

Drawings required for review

The following is a list of documents required for review;

Site Plan (Showing setbacks on all sides for all features/ parts of the building to the nearest property lines and parking layout. For parking requirement follow the National guidelines for subdivision and consolidation of land in Belize

Detailed, properly labeled floor plan(s) (Furniture plan(s)) , indicating axes and with a total accurate square footage

Elevations for each face of the building

Cross sections– Showing from roof to foundation. Location to be identified on floor plan(s) (2 minimum perpendiculars to each other, required)

Foundation Layout and Details

Stair(s) Details (Architectural and Structural)

Roof plan and Roof framing plan

Wall details and wall intersection details

Columns layout and details

Floor framing plan(s) (Showing beams layout and floor reinforcement– top and bottom)

Beams details

Windows schedule

Doors schedule

Plumbing plans (Water Supply and Waste disposal)

Septic Tank Details and location

Soak away and/ or leach field details and location

Location Plan (Clearly identifying the location of the property in reference to an easily recognizable feature or landmark)

. Fire safety plan, evacuation plan with evacuation route demarked if structure is to be used as a public building (public building; Commercial buildings, shops, School, college, church, chapel, hospital, theatre, public hall, concert room, community centre, any facility designated as a large sports facility and any facility officially designated as an emergency facility by the National Emergency Management Organization).

Other Documents required

- Public Utilities Commission (PUC) approved electrical design
- Approval of Sewage Disposal System (Ministry of Health) for large scale, near water bodies projects or when required by the BCBU

- Environmental Compliance plan (Department of the Environment) for large scale, near water bodies project or when required by the BCBU
- Fire Safety clearance (National Fire Service) For and not limited to apartment buildings, commercial buildings, any public building and any other building required by the BCBU.
- Letter of “No objection” from other relevant authorities depending on the nature of the construction. (See list of supporting documents by relevant authorities).
- Land documents for Lease or Title (Deed, conveyance, Purchase agreement, Notarized letter, other)

Please Consider that;

- Any type of prefabricated structures requires a complete set of plans
- Sewage systems shall be located 10 ft. minimum from property lines, and/ or 100 ft minimum from an open water source.
- Soak away and leaching bed should be 10 ft minimum from dwelling, 10 ft. minimum from property boundary and 50 ft. from surface water.
- For residential projects indicate stove type (electric, butane or other), adequate power supply and gas tank location if applicable.
- The ground floor if formed of concrete shall be laid to finish to a height of not less than 8 in. above the level of the abutting road or surrounding ground, whichever is the higher. In Belize City 28 in. or higher is recommended. – If the ground floor is constructed of wood, a height of not less than 12 in. between the ground level and the underside of floor joists shall be provided for ventilation. In Belize City 28 in. or higher is recommended.
- Sanitary conveniences (bathrooms) on any premises, shall provide with a sufficient opening or openings for ventilation. Such openings shall communicate with the external air, the minimum floor space shall be fifteen square feet, and the minimum width three feet.
- Rooms for human habitation shall be not less in height from floor to ceiling than 8 ft. Every room in any such building shall have not less than one window opening directly into the external air, and the total area of such portion of the window or windows as are capable of being opened shall be equal at least to one tenth of the floor area of such room.
- In Belize City Hurricane straps are highly recommended for wooden roof structures. It is also recommended to provide hurricane cleats to join purlins to rafters.
- **Any** structure should be built within the boundaries of the property and the designated setbacks should be respected. Not less than four (4) ft. extending along the entire of such building and not less than six (6) ft. at every point along the rear of the building. Front setback varies depending on the type of building

and location in the city, please request more information from the BCBU.

List of Supporting Documents by relevant authorities:

- Environmental Clearance – Department of the Environment
- PUC Approval – Public Utilities Commission
- Approval of Sewage Disposal – Ministry of Health
- Sub-Division Approval and Strata titles – Ministry of Natural Resources
- Approval for Construction of Over the Water structures – Ministry on Natural Resources, Department of the Environment, Belize City Council, Public Utilities Commission, Lan Utilization Authority, Fisheries Department, Belize Port Authority, Coastal Zone Management Authority Institute.