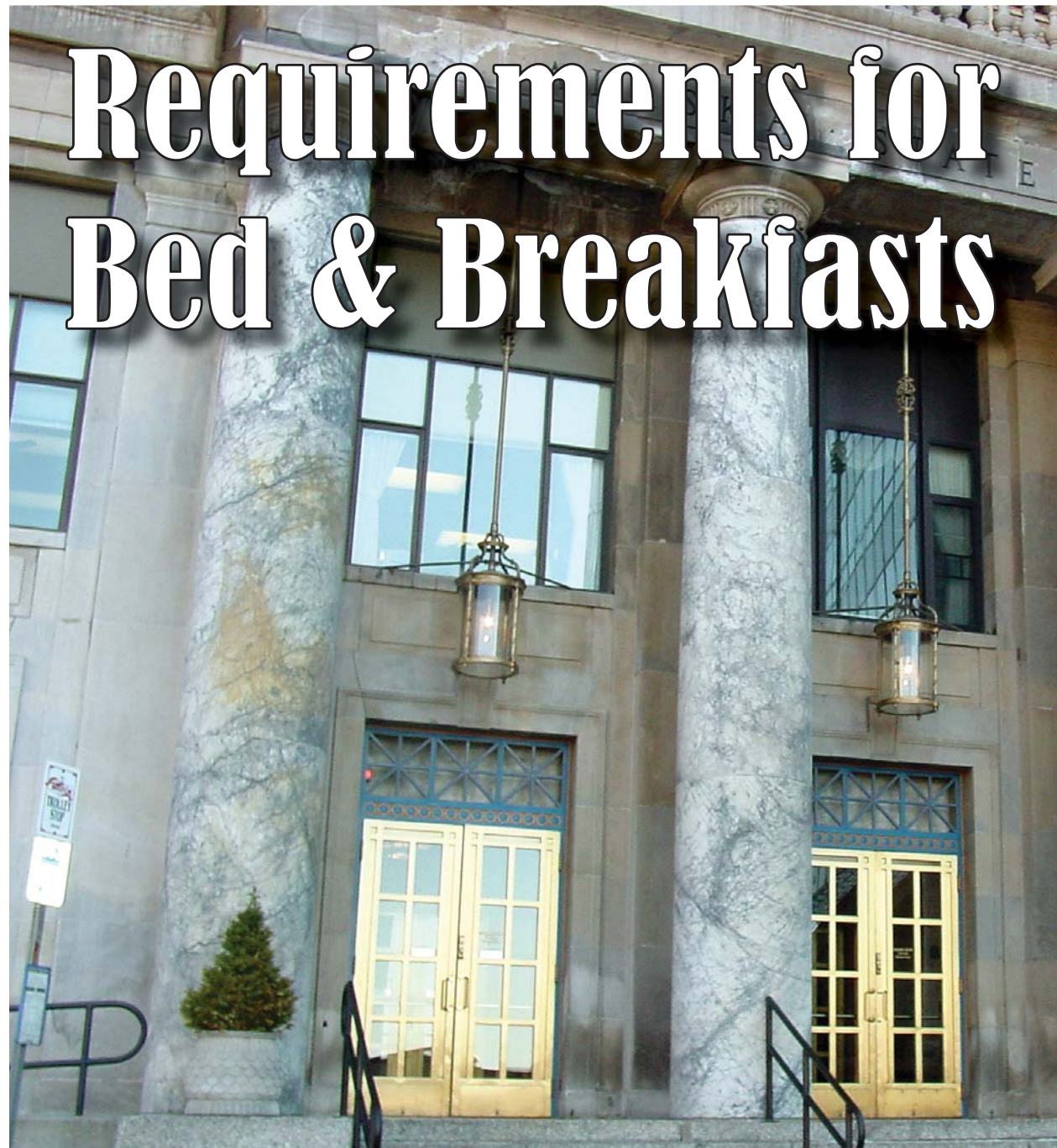


State of Alaska



Prepared by the Department of Commerce, Community and
Economic Development, Division of Economic Development
2013 Update



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What is covered in this publication?

- ▶ Where to go for general business information that is not unique for bed and breakfast owners,
- ▶ A brief discussion on insurance,
- ▶ Definitions,
- ▶ State agency requirements and permits for bed and breakfast owners,
- ▶ A brief discussion on local building codes and zoning.

Reminder...

The Division of Economic Development has made every attempt to identify the State of Alaska's requirements for operating a bed and breakfast in Alaska.

However, it is the business owner's responsibility to contact representatives of the state agencies identified in this presentation to verify that requirements for the respective agencies have been met.

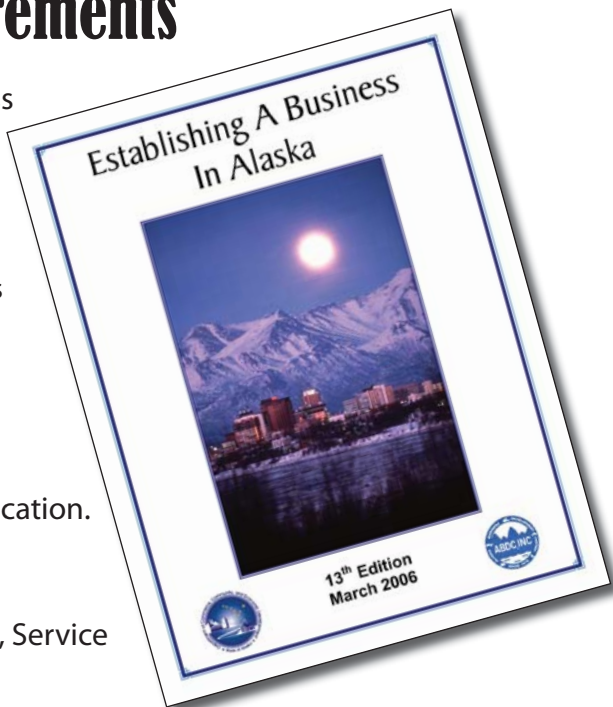
General Business Requirements

Information related to establishing a business in the State of Alaska is in the Division of Economic Development's publication — Establishing a Business in Alaska

The information in "State of Alaska Requirements for Bed and Breakfasts" is a supplement to "Establishing a Business in Alaska" and does not attempt to duplicate or replace the information contained in it.

The following topics are covered in this publication.

- ▶ Entrepreneur's Tool Box
- ▶ Organization Type, Name Registration, Service Marks, etc.
- ▶ Licensing & Regulation
- ▶ Labor Laws
- ▶ Taxes
- ▶ Government
- ▶ Business and Financial Assistance



The 2009 edition of "Establishing a Business in Alaska" can be found at:
<http://commerce.state.ak.us/ded/fin/businessEstablishing.htm>

Division of Corporations, Business and Professional Licensing

BUSINESS LICENSE

A bed and breakfast owner must obtain a State of Alaska business license at the cost of \$50 per year. It can be purchased online at:
http://commerce.alaska.gov/occ/home_bus_licensing.html.

This requirement is covered in detail in the "Establishing a Business in Alaska" publication.

- ▶ **IMPORTANT!** Do you plan to transport customers (even from the airport, dock, etc.), sell merchandise, offer guided services, etc.?
- ▶ A single business license enables your business to engage in any activity within the assigned Line of Business.
- ▶ If your business works in more than one line, you will need more than one business license.

2

BUSINESS LICENSING

Juneau Mailing Address
P.O. Box 110806
Juneau, AK 99811-0806

Physical Address
333 Willoughby Avenue,
9th Floor,
Juneau, AK 99801-1770
Main Phone: (907) 465-2550
FAX: (907) 465-2974

Anchorage Mailing/Physical Address
550 West Seventh Avenue, Suite 1500
Anchorage, AK 99501-3567
Main Phone: (907) 269-8160
FAX: (907) 269-8156

Office Hours Mon-Fri - 8am to 5pm
Staff: (907) 465-2550
Fax: (907) 465-2974
Website: http://commerce.alaska.gov/occ/home_bus_licensing.html/



PROFESSIONAL LICENSE

Operating a bed and breakfast does not require a professional license in the State of Alaska.

Some types of activities, such as Big Game Commercial Services do require a professional license.

Check with Professional Licensing to see whether the additional lines of activity you may want to offer are regulated by the State of Alaska.

PROFESSIONAL LICENSING:

Headquarters:
PO Box 110806
Juneau, AK 99811-0806
(Office Hours Mon-Fri - 8am to 5pm)

Physical Address:
333 W. Willoughby Avenue, 9th Floor
Juneau, AK 99801
Main Phone Receptionist: (907) 465-2550
Fax: (907) 465-2974

Anchorage Field Office
550 West 7th Avenue, Suite 1500
Anchorage, AK 99501-3567
Main Phone Receptionist: (907) 269-8160
Fax: (907) 269-8156

E-mail: license@alaska.gov

Insurance Requirements

The State of Alaska does not have insurance requirements for bed and breakfasts

- ▶ **IMPORTANT!** In addition to your homeowner's insurance policy, your insurance company will require general liability insurance to operate a bed and breakfast.

In most cases, your current homeowner's insurance policy will not cover the risks associated with paying guests.

- ▶ Insurance companies view a bed and breakfast operation differently than the State.
- ▶ Whereas the State will not require certain permits of an operation with less than



five rooms, an insurance company may not allow a homeowners policy to cover operations that rent more than two rooms to paying guests.

- ▶ Remember that a bed and breakfast that involves multiple lines of business will require additional coverage and/or types of insurance.
- ▶ Consult your insurance agent or an agent with considerable experience insuring hospitality businesses, to determine an appropriate liability limit and any additional coverage that you may need.



Some Questions to consider before talking to your agent

- ▶ How many rooms will I be renting and how many people do I anticipate serving at one time?
- ▶ Will I be transporting guests in any way for any distance?
- ▶ Will I be taking money for anything other than accommodations?
- ▶ Will guests be served food?
- ▶ Is there anything about my home and physical surroundings that could in any possible way affect the health and safety of my guests (i.e., my home is 40 feet off the ground and sits on pilings)?
- ▶ Square footage of inhabited buildings and garages? Average ceiling heights?
- ▶ Years of upgrades for heating system, roof, plumbing & wiring?
- ▶ Estimated current replacement cost of all contents, business and personal?
- ▶ Distance to the closest fire department and fire hydrant?

More Information

2011 Homeowners Insurance Guide, Alaska Division of Insurance
http://commerce.alaska.gov/ins/Insurance/programs/Consumers/pubs/2011_Homeowners_Guide.pdf

Insurance Information Institute
<http://www.iii.org/individuals/business/basics/homebased>

Definitions

The following questions will help determine how your bed and breakfast is defined by State of Alaska agencies.

- ▶ How many rooms will I rent?
- ▶ Will I occupy my Bed and breakfast?
- ▶ What type of food service will I provide?

Bed and Breakfast - Private Residence

5 or fewer rental rooms AND it is owner occupied.

Bed and Breakfast - Public Accommodation

More than 5 rental rooms AND/OR not owner occupied.

- ▶ Plan review (State Fire Marshal or municipality),
- ▶ Comply with 18 AAC 30.400 for public accommodations (see page 14)
- ▶ MAY require food service permits,
- ▶ Comply with additional fire and life safety requirements,
- ▶ Comply with pool and spa regulations,
- ▶ Comply with Americans With Disabilities Act (federal).

Bed and Breakfast - Public Accommodation (No Food Permit)

12 guest rooms or less AND 24 or fewer guests are accommodated per night, AND only a complimentary continental or cook-and-serve breakfast is served.

Alaska State Fire Marshal

Anyone operating a bed and breakfast must comply with State of Alaska building codes.

The Alaska State Fire Marshal (<http://www.dps.alaska.gov/fire/>) requires that construction, repair, remodel, addition, or change of occupancy of any building, structure, or installation or change of fuel tanks must be approved before ANY work is started.

- ▶ **IMPORTANT!** It is highly recommended that professional advice be sought from an architect or building contractor experienced in state and local building codes before purchasing a property and/or before hiring a contractor to make renovations.

Currently adopted Alaska Fire and Life Safety Regulations are online at <http://www.dps.alaska.gov/fire/regulations.aspx>

Plan Review

Owner or a representative must submit the following to the State Fire Marshal for examination and approval at: <http://www.dps.alaska.gov/Fire/PRB/>

- ▶ Building location (including structures on the property),
- ▶ Area, height, # of levels, occupancy,
- ▶ Construction type, interior finish, exit facilities, electrical and mechanical systems,
- ▶ Fuel storage tanks and their appurtenances,
- ▶ Automatic fire-extinguishing systems, and fire alarm systems

The review does not address structural considerations or accessibility requirements and the mechanical and electrical review is limited.

- ▶ A plan review is required of...
 - A bed and breakfast that has over five rental rooms OR the owner does not live in the building (primary residence), will require a plan review and will be considered a commercial building .
 - Cabins that are rented out by a hotel, motel, lodge, or a bed and breakfast will be considered commercial buildings and will be plan reviewed. The requirement for a plan review applies regardless of the number of cabins or the separation between cabins.

Please Note:
EXCEPTION REPEALED
as of August 2007

"Guestrooms that are not more than three stories above the lowest level of discharge and have at least one door leading directly to an exterior exit access that leads directly to approved exits" MUST NOW HAVE AN AUTOMATIC SPRINKLER SYSTEM.

Exceptions

- ▶ A bed and breakfast in a private residence (the owner must live in the house) that has five or fewer rental rooms will not require a plan review and will not be considered a commercial property."
- ▶ Anchorage, Juneau, Fairbanks, Kenai, Ketchikan, Kodiak, Seward, Sitka, Soldotna, University of Alaska Fairbanks and Wasilla/Lakes have accepted a deferral for full code enforcement. Plans should be submitted directly to the city.
- ▶ Residential housing that is three-plex or smaller is exempt from this requirement.

Building Permit Applications

- ▶ Building permit applicants should submit completed plan review application forms (<http://www.dps.alaska.gov/Fire/PRB/docs/PRapplication.pdf>) and construction documents to the Plan Review Bureau.
- ▶ The Fire Marshal's Office will calculate a plan review fee and will review plans after receipt of the fee.
- ▶ The review is usually completed within TEN working days; however, additional information may be required. After the review is complete, a permit is issued. A copy of the plan review approval certificate must be posted.

For more information contact the Plan Review Bureau in the Alaska State Fire Marshals Office <http://www.dps.alaska.gov/Fire/PRB/>

JUNEAU

2760 Sherwood Lane, Ste 1-A
Juneau, AK 99801
Phone (907) 465-4331
Fax (907) 465-5521

ANCHORAGE

5700 E. Tudor Road
Anchorage, AK 99507
Phone (907) 269-5604
Fax (907) 269-0098

FAIRBANKS

1979 Peger Road
Fairbanks, AK 99709
Phone (907) 451-5200
Fax (907) 451-5218

Fire Safety

Bed and breakfast establishments that are considered to be public accommodations (see page 4) must be in compliance with State fire regulations.

Automatic Sprinkler Systems

- ▶ An automatic sprinkler system or a residential sprinkler system must be

installed in bed and breakfast establishments that are considered to be public accommodations.

- ▶ In August 2007, an exception to the requirement for public accommodations was repealed. There are no exceptions anymore for public accommodations.
- ▶ Bed and breakfasts with 5 or less rental rooms AND are owner occupied do not require a sprinkling system.



Smoke Detectors

- ▶ Single or multiple station smoke alarms must be in all of the following public accommodation locations:
 - In sleeping areas,
 - In every room in the path of the means of egress (exiting) from the sleeping area to the door leading from the sleeping unit,
 - In each story within the sleeping unit, including basements,
 - In new construction, required smoke alarms shall receive their primary power from the building wiring where such wiring is served from a commercial source and shall be equipped with a battery backup. Smoke alarms shall emit a signal when the batteries are low.

Carbon Monoxide Detector

- ▶ Carbon Monoxide Detectors will be required in all dwelling units that:
 - Have an attached garage or carport,
 - Have a fueled appliance that produces by-products of combustion,
 - Are adjacent to a parking area,

Carbon Monoxide Detectors must have an alarm and be installed and maintained according to manufacturer's instructions.

Not a Public Accommodation?

If your bed and breakfast operation is not considered a public accommodation, you will still be subject to the same requirements as a residential property, however the State will not monitor compliance.

- ▶ You are required to have
 - Escape windows from sleeping rooms,
 - Smoke alarms,
 - Carbon monoxide detector.
- ▶ Who will know?
 - Insurance agent
 - Home inspector upon sale of home
 - Your Bed and Breakfast Association!

What if my hot tub is in a guest room and guests use it like a bathtub?

If you have a water-jet style bath tub which is drained after every use, it is not regulated. Follow the same sanitation practices you would for cleaning toilets, sinks, and tubs.

Requirements and instructions for operations and safety are on the Alaska Department of Environmental Conservation web site.

Alaska Department of Environmental Conservation (DEC)

Where to Begin?

DIVISION OF ENVIRONMENTAL HEALTH

Within DEC, the Division of Environmental Health oversees safe drinking water, food and sanitary practices. DEC conducts reviews, training, inspections, permitting, and investigations for facilities that process, manufacture, sell, and serve food. Information on obtaining a food service permit can be found at

<http://www.dec.state.ak.us/eh/fss/establishments/opening.html>

Go to

Food Safety and Sanitation Program
<http://www.dec.state.ak.us/eh/fss/index.htm>

Questions

- ▶ Are you a public accommodation?
 - More than 5 rental rooms and/or not owner occupied.
- ▶ Is my pool/hot tub regulated?
 - Bed and breakfasts that have more than 5 guestrooms are public accommodations and must comply with all of the provisions of the pool and spa regulations.
- ▶ Do I need a food service permit?
 - Foods that bed and breakfasts usually prepare and serve are of lower risk than food at a full service restaurant. Therefore, many bed and breakfast are exempt from permit requirements.

Are You a Public Accommodation?

YES

DEC does not require a plan review or issue permits for public accommodations.

DEC does require compliance with 18 AAC 30.400 - 18 AAC 30.470 (regulations for public accommodations).

- ▶ Buildings and Grounds

Definitions

- ▶ Cook-and-serve breakfast includes those foods that are prepared right before they are served to the customer (hot cereal, bacon and eggs, fresh-made bakery products, and quiche).
- ▶ Continental breakfast Includes ready-to-eat commercial products like pastries, cold cereal, dairy products, juice, hot beverages, and cut fruit.



- ▶ Water Supply
- ▶ Sanitary Installations (18 AAC 30.630- 18 AAC 30.650)
- ▶ Sanitary Practices
- ▶ Permits (only at department discretion)

DEC does investigate complaints!

Is My Pool/Hot Tub Regulated?

YES

http://dec.alaska.gov/eh/fss/Public_Facilities/Docs/Hot_Tubs_Alaska_6-1-2012lh.pdf

FOR MORE INFORMATION ON REQUIREMENTS, OPERATIONS AND SAFETY - CONTACT AN ENVIRONMENTAL HEALTH OFFICER IN YOUR AREA LISTED BELOW.

Do I Need a Food Service Permit?

Foods that bed and breakfasts usually prepare and serve are of lower risk than food at a full service restaurant. Therefore, many bed and breakfast are exempt from permit requirements.

Does your bed and breakfast have 12 guestrooms or less AND accommodate 24 or fewer guests per night AND serve only a complimentary continental or cook-and-serve?

YES?

If the answer is yes to all three requirements, you do not need a food service permit.

NO?

If you have more rooms, serve more guests, or want to serve more meals than a continental or cook-and-serve breakfast, you will need a food service permit.

The entire state of Alaska, except the Municipality of Anchorage, is under the jurisdiction of the Alaska DEC- Environmental Health-Environmental Sanitation and Food Safety Program. See: <http://www.dec.state.ak.us/eh/fss/index.htm>.

Information on obtaining a food service permit can be found at: <http://www.dec.state.ak.us/eh/fss/Food/Opening.html>

Food Worker Training Resources

Even if you are not required to have a food handlers permit, DEC encourages you take advantage of their information and training resources.

Food Worker Training: <http://dec.alaska.gov/eh/fss/training.html>

FOOD SAFETY AND SANITATION CONTACTS BY LOCATION

- Anchorage: 907-269-7501
- Dutch Harbor: 907-581-4632
- Fairbanks: 907-451-2120
- Juneau/Petersburg: 907-465-5163

- Kenai/Soldotna: 907-262-3408
- Ketchikan: 907-225-6200
- Kodiak: 907-486-3350
- Sitka: 907-747-8614
- Valdez: 907-835-8012
- Wasilla, Palmer, Parks Hwy to Trapper Creek,
and Glenn Hwy to Glennallen: 907-376-1850

Alaska Department of Natural Resources

Commercial Recreation on State Lands

If your bed and breakfast establishment will be offering any commercial tours or activities (in addition to lodging) on state land, you will need to register and/or obtain a commercial recreation permit with the Alaska Department of Natural Resources.

Businesses are required to register their commercial recreation day use in advance of the use each calendar year.

Who has to Register?

- ▶ All commercial recreation businesses that use state uplands, shorelands, tidelands, and fresh water bodies must register.
- ▶ Air or water taxi services that drop clients off on state tidelands for guided or unguided recreation must register.
- ▶ Commercial recreation businesses that occasionally use state land must also register. For instance, a commercial horse pack outfitter that occasionally crosses state land or a kayak guide who brings clients onto a beach for lunch during day excursions would both need to register.
- ▶ NOTE: Day use commercial recreation businesses that exclusively operate on salt water, without taking clients ashore on state-owned tidelands or uplands, are not required to register.



You can register online at: <http://www.dnr.state.ak.us/mlw/commrec>.

Registrations completed online will be charged a fee of \$25 per year. Registrations submitted in hard copy will be charged a fee of \$50 per year.

For more information email the Public Information Center at: dnr.pic@alaska.gov or call/mail the following offices:

ANCHORAGE

DNR Public
Information Center
550 W. 7th Ave, Ste. 1260
Anchorage, AK 99501-3557
(907) 269-8400
M-F 10:00 am to 5:00 pm

FAIRBANKS

DNR Public
Information Center
3700 Airport Way
Fairbanks, AK 99709-4699
(907) 451-2705
M-F 10:00 am to 5:00 pm

JUNEAU

MLW Land
Information Office
400 Willoughby St., 4th Fl.
Juneau, AK 99801
(907) 465-3400
M-F 8:00 am to 5:00 pm

Local Government Requirements

BUILDING CODES

In addition to State of Alaska building codes, many local communities will also have building codes. It is necessary to review the various local laws to determine whether it is legal to operate a bed and breakfast in your community or to find out if it is feasible to renovate a property to meet code requirements.

Local building codes must meet the minimum state standards and may even exceed them.

REMINDER! If your property is in Anchorage, Juneau, Fairbanks, Kenai, Seward, Kodiak, Sitka, Soldotna, your municipality has accepted a deferral for full code enforcement and your plans should be submitted directly to the city.

Contact information for municipalities and boroughs can be found online at:
<http://www.commerce.alaska.gov/dca/>

(Under Information by Community, click on Alaska Community Database. In far left column, click on Primary Local Contact Information Only.)

ZONING

Existing or prospective property owners contemplating converting a private residence into a bed and breakfast need to check the status of zoning with the local community.

Not all local governments have enacted zoning laws, and they will differ from one community to another. If the community is not zoned, the property owner should be allowed to implement the proposed change in use.

However, if the community has adopted zoning, a review of the zoning law must be undertaken to determine whether the establishment of a bed and breakfast is a permitted use. If applicable, check both with municipal and borough governments.

Check to see if there are ordinances regulating only bed and breakfast operations. If there is no special ordinance, seek approval under the general zoning ordinance.

LOCAL LODGING TAXES

5%	Aleknagik
12%	Anchorage
10%	Atka
5%	Barrow
12%	Bethel
10%	Bristol Bay Borough
10%	Cold Bay
6%	Cordova
7%	Denali Borough
10%	Dillingham
8%	Fairbanks
8%	Fairbanks North Star Borough
6%	False Pass
4%	Gustavus
4%	Haines Borough
7%	Juneau
7%	Ketchikan
4%	Ketchikan Gateway Borough
6%	Klawock
5%	Kodiak
5%	Kodiak Island Borough
6%	Kotzebue
6%	Lake & Peninsula Borough
5%	Matanuska-Susitna Borough
10%	McGrath
6%	Nome
8%	North Pole
7%	Nuiqsut
10%	Pelican
4%	Petersburg
6%	Port Alexander
5%	Port Lions
7%	Sand Point
4%	Seward
6%	Sitka
8%	Skagway
6%	Tenakee Springs
4%	Thorne Bay
5%	Unalakleet
5%	Unalaska
6%	Valdez
6%	Wrangell
8%	Yakutat

In 2013, 43 municipalities and boroughs had lodging taxes ranging from 4% to 12%

Information about Alaska's Taxing Jurisdictions and Municipal Taxation

<http://www.commerce.alaska.gov/dca/osa/osa.htm>



Not all bed and breakfasts pay lodging taxes.

Check with your local jurisdiction to see if it is required.

EXAMPLE: MUNICIPALITY OF ANCHORAGE

Anchorage Municipal Code specifies that an annual administrative permit is necessary to operate a bed and breakfast.

“Bed and breakfast” means “a single-family or one unit of a two-family dwelling (excluding mobile homes) except in the R-5, R-5A district which is host-owner-operator occupied and offers overnight accommodations for which compensation is paid on a daily or weekly basis for no more than thirty (30) consecutive days, and which offers only one daily meal.”

The permit is valid between January 1 (or the date of issuance) and December 31 of the following year.

Bed and Breakfast Permits

<http://www.muni.org/bsd/bed.cfm>

Food Service Permits

Phone: (907) 343-6509

<http://www.ci.anchorage.ak.us/healthesd/sanity.cfm>

Building Safety Division

Phone: (907) 343-8301

<http://www.ci.anchorage.ak.us/healthesd/sanity.cfm>

Building Codes and Inspections

<http://www.muni.org/BSD/Inspections.cfm>

General Questions

(907) 343-8301

Permit or Code Questions

(907) 343-8211

Resources

Industry and Economic Development

Bed and Breakfast Association of Alaska
<http://www.alaskabba.com>

The Alaska Travel Industry Association
(907) 929-2842
<http://www.alaskatia.org/>

Convention and Visitors Bureaus/Chambers of Commerce
<http://commerce.alaska.gov/ded/dev/toubus/visinfo.cfm>

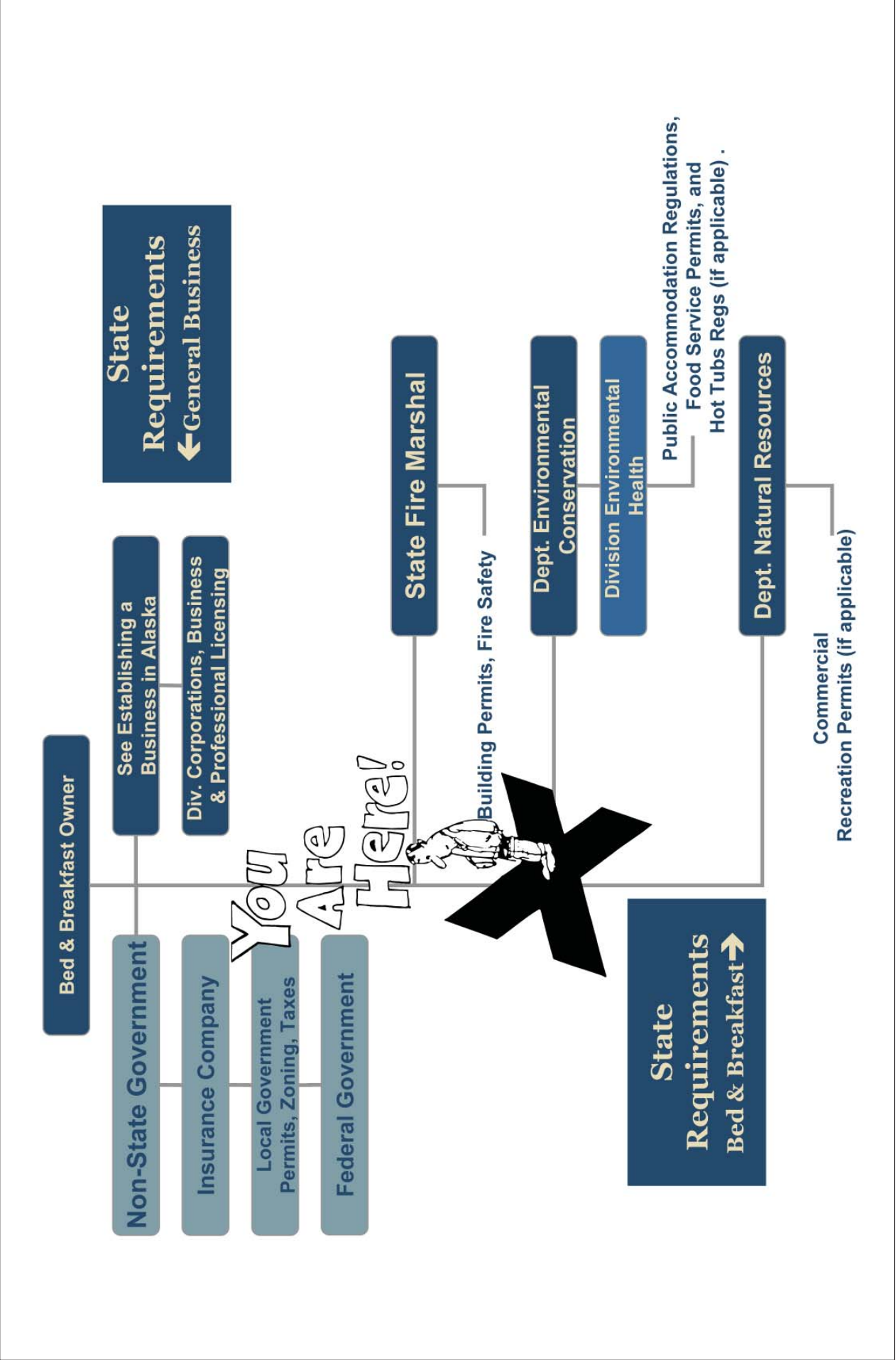
Division of Economic Development (DED)

<http://www.commerce.alaska.gov/ded/dev/toubus/home.cfm>

Caryl McConkie
Development Specialist II
(907) 465-5478
caryl.mcconkie@alaska.gov

Odin Brudie
Planner III
(907) 465-5466
odin.brudie@alaska.gov

Dru Garson
Development Specialist II
(907) 465-2162
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Alaska Administrative Code- Public Accommodations

18 AAC 30.400 - 18 AAC 30.470

18 AAC 30.400. Applicability

The provisions of 18 AAC 30.400 - 18 AAC 30.470 apply to a building, structure, or space used by or offered to the public where sleeping accommodations are provided to transient or permanent guests, including hotels and motels, motor courts, lodges, tourist camps, parks, tents, cottages, trailers, and camper or recreational vehicle parks, but not including private housing for lease or rent.

18 AAC 30.410. Buildings and grounds

(a) A public accommodation must be kept free of

- (1) obvious defects which may affect the health and safety of occupants; and
- (2) conditions favorable to the attraction, harborage, or breeding of insects or rodents.

(b) Rooms other than tents used for sleeping must

- (1) have a minimum volume of 400 cubic feet per occupant in permanent buildings; and
- (2) have opening windows which, during an insect season, are covered with screens of not less than 16 mesh to the inch.

(c) Separate areas in a public accommodation must be provided for storage of clean linen and janitorial supplies. The storage areas must have easily cleanable shelves and provide at least 10 footcandles of light at 30 inches from the floor.

18 AAC 30.420. Water supply

Public accommodation facilities for vehicles or trailers must have at least one water tap to provide water for guests and to wash down sanitary disposal stations.

18 AAC 30.430. Wastewater disposal

Public accommodation facilities for vehicles or trailers with wastewater holding tanks must install sanitary disposal stations approved by the department.

18 AAC 30.440. Sanitary installations

Toilet facilities and lavatories must be installed and maintained at a public accommodation as provided in 18 AAC 30.630 - 18 AAC 30.650.

18 AAC 30.450. Sanitary practices

(a) Drinking cups or glasses supplied in public accommodations must be washed and sanitized after each occupancy unless they are single-service and are disposable.

(b) Toilets and bathrooms in public accommodations must be cleaned and sanitized daily during periods of use. Plumbing fixtures must be kept clean and in good repair.

(c) Towels and linen provided at public accommodations must be clean when they are given to a new guest.

18 AAC 30.460. Permits

History: Eff. 4/18/82, Register 82; repealed 8/15/2010, Register 195

(a) The department will, in its discretion, issue a permit required by AS 18.35.040 for the operation of a public accommodation upon receipt of an application on a form provided by the department. The department will, in its discretion, require an inspection of the public accommodation.

(b) A permit, if issued, must be renewed each calendar year.

(c) The department will, in its discretion, revoke or suspend a public accommodation permit after providing notice to the permit holder and holding a hearing which results in a finding that the holder has failed to comply with AS 18.35.010 - 18.35.090 or 18 AAC 30.400 - 18 AAC 30.470.

18 AAC 30.470. Definitions

In 18 AAC 30.400 - 18 AAC 30.470, "public accommodation" means a building, structure, or space used by or offered to the public where sleeping accommodations are provided to transient or permanent guests, including hotels, motels, motor courts, lodges, tourist camps, parks, tents, cottages, trailers, and camper or recreational vehicle parks, but not including private housing for lease or rent.

History: Eff. 4/18/82, Register 82; Authority: AS 18.35.030
AS 44.46.020

Public Toilets, Showers, and Laundromats

18 AAC 30.600-18 AAC 30.650

18 AAC 30.600. Applicability

The provisions of 18 AAC 30.600 - 18 AAC 30.680 apply to public facilities, facilities open to the public, and to toilets, lavatories, showers, and laundromats in those facilities.

18 AAC 30.630. Minimum plumbing fixtures for other facilities

(a) Except as provided in 18 AAC 30.610 and 18 AAC 30.620, public facilities and facilities open to the public must provide at least the minimum number of toilets and lavatories per person of capacity according to Appendix C of the Alaska Plumbing Code.

(b) Types of facilities not listed in Appendix C of the Alaska Plumbing Code must provide the number of fixtures required by the Code for theaters and auditoriums.

18 AAC 30.640. Toilet rooms

(a) Toilet paper must be provided in a dispenser in a public toilet room. Toilet rooms and privies must be kept clean during periods of use.

(b) Toilets must be connected to a community sewer system if the system is within 200 feet of the structure. If a community sewer system is not available within 200 feet, the method of waste disposal must comply with 18 AAC 72.

(c) Plumbing in a toilet room must comply with the Alaska Plumbing Code.

(d) Privies must be of a design and construction approved by the department. Privies must be located so there is no danger of contaminating surface or ground water or creating an odor nuisance.

(e) Privies and other toilet rooms must be designed and constructed to prevent entrance of rodents and insects.

(f) Toilet room floors, walls within four feet of the floor, and the intersection between the

floor and walls must be covered with water-impervious materials.

(g) Partitions in toilet rooms, if used, must be raised at least 12 inches from the floor and must be smooth, durable, and easily cleanable.

(h) Toilet rooms must have self-closing doors. Entrances to toilet rooms must be located so that access by the public does not require passing through a food preparation, handling, or storage area.

(i) Toilet rooms must be ventilated to the outside of the building by a mechanical fan. Lighting must be provided equivalent to 20 foot-candles measured 30 inches from the floor.

(j) Easily cleanable refuse receptacles must be provided in toilet rooms.

(k) Toilet rooms may be locked to control vandalism, but a key must be readily available within 100 feet from the toilet room while the facility is open for use. The location and the manner of obtaining the key to the door of the toilet room must be stated on the door.

18 AAC 30.650. Lavatories

(a) Lavatories must be installed within or adjacent to the exit of a toilet room if running water is practically available.

(b) If running water is practically available, lavatories must be equipped with hot and cold running water.

(c) If running water is not practically available, lavatories must be equipped with water for washing hands from a storage tank approved by the department.

(d) If hot water is provided at a lavatory, the temperature of the water may not be less than 100 degrees F. nor more than 120 degrees F.

(e) Disposable single-service towels from a dispenser or a hot-air drying device must be provided at public lavatories.

(f) Soap must be provided at public lavatories.

(g) Lavatories must be kept clean during periods of use.

History: Eff. 4/18/82, Register 82, Authority: AS 18.35.120 AS 18.35.220

