

Appendix A: Guidelines for Parkside Owners Requesting Unit Alterations

These guidelines are based upon Article V, Sections 13 and 15 of the Parkside Condominium Bylaws regarding changes to unit interiors by unit owners.

PROHIBITED:

The following types of alterations are prohibited:

- Changes affecting load-bearing walls
- Alterations to the structural integrity of any building
- Alterations to interior partitions contributing to the support of any unit
- Changes that impair any easement
- Addition of a bathroom

APPROVAL REQUIRED

Types of renovations requiring owners to submit a formal written request and provide relevant information to the Parkside ACC include, but are not limited to the following:

- Changes that affect the property, interest or welfare of any other unit owner
- Changes that materially increase the cost to operate or insure the condominium
- Floor plan re-design
- Cutting into or creating pass-through of any wall
- Removal of any wall
- Upgrading capacity of appliances
- any modifications to the plumbing system
- any modifications to the electrical system

The above projects will be prohibited until complete plans and specifications have been submitted and approved in writing by the Architectural Control Committee (ACC).

REPLACEMENT-IN-KIND

Types of renovations that do not require approval are categorized as “replacement in kind” and include the following typical examples:

- replacement of floor or wall tile (bathroom)
- replacement of existing fixtures*, e.g., faucet, sink, toilet, lighting in the same general location and at or below the same capacity
- replacement of existing appliances in the same general location and at or below the same capacity
- replacement of kitchen countertops in the same general location
- providing new flooring material over existing flooring (kitchen)
- re-building existing shelving within closets or rooms

*Some plumbing renovations require Parkside’s Maintenance to shut-off water for the building. Therefore, the unit owner is responsible to notify Parkside’s Management Office (301-493-5100) at least 48 working hours in advance of planned plumbing renovations so that Management may determine whether shut off is required, plan, and coordinate it.