

CONGREGATE LIVING FACILITY

OPERATIONAL DETAILS

Property Owner Name:

Business Operator Name:

I will notify the City of Edmonton Business Licensing Department if the operator of the business changes.

Is a Supportive Housing or Lodging House presently operating at this location? Yes No

If YES, since when (month, year): _____ Type of housing: _____

Is the facility subject to Government of Alberta licensing? Yes No Agency/ Contact: _____

Do you have a City of Edmonton Rental Accommodation Business Licence for this location? Yes No Number: _____

Is there a Major Home-based Business OR Secondary/Garden/Garage suite at this location? Yes No Specify: _____

RESIDENT AND STAFF DETAILS

Maximum number of clients residents living on site: _____ Age range of the clients: _____

Maximum number of staff working on site: _____ Number of people who resides on site (live in): _____

Number of others living on site (including operator family members): _____ Maximum number of occupants proposed for this site: _____

Aging-in place: No (short to medium stay) Yes (except in case of rapid health deterioration needing medical intervention)

What is the total number of emergency service visits (police, ambulance, and fire) expected in a month? _____

Level of On-site supervision to be provided: None Intermittent supervision Continuous supervision (24x7)

Level of On-site professional care to be provided: None Non-continuous care Continuous supervision (24x7)

To assist with plans review, provide:

1. A written explanation of the type of group home or lodging house you wish to establish.

2. A list of certifications/licences held by all caregivers and other staff working on site.

3. A list of numbers/types of care providers expected to attend site intermittently, including hours of daily care to be provided by each.

Attached

CONDITION, HEALTH AND WELL BEING DETAILS (CHECK ALL THAT APPLY)

AMBULATORY RESIDENTS: persons capable of prompt evacuation for self-preservation without assistance in a fire- or non-fire emergency within 3 minutes of alarm being raised.

NON-AMBULATORY RESIDENTS: persons **NOT CAPABLE** of prompt evacuation for self-preservation without assistance in a fire- or non-fire emergency. Prompt evacuation capability is considered to be equivalent to the evacuation capability of the general population. The residents should be able to evacuate to a point of safety within 3 minutes of alarm being raised. A point of safety can be exterior to and away from the building or if the building is protected with an approved automatic sprinkler system, a point of safety can be a code-compliant fire-resistance rated exit enclosure.

Young (<2.5 years old) Elderly Physically handicapped Require wheelchair Deaf Blind

Developmental disorder or disability Recovering from addiction Runaway or wander risk Mentally ill

With medical, therapeutic or personal-care assistance needs

DESCRIPTION OF WORK

Change of Use Interior Alteration Exterior Alteration Addition Fire Alarm System Plumbing

Duct-type smoke detector Automatic Fire Sprinkler System Electrical HVAC Gas

Total number of bedrooms proposed (including for live-in caregivers/staff): _____ Other _____

Congregate Living Facility | 4.12.2023

The personal information collected on this form is collected under the authority of section 33(c) of the Freedom of Information and Protection of Privacy Act (Alberta). It will be used to process your Congregate Living Facility application. If you have questions or concerns about the collection, use, disclosure or destruction of the personal information collected on this form, please contact Service Advisor, Edmonton Service Centre, 2nd floor, 10111 - 104 avenue NW, Edmonton, AB, T5J0J4, 780-442-5054.

WHERE TO APPLY

Edmonton Service Centre
2nd floor, 10111 - 104 Avenue NW
Edmonton, AB T5J 0J4
Monday - Friday, 8am to 4:30pm

QUESTIONS?

Phone: **311** or if outside of Edmonton
780-442-5311
Email: **developmentpermits@edmonton.ca**