

Condominium Conversions June 7, 2012

Background:

The [Condominium Property Act, RSA 2000](#) provides an opportunity for landowners to convert existing buildings into condominiums. The act requires the City's approval prior to registration of such conversions.

Process:

- 1) Submission of an [Application for Condominium Conversion](#) including condominium plans prepared by an [Alberta Land Surveyor](#) and Building Code Analysis prepared by an architect or engineer
- 2) Review of Condominium Plans by the Subdivision Authority to ensure consistency with permits issued in accordance with City Bylaws, when the building was constructed
- 3) Approval of Condominium Plan and endorsement by City Clerks
- 4) Alberta Land Surveyor submits plan for registration at [Alberta Land Titles](#)

Advisement:

Condominium conversions “typically” take place following the completion of the construction of units in a residential building or bays in a commercial or industrial building.

However, a planned condominium conversion under the Act may precede the completion of required improvements (e.g. walls, outlets etc.) designed to accommodate future tenants/owners. In this case it is recommended that you or your representative contact Building Inspections since the improvements can affect [Alberta Building Code](#) requirements and permits will be required.

The following may be noted on approvals:

Future tenant improvements must meet the requirements of the Alberta Building Code.



Building Inspection Services ensures compliance with the Safety Codes Act and all related Building Codes, Standards and applicable By-laws. We work to safeguard the health and safety of Lethbridge residents through Building, Mechanical, Plumbing and Electrical permits and field inspections.