



IBC 107.3.1 Plans are a “reviewed for code compliance” only and to avoid potential problems in the field. It is not a line check of every item on the plans and/or specifications.

105.4 Validity of Permit: The issuance or granting of a *permit* shall not be construed to be a *permit* for, or an approval of, any violation of any of the provisions of this code or of any other ordinance of the jurisdiction. *Permits* presuming to give authority to violate or cancel the provisions of this code or other ordinances of the jurisdiction shall not be valid

NOTE: 1 January 2018 Paper Submissions are not longer accepted and plans must be uploaded to Planning Department (OPS)

Submittal Requirements for Permits Effective 01 June 2018

In an effort to process plans in an efficient and timely manner the department has set forth the following Flow Path for Building Control plan review

Step 1 Upload the following (separate) files into the OPS system

- Information Sheet (Residential or Commercial)
- Stamped Planning Department Approvals –site plan, floor plans and elevations
- Architectural Plans –including Life Safety Analyses and Structural
- Roof / Floor Truss Plans and connections are required at time of submission
- Structural Plans
- Mechanical Plans
- Plumbing Plans
- Electrical Plan
- Gas Plans
- Fire Plans

Step 2 The Informational Sheet will be reviewed by the Admin Staff invoice sent for payment
NOTE: If all boxes are not marked the plans will be rejected at this stage.

Step 3. Plan Review Supervisor will confirm all elements and distribute to the proper reviewer(s) Building, Plumbing, Mechanical, Electrical, Gas, Fire etc.

IBC 105.3.2 Time limitation of application. “An application for a *permit* for any proposed work shall be deemed to have been abandoned 180 days after the date of filing...” Time starts from first submission to Building Control If this occurs then the plan review and permit process , fees shall begin again.



Building Control

DEPARTMENT OF PLANNING
Cayman Islands Government

Haroon L Pandohie, AICP
Director of Planning

Cayman (IBC) Building Information sheet

Code Books (list all that applies)

- 2016 Cayman(2009 ICC) Building Code
 - 2016 Cayman(2009 ICC) Plumbing Code
 - 2016 Cayman(2009 ICC) Gas Code
 - 2016 Cayman(2009ICC) Mechanical Code
 - 2016 Cayman(2009 ICC) Fire Code
 - 2014 National Electrical Code (NFPA 70)
 - 2003 ICC/ ANSI A117 (Accessibility)
 - Pool code (ICC 2018 edition)
- List any other that apply
- ASCE 7 Edition _____
 - ACI 318 Edition _____

Insert X = not applicable
A (or Check) applicable

Fire Info:

- Sprinkler system NFPA 13 13R 13 D
- Shop drawing included Fire Cistern
- Standpipes
- High Pile Storage 12'
- Fire Alarm system NFPA 72
- Kitchen hood with Suppression
- Other _____

Structural Info:

- Statement of Special Inspections Chapter 17
 - Floor loads _____
 - Roof loads _____
 - Basic wind speed _____ not applicable
and exposure (s) _____
 - Seismic Design Category (0.2 sec) B C D not applicable
 - Seismic Design Category (1.0 sec) B C D not applicable
 - Site class _____
 - Importance factor of building I II III IV
 - Design load bearing values of the soil _____
 Soil engineers report dated _____
 - Roofing system Trusses
 - NOTE: Truss drawing Details shall be submitted with plans.**
 - Conventional "Stick" Framing other _____
- NOTE: If Framing details change then a "revision" must be approved and \$100.00 fee (Commercial, Apartments)

Life Safety Info:

- Occupancy Classification _____
- New Construction
- Fit out
- Existing renovation / fit out (without change of occupancy classification of building)
- Type of construction _____
- Number of stories _____
- Square footage of building (construction) _____
- Elevator _____ Type and number of _____
- Submittals Included (manufacturers etc)
- Differed submittals on elevator (separate permit)
- Pool _____ number and gallons _____
- Submittals included --(Pool specs, pump, waterflow etc.)
- Differed submittals on elevator (separate permit)

MEP Info.

- Plumbing site plan
- Plumbing layout / riser
- Sewer Main Septic tank treatment plant
- Water City Well Cistern (Rain water)
- Mechanical layout/ Site plan
- Mechanical HVAC calculations ASHRE standards _____
HVAC _____ tons total
- Gas design & Calculations included
Gas Tank _____ Gallons
- Electrical Site Plan
- Electrical Service _____ Amps @ _____ / _____ phase
- Electrical Layout
- Electrical Riser
- Electrical Calculations
- Fit-outs –latest approved calculation and riser
- Generator Emergency Standby Optional
Load _____ kw
- Solar Roof Stand alone _____ KW

Designer of
Record Title Bar

- Designer
- Address
- Email
- Phone

Included all
other designers
(mechanical,
Electrical, fire
etc.)
information

Block ____
Parcel ____
Planning
Permission
