

## National Building Code Requirements

The following requirements are for care homes with 5 or fewer occupants-in-care, and 10 or fewer total occupants (includes those in care and living within i.e. 8 in care and 2 caregivers):

- Interconnected smoke alarms in every bedroom, and one on each storey. The smoke alarm is to be installed within the hallway of the bedrooms, and remainder of storey (9.10.19.3.);
- Carbon monoxide alarms installed every bedroom or within at least 5 metres of a bedroom door ( 9.32.3.9.); and
- Emergency lighting installed in hallways leading to exits (9.9.12.3).

The following requirements are for care homes with 6 or more occupants-in-care, and 10 or fewer total occupants (includes those in care and living within i.e. 8 in care and 2 caregivers) are permitted with application of Part 3 of NBC, but only if:

- Interconnected smoke alarms installed in each bedroom and one on each storey. One smoke alarm is to be installed within the hallway of the bedrooms and remainder of storey (3.2.4.20);
- Emergency lighting installed in hallway leading to exits (3.2.7); and either:
  - The occupants are capable of self preservation; or
  - The building is sprinklered throughout.

If the care home exceeds 10 persons, it will require a professional design.

Please note: depending on the condition of the house, there may be additional requirements.

For any care home that falls outside of the scenarios described above, please contact the Community Development Department to discuss.



**Community Development Department**  
City of Prince Albert  
1084 Central Avenue

P: 306-953-4370  
Email: [pds@citypa.com](mailto:pds@citypa.com)

**OFFICE HOURS**  
8:00 a.m. — 4:45 p.m.

This brochure has no legal status and cannot be used as an official interpretation of the various codes and regulations currently in effect. Users are advised to contact the Community Development Department for assistance, as the City of Prince Albert accepts no responsibility to persons relying solely on this information.

# Establishing Your Care Home or Facility

What you need to know before you establish a care home

## Community Development Department

1084 Central Avenue  
Prince Albert SK S6V 7P3  
P: (306) 953-4370

Email: [solutions@citypa.com](mailto:solutions@citypa.com)

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**City of  
Prince Albert**

## Care Home Requirements

Care homes in Prince Albert are considered either “Private Care Home”, “Residential Care Home”, or “Residential Care Facility”.

**Private Care Homes** provide 24 hour care for up to and including 5 persons within a dwelling unit, exclusive of receiving family, who require personal service, supervision, or assistance essential for sustaining the activities of daily living. The following requirements apply to Private Care Homes:

- A Permitted Use in all residential, commercial and institutional zoning districts. A Development Permit Application is required along with the \$200 application fee.
- Not permitted in the same dwelling unit as a Home Based Business, Secondary Suite, or on a site with a Garage Suite.
- Must provide proof that the home has received Provincial and Public Health approvals.

**Residential Care Homes** provide 24 hour care for up to and including 9 persons within a dwelling unit, exclusive of staff, who require personal service, supervision, or assistance essential for sustaining the activities of daily living. The following requirements apply to Residential Care Homes:

- A Discretionary Use (Council) in all residential zoning districts and RMU zoning district. A Development Permit Application is required along with the \$500 application fee.
- Not permitted in the same dwelling unit as a Home Based Business, Secondary Suite, or on a site with a Garage Suite.
- Must provide proof that the home has received Provincial and Public Health approvals.

**Residential Care Facilities** provide 24 hour care for 10 or more people in a residential setting, exclusive of staff, who require personal service, supervision, or assistance essential for sustaining the activities of daily living. The following requirements apply to Residential Care Facilities:

- A Discretionary (Council) Use in all residential, commercial and institutional zoning districts. A Development Permit Application is required along with the \$500 application fee.
- Not permitted in a dwelling unit.
- Must provide proof that the home has received Provincial and Public Health approvals.

## Pre-Application Meeting

Before you start, we encourage you to set up a pre-application meeting with the Community Development Department. Please be prepared to discuss:

- Whether you have spoken with the appropriate ministry about the necessary license(s);
- The number of people you expect to have in your care and their ages;
- The number of members in the “receiving family”; and
- The number of employees you expect to have.

City administration will provide you with a general assessment of what is required to have a care home approved and the anticipated timelines.

## Permit Applications

**Development Permit:** Each care home must apply for a development permit which includes an internal departmental review of the application.

**Internal Review:** An internal review of the development permit will be conducted by City departments to ensure compliance with City Bylaws and regulations.

**City Council Consideration:** For Residential Care Homes and Residential Care Facilities, the development permit application is forwarded to City Council for consideration. This process typically takes 4 to 8 weeks.

**Building Permit:** If approved, the applicant must apply for a building permit. This will require an inspection during construction and periodically thereafter for fire and building code compliance. This is to ensure proper safety standards are met and maintained.

**Business License:** Once the above have been completed, the Business License will be issued, if required.

