sleeping.**
- D. Ensure all doors providing access to a lodging unit are equipped with a suitable locking security device in compliance with applicable building and fire codes.**
- E. Ensure water recreational facilities are compliant with Washington Administrative Code 246-260 and recreational water contact facilities are compliant with Washington Administrative Code 246-262.**

SECTION 13. FIRE SAFETY

THE LICENSEE MUST:

- A. Have a written document available to guests explaining where to locate fire protection equipment.**
- B. Ensure that smoke detectors are installed and maintained in all sleeping rooms or sleeping area. Non-rechargeable batteries in smoke detectors must be replaced each year or per manufacturer instructions.**

C. Provide fire extinguishers at all levels of the overnight transient accommodation that are:

1. Located in a designated location easy to access,
2. Without obstruction to access or visibility ,
3. Inspected often for:
 - full capacity
 - physical damage, corrosion, leakage, nozzle blockage, or damaged hoses
 - safety pins, pressure gauge, carriage , and safety seals
 - operation instructions

D. Provide a second exit at all levels of the overnight transient accommodation. The second exit may be a window adequate in size for escape in case of fire. Attics and basements with only one exit are not allowed. A safe means of egress must be provided at all exits.

SECTION 14. FEES

Okanogan County Public Health shall adopt such fees as are necessary to cover the cost of the program.

SECTION 15. PERMITS

- A. No person or other entity shall operate an overnight transient accommodation facility without a current valid permit issued by the Health Officer.
- B. Permits shall not be transferred nor assigned. A permit does not allow a permit holder to conduct the business in any place other than that specified on the permit.
- C. Any person desiring to operate an overnight transient accommodation facility shall make written application for a permit on forms provided by the Health Officer. The Health Officer shall require that an inspection be made prior to opening for all new facilities. Other inspections may be performed during normal hours of operation of the facility as determined necessary by the Health Officer to ensure compliance with these regulations.

- D. A permit may be suspended for an imminent health hazard, failure to comply with these regulations, or for interference with the Health Officer in the performance of his/her duties. The suspension notice shall be in writing and shall indicate the cause of the suspension. The suspension notice shall also indicate that the permit holder may request a hearing with the Public Health Environmental Director to determine the validity of the suspension. Such request shall be in writing and must be presented to the Public Health Environmental Director within five (5) working days of the suspension notice. The Director will schedule a hearing for the permit holder within five (5) working days after receiving a request for the same. If a written request for a hearing is not received within five (5) working days, the suspension will be sustained indefinitely until the health hazard has been corrected.
- E. The Health Officer may revoke a permit for repeated failure to comply with these regulations or for repeated interference with the Health Officer in the performance of his/her duties. Prior to revocation, the Public Health Environmental Director shall notify the permit holder in writing of the specific reason for the revocation and, if requested in writing within five (5) working days after receiving notice of the revocation, the Director shall schedule a hearing with the permit holder before the Board of Health. Failure to request a hearing before the Board of Health within five (5) working days shall sustain the revocation. If a hearing is requested by the permit holder, the permit shall be suspended until action is taken by the Board of Health. If the permit holder does not request a hearing with the Board of Health or the Board of Health upholds the revocation the permit will not be reissued for 1 year.

SECTION 16. NOTICE

Any notice required by these regulations is properly served when it is delivered in person to the permit holder, delivered in person to the individual in charge of the overnight transient accommodation facility, posted on the premises, or when it is sent by certified or registered mail, return receipt requested, to the last known address of the permit holder.

Section 17. Penalty Provisions

- A. Civil penalty - In addition to, or as an alternative to, any other judicial or administrative remedy provided herein, or by law, any person or entity who violates this regulation or by

each act of commission or omission procures, aids, or abets such violation, may be assessed a civil penalty not to exceed fifty dollars (\$50) for each day of continuous violation, to be directly assessed by the Public Health Environmental Director until such violation is corrected. The per diem penalty shall double for the second separate violation and triple for the third and subsequent violations of the same regulation within any five (5) year period.

- B. Criminal penalty - In addition to, or as an alternative to, any other judicial or administrative remedy provided herein, or by law, any person who violates this regulation or by each act of commission or omission procures, aids, or abets such violation, shall, upon conviction, be guilty of a misdemeanor. For purpose of this regulation, each section violated shall constitute a separate and distinct offense, and each day's violation shall constitute a separate and distinct offense. Penalty, upon conviction, shall be punishable by a fine of not more than five hundred dollars (\$500) or by imprisonment for not more than ninety (90) days, or by both such fine and imprisonment.

SECTION 18. SEVERABILITY

Should any section, paragraph, clause, or phrase of these rules and regulations be declared unconstitutional or invalid for any reason, the remainder of said rules and regulations shall not be affected thereby.

SECTION 19. VARIANCES

- A. The Okanogan County Board of Health, upon written petition of the overnight transient accommodation permit holder or person applying for a permit, may grant a variance to any section or sections of these regulations covering physical facilities and equipment standards when no health hazard would exist as a result of this action and the variance is consistent with the intent of these regulations.
- B. A person or persons applying for a variance must follow Okanogan County Health Variance Request Policy.