



Apache County Public Health Services District
Environmental Health

P.O. Box 697
 St. Johns, AZ 85936
 Phone (928) 337-7607
 Fax (928) 337-7592

PLAN REVIEW APPLICATION
PUBLIC ACCOMODATIONS & BUILDINGS

Please complete the following information. Submit this application, a floor plan (that shows all of the information listed below) and the appropriate plan review fee.

Name of Facility	Facility Address
Assessor's Parcel Number	Legal Description of Property
Business Phone	Business Fax
Owner's Name	Owner's Address
Owner's Phone	Email Address
Emergency Contact	Emergency Contact Phone

Type of Establishment	Number of rooms
<input type="checkbox"/> Cabin Rental	
<input type="checkbox"/> Hotel/Motel	

Note: In addition to answering the following, all items must be indicated on the plans submitted to Environmental Health for review and approval.

<input type="checkbox"/>	Dwelling units will be sufficient size in accordance with R9-8-1321
<input type="checkbox"/>	Floors, walls and ceilings will be constructed so they are easily cleanable.
<input type="checkbox"/>	Windows will be constructed in accordance with R9-8-1321
<input type="checkbox"/>	Grounds will be properly graded and drained in accordance with R9-8-1322
<input type="checkbox"/>	Food storage, preparation and service (if applicable) will be in accordance with R9-8-1
<input type="checkbox"/>	Ice, if provided, will be obtained from an approved source and stored/handled to prevent contamination.
<input type="checkbox"/>	Adequate and safe water supply from an approved source shall be provided
<input type="checkbox"/>	Toilet rooms will be well lighted and ventilated
<input type="checkbox"/>	Adequate and convenient toilet, lavatory and bathing facilities will be provided
<input type="checkbox"/>	Hot and cold running water will be provided from an approved source
<input type="checkbox"/>	All wastewater shall be discharged into a public sewer system or an approved on-site wastewater system
<input type="checkbox"/>	All plumbing will be installed in accordance with any State or local ordinance or code

Finishing Materials of Rooms:

<u>List Rooms</u>	Walls	Junctures Coved	Floors	Ceiling

(add additional pages if necessary)

Provide the Following Information:

Refuse/Garbage Removal Company	
• Type of containers	
• Storage area for containers	
Sewer Company, if applicable	
Septic Permit number, if applicable*	
Water Company	
Wells – ADWR permit number	
Wells – ADEQ Water System number	

***NOTE:** All new or remodeled septic systems must have a septic permit from the Apache County Environmental Health Division. Existing septic systems must be reviewed by the Environmental Health Division to determine if they are adequately sized.

Comments:

****NOTE:** If any food service is planned at this establishment, a plan review for the food service area must be completed separately from the plan review for the hotel. A separate food service permit must be obtained.

Should a pool and/or spa be provided for the hotel, construction plans must be submitted to the Arizona Department of Environmental Quality for review and approval. Once the Approval of Construction of the pool is obtained, the Environmental Health office must be called for a health inspection prior to issuing a health permit to operate the pool and/or spa.

Signature of Owner/Operator _____

Date: _____

FEES ARE NON-REFUNDABLE

DO NOT WRITE BELOW THIS LINE

FOR OFFICE USE ONLY

Review Accepted <input type="checkbox"/> Yes <input type="checkbox"/> No	Reviewed By (EHS)	Date
Fee Paid <input type="checkbox"/> Yes <input type="checkbox"/> No	Receipt#	Amount Paid:
		Check # _____ Cash _____