

PROCESS FOR CONVERSION OF A SINGLE-FAMILY HOME TO AN ASSISTED LIVING

On Aug 1, 2023, the State of Minnesota passed legislation that changed the process for licensing facilities formerly called “group homes” and now called “assisted living.”

To obtain a license to operate an assisted living facility in a single-family home you’ll be working with two different agencies —the MN Department of Health (MDH) and the City of Golden Valley. You will also need to obtain the services of an architect licensed in Minnesota to draw plans for the state’s plan review. It is strongly recommend you contact all three agencies as soon as possible to avoid delays.

Minnesota Department of Health (MDH)

The Minnesota Department of Health (MDH) requires an application and inspection. The MDH will then issue a license to operate and provide ongoing oversight while the facility is operating.

Learn more about MDH’s requirements and submit your application at www.health.state.mn.us/facilities/regulation/engineering/assistedliving.html.

For questions about the status of your submittal or license, contact health.assistedliving@state.mn.us or call 651-201-4200.

City of Golden Valley

The City of Golden Valley requires detailed plans designed and stamped by a Minnesota-licensed architect. The property will then undergo a Change of Occupancy. See the DLI Fact Sheets at www.dli.mn.gov/sites/default/files/pdf/fs-assisted-living-occupancy-classifications.pdf.

City building inspectors will help identify potential hazards within the building and carry out inspections based on a City plan review letter. Apply online for a Conversion to Assisted Living Permit at <https://epermits.logis.org/home.aspx?city=gv>. After your Conversion to Assisted Living Permit has been issued, request a site visit by calling 763-593-8090. Depending on corrections found on site, other permits maybe required.

Is this property a rental?

If the property is being rented, the City of Golden Valley requires a signed Assisted Living Property Owner Acknowledgement Form and a current (fee-exempt) Rental Registration.



This document is available in alternate formats upon a 72-hour request. Please call 763-593-8006 (TTY: 763-593 3968) to make a request. Examples of alternate formats may include large print, electronic, Braille, audiocassette, etc.



FLOW CHART FOR CONVERSION OF A SINGLE-FAMILY HOME TO AN ASSISTED LIVING

