



# 2008 Annual Report of the Central Planning Authority and Development Control Board

## HIGHLIGHTS

*ETrakit*



*Redeveloped Website*

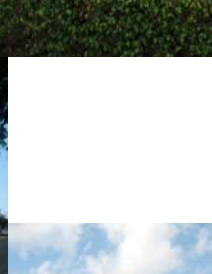


*Photovoltaic Work-  
shop held*



*Climate Change Strategic  
Plan*

*New Team Members*



*CPA Awards*



P.O. Box 31206  
Grand Cayman KY1-1205  
Cayman Islands

Cayman Islands Government

### Central Planning Authority Members

Mr. Dalkeith Bothwell (Chairman)	West Bay
Mr. Arden Parsons	West Bay
Mr. Darrell Ebanks	George Town
Mr. Arek Joseph	George Town
Mr. Eldon Rankin	George Town
Mr. Fred Whittaker	George Town
Mr. Attlee Bodden	George Town
Mr. Ray Hydes	Bodden Town
Mr. Robert Watler	Bodden Town
Mr. Owen Rankine	East End
Mr. Trent McCoy	North Side
Mr. Rex Miller	North Side
Mr. Ernie Hurlstone	Sister Islands (DCB Chairman)
Mr. Kenneth Ebanks	Executive Secretary/Director of Planning

### Development Control Board

Mr. Ernie Hurlstone	Chairman
Mr. Edgar (Ashton) Bodden	Member
Mr. Larry Bryan	Member
Mr. Royce Dilbert	Member
Mr. Garston Grant	Member
Mr. Melgreen Reid	Member
Mr. Delano Lazzari	Member
Ms. Andrea Stevens	Executive Secretary/Planning Officer

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## Executive Summary

The year once more saw significant changes within the Department geared to enhancing efficiency and effectiveness. It included (among other matters): the hiring of additional team members; an expanded website drawing that also drew on historical data; the development of E-Trakit, a tool designed to allow customers to access planning application and building permit information online; preparation for the implementation of Government's Freedom of Information (FOI) initiative; and the hosting of a solar workshop to prepare for technological demands. In the immediate aftermath of Hurricane Paloma the Department coordinated the damage assessment activities of public and private (volunteer) building inspectors in order to get as many homes and businesses up and running as quickly as possible without endangering human life.

The **Central Planning Authority (CPA)** approved 1,189 items in 39 meetings on Grand



**Figure 1:** Central Planning Authority (CPA), left to right: Kenneth S. Ebanks (Executive Secretary), Fred Whittaker, Ray Hydes, Arden Parsons, Dalkeith Bothwell (Chairman), Eldon Rankin, Arek Joseph, Darrell Ebanks, Attlee Bodden, Rex Miller, Ron Sanderson (Assistant Director), Owen Rankine, Robert Watler and Trent McCoy. Ernley Hurlstone is absent.

Cayman. This was up from 1,123 items in 38 meetings in the previous year. The end result is 6% rise in approvals. The value of approved applications on Grand Cayman decreased from \$645M to \$471.3M. In addition to reviewing planning applications, some CPA meetings were allocated to reviewing policy/guidelines. Building on World Town Planning Day activities of the previous year, the Authority held its second Annual CPA Awards to honour excellence in planning, development and preservation.

year, with the biggest jump in Little Cayman (from 9 to 17). The value of approvals for Little Cayman increased from \$0.9M to \$3.0M.

The CPA, DCB and the Department looks forward to proactively tackling planning challenges in 2009 through implementation of its outputs aimed at satisfying strategic outcomes that in summary seek to enhance the quality of life for all residents.

The **Development Control Board (DCB)** approved 5% more applications than the previous

## *Functions and Responsibilities*

### **Central Planning Authority**

The Central Planning Authority (CPA) is a statutory authority appointed by Cabinet to oversee and review the physical development of Grand Cayman. The primary function of the CPA is to prepare development plans and ensure that development proposals conform to the plan. Additionally it is the Authority's role to:

*"...Secure consistency and continuity in the framing and execution of a comprehensive policy approved by the Executive Cabinet with respect to the use and development of the land in the Islands which this Law applies in accordance with the development plan for the Islands..."<sup>1</sup>*

The Authority in 2008 consisted of 13 members representing all six electoral districts. The Chairman of the Development Control Board is automatically a member of the CPA.

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### **Development Control Board**

The Development Control Board (DCB) has a similar role to the CPA but oversees development on Cayman Brac and Little Cayman. The DCB consists of 7 members. Its functions are directed primarily by Appendix 1 of The Development Plan 1997 'GUIDELINES FOR DEVELOPMENT CONTROL IN CAYMAN BRAC.'

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### **Planning Department**

The Planning Department provides administrative services to the CPA, DCB and EBE. The Department is guided by the following mission statement:

*To ensure that all development applications are processed efficiently, courteously, unbiased and in accordance with the development plans and associated legislation so that the physical development of the Islands is aesthetically pleasing, environmentally friendly, sustainable, technically sound, promotes a strong economy, and provides an unparalleled quality of life for existing and for future generations.*

There are 50 full-time team members in the Department organised as shown in Figure 2.

1. Section 5(1) Development and Planning Law (2005 Revision)

### Functions and Responsibilities

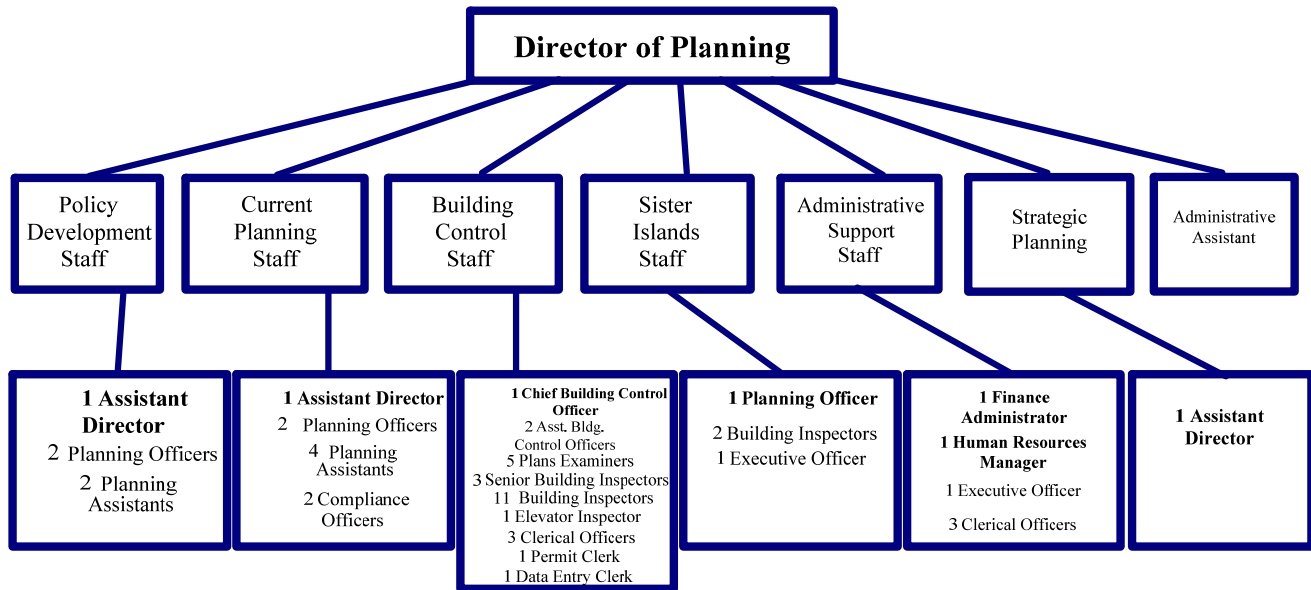


Figure 2: Planning Department Organization Diagram

### Current Planning

The Current Planning section (CP) is responsible primarily for processing development applications (everything from signs to hotels, large-scale commercial and industrial complexes) for presentation to the CPA and the DCB. This section’s primary responsibility is to ensure that development proposals are in accordance with the Development Plan, Planning Law, Regulations, and Guidelines for Cayman Brac and Little Cayman. Two Code Compliance Officers seek compliance with the Development and Planning Law and Regulations. Emphasis is on compliance and demolition is a last resort.

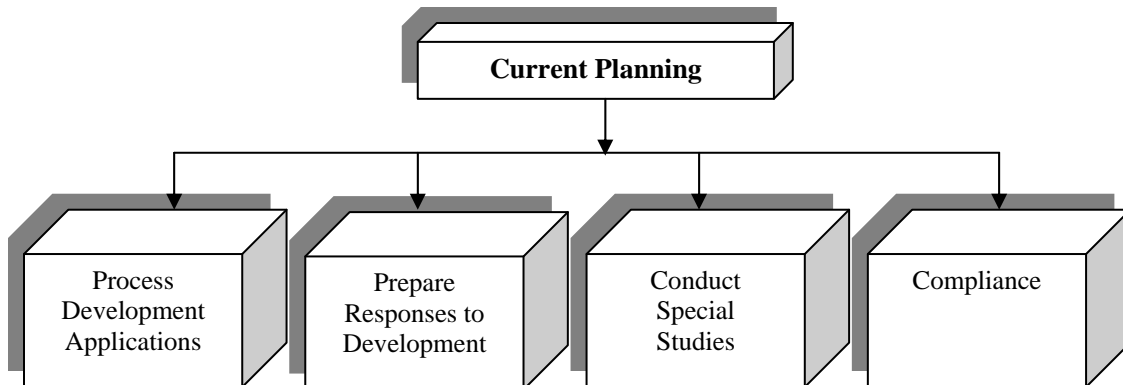
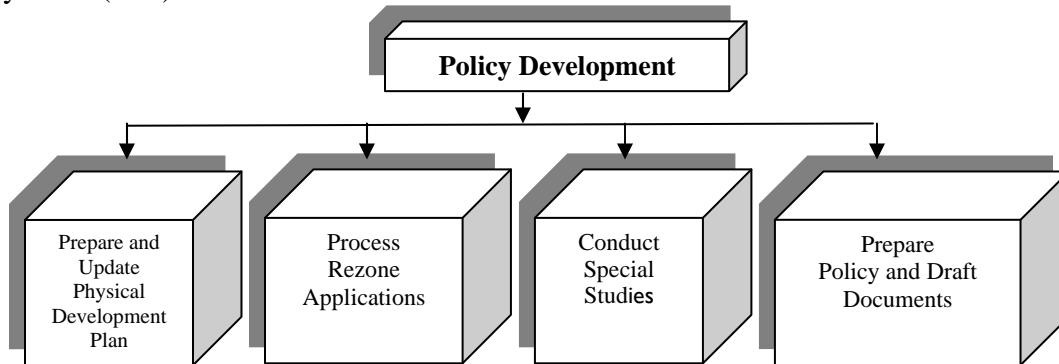


Figure 3: Current Planning Functions and Responsibilities

## *Functions and Responsibilities*

### *Policy Development*

The Policy Development section (PD) is responsible for policy preparation and long-range planning issues such as land-use policies, conducting special studies, keeping the Development Plan (Physical) current, processing rezoning applications and preparing amendments to the Development Plan, Planning Law and Regulations. This section also manages planning-related Geographic Information Systems (GIS).

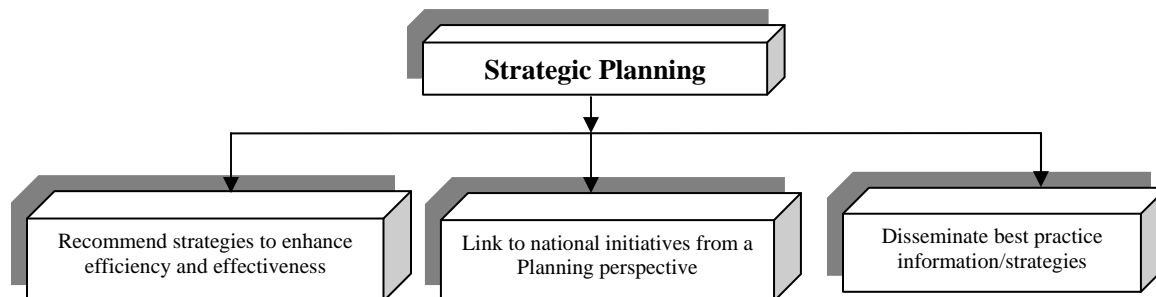


**Figure 4a:** Policy Development Functions and Responsibilities

### *Strategic Planning*

This section initially is responsible for work on internal processes to enhance efficiency and effectiveness. The remit also comprises the identification and development of long-range strategic planning initiatives. Examples include reviewing and recommending changes to planning laws, regulation, policies, procedures and practices for compatibility with the goals of national initiatives, such as the Freedom of Information Law, Climate Change, and developing an energy code.

As strategic planning utilizes the best practices of the day in a contextual manner, the section is additionally charged with promoting and disseminating best practice information and strategies to colleagues in the interest of serving stakeholders in the most efficient and effective manner.



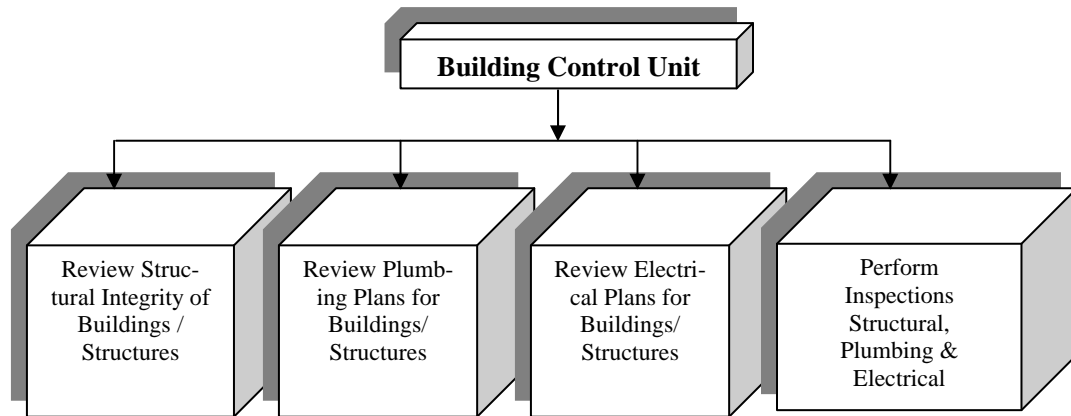
**Figure 4B:** Strategic Planning Functions and Responsibilities



## Functions and Responsibilities

### Building Control Unit

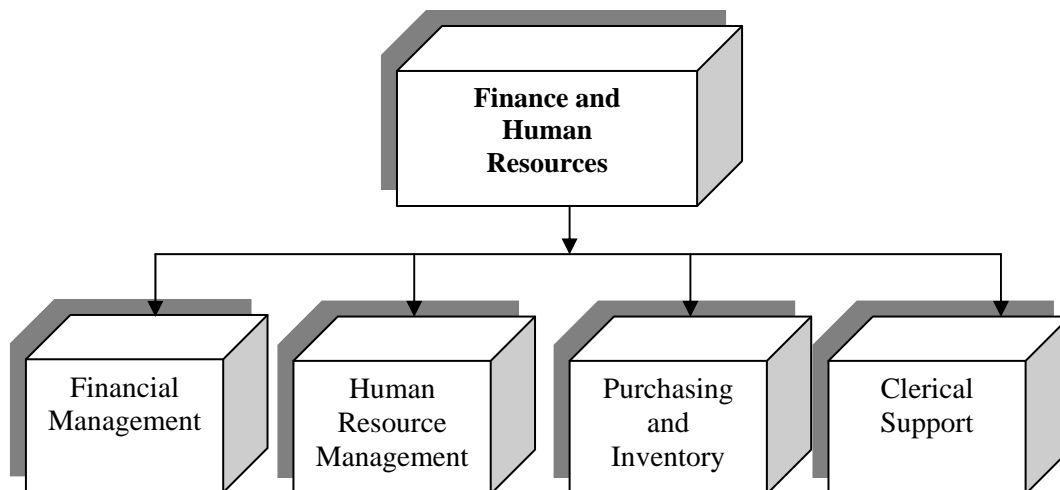
The Building Control Unit (BCU) reviews applications for building permits and inspects the structural, plumbing, mechanical and electrical components of buildings and structures to ensure that approved developments comply with all the codes: Building, Plumbing, Electrical and occasionally Mechanical.



**Figure 5:** Building Control Functions and Responsibilities

### Finance and Human Resources

Staff in this section are the front line in customer service and provide essential support services for technical and professional staff. Among other things, administrative staff ensure that fees are collected and that questions are directed to the appropriate officers. In addition, they are responsible for managing finances, Human Resources matters and clerical-support issues.



**Figure 6:** Finance and Human Resources Functions and Responsibilities

## *Application Processing*

### Central Planning Authority Performance

It was an active year for the Central Planning Authority in 2008. There were meetings 75% of the weeks of the year. In addition to regularly scheduled meetings to review planning applications, there were several special meetings for items such as site visits and Policy review.

A total of 1,189 planning applications (CPA and Administrative) were approved in 2008 compared with 1,115 in 2007, or a 6.6% increase. This equates to about 30 items per meeting, slightly up from 29 the year before.

The number of applications approved by CPA in 2008 increased 7.8% from the 514 in 2007 with a total of 554 items approved. The value of approvals at \$471.3M showed a 26.9% decrease from \$645M in 2007. This discontinued the trend of consecutive value increase (i.e. 2002-2007).

There were 222 applications adjourned compared with 242 in 2007. This represents a 8% reduction in adjournments, a symptom of increased/decreased efficiency.

The number of refusals at 55 in 2007, remained the same in 2008. The value of refusals was \$93.7M

Enforcements were down with 41 notices issued in 2008 compared to 61 in 2007. This downturn was influenced by staff shortage part of the year.

Information and Discussion items were similar to the previous year, with 95 items considered in 2008 compared with 94 in 2007. Matters from the Director decreased, with 61 in 2008 compared to 77 in 2007.

The CPA held 39 meetings in 2008 with an average attendance of 9 members per meeting.

Performance Indicator	Year		% Change 2007-2008
	2007	2008	
Attendance (Avg.)	9.3	9.3	0%
Applications (Approved)	514	554	8%
Applications (Adjourned)	242	222	-8%
Applications (Refused)	55	55	0%
Enforcements	61	41	-33%
Matters from the Director	77	61	-21%
Information/ Discussion	94	95	1%
No. of Items	1,115	1,189	7%
No. of Meetings	38	39	3%

**Table 1:** Central Planning Authority Performance Indicators: 2007-8

## Application Processing

### Development Control Board Performance

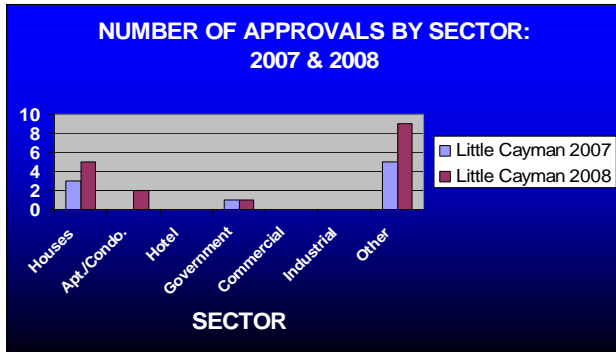


Figure 7: Little Cayman: Number of Approvals by Sector: 2007-8

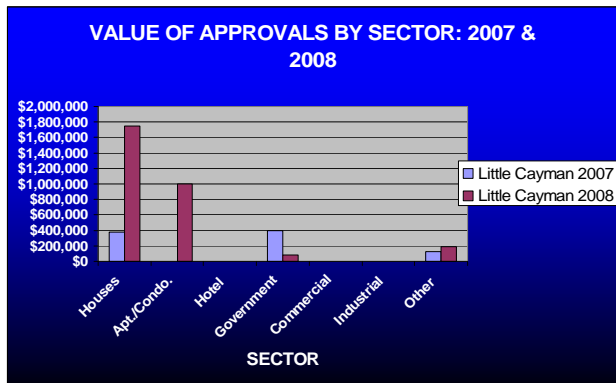


Figure 8 Little Cayman: Value of Approvals by Sector: 2007-8

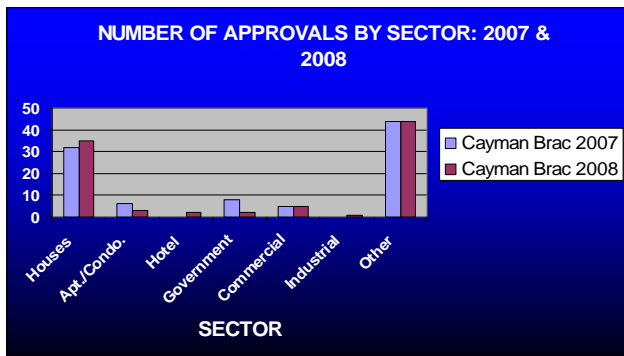


Figure 9: Cayman Brac: Number of Approvals by Sector: 2007-8

The Development Control Board (DCB) approved 109 development applications valued at \$27.9M. These figures represented an increase in total approvals by 5% (from 104 in 2007) but the value decreased by 23% from 2007's \$36.2M. The increase in number of applications is notable considering Hurricane Paloma in early November.

Housing approvals increased slightly with 40 approvals compared to 35 in 2007. There were 5 Apartment applications approved on the Sister Islands in 2008, a slight decrease from 2007 when 6 were approved. Government projects approved was down with 9 in 2007 and 3 in 2008. There was one industrial approval compared to none in 2007. "Other" approvals rose from 49 in 2007 to 53 in 2008.

In summary, the value of projects approved in Cayman Brac declined, going from \$35.3M in 2007 to \$27.9M in 2008. Most of the decrease in value is attributed to the difference in value of apartments approved in 2007 (\$23.9M) versus apartments approved in 2008 (\$8.2M). The total applications approved for Little Cayman (i.e. 17 in 2008) almost doubled compared to 9 in 2007. The value of applications for Little Cayman also increased from \$0.9M in 2007 to \$3.0M in 2008.

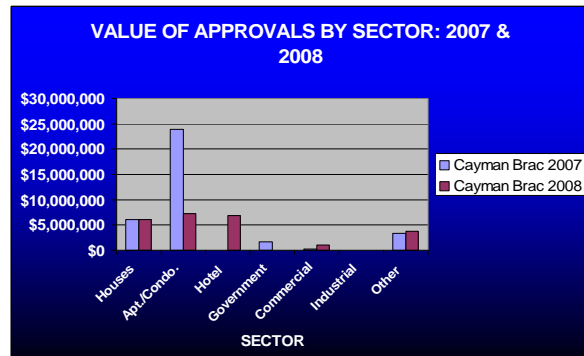


Figure 10: Cayman Brac: Value of Approvals by Sector: 2007-8

## *Application Processing*

### **Planners Performance**

On average, planners processed 236 applications each for approval in 2008 compared with 224 applications in 2007. Each of these planners on average processed approximately \$94M, similar to \$93.8M in 2007. A total of 283 reference letter applications for Trade and Business Licences were logged compared to 276 in 2007. Also, current planners dealt with 86 “due diligence” letters. Policy Development planners processed 6 rezones (4 recommended for approval), one Tree Preservation Orders and 4 Designating Orders.



**Figure 11A:** Commercial building under construction at West Bay Road



**Figure 11:** Public high school under construction in Frank Sound

## Highlights of 2008

### Department Hires New Team Members



**Fig. 12B:** Assistant Building Control Officer (Operations) Lee Bodine



**Fig. 12A:** Director of Planning & CPA Executive Secretary Kenneth S. Ebanks, MBA BES



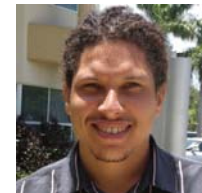
**Fig. 12I:** Administrative Assistant Taneisha Bodden



**Fig. 12C:** Plans Examiner Kerry-Ann Picard

A number of new team members were hired for the Building Control Unit, Policy Development Section and Administration area respectively.

Ms. Leslie-Ann Baptiste joined as Financial Administrator; Mr. Robert Thompson and Ms. Nina Smith as Clerical Officers; Mr. Charles Brown as Planning Assistant; Mr. Leroy Bodine as Assistant Building Control Officer; Mr. Gerald Mazur as Elevator Inspector; Ms. Suzanne Larson and Mr. Alex Zigmund as Combination Inspectors; Mr. Benjamin Kant as Electrical Inspector (Sister Islands); and Ms. Taneisha Bodden as Personal Assistant to the Director.



**Fig. 12J:** Planning Assistant 1, Charles Neil Brown, M. Arch



**Fig. 12D:** Benjamin Kant, Electrical Inspector Sister Islands

“These new staff members help to boost productivity and customer service in their sections which increases our ability to effectively meet the demands of the public,” Director of Planning Kenneth S. Ebanks said. Mr. Ebanks also thanked the Ministry of Planning, the Central Planning Authority members and Government for their continued support of the Department as it tries to improve its service to the community.



**Fig. 12K:** Finance Administrator Leslie-Ann Baptiste



**Fig. 12E:** Building Inspector (Combo) Suzanne Larson

In addition to hiring new team members, the Department welcomed back from University Caymanians Kerry-Ann Picard as a Plans Examiner and Timothy Howard as a Building Inspector. Both attended Miami Dade College where Ms Picard graduated with distinction.



**Fig. 12L:** Building Inspector (Combo) Alex Zigmund



**Fig. 12F:** Clerical Officer Robert Thompson



**Fig. 12G:** Gerald Mazur Elevator Inspector



**Fig. 12H:** Timothy Howard Building Inspector



**Fig. 12M:** Clerical Officer (BCU) Nina Smith

## *Highlights of 2008*

### **Development of E-Trakit**

The Department commenced the development of E-Trakit, which will allow the public and applicants to view information on planning projects and building permits. Phase one implementation involves customers accessing project and building permit information. Phase two will entail the ability for applicants to submit applications electronically. The benefits of the tool include:

- Enhancing customer service. For instance, the tool will allow online scheduling of inspections, eliminating the need for clients to telephone, fax or visit the Department to schedule inspections.
- Increasing transparency with respect to planning in the Cayman Islands. This is complimentary to the implementation of Freedom of Information.

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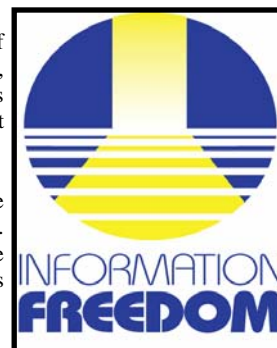
### **Strategic Planning Projects**

Several strategic planning projects were undertaken and commenced during the year. These were primarily geared at addressing matters raised from Government's Strategic Policy Statement and common to more than one Section of the Department. Two projects are noted below.

#### **Freedom of Information**

The Department took a proactive approach to the implementation of the Freedom of Information (FOI) Government initiative, whose objects are to enhance transparency, accountability and public participation in decision making. The Department sensitized all its internal stakeholders, including staff, the Central Planning Authority (CPA), the Development Control Board (DCB) and the Electrical Board of Examiners (EBE).

This approach was enabled by the Director of Planning Mr. Kenneth S. Ebanks, whose commitment to effective FOI implementation was recognized by Government's FOI Unit. Additionally, the CPA Chairman Mr. Dalkeith Bothwell's support was acknowledged when he was honoured by being invited to deliver the opening address to an orientation session of Chairs of Government Boards and Authorities.



#### **Climate Change Strategic Plan**

In anticipation of the potential serious impacts of climate change, the Department commenced drafting a strategic plan to deal with climate change. This initiative is consistent with Government's strategic objective of climate change mitigation and adaptation, per its 2009/2010 Strategic Policy Statement. Components of the plan include:

- Review land use using a climate change mitigation and adaptation "lens."
- Develop energy code.
- Review building code for resiliency factors.
- Review "coastal" design parameters (setbacks, height, beach ridge protection, selective clearing, breakaway walls, height of habitable space, etc).
- Consultation with and input from relevant stakeholders.
- Using synergy and avoiding duplication (work by National Climate Change Adaptation Working Group, input from FCO study on energy policy).

## Highlights of 2008

### Central Planning Authority (CPA) Awards

The brainchild of CPA Chairman Dalkeith Bothwell, the CPA held its 2nd annual awards on November 20, 2008 for outstanding contributions to planning, development and preservation, as well as lifetime contribution to planning.



**Figure 13A:** The family of the late G. Haig Bodden, MBE, accepted the award for outstanding contribution to planning. **L-R:** Mr. Robert (Bobby) Bodden, M.C. Mr. Altee Thompson, Director of Planning Kenneth S. Ebanks, and Mrs. Lurline Bodden.



**Figure 13B:** **L-R:** Mr. Attlee Bodden receives the award for Outstanding Past CPA Member from MC Mr. Altee Thompson.



**Figure 13C:** The family of the late Capt. Royal Bodden, Sr. accepted the award for his outstanding contribution to development on Grand Cayman. **L-R:** Dionne Merren (Granddaughter), Presenter and Deputy Chief Officer Ministry of DAPAH Jennifer Ahearn, Mrs. Aline Wood (Granddaughter).



**Figure 13D:** Mrs. Gina Ebanks-Petrie was the recipient of the award for outstanding contribution to preservation, presented by Mr. Arden Parsons (right).



**Figure 13E:** The family of the late Dr. Marco Enrico Clifton Giglioli, OBE, accepted the award for lifetime achievement for contributions to planning, development and preservation. **L-R:** Mr. George Giglioli, Mr. Dalkeith Bothwell (CPA Chairman) and Mrs. Maria Fear.

## *Notable Events/Highlights of 2008*

### **Response to Hurricane “Paloma”**

In the immediate aftermath of Hurricane Paloma the Department coordinated the damage assessment activities of public and private (volunteer) building inspectors in order to get as many homes and businesses up and running as quickly as possible without endangering human life. A total of 5,097 inspections were conducted resulting from “Paloma.”



**Figure 14:** Building Inspector Ernesto Carter performing damage assessment post Hurricane Paloma

### **Planning Department Hosts Solar Workshop**

The Department hosted a photovoltaic workshop to accommodate the growing interest and demand for the application of solar cells for energy by converting sunlight directly into electricity. As a result of the workshop, the Department will be better equipped to assist the public and industry with PV applications for homes and businesses.

### **Redeveloped Department Website**

The Cayman Islands Planning Department launches Changing Cayman, a new website developed in collaboration with the Cayman Islands National Archive. The website contains scenes of Grand Cayman from the past, and allows website visitors to compare a historic scene with its contemporary counterpart.

"As we move forward towards a sustainable future for the Cayman Islands, it's critical that we not forget our past," noted Director of Planning Kenneth Ebanks. "These images are also critically important as a resource tool for risk management, and adaptation strategies for climate change". The past 30 years has seen an incredible amount of change on Grand Cayman, which can often feel overwhelming. "What we wanted to do with the Changing Cayman website was to allow residents to look into Cayman's past, and help them quantify what has changed, for the better and worse." The Changing Cayman website contains historical images from the public and the National Archive.

### **Conferences**

The CPA attended the American Planning Association Conference held in Las Vegas, USA. There they took in seminars and workshops particularly geared to planning board members.

In October the CPA Chairman Mr. Dalkeith Bothwell and the Director of Planning Mr. Kenneth S. Ebanks attended the International Union for Conservation of Nature (IUCN) Conference in Barcelona, Spain. The conference purpose was to share ideas among governments, businesses, conservation organizations, affected stakeholders and scientists on better ways to safeguard the planet's biodiversity.

The Department's Assistant Director for Strategic Planning Mr. Robert Lewis attended the Florida APA Conference to keep abreast of best practices in urban and regional planning.



**Figure 15:** Director of Planning Kenneth S. Ebanks at IUCN Conference



## Application Approvals

### Summary of Application Approvals



**Figure 16:** A home near Breakers, selective clearing in foreground

The number of applications approved in all three islands was up 6% with 1,298 plan approvals in 2008 compared to 1,230 applications approved in 2007. The value of approvals was slightly down with a 1% decrease from \$505.2M approved in 2007 to \$499.2M approved in 2008.

#### Sector

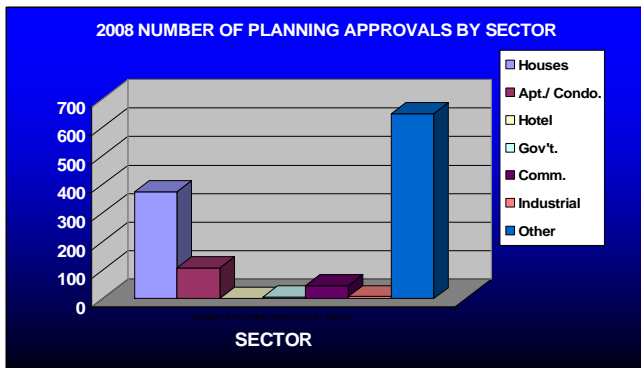
##### Houses

Single family housing approvals on Grand Cayman declined 14% in 2008 with 375 new approvals compared to 437 in 2007. The value of these approvals went down to \$110M from \$131.3M, or 16%.

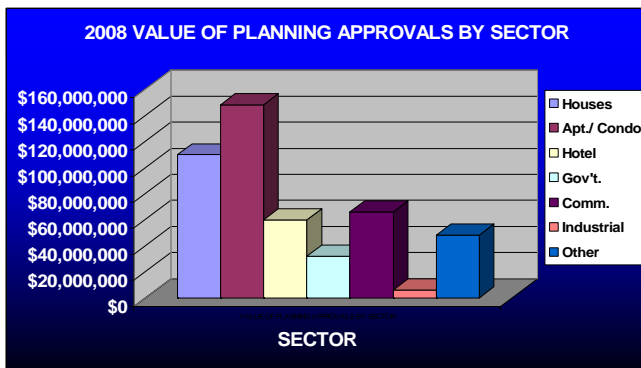
A likely contributing factor is the economic downturn's impact on loans. The average value of the homes went down to \$293K compared to \$300K in 2007.

##### Apartments

The number of apartments decreased in 2008, with 108 newly approved applications compared to 112 in 2007, a drop of 4%. The value of apartment projects once more decreased from \$294.3M in 2007 to \$148.4M in 2008, a 67% decrease. These figures are probable indicators of a saturation of the apartment market impacted by a slowing international economy.



**Figure 17:** Number of Planning Approvals by Sector, 2008



**Figure 18:** Value of Planning Approvals by Sector, 2008

## Application Approvals (cont.)

### Hotel

Similar to 2007, there was one new hotel approval in 2008 valued at \$60M compared to \$55M in 2007. This represents a significant **increase** in value (i.e. over 9%).



**Figure 19:** Government Office Accommodation Project under construction, George Town

### Government

The government had 6 application approvals in 2008, compared to 13 in 2007. Also, the value of these projects fell by 86% from \$230.6M in 2007 to \$32.2M in 2008. Government and statutory authority projects approved in 2008 included an emergency response centre, a vehicle and licensing facility, and a school (among other projects).

### Commercial

There were 45 new commercial applications this past year, down from 56 in 2007. Also, the value decreased 8% from \$71.7M in 2007 to \$66.2M in 2008.

### Industrial

There were 7 industrial projects in 2008 valued at \$\_\_M. This is a 50% decrease in quantity and 25% drop in value from 2007, which saw 14 industrial projects valued at \$8.4M.



**Figure 20:** A new office building off West Bay Road.

## Projects valued over \$1 Million

There were 64 projects of \$1 million or more in value (from 18 in 2007). This is a significant increase in number (256%) and value (from \$262.7M to \$324.0M). The average value per sq. ft. was \$148.96 (from \$229.94 in 2007). However, when non-enclosed projects are excluded (e.g. excavation, subdivisions and pool), the figure of \$144.36 per sq. ft. is applicable. About 11.3% (i.e. \$36.5M) of the total value of projects valued over \$1 million is from the Government sector. Table 2 shows the top ten most valuable approved projects with a total value of \$200.8M and an average cost per sq. ft. of \$148.00

APPLICANT	DESCRIPTION	VALUE	AREA (Sq. Ft.)
CARIBBEAN ISLANDS DEVELOPMENT LTD	PROPOSED HOTEL	\$60,000,000	459,064
THE WATERCOLOURS LIMITED	PROPOSED APARTMENTS	\$37,000,000	220,200
BDCL ARCHITECTS	PROPOSED APARTMENTS	\$25,000,000	104,613
CI GOVERNMENT	PROPOSED EMERGENCY RESPONSE CENTRE	\$17,000,000	72,086
RIP IX LTD	PROPOSED 51 APARTMENTS	\$15,000,000	187,481
CAYMAN ISLANDS GOVT	PROPOSED SCHOOL	\$14,000,000	70,730
CARIBBEAN PLAZA LTD	PROPOSED COMMERCIAL OFFICES	\$12,000,000	76,920
CRICKET SQUARE LIMITED	PROPOSED OFFICE BUILDING (PHASE V)	\$7,500,000	56,492
RUTKOWSKI BAXTER HOUGHTON	COMMERCIAL ADDITION	\$6,800,700	45,338
VELISMO HARBOUR LTD.	PROPOSED 29 APARTMENTS	\$6,500,000	65,830
<b>TOTALS</b>		<b>\$200,800,700</b>	<b>1,358,754</b>

\$148/sq. ft avg.

**Table 2:** Top 10 projects over \$1M in Value: 2008

## Application Approvals (cont.)

### Other Application Approvals

#### “Other” Category

There are several other project types that fall into the subcategory title “Other.” These include subdivisions, pools, signs, modifications, fences, and ancillary applications. The number of “Other” applications approved increased significantly to 647 from 493 in 2007, a 31% rise. “Other” applications approved was valued at \$48.3M in 2008, compared to \$59.1M in 2007 (18% drop). The following sections summarise these application types.

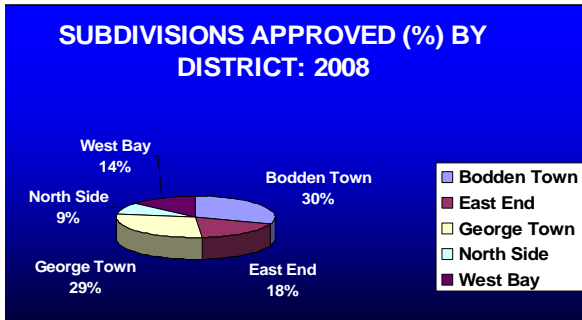


Figure 21: Percentage of Subdivisions Approved by District: 2008



Figure 22: Low rock wall and sign in Savannah.

#### Subdivisions

2008 saw an increase in the number and a decrease in value of subdivisions, compared to 2007. A total of 66 subdivision applications valued at \$6.9M were approved in 2008. 53 were for subdivisions of less than 6 lots and the remaining 13 were for 6 lots or more. In 2007, there were 51 approved subdivisions valued at \$8M.

#### Modification

There were 155 applications valued at \$5.4M to modify Central Planning Authority Approvals in 2008. This compares to 110 modifications valued at \$29.5M in 2007.

#### Fences and Walls

There were 43 applications for fences and walls in Grand Cayman valued at approximately \$0.7M. In 2007, 44 walls and fences were approved at \$1.3M.



Figure 23: Exemplary aesthetics (wall and landscaping in the “spots” area.

#### Swimming Pools

There were 101 pool applications approved in 2008 valued at \$7.5M. A total of 114 pools valued at \$11.1M were approved in 2007.

#### Signs

There were 39 sign Applications approved, valued at \$195K in 2008, compared with 35 approved at \$215K in 2007.

#### Ancillary

Projects in this sector included antennas, cabanas, docks, excavations, institutional, land clearing, seawalls, storage sheds, and tents. In total there were 158 of these applications valued at \$16.1M. This compares to 40 applications valued at \$4.2M in 2007.

## Application Approvals (cont.)

### District

Once again, George Town had the majority of developments with 523 approvals valued at \$210.4M, accounting for 44% and 45% of Grand Cayman’s respective totals. Compared to the previous year the number of approvals for George Town was up and the value was down (427 approvals valued at \$231.4M).

Bodden Town continued its trend of having the second largest number. However, 2008’s 277 approvals valued at \$67M was a decrease of 19% in quantity and 3% in value from 2007. In that year, Bodden Town had 340 approved applications valued at \$69M.

West Bay had 264 approvals valued at \$104.7M (second in value). Applications were slightly up from 2007’s 253. The value of approvals were also up (36%) compared to 2007’s \$77M.

East End’s 52 approvals valued at \$77.1M is up 4% in number and down 1% in value compared to 2007 figures (50 approvals valued at \$77.7M).

North Side’s 73 approvals were a 38% increase from 2007’s 53 approvals. The value decreased 13% from \$13.9M in 2007 to \$12.1M in 2008.

Cayman Brac had 92 approvals valued at \$24.9M in 2008 compared to 95 approvals valued at \$35.3M in 2007. This is a 3% decrease in number and 29% drop in value. Little Cayman had 17 approvals valued at \$3.0M, a significant increase of 89% and 234% respectively from 2007’s figures of 9 approvals valued at \$0.9M.

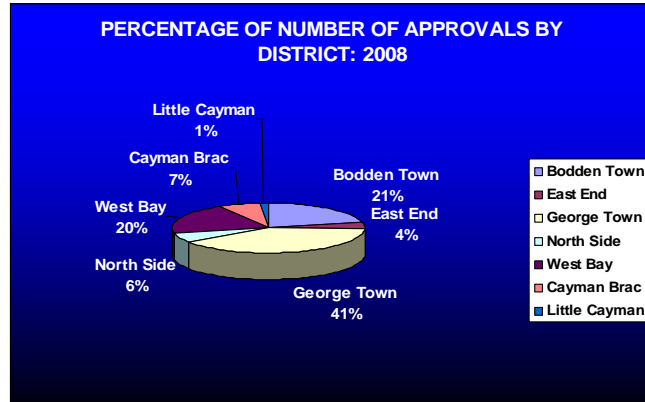


Figure 24: Percentage of Number of Approvals by District: 2008

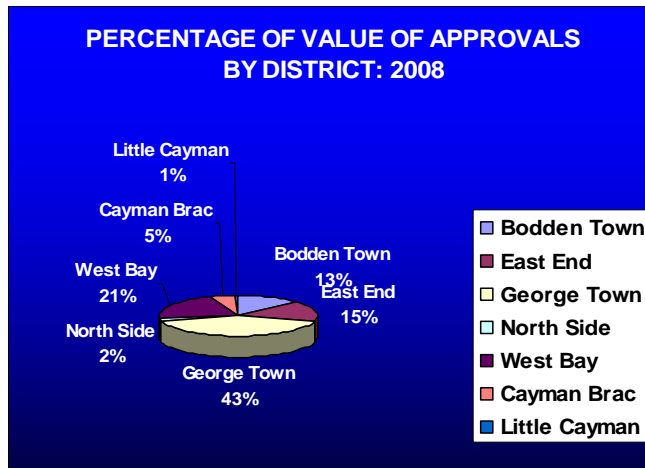


Figure 25: Percentage of Value of Approvals by District: 2008

### Administrative Approvals

Twelve years ago, the Director of Planning was delegated the authority to approve applications administratively and this delegation has proven to be very successful. In 2003 the Director’s delegated authority was enhanced to allow for the administrative processing of duplexes and temporary banners. In 2008, 53% of all Grand Cayman approvals were administrative. This was similar to 2007’s 54%. These 635 applications valued at \$108M represented a 4% increase in number and 12% drop in value (from 2007’s 612 applications valued at \$122.1M).

*Building Permits Issued*



**Figure 26:** New office building at Elgin Avenue, George Town

## *Certificates of Occupancy*



**Figure 27:** House in Red Bay.



**Figure 29:** New Commercial Building in Savannah

Certificates of Occupancy (COs) issued in 2008 totalled 494 with a value of \$210.6M, compared with the same number of COs valued at \$176.8M in 2007.



**Figure 28:** Construction continues at Camana Bay, a “New Urbanist” town off West Bay Road

## *Compliance*

There were 587 compliance cases opened in 2008 versus 293 in 2007. This can be attributed to two full-time compliance officers most of 2008, compared to one officer for part of 2007. There were 41 enforcement notices issued in 2008, versus 61 in 2007.



**Figure 30:** A compliance case.



**Figure 31:** Another compliance matter.

## Appeals, Revenue and Expenditure

### Appeals

In 2008, there were 17 appeals against Central Planning Authority decisions compared with 22 in 2007, 21 in 2006 and 15 in 2005. There were two appeals in 2008. There were no appeals against Development Control Board Decision in 2007 and 2006. However, 3 were lodged in 2005.

### Department Revenue and Expenditure

There were \$4M in fees collected by the Planning Department in 2008 compared with \$7.8M in 2007, a decrease of 49%. The distribution was as follows: \$1M in Planning Application Fees (down from \$1.6M), \$1.3M in Building Permit Fees (down from \$2.9M), \$1.6M in Infrastructure Fees (down from \$3.2M), \$54K in Electrical license fees (down from \$80K), and \$26K in Miscellaneous and Sale of Planning Documents (up 100% from previous year). Overall Department revenue decreased by \$3.8M in 2008. Expenditure for the year was \$4.3M.

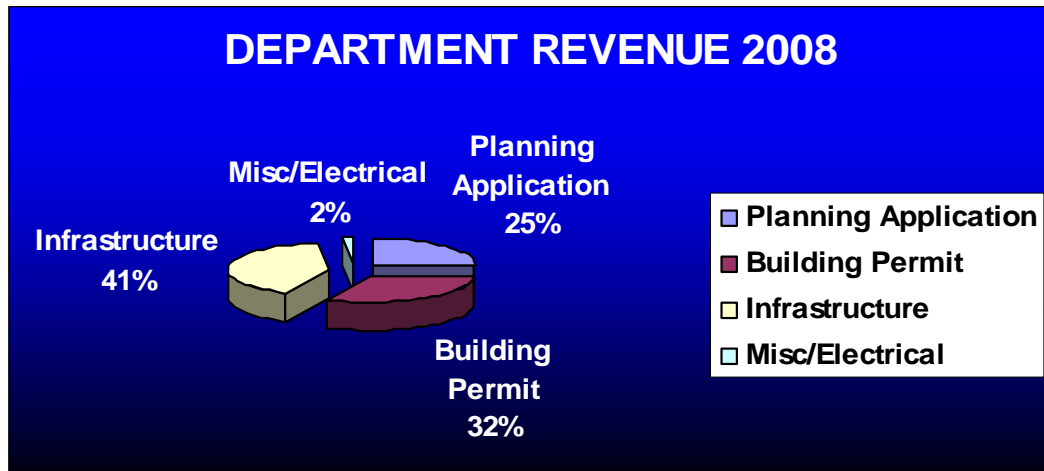


Figure 32: Department Revenue: 2008



## Conclusion

The Central Planning Authority, Development Control Board, and the Planning Department continued to strive to enhance efficiency and effectiveness through delivery of their outputs toward satisfying Government's strategic objectives.

Efficient customer service continues to be a priority, exemplified by: the hiring of additional staff; implementing a compliment/complaint process; expanding information on the Department's website; and continued training of staff. Additionally, the Department begun the development of E-Trakit, a tool designed to facilitate online customer access to planning application and building permit status. The Department continues to seek means of building on progress to date.

The Department, its Boards and Authority proactively prepared for the implementation of Freedom of Information, the Government initiative aimed at enhancing transparency, accountability and public participation in decision making. The Department sensitized all its internal stakeholders to the requirements of the FOI Law.

The Department and the CPA continued work on the revision of the Development Plan for Grand Cayman. Additionally, the CPA reviewed policies on industrial guidelines and a sign policy.

The Builders Regulations 2008 were passed to compliment the Builders Law, 2007. These two documents are geared to regulating the construction industry in the interest of the public and industry professionals.

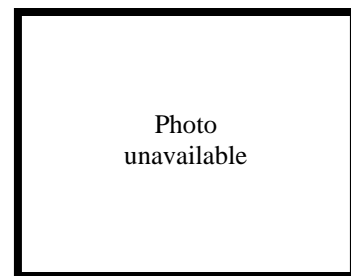
The diligence of the members of the CPA and the DCB, Planning Department team members, the support of the Ministry of DAPAH, and the input of customers are most appreciated. The combined effort of all contribute significantly toward the delivery of short, medium and long-term planning services ultimately aimed at enhanc-



**Dalkeith Bothwell**  
Chairman, CPA



**Kenneth S. Ebanks**  
Executive Secretary, CPA



**Ernie Hurlstone**  
Chairman, DCB

## Appendix 1: 2008 Planning Approval Statistics

SECTORS	2004		2005		2006		2007		2008		% Change 2008 vs. 2007	
	NO.	VALUE	No.	VALUE	No.	VALUE	No.	VALUE	No.	VALUE	No.	VALUE
Houses	359	\$ 67,483,006	532	\$ 105,768,500	336	\$ 74,848,218	437	\$ 131,284,341	375	\$109,961,601	-14.2%	-16.2%
Apt./Condo.	111	\$ 153,684,330	132	\$ 194,879,180	222	\$ 294,288,813	112	\$ 88,941,813	108	\$148,384,887	-3.6%	66.8%
Hotel	1	\$ 45,000,000	4	\$ 16,220,000	1	\$ 6,042,649	1	\$ 55,000,000	1	\$60,000,000	0.0%	9.1%
Gov't.	6	\$ 3,879,000	15	\$ 3,739,053	15	\$ 7,460,091	13	\$ 230,565,382	6	\$32,200,000	-53.8%	-86.0%
Comm.	52	\$ 133,223,770	95	\$ 103,975,691	70	\$ 119,779,333	56	\$ 71,740,141	45	\$66,211,974	-19.6%	-7.7%
Industrial	17	\$ 7,340,771	26	\$ 20,516,746	30	\$ 44,387,985	14	\$ 8,385,000	7	\$6,261,180	-50.0%	-25.3%
Other	427	\$ 45,697,660	394	\$ 66,146,908	574	\$ 74,155,347	493	\$ 59,108,542	647	\$48,280,303	31.2%	-18.3%
<b>TOTAL</b>	<b>973</b>	<b>\$456,308,537</b>	<b>1,198</b>	<b>\$511,246,078</b>	<b>1,248</b>	<b>\$620,962,436</b>	<b>1,126</b>	<b>\$645,025,219</b>	<b>1,189</b>	<b>\$471,299,945</b>	<b>5.6%</b>	<b>-26.9%</b>

**Table 3:** Number and Value of Planning Approvals by Sector 2004 to 2008 Grand Cayman,

Sector	2004		2005		2006		2007		2008		2007 Totals	2008 Totals	% Change 2008 vs. 2007
	Little Cayman	Cayman Brac	Little Cayman	Cayman Brac	Little Cayman	Cayman Brac	Little Cayman	Cayman Brac	Little Cayman	Cayman Brac			
Houses	7	29	4	39	5	34	3	32	5	35	35	40	14%
Apt./Condo.	0	1	1	3	0	0	0	6	2	3	6	5	-17%
Hotel	0	0	0	0	0	1	0	0	0	2	0	2	N/A
Government	1	10	0	5	1	9	1	8	1	2	9	3	-67%
Commercial	2	11	2	7	0	5	0	5	0	5	5	5	0%
Industrial	0	4	0	1	0	10	0	0	0	1	0	1	N/A
Other	20	55	13	60	8	59	5	44	9	44	49	53	8%
<b>Totals</b>	<b>30</b>	<b>110</b>	<b>20</b>	<b>115</b>	<b>14</b>	<b>118</b>	<b>9</b>	<b>95</b>	<b>17</b>	<b>92</b>	<b>104</b>	<b>109</b>	<b>5%</b>

**Table 4:** Number of Planning Approvals by Sector 2004 to 2008 on the Sister Islands

Sector	2004		2005		2006		2007		2008		2007 Totals	2008 Totals	% Change 2008 vs. 2007
	Little Cayman	Cayman Brac	Little Cayman	Cayman Brac	Little Cayman	Cayman Brac	Little Cayman	Cayman Brac	Little Cayman	Cayman Brac			
Houses	\$1,592,540	\$5,053,355	\$831,300	\$5,108,370	\$1,220,852	\$5,494,064	\$379,000	\$6,082,803	\$1,750,000	\$6,014,112	\$6,461,803	\$7,764,112	20%
Apt./Condo.	\$0	\$134,400	\$270,000	\$983,300	\$0	\$0	\$0	\$23,874,000	\$1,000,000	\$7,220,000	\$23,874,000	\$8,220,000	-66%
Hotel	\$0	\$0	\$0	\$0	\$0	\$5,500,000	\$0	\$0	\$0	\$6,900,000	\$0	\$6,900,000	N/A
Government	\$0	\$333,500	\$0	\$202,500	\$20,000	\$2,719,400	\$400,000	\$1,674,000	\$80,000	\$6,000	\$2,074,000	\$86,000	-96%
Commercial	\$1,205,000	\$690,600	\$265,000	\$337,500	\$0	\$650,000	\$0	\$319,000	\$0	\$972,000	\$319,000	\$972,000	205%
Industrial	\$0	\$4,018,000	\$0	\$500,000	\$0	\$1,550,000	\$0	\$0	\$0	\$40,000	\$0	\$40,000	N/A
Other	\$139,500	\$565,670	\$184,550	\$597,553	\$26,550	\$743,961	\$125,000	\$3,336,200	\$187,500	\$3,734,618	\$3,461,200	\$3,922,118	13%
<b>Totals</b>	<b>\$2,937,040</b>	<b>\$10,795,525</b>	<b>\$1,550,850</b>	<b>\$7,729,223</b>	<b>\$1,267,402</b>	<b>\$16,657,425</b>	<b>\$904,000</b>	<b>\$35,286,003</b>	<b>\$3,017,500</b>	<b>\$24,886,730</b>	<b>\$36,190,003</b>	<b>\$27,904,230</b>	<b>-23%</b>

**Table 5:** Value of Planning Approvals by Sector 2004 to 2008 Sister Islands

*Appendix 1: 2008 Planning Approval Statistics*

Districts	2004		2005		2006		2007		2008		% Change 08-07	
	No.	Value*	No.	Value*	No.	Value*	No.	Value*	No.	Value*	No.	Value
Bodden Town	249	\$ 57,821	330	\$ 54,193	339	\$ 83,194	340	\$ 69,021	277	\$66,990	-19%	-3%
East End	37	\$ 49,771	48	\$ 20,858	41	\$ 7,796	50	\$ 77,717	52	\$77,065	4%	-1%
George Town	431	\$ 267,596	529	\$ 331,515	526	\$ 341,379	427	\$ 231,362	523	\$210,387	22%	-9%
North Side	44	\$ 11,811	47	\$ 9,472	74	\$ 26,426	53	\$ 13,917	73	\$12,128	38%	-13%
West Bay	212	\$ 69,310	244	\$ 95,209	268	\$ 162,167	253	\$ 76,974	264	\$104,730	4%	36%
GC Total	973	\$456,309	1198	\$511,247	1248	\$620,962	1123	\$468,991	1189	\$471,300	6%	0%
Cayman Brac	110	\$ 10,796	20	\$ 7,729	118	\$ 16,657	95	\$ 35,286	92	\$24,887	-3%	-29%
Little Cayman	30	\$ 2,937	13	\$ 1,551	14	\$ 1,267	9	\$ 904	17	\$3,018	89%	234%
Sister Islands Total	140	\$13,733	33	\$9,280	132	\$17,924	104	\$36,190	109	\$27,904	5%	-23%
Grand Total	1,113	\$470,042	1,231	\$520,527	1,380	\$638,886	1,227	\$505,181	1,298	\$499,204	6%	-1%

\*='000's

**Table 6:** Number and Value of Planning Approvals by District 2004 to 2008 (all Districts) \* (,000)

ANCILLARY	Number	158
	Value	\$ 16,131,979
ANTENNAE	Number	4
	Value	\$ 3,000
DOCKS	Number	25
	Value	\$ 858,650
FENCES/WALLS	Number	43
	Value	\$ 732,988
GAZEBOS	Number	12
	Value	\$ 172,235
INSTITUTIONAL	Number	8
	Value	\$ 9,306,862
LANDCLEARING	Number	4
	Value	\$ 426,600
MODIFICATIONS	Number	155
	Value	\$ 5,407,316
POOLS	Number	101
	Value	\$ 7,508,060
SEA WALLS	Number	8
	Value	\$ 289,000
SHEDS	Number	21
	Value	\$ 226,040
SIGNS	Number	39
	Value	\$ 195,312
SUBDIVISIONS	Number	66
	Value	\$ 6,907,260
TENTS	Number	3
	Value	\$ 115,000
TOTAL	Number	647
	Value	\$ 48,280,302

**Table 7:** Number and Value of Planning Approvals Other Sector 2008

*Appendix 1: 2008 Planning Approval Statistics*

Subdivisions	Bodden Town	East End	George Town	North Side	West Bay	Total
Major	4	3	4	1	1	13
Minor	16	9	15	5	8	53
Total	20	12	19	6	9	66

Table 8: Subdivision Approvals by District 2008

	APPROVAL TYPE, 2008		TOTALS
	ADMIN	CPA	
Number	635	554	1,189
Value	\$ 107,945,631	\$ 363,354,314	471,299,945

Table 9: Number and Value of CPA and Administrative Approvals 2008

Regatta Office Plaza, Leeward I  
2nd Floor  
West Bay Road

Phone: 345-769-7526  
Fax: 345-769-2922  
Email: [Planning.Dept@gov.ky](mailto:Planning.Dept@gov.ky)

## *Appendix 2: Frequently Asked Questions*

### **Protecting Your Property and the Islands through Planning Permission Requirements and Review**

There are laws (planning regulations) that govern many of the changes you make to the outside of your home including building walls, fences and other ancillary uses. However, you do not need to apply for planning permission for everything.

A wall or fence where the highest point is not higher than 3'6" does not require planning permission provided that:

- Where such structures extend along a roadway, it is recommended that the setback from the street property line be at least six feet.
- Gates should open inward.
- Gates in driveways should be setback 16 feet from the street property line.
- Walls and fences at intersections should comply with the Roads Law.

The Development and Planning Law (2005) provides for the enlargement, improvement or other alteration of a **dwelling house**<sup>2</sup> without requiring planning permission, provided that:

- The square footage of the enlargement does not exceed ten percent (10%) of the square footage of the ground floor or the house;
- The enlargement is single storey only;
- The regulations governing the setback of buildings and coverage of site are upheld;
- The enlargement is an integral part of the existing dwelling house; and
- A notice of intention to construct under this section is forwarded to the Authority.
- Approval of any architectural, structural, plumbing and electrical changes is required, issuance of a building permit and inspections are necessary.

For information on density, lot size, setbacks, site coverage and parking provisions, consult with the Planning Department or refer to the relevant section of the Development and Planning Regulations (2005 Revision).

If you are not sure whether you need to apply for planning permission you should contact the Planning Department on 769-7526, Fax 769-2922 or mail to P.O. Box 31206 KY1-1205. Free pamphlets are also available at the Planning Department, Leeward One, Regatta Office Park, or you can obtain the information from our website at [www.planning.gov.ky](http://www.planning.gov.ky).

Planning Laws and Regulations can be purchased at the Legislative Assembly building, P.O. Box 890 KY1-1103.

<sup>2</sup> *Please note: this applies only to a single-family house and does not include separate units, guest houses, cottages, duplexes, apartments, hotels or commercial or industrial developments.*



