



ALEXANDRIA PERMIT CENTER

301 KING STREET, SUITE 4200
ALEXANDRIA, VIRGINIA 22314
Phone: 703.746.4200
ALEXANDRIAVA.GOV/CODE

CONDOMINIUM UNIT RENOVATIONS

A condominium (condo) unit owner has the right to make improvements and alterations within their own unit but must do so in accordance with the condo association's governing documents. In addition, the owner must meet all requirements of the 2018 Virginia Construction Code and obtain all required permits from the City of Alexandria.

All renovations that propose modification of: building structural system (load bearing elements such as floor/ceiling assembly, beams/girders, bearing/shear walls, columns, etc.), exit access pathways, or increase the fire hazard (changes to fire-resistance rating assemblies, fire protection systems, storage of hazardous materials, etc.) are required to be prepared by a Virginia registered design professional (RDP), which can be a registered Architect or Professional Engineer.)

- One alternative to stamped and sealed plans by an RDP is to have a signed and sealed letter from an RDP, stating that alteration work will be conducted under his/her supervision.
- For limited alteration work (such as bathroom renovation involving changes to corridor walls assembly), RDP signed and sealed documents are not required when altered wall assembly detail drawing is indicated on plans.
- Please note that all new penetrations through existing floor or wall structures shall be protected by listed fire-stop systems, which should be presented on plans submitted for the building permit.

What can be replaced in a Condominium unit without obtaining a City of Alexandria building permit?

- Direct replacement of plumbing fixtures without the alteration of the water supply and distribution systems, sanitary drainage systems, or vent systems.
- Direct replacement of electrical appliances/water heaters with similar appliances/equipment.
- Installation or replacement of wall/floor finishes.
- Installation of replacement cabinetry or trim.
- Other repair work deemed by the building official to be minor and ordinary which does not adversely affect public health or general safety.

To apply for a building permit the construction documents and permit application shall be uploaded into APEX - City of Alexandria review portal.

https://apex.alexandriava.gov/EnerGov_Prod/SelfService#/home

Condominium owners wishing to act as their own general contractor may submit a written statement at this link: <https://www.alexandriava.gov/uploadedFiles/code/info/WrittenStatementperUSBC1084.pdf>

All building contractors hired by the owner to pull permits are required to hold a current Commonwealth of Virginia contractor's license and a City of Alexandria business license.

For more specific information, please contact our Permit Center at permit.center@alexandriava.gov or by phone at **703.746.4200**.