

PROPERTY MODIFICATION GUIDE

APARTMENTS



ABBREVIATIONS & DEFINITIONS	
ABBREVIATION	DESCRIPTION
DB	Distribution Board
DCD	Dubai Civil Defence
DCM	Dubai Community Management
DDA	Dubai Development Authority
DLP	Defect Liability Period
DM	Dubai Municipality
FCU	Fan Coil Unit
HSE	Health, Safety, Environment
HVAC	Heating, Ventilation & Air-conditioning System
MEP	Mechanical, Electrical & Plumbing
NOC	No Objection Certificate



Key Guiding Principles



Alteration and Modification Process

- + Major Modifications
- + Minor Modifications
- + Modifications Not Permitted



Property Modification Guidelines

Internal Areas

- + Internal Flooring
- + False Ceiling
- + Lifts / Vertical Transport Elements
- + Internal Walls & Partitions
- + Internal Staircases
- + Staircase Handrails
- + Bathroom & Kitchen
- + Doors & Windows
- + Fire Fighting & Fire Alarm System
- + Electrical Fixtures
- + Provision of Smart Home
- + HVAC
- + Plumbing

External Areas

- + External Walls
- + Artificial Grass
- + Pergolas & Sunshades
- + Installation of CCTV Cameras
- + Balconies & Terraces
- + Outdoor Plants
- + Installation of Satellite Dish

We understand that homeowners like you may require modifications to their property for a more personalized living experience.

As a leading master developer in the region, each of our communities are designed to have its own architectural style and theme, giving them a unique appearance and character. It is important that any potential alterations are in line with these community and design guidelines and are executed keeping in mind the safety of the property, the community, and its residents.

This manual is intended to help homeowners understand the type of alterations and modifications permitted in their property and guide them on the necessary rules, regulations, and approvals process to maintain the exceptional standards of living we provide in our communities.

Key Guiding Principles

The following safety, development and design principles are carefully considered when reviewing any modification and alteration request in our communities.



Protecting the structural integrity of the property and the building



Preserving the original development concept and design



Maintaining visual harmony within the community



Ensuring the privacy and safety of community residents



Avoiding overload or misuse of the community and building infrastructure

Alteration and Modification Process

Property modifications and alterations can be classified as Major or Minor depending on the level of impact they have on the structure, systems, or layout of a building / property. The approval process varies for Minor vs. Major modifications, details of which are provided below.

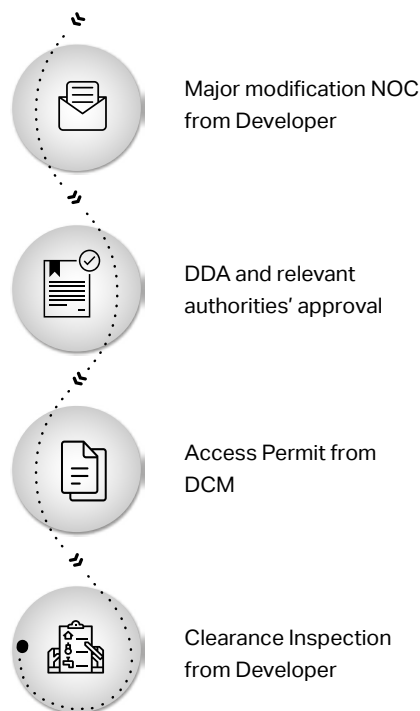
In addition, there are certain modifications that are not permitted due to safety or aesthetic reasons.



Major Modifications

Can be requested by property owners only

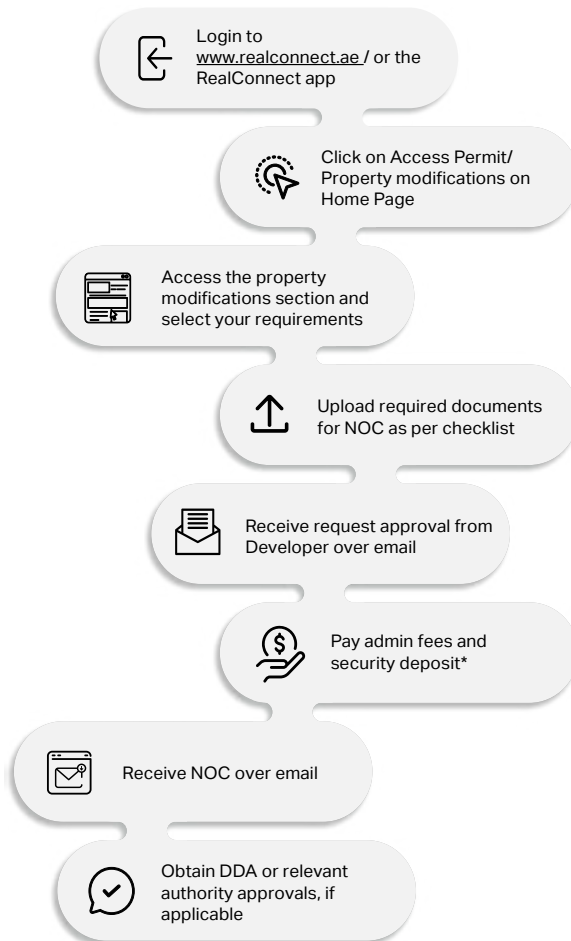
Major modifications can have a significant impact on the structure and safety of a building or vary the external design and aesthetics of the property. As a result, the feasibility of requests is carefully assessed before approving the works. These requests may also require the property owner to consult with architects, engineers, or other technical professionals to ensure that the modifications can be made safely and effectively. Major modifications require the following approvals.





NOC from Developer for Major Modifications

NOC PROCESS



*Security deposit amount will be applicable as per developer discretion

FEES AND SECURITY DEPOSIT

Admin Fees – New modification request (Non-Refundable)

NOC - AED 525

NOC requiring DDA approval - AED 1,050

NOC for swimming pool - AED 15,750 (If applicable)

Security Deposit* (Refundable)

NOC - AED 10,000

NOC requiring DDA approval - AED 20,000

NOTE: The security deposit shall be refunded upon inspection of the requested modification works by the Developer. Any breach of the terms outlined in the NOC issued by the Developer or any necessary repairs related to damages caused to the common areas by the contractors selected by the owner will result in deductions from the security deposit.

NOC Renewal Fees (Non-refundable)

All NOCs - AED 525

NOTE: Renewal of NOC request will be accepted only once. Any further renewals will be charged as a new request

DOCUMENT CHECKLIST

- ☒ Detailed architectural drawings (plans & elevations) of the current property
- ☒ Detailed architectural drawings (plans & elevations) illustrating the requested modifications
- ☒ Photos of the internal area and location of the proposed modifications
- ☒ 3-D colored concept design drawing for Major modifications (For cases requiring DDA and authority approvals)
- ☒ Detailed scope of work
- ☒ Property title deed
- ☒ Owner undertaking letter
- ☒ Owner's valid document copy – Passport, Emirates ID, and Trade License (if applicable)

NOTE: The request reviewing team may ask for additional information, if needed.



Access Permit from DCM for Major Modifications

ACCESS PERMIT PROCESS

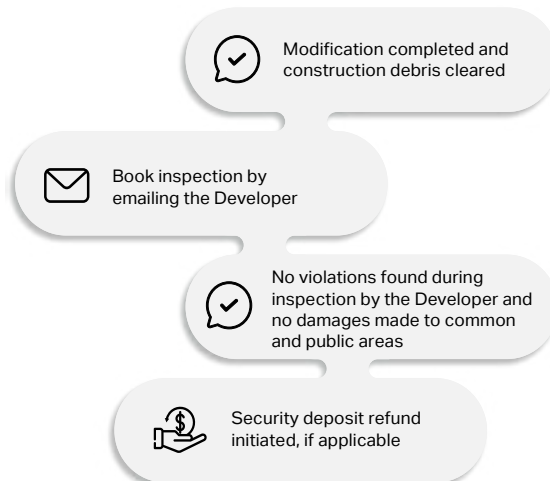


DOCUMENT CHECKLIST

- ☒ Major modification NOC issued by Developer
- ☒ DDA and relevant authorities' approval, if applicable
- ☒ Contractor's trade license
- ☒ Contractor's Staff list with valid documents- Passport, Emirates ID
- ☒ Vehicle registration card
- ☒ Contractor's method statement
- ☒ Material and equipment list
- ☒ HSE plan
- ☒ Risk assessment report



Clearance Inspection



MAJOR MODIFICATIONS PERMITTED IN APARTMENTS

Request category	Description	Developer NOC required	DDA approval	Access Permit from DCM	Clearance inspection
Fire Fighting / Fire Alarm	Modification and relocation of fire sprinklers, smoke detectors and fire alarm	✓	✓	✓	✓
	Addition of external fire fighting systems e.g. hydrants/ sprinklers. etc	✓	✓	✓	✓
Internal Wall	Removing of non bearing / structural internal wall	✓	✓	✓	✓
	Construction of new internal block wall partition (full / partial floor height)	✓	✓	✓	✓
	Construction of new internal dry wall and glass wall partition (full / partial floor height)	✓	✓	✓	✓
	Changing the number of rooms / spaces due to modification or addition of walls	✓	✓	✓	✓
Electrical and Fixtures	Addition / relocation of electrical sockets (changing layout) , with same or with higher capacity (15 Amps)	✓	✓	✓	✓
Handrail	Modification / replacement or adding new internal handrail	✓	✓	✓	✓
Bathrooms / Kitchen / Plumbing	Redesign and / or relocation of existing bathroom(s) and/or kitchen(s) with no change to water supply inlet and drainage outlet	✓	✓	✓	✓
	Sanitary fixtures replacement with the original fitting	✓	-	✓	✓
HVAC	Change of HVAC design system, replacement with higher units capacity or relocation of HVAC Units	✓	✓	✓	✓
	Adding new FCU	✓	✓	✓	✓
	Replace AC unit with same capacity, complying with the electric load & overall HVAC design	✓	-	✓	✓
Flooring	Tiles replacement in wet areas (internal and external)	✓	-	✓	✓
	Creation of raised flooring / decks on metal frame support system	✓	-	✓	✓
Doors & Windows	Modification of internal doors & windows	✓	-	✓	✓
	Modification the internal side of external doors and windows	✓	-	✓	✓
	Replacement of external doors & windows with original community design, color code and specification	✓	-	✓	✓
False Ceiling	Modification of false ceiling	✓	-	✓	✓



Minor Modifications

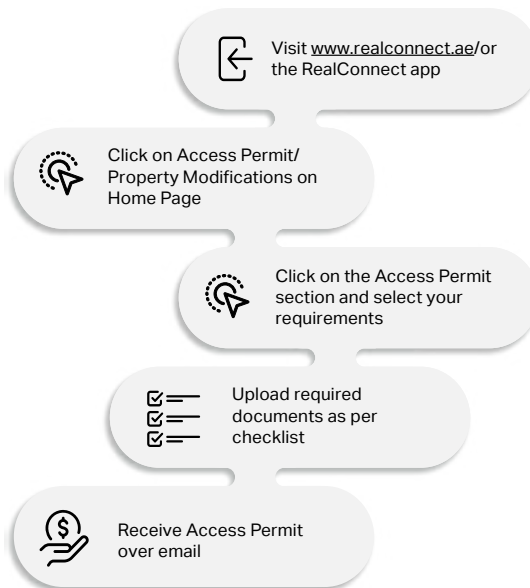
Minor modifications refer to small changes made to a home that can improve its functionality and internal aesthetics without requiring major structural changes. Minor modifications require the following approvals.



Access Permit from DCM for Minor Modification

NOC PROCESS

Login to RealConnect for a faster approval process



DOCUMENT CHECKLIST

- ☒ Detailed scope of work
- ☒ Property title deed
- ☒ Contractor's trade license, Pre-qualification
- ☒ Owner/Tenant valid document copy – Passport, Emirates ID, and Trade license (if applicable)
- ☒ Owner undertaking letter
- ☒ Signed authorization letter by owner (if request is submitted by tenant)
- ☒ Ejari copy (if request is submitted by tenant)

MINOR MODIFICATIONS PERMITTED IN APARTMENTS				
Request category	Description	Access Permit from DCM	DDA approval	Clearance inspection
Flooring	Tiles replacement (internal & external) or change in flooring material / design (not including wet area)	✓	-	-
Painting	Internal paint & wall paper with same or new color	✓	-	-
Electrical Fixtures	Replacement of chandeliers	✓	-	-
	Replacement of electrical sockets	✓	-	-
	Replacement of lighting fixtures	✓	-	-
Smart home	Installation of smart home system (excluding CCTV cameras)	✓	-	-
Balcony & External Terraces	Installation of artificial grass	✓	-	-
	Planter pots	✓	-	-
	Installation of loose furniture & umbrella	✓	-	-
Video Door Camera / Phone	Installing video door camera / phone (non recording)	✓	-	-



Modifications Not Permitted

The below list summarizes the modification and alteration requests that are not permitted in the community, in accordance with the community design and safety guidelines.

	NON - PERMITTED ALTERATION AND MODIFICATION REQUESTS
Internal Modification	Addition of cement screed / light concrete / aerated blocks flooring
	Addition of false ceiling (internal or external - in porch / balcony)
	Removing of bearing / structural internal wall / column
	Adding any vertical transportation (lifts / others)
	Adding new internal staircase in duplex apartments or double height areas
	Boring holes in plumbing fixtures
	Relocation of floor drain internal / external
	Modification and re-location of fire sprinklers, smoke detectors and fire alarm
	Adding any plant, equipment & tools which may increase the allowed electrical loads
External Modification	Replacement of main DB with extra electrical load
	Installing new additional AC units
	Addition of external doors / windows / louvres / ventilators / openings, etc
	Modification of design and specifications of external doors and windows
	Enclosure of balcony & external terraces
	External paint (same or new color)
	Large plants & trees (square pots larger than 60 cm each side or round pots with diameter larger than 60 cm.), and with heavy material such as stone or concrete
	Installation of satellite dish inside balcony & terrace
	Extension of balcony/terrace/cantilever (either concrete or steel / metal decking)
	Adding new outdoor item in balcony & external terraces in penthouses-swimming pool, sunshade, barbeque counter, jacuzzi, pergola
	Installing CCTV camera outside the property premises

Violations & Customer Liabilities

Any modification, alteration or extension work carried out in the community without proper permits is considered as non-compliance and appropriate action will be taken in coordination with the relevant authorities. Any non-compliance will also be liable to penalties and fines, assessed based on the extent of modifications done.

Failure to obtain proper permits for modifications will result in the below consequences, including potential revocation of warranty under the Defect Liability Period (DLP), among others.



Loss of DLP warranty,
if applicable



Loss of extended warranties for other
systems post completion of the DLP



Void the obligations of Developer for
the modified / altered items or the
entire property



Reselling and/or transferring the
property shall not be processed



Inability to issue new Title Deed with
the new alteration and modification



Penalties and fees from Developer or
other relevant authorities

Internal Area Modification Guidelines

The property owner should adhere to the following guidelines for internal alterations and modifications within apartments, ensuring that waterproofing, screed layers, MEP services, and structural elements remain intact and undamaged:



Internal Flooring



Internal flooring is permitted to be replaced inside the apartments. However, due care must be applied when replacing floor tiles, especially in bathrooms, as it may affect or damage the underlying waterproofing membrane installed, causing dampness in floors and walls later on.



An undertaking letter from the property owner shall be required indemnifying the Developer from any damage that may occur to the existing plumbing, other MEP systems and waterproofing whilst executing the alteration and modification works.



Waterproofing to be replaced (where applicable) for internal flooring alteration and modification works and waterproofing warranty certificate to be submitted by property owners.



Property owners and/or their appointed contractor (company) should obtain Dubai Community Management (DCM) permit for alteration and modification works.



Waterproofing test to be carried out under supervision and monitoring of DCM.



False Ceiling

Modification of false ceiling is permitted subject to Developer approval. Such changes shall not disturb or modify the existing main building MEP, fire alarm, and fire fighting services in any way.



Lifts / Vertical Transport Elements

Addition of vertical transport elements is not permitted within duplex apartments or double-height areas, to avoid any impact on the structural design of the building and the electrical load limit.



Internal Walls & Partitions



Non-structural internal block walls can be removed subject to DDA approval.



Removing, replacement, alteration, or modification of any structural & load-bearing walls and columns are not permitted, to avoid any impact on the structural integrity and stability of the building.



Removing, adding and modifying any internal wall shall not result in adding any extra room to the property.



Internal doors and windows are permitted to be installed in these dry walls subject to DDA and local authorities' approval.



Construction of internal (full or partial) height glass, drywall, or blockwork partition is subject to DDA approval and shall not disturb the fire fighting and fire alarm system or its efficiency.



Internal wall paint and wallpaper are permitted.



Internal Staircases

Adding a new internal staircase within the duplex apartment is not permitted to avoid any impact on the structural integrity of the building.



Staircase Handrails

Replacement of handrails or balustrades is permitted subject to:



The strength and stability of the installation shall be ensured by a competent specialist installer through a warranty letter for the safety of the installation.



An undertaking letter from the property owner shall be required indemnifying the Developer from any liability for the safety of the newly installed handrail or balustrade.



Bathroom & Kitchen



Sanitary ware/kitchen fixtures can be replaced with new ones.



For all MEP related changes, DCM approval is required.



Shower is permitted to be replaced instead of the existing bathtub in the same location.



Coring of holes of any size in the internal walls is permitted but on joint walls and floors are not permitted.



Waterproofing test to be carried out under supervision and monitoring of DCM.



For any alteration or modification, the location of the main water supply inlet and drain outlet shall not be changed.



For any permitted modification works for kitchen and bathroom areas, property owner will be required to replace waterproofing and provide new warranty documents.



An undertaking letter from the property owner shall be required indemnifying Developer from any damage that may occur to the existing plumbing and waterproofing system whilst executing the alteration and modification works.



Doors & Windows



Main doors and external balcony /terrace doors are permitted to be replaced with the same design, color code, material and shall not disrupt the original design scheme within the community.



Internal doors are permitted to be modified or replaced. External windows are permitted to be replaced with the same design, color code, material of frame, glass color or specification and shall not disrupt the original design scheme within the community.



The inside face of the external doors and windows is permitted to be modified, subject to Developer approval.



Internal doors are permitted to be modified or replaced.



Fire Fighting & Fire Alarm System



Changes or alterations and modifications of any existing fire fighting and fire alarm systems are approved and subject to DCD approval.



The sprinklers shall not be covered, and shall always be below the ceiling, and/or in front of the bulkhead ceilings to provide adequate safe coverage in accordance with DCD regulations.



For all fire fighting and fire alarm related changes, DCM approval is required.



Electrical Fixtures



Adding any new equipment or systems should not have any impact on increasing the electrical load limit.



Replacement of electrical fixtures, chandeliers, sockets, or any equipment following the same load capacity is permitted.



Provision of Smart Home

Installation of smart home systems is permitted with the condition that the allowed electrical load is not exceeded.



HVAC



Adding new AC units is not permitted.



Replacement with higher capacity AC units is permitted subject to relevant authorities approval.



Replacement of existing AC with a new AC unit of same capacity and design is permitted subject to compliance with the electrical load limit and overall HVAC design of the building.



Adding new FCU is permitted subject to relevant authorities' approval.



Plumbing



Coring and trenching of the slab are not permitted to avoid any disturbance of any MEP and/or structural systems of the building.



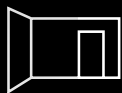
Relocation of floor drainage and water supply inlet is not permitted.



For all MEP related changes, DCM approval is required to ensure that there is no disturbance to the building network.

External Area Modification Guidelines

The following external alteration and modification guidelines are to be followed by the property owner, subject to approval, and provided that the external architectural design is maintained and MEP and structural systems are not disturbed or damaged:



External Walls

External painting or any change of the external wall of the apartments is not permitted, in order to comply with the community design scheme and guidelines.



Artificial Grass

The installation of fire-rated artificial grass is permitted and is subject to DDA approval.



Pergolas & Sunshades

Pergolas, sunshades such as nets, umbrellas, and fabric canopies are not permitted, in order to comply with the community design scheme and guidelines.



Installation of CCTV Cameras

Installation of CCTV cameras is not permitted outside of the individual premises, except for video door phones or calling systems at main doors as a standalone element or as part of the smart home system.



Balconies & Terraces



Enclosure of balconies and terraces is not permitted, to comply with the community design scheme and guidelines.



Alteration or modifications are not permitted in the balcony areas except for flooring, provided that the said alteration or modification does not disturb the existing floor drain and waterproofing.



Adding a new outdoor unit of the following items in penthouses, including swimming pool, is permitted subject to adherence to the community design scheme and guideline:

1. Outdoor shower
2. Loose furniture and umbrellas
3. Green walls.



Pergolas, sunshades such as nets, umbrellas, and fabric canopies are not permitted, in order to comply with the community design scheme and guidelines.



Outdoor Plants



Only potted plants are permitted on balcony floors.



The planters should not be hung from any unsafe place or railing.



No large plants or trees are permitted in order to maintain the architectural design character and to avoid any impact on the structural integrity of the building.



Planter pots are permitted if they are made of light material such as plastic or clay with a maximum size of 60 cms each side (square) or 60 cms diameter (round). However, heavy planters made of other materials (stone, concrete, etc.) are not permitted to avoid any extra load on the structure.



Installation of Satellite Dish

Installation of a satellite dish is not permitted, to maintain the design character of the building and community and as per DM regulation.

For more information please call
800 637227 or +971 4 871 3735
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