



You can visit our website for additional information and Chapter 27 manual

You will be able to find a link to the following:

- Licensed Boarding Home List
- Chapter 8A
- Chapter 27 Manual
- FAQ'S



dallascityhall.com/departments/codecompliance

To submit an application the following are needed:

- Location must be 2000 feet from existing boarding home facilities
- Boarding home facility application Non refundable/application Fee -\$889
- Criminal history report
- Food handlers certification Substance abuse plan
- Letter of authorization from property owner
- Gas pipe pressure test
- Evidence of current property tax payment
- Document establishing business entity
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City of Dallas Code Compliance Services

Boarding Home Facilities

4020 W. Illinois Ave
Dallas, Tx 75211
Phone: 214-670-1972



City of Dallas

BOARDING HOMES FACILITIES

The purpose of Chapter 8A is to ensure that residents of boarding home facilities live in safe, sanitary, and decent housing and that they are not abused or neglected. This was done by creating a licensing requirement. When a facility submits an application, we inspect it as often as needed until they receive their license. Even after passing the inspections and a license is issued, the facility is inspected every 90 days to ensure it remains in compliance or sooner if we receive a complaint.

Boarding Home Facility: An establishment that furnishes, in one or more buildings, lodging to three or more persons who are unrelated to the owner of the establishment by blood or marriage and must provide at least one or more of these services - community meals, light housework, meal preparation, transportation, grocery shopping, money management, laundry services, or assistance with self-administration of medication but does not provide personal care services to those persons.

DOES DALLAS CITY CODE REQUIRE BOARDING HOME FACILITIES LICENSE?

>Yes, Per Chapter 8A of The Dallas City Code.

- is the facility licensed by the State of Texas?
- Does the facility provide personal care services?
- How many residents live in the home?
- How many residents are related to the owner/operator by blood or marriage?

Answering these questions can help determine if your facility qualifies as a boarding home facility under city regulations.

ADVANTAGES OF OPERATING A LICENSED BOARDING HOME FACILITY

The City of Dallas provides a licensed boarding home facilities list to organizations like the Texas Department of Criminal Justice, MetroCare, and Adult Protective Services to ensure safe resident placements.

• **Ensure stability & structure:**

Unlicensed operators frequently move residents to evade enforcement.

- **Avoid legal consequences:** Operating without a license is a Class B misdemeanor, punishable by fines up to \$2,000 and/or 180 days in jail.

The Boarding Home Facilities staff works with law enforcement to investigate and shut down illegal operations.

What Caseworker's look for during inspection

>The goal is to ensure the resident is not abused, neglected, or exploited by the owners, operators, or employees of boarding home facilities. **Please refer to Chapter 8A for detailed information.**

The following list below are documents of what will be addressed during an inspection.

- Records
- Posting requirements,
- Emergency Response list,
- Emergency precautions
- Policy & procedures
- Requirements for in service education, and
- Criminal History

These are just examples of what an inspection could look like. Keeping documents like these well-maintained and up to date is important, especially when it comes to inspections. Consistency helps ensure that everything is in order and can be easily accessed if needed.

- Inspections will be conducted every 90 days or sooner if complaint-driven.

What Inspector's look for during inspections

>The goal is to ensure the resident receives the best living conditions as possible.

Please refer to Chapter 8A for detailed information.

Inspector's will focus on ensuring compliance from Chapter 8A as well as Chapter 27.

- Records
- Posting requirements
- Bathroom
- Sleeping room
- Kitchen & Dining room
- Building structure (Chapter 27)

Fire Inspection should always be scheduled 30 days before the expiration of your current license.

