



Cayman Islands Third-Party Program

Chapter 17 Special Inspections

Chapter 17 of the CIBC (2009 IBC) require special inspections of larger commercial projects. As such the following steps shall be utilized to accomplish this.

Step 1: Contact an 3rd party review firm licensed in the Cayman Islands and approved by this department

Step 2: Submit a letter and the appropriate form "Owners Notice of Intent" to the Director of Planning or the Deputy Director of Planning Building Control for review and approval.

Department Plan Review Stage

Step 3: Submit with plans into OPS (under separate cover) a "statement of special inspections" 1705.2 as to scope and time frame of inspections. Along with approved personal to preform the inspections.

Step 4: Plan reviewer will review "Statement of Special Inspections" and make any recommendations

Or 3rd party Plan Review Stage

Step 3: Arrange meeting with department to submit "statement of special inspections" 1701.1 as to scope and time frame of inspections.

Step 4: Once statement of special inspections are approved by the department , the package will be uploaded into the OPS system along with the approved plans from the 3rd party plan review agency.

Inspection Stage

Step 1: Pre-construction meeting attended by the Building Control, Designer, Contractor, and Special Inspectors to discuss the scope of the project and how the "Approved Special Inspection Program" is to be administered and required reporting to the department.

Step 2: Inspections conducted –periodic or continuous as laded out in the "Program and Chapter 17"

Step 3: 1704.1.2 Project completion: A final report documenting any discrepancies and corrections shall be submitted to the Department.



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Owner Notice of Intent

Please complete and return via email to the Deputy Director of Planning (Building Control) for review.

Date _____

Owner (representative) _____

Address _____

Phone _____ Cell _____

Email _____

Project _____

Lot _____ Parcel Number _____

Project description _____

(i.e. hotel, office building, apartment complex etc.)

Project Planning Approval Date: _____

We intend to hire the agency listed below to provide 3rd party service for this project.

Agency _____ E-mail _____

Chapter 1 Plan review

Chapter 17 Special Inspections (list disciplines below)

Signature (Owner) _____ Date _____

Included with application on Agency letterhead stating Agency's authority and intent

Interoffice:

Date received _____ Response date _____

Approved

Rejected (reason) _____

John England, CBO, MCP Deputy Director (BC) Planning@gov.ky

For Haroon Pandohie, Director of Planning