



Welcome Bienvenue

CDG Mission:

To leverage the collective wisdom, knowledge and experience of its membership in order to help Directors manage their individual condominium operations more effectively and efficiently.

UNIT MODIFICATIONS

WHAT SHOULD A BOARD OF DIRECTORS KNOW



A presentation to the CDG
June 16, 2015

AS A BOARD MEMBER

3

- As a Board Member
 - You should ensure the integrity of the corporation's common elements
 - You should ensure the modification work is carried out in a proper and satisfactory manner by qualified contractors
 - You should ensure that the unit owner obtains the appropriate permits
 - If required, ensure that the modifications are reviewed by a professional consultant

UNIT MODIFICATIONS

4

- Types of unit modifications the Board should be concerned with:
 - ▣ Structural modifications
 - ▣ Plumbing/HVAC modifications
 - ▣ Modifications to exclusive use Common Elements
 - Balconies
 - Terraces
 - ▣ In general, any modification which can affect a corporation's common elements

STRUCTURAL MODIFICATIONS

5

- Examples of Structural Modifications:
 - ▣ Removal of load-bearing interior walls
 - ▣ The creation of or widening of an existing opening in a load-bearing interior wall



- ▣ Relocation of load-bearing posts
- ▣ Coring of concrete slabs
- ▣ Modifications to exterior walls

PLUMBING/HVAC

6

- Examples of Plumbing/HVAC Modifications:
 - ▣ Major renovations to bathrooms or kitchens
 - ▣ Installation of a washer and dryer/ or dish washer



- ▣ Installation of a gas fireplace



EXCLUSIVE USE COMMON ELEMENTS

7

- Examples of Modifications to Exclusive Use Common Elements:
 - ▣ Modifications to balconies
 - Membrane or tile installation
 - Converting the balcony into a solarium or additional living space
 - ▣ Modifications to Terraces
 - Enlargement of a terrace area
 - Installation of a water feature
 - Installation of an outdoor gas fire place or BBQ
 - Installation of a hot tub

AN EXAMPLE TO LEAN FROM

8

- An Example to Learn From
 - Converting a balcony into additional Living Space
 - 6-Storey Low-Rise
 - Non-combustible construction
 - The owners wished to increase their living space by converting the balcony into a breakfast nook
 - Previous owners had already converted their balconies
 - Acquired design plans from another owner
 - Was approved by a Board member
 - Work was carried out without a Building Permit



AN EXAMPLE TO LEAN FROM

9



AN EXAMPLE TO LEAN FROM

10



YOUR CONDOMINIUM ENGINEERS

THINGS TO CONSIDER

11

- 9 things Boards should consider when faced with approving a unit modification
 1. Will the modification affect the common elements
 2. Will the modification impact adjacent units, i.e. water damage due to poor workmanship
 3. Does the unit modification require a building permit
 4. Should the corporation retain their own consultant to review the modifications
 5. Does the modification permanently modify an exclusive use common element. What are the implications for that unit owner.
 6. Does the modification affect life safety
 7. Does the modification affect the corporation's insurance
 8. Does the modification have any impact on the Reserve Fund
 9. Should the Board set a minimum standard for unit modifications

QUESTIONS?

12

THANK YOU



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Thanks / Merci

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