

Licence Application for Residential Care Home for the Elderly
Unauthorized Building Works Affecting Home Premises and Safety of the Public

1. The following unauthorized building works in or affecting premises to be used as residential care home for the elderly may constitute a risk to the safety of the public including the residents, staff and visitors, in which case licence application will be rejected :

- (a) Unauthorized rooftop/flat roof/yard structures forming part of the home premises.

[Exception : existing lightweight covers in good and structurally sound condition, e.g., open shelters with wire-mesh, plastic or thin metal sheet covers]

- (b) Structures on or suspended from approved canopies including air-conditioning/mechanical plants and advertising signs.

[Exception : single split-type air-conditioning unit or cooling tower not exceeding 1m in diameter on approved canopies subject to certification by AP/RSE that such canopies are in structurally sound condition and that the air-conditioning plants would not cause overloading or overstressing of such canopies]

- (c) Unauthorized canopies/projections over pavements or common areas.

[Exception (1) : lightweight shopfront projections/extensions projecting not more than 300mm beyond the building line; lightweight overhead projections of not more than 600mm beyond the building line, having a minimum vertical clearance of 2.5m and not accommodating any air-conditioning plants]

[Exception (2) : lightweight covers in good condition projecting not more than 600mm beyond the building line or retractable canopies projecting not more than 2.0m beyond the building line and having a minimum vertical clearance of 2.5m and a minimum horizontal clearance of 600mm from the curb of a pavement]

[Exception (3) : advertising signs which are not in a dangerous condition and having a minimum vertical clearance of 3.5m and a minimum horizontal clearance of 1m from the curb if projecting over a pavement, and 5.8m minimum vertical clearance if projecting over a carriageway]

- (d) Air-conditioning plant and its accessories (e.g., cooling towers and associated supporting structures) projecting over yard/pavement/service lane or suspended from approved canopy and balcony.

[Exception : split-type air-conditioning units attached to external wall which are not in dangerous condition, do not obstruct pedestrian or vehicular traffic and do not project more than 600mm from external wall]

- (e) Overhead air-conditioning plants and associated supporting structures installed within the licence areas.

[Exception : unless otherwise certified by AP/RSE as being structurally safe with supporting calculations]
- (f) Unauthorized obstructions to smoke vents.
- (g) Unauthorized alteration or removal of compartment walls or fire resisting walls and doors.
- (h) Unauthorized openings or slabs over existing floor openings for food hoists and pipe ducts.

[Exception : unless otherwise certified by AP/RSE as being structurally safe with supporting calculations]
- (i) Unauthorized reinforced concrete slabs filling up approved cockloft and staircase voids.
- (j) Unauthorized cocklofts, intermediate floors and floor extensions.
- (k) Unauthorized staircases; unauthorized openings through existing slabs for staircases.
- (l) Unauthorized removal, partial removal or major alteration of structural members.
- (m) Unauthorized building works in common areas resulting in obstruction of means of escape from the home premises or the building.

2. If the removal or rectification of the unauthorized building works involves the carrying out of building works not exempted under section 41 of the Buildings Ordinance, it will be necessary for the applicant to appoint an Authorized Person and/or a Registered Structural Engineer to obtain the prior approval and consent of the Building Authority for such building works.

3. The list of unauthorized building works in para. 1 above may not be exhaustive. Applicants are therefore advised to exercise extreme care in selecting premises to be used as residential care home for the elderly, since presence of unauthorized building works may render the premises unsuitable for such use.

Licensing Office of Residential Care Homes for the Elderly
Social Welfare Department
December 2009 (Revised)