

MEMO

City of Newport
Community Development Department



Date: February 22, 2018
To: Derrick Tokos, Community Development Director
From: Joseph Lease, Building Official
RE: Suggested Amendments to NMC 14.25.060 Regarding Inspection Criteria for Vacation Rentals

The Newport Municipal Code, Section 14.25.060, requires that each vacation rental be inspected by the Building Official prior to operation. It further specifies the basic health and safety standards that must be met, which are included in the current inspection checklist (Attachment A).

As requested, I would like to submit the following suggestions for amendments to the health and safety inspection criteria for vacation rentals contained in the Newport Municipal Code, Section 14.25.060:

1. Bedrooms shall have an operable emergency escape egress window or exterior door that is operable, with a minimum opening size of 5.7 sq.ft. (5.0 sq. ft. if at grade floor), with minimum net clear dimensions of 20 inches in width and 24 inches in height and having a sill height that is located not more than 44 inches above the finished floor.
2. A. Interior and exterior All stairs with 4 or more risers shall have a handrailing on at least one side. Handrails shall be secure, continuous and have returns at each end.
B. The open sides of stairs, decks, porches or other walking surfaces more than 30 inches above grade or the floor below shall have guardrails configured such that a 4 inch sphere cannot pass through. with a maximum width of four (4) inches between guard rails on open stairs. Hand and/or guard railing shall be installed for staircases with four (4) or more risers and on decks or porches that are more than 30 inches above grade;
3. Windows within a 24 inch arc of doors and glass within bathtub or shower enclosures shall be safety glazed, or have an equivalent means of protection;
4. No change...

5. No change...
6. No change
7. GFCI (Ground Fault Circuit Interrupter) ~~protected plug receptacles~~ shall be provided for exterior, kitchen, and bathroom ~~receptacles~~ ~~plugs~~;
8. Functioning smoke detectors shall be installed in all bedrooms and ~~outside each bedroom~~ in hallways ~~or other rooms providing access to bedrooms,~~ and on each story including basements, ~~between a potential fire source and sleeping areas.~~
9. No change...
10. No Change ...
11. A 2A10BC fire extinguisher shall be provided on each floor.
12. Address numbers shall be posted and visible from the street.
13. Any violation of applicable codes that the building official or fire marshall determines to be hazardous shall be corrected prior to the use of a dwelling as a vacation rental.

In conclusion, I believe that the current inspection criteria, with the above suggested amendments, will continue to be effective in providing an appropriate level of safety for vacation rentals.

[CITY OF NEWPORT](#)

169 SW COAST HWY

NEWPORT, OREGON 97365

COAST GUARD CITY, USA



phone: 541.574.0629

fax: 541.574.0644

<http://newportoregon.gov>

mombetsu, japan, sister city

INSPECTION CHECKLIST FOR VACATION RENTAL AND B&B FACILITIES

A dwelling unit proposed for a vacation rental or bed and breakfast use shall be inspected by the Building Official or designee to determine its conformance with the endorsement standards of subsection 2-4-11.025 and the following basic health and safety elements:

- Bedrooms shall have an egress window or exterior door that is operable, with a minimum opening size of 5.7 sq. ft., and that is located not more than 44 inches above the finished floor;
- Interior and exterior hand railing shall be secure with a maximum width of four (4) inches between guard rails on open stairs. Hand and/or guard railing shall be installed for staircases with four (4) or more risers and on decks or porches that are more than 30 inches above grade;
- Windows within a 24 inch arc of doors shall be safety glazed;
- Wood frame decks shall be structurally sound. In cases where a deck supports a hot tub or other features of a similar size and weight, engineering analysis of the supports may be required;
- Electrical plug-ins and light switches shall have face plates;
- Electric breaker boxes shall have all circuits labeled, and empty breaker spaces must be plugged;
- GFCI (Ground Fault Circuit Interrupter) protected plug receptacles shall be provided for exterior, kitchen, and bathroom plugs;
- Functioning smoke detectors shall be installed in all bedrooms and in hallways between a potential fire source and sleeping areas.
- Functioning carbon monoxide alarms shall be installed if the unit (a) contains a heater, fireplace, appliance or cooking source that uses coal, kerosene, petroleum products, wood or other fuels that emit carbon monoxide as a by-product of combustion; or (b) includes an attached garage with an opening that communicates directly with a living space. Such alarms shall be installed in compliance with State Fire Marshal Rules and any applicable requirements of the State Building Code, and there shall be available in the premises a written notice containing instructions for testing the alarm.
- Water heaters shall be strapped and secured in accordance with seismic protections standards, with a TEP (Temperature and Pressure Relief) line that is run to an approved location.

If the Building Official or designee requires alterations, the identified deficiencies must be corrected as follows:

- (1) In circumstances where the unit is already subject to a rental agreement the Building Official or designee may allow continued use, provided corrective action is taken within 30 days, or an alternative timeline acceptable to the Building Official.
- (2) For units undergoing an initial inspection prior to vacation rental or bed and breakfast use, corrective action shall be undertaken before the dwelling unit can be rented.