

COMPENDIUM OF RULES FOR CONSTRUCTION, MAINTENANCE, AND
OPERATION OF HOTELS
CHAPTER 420-3-11

Subject: Plan review of

The construction, materials and workmanship shall comply with all local and state building, fire and plumbing codes. The Southern Standard Plumbing Code will determine the size, installation and maintenance of all plumbing.

Water shall be from a potable source, shall be under pressure and shall meet temperature requirements at all fixtures and equipment.

All Hotels/Motels not on a community water supply shall possess a valid permit from the Alabama Department of Environmental Management.

Except for properly trapped open sinks, there shall be no direct connection between the sewage system and any drains originating from ice machines or dish machines or other closed equipment in which utensils are placed.

A mop sink or curbed cleaning facility shall be provided.

All floors, walls and ceiling or public areas, guest rooms, laundry rooms, utensil washing and/or wrapping rooms and storage areas shall be constructed of materials that are durable and suitable for the intended use and kept in good repair.

All surface treatment of floors, walls and ceilings shall be of durable construction and kept in good repair. Where use requires, these treatments shall be easily cleanable. Carpeting, if used as a floor covering, shall be of closely woven construction, properly installed, treated so as to be easily cleanable, and shall be maintained in good repair. Carpeting is prohibited in laundry rooms, toilet and bathrooms (excluding areas where only hand sinks are installed), utensil washing rooms, ice machine locations, and other areas subject to extensive splash or drippage. The walls within the food preparation and service area of a kitchenette shall be constructed of a durable and easily cleanable material. All finishes shall comply with local and/or state building and fire codes, laws, rules and regulations, as enforced by local and/or state building or fire officials.

Every guestroom shall contain at least 60 square feet per bed.

Windows shall have suitable coverings to ensure privacy.

Guestrooms shall have the means for locking all entrances from the outside and inside with a key that will not lock any other guest room door. Dead bolts, chain locks or similar devices shall also be provided. Connecting rooms shall be provided with two (2) doors, each with a lock on the bedroom side only.

A safe depository for the storage of guest's valuables shall be provided.

All guestrooms, public rooms and work areas shall be provided with adequate ventilation to maintain comfortable temperatures and conditions, to remove objectionable odors and fumes, and to prevent excessive condensation. All guestrooms and public areas shall be provided with heating equipment capable of maintaining a temperature of at least seventy 70°F and shall be adjustable by the guest in his room. All rooms not equipped with a mechanical cooling system shall have an operable screened window.

Electric smoke detectors must be installed in each guestroom. Records must be maintained showing that the detectors are checked at least quarterly. The local fire department shall make final determination of the type and installation of smoke detectors.

Lighting must be adequate for maintaining areas in a clean and sanitary manner.

All furnishings shall comply with local codes, laws, rules and regulations.

Kitchenettes and equipment shall be constructed of durable and easily cleanable material. The garbage containers in kitchenette must be provided with plastic liners.

Excess furnishings and equipment shall be stored in a manner to facilitate storage and cleaning.

There shall be at least one (1) male and one (1) female bath and toilet on each floor where private or adjoining baths and toilets are not provided.

There shall be minimum of one (1) lavatory and one (1) toilet for the use employees.

Handwash lavatories with hot and cold tempered water must be installed in laundry rooms and in or adjacent to utensil washing or wrapping rooms. Soap dispensers and single service towels must be provided.

Toilets, bathrooms and related equipment must be constructed of durable, easily cleanable materials.

Toilets and bathrooms must be vented to the outside either through mechanical means or an opened, screened window. Public toilets shall be vented to the exterior or all new or extensively remodeled hotels. The use of ductless air filtration systems to meet ventilation requirements is prohibited.

Commercial washers and dryers for hotel linens shall be installed.

Guest laundry facilities must be located in a room separate from the hotel laundry.

Storage areas separated by partition or distance must be provided and identified for clean and dirty linens. Clean linen areas shall provide protection from dirt, dust, vermin or other contamination.

Liquid or powder soap dispensers shall be provided in all public restrooms. Single service towel dispensers must also be installed. Covered waster containers must be provided in ladies' restrooms.

Protective storage facilities at least 6" off the floor for single-service items must be provided. These facilities cannot be located under exposed sewer or water lines except for fire protection sprinkler heads.

Kitchenettes must display a placard stating that utensils have not been sanitized.

Facilities for manual or mechanical cleaning must be provided in accordance with Chapter 420-3-22, Rules for Food Establishment Sanitation, if re-usable utensils such as glasses are used. These facilities must be in a separate room and must contain a handwash sink as well as the cleaning equipment (three-compartment sink with two (2) drain boards or a commercial, mechanical dishwasher and a three-compartment sink).

Ice machines must be automatic dispensing, self-serving and self-contained in all new hotels and in all hotels by January 1, 1997. These must indirectly drain into a sanitary sewer. At least one-inch air gap must be provided. Ice machines must be located in an area that provides protection from the elements and possible sources of contamination.

Outside openings must have self-closing, tight fitting doors, closed windows, screening, controlled air currents or other means of protecting against insects and rodents. Screening must be no less than sixteen mesh to the inch.

At hotels that serves full meals dumpsters must be placed on a pad with at least a four-inch drain to the sewer and hot and cold water. This requirement may be waived for hotels that serve limited menus provided documentation is maintained to demonstrate that the dumpster and surrounding area is being regularly maintained and cleaned. Liquid waster from garbage can cleaning shall be disposed of as sewage which will require a curbed facility with hot and cold water and a drain to the sanitary sewer.

Living areas shall be separate from all hotel operations.

Walking and driving surfaces of exterior areas shall be surfaced with asphalt, concrete, gravel or other approved material to minimize dust. These areas shall be graded to prevent water from pooling.

Areas shall be provided for the storage of maintenance equipment and cleaning implements. Poisonous or toxic materials shall not be stored above ice, linens, towels, utensils or single-serve articles.

Hotel/Motels that offer prepared foods or prepare any foods for their patrons must meet the requirements of Chapter 420-3-22, Alabama Food Establishment Sanitation, in whole or in part, depending on the type of food service offered. Since the Food Establishment Regulations can affect the construction materials for floors, walls and ceilings as well as the installation of plumbing, please notify this office if any type of unpackaged foods are to be served before construction begins.