

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.

