



Cayman Islands Government
DEPARTMENT OF PLANNING
 P.O. BOX 113, GRAND CAYMAN KY1-9000, Cayman Islands
 Tel: (345) 244-6501 | Email: info@planning.gov.ky

BUILDING PERMIT EXTENSION OF TIME REQUEST

Please complete this form and submit at the Department's front counter in the G.A.B. (133 Elgin Ave.)

PERMIT INFORMATION

Date Submitted: _____ Applicant Name: _____

Permit #: _____ Block & Parcel: _____ Phone Number: _____

Type of Project: _____

Mailing Address: _____ KY - _____ E-mail: _____

Select one of the three options below:

- 1) Request for a 180 day extension TO ORIGINAL PERMIT (not a permit that has already been extended) made prior to the permit expiring:
NO FEE (maximum number of extensions permitted is 2)
- 2) Request for a 180 day TO ORIGINAL PERMIT, after the permit, has expired and no work has commenced, but within one year of the permit expiring:
\$50 FEE (maximum number of extensions permitted is 2)
- 3) Request for a 180 day extension made after the permit has expired,
 - a) Where work has commenced but within 180 days of permit expiring, or
 - b) Where substantial work has been done but within 1 year of the permit expiring**\$50 FEE** (maximum number of extensions permitted is 2)
- 4) Projects where the permit is expired and the next stage is to receive final inspections to obtain a Certificate of Completion or Occupancy; the permit may be granted a 30-day extension to allow the applicant to apply for the final inspections:
\$50 FEE
- 5) If the permit has been expired for more than the period noted above in point (1-3), the permit will need to be renewed. The associated Building Permit fees will be applicable.

NOTE: The Department of Planning has adopted the 2016 Cayman Islands Code, based on the 2009 International Residential Code and 2009 International Building Code as amended; as such, building permits that have expired will be required to comply with the new Building Codes and Regulations. Revised drawings are therefore not required if they were initially submitted and reviewed under the current Codes and Regulations.

Ancillary structures such as pools, cabanas and LPG applications will also be extended as a part of the extension to the main permit. If the owner/applicant details have changed, please provide a "[Rectification of Planning Documents](#)" form.

Provide reason why extension of time is required, and when the work is proposed to be completed:

 Applicant's signature: _____ Date: _____

OFFICIAL USE ONLY

Date of Permit Issuance: _____

Original Start Work Date: _____

New Start Work Date: _____

Approved by: _____

Original Complete Work Date: _____

New Complete Work Date: _____

Date of Extension Approval: _____