

Nightly Cabin Rental Inspection Checklist

Apache County Community Development

A transient rental dwelling must be inspected to determine whether it meets the standards of the International Building Code (IBC) as adopted by the County and to establish its maximum occupancy. A non-refundable \$300 inspection fee will be charged at the time of application and a reinspection fee of \$47.00 an hour with a minimum of 3 hours may be charged. Prior to the issuance of a transient rental permit, the owner of the dwelling shall make all necessary alterations to the dwelling required by the Community Development Director pursuant to the IBC. Failure to complete the necessary alterations within 30 days of the Building Inspector's notification of required alterations may result in the revocation of the permit.

Property Address: _____ Property Owner: _____ Telephone #: _____

Local Representative: _____ Telephone #: _____

Total Number of Occupants Approved for this Dwelling (limited by # of bedrooms and # of off-street parking spaces): _____

2 occupants/bedroom plus 2 additional occupants: # of bedrooms _____ x 2 = _____ occupants + 2 = _____ occupants

1 off-street parking space for each 3 occupants: # of off-street parking spaces _____ x 3 occupants = _____ occupants

General Requirements: (not requirements of the IBC, but required by Apache County Zoning Ordinance)

- ☐ House numbers installed (minimum 2 ½ H, 2 ¼ W) and clearly visible from the street.
- ☐ Smoke alarms installed in all sleeping rooms, outside all sleeping areas, and on each floor of dwelling.
- ☐ Carbon Monoxide alarms in every room that has a gas or solid fuel appliance

Sanitation:

- ☐ Dwelling equipped with bathroom facilities consisting of a toilet, sink, and either a bathtub or shower.
- ☐ Dwelling equipped with kitchen facilities consisting of a stove, refrigerator, and sink.
- ☐ All plumbing fixtures connected to the sanitary sewer system and equipped with proper "P" traps.
- ☐ All plumbing fixtures connected to an approved water supply and provided with hot and cold water necessary for their normal operation.
- ☐ All sanitary facilities installed and maintained in safe and sanitary condition.
- ☐ No signs of mold or mildew on wall surfaces.
- ☐ No signs of infestation from rodents or insects.
- ☐ Dwelling is equipped with adequate garbage and rubbish storage.

Safety:

- ☐ Basement and all sleeping rooms are provided with windows designed to meet egress standards or exterior doors.
- ☐ All stairs, decks, and balconies over 30 in height are provided with approved guardrails.
- ☐ All stairs with three or more risers are provided with approved handrails.

Mechanical:

- ☐ Every habitable room contains at least two electrical outlets or one outlet and one light fixture.
- ☐ All electrical equipment, wiring, and appliances have been installed and are maintained in a safe manner.
- ☐ Dwelling is equipped with heating facilities in operating condition.
- ☐ All gas and solid fuel burning appliances must be inspected, every third year, by a licensed heating contractor and certified safe to operate.

Structural:

- ☐ Dwelling has no sags, splits or buckling of ceilings, roofs, ceiling or roof supports or other horizontal members due to defective material or deterioration.
- ☐ No split, lean, list, or buckle of dwelling walls, partitions or other vertical supports due to defective material or deterioration.
- ☐ Fireplaces and chimneys are not listing, bulging, or cracking due to defective material or deterioration.
- ☐ No evidence of decay or damage to exterior stairs or decks

Weather Protection:

- ☐ Dwelling has no broken windows or doors
- ☐ No broken, rotted, split, or buckled of exterior wall or roof covering that affect the protection of the structural elements behind them.

Parcel Number : _____

Any of the above items which have been checked must be corrected and reinspected prior to the issuance of a nightly cabin rental permit. We reserve the right to require outside inspections or repairs.

Presented to: _____ Date: _____

Inspected By: _____ Date: _____

To request an inspection or for information about this inspection please contact: Apache County Community Development Department (928-337-7526). Copies of this form are available on line at www.co.apache.az.us