



**GOVERNMENT OF THE UNITED STATES VIRGIN ISLANDS  
DEPARTMENT OF PLANNING AND NATURAL RESOURCES  
DIVISION OF PERMITS**

**STX DISTRICT TEL: (340) 773-1082 STT/STJ DISTRICT TEL: (340) 774-3320**

**PERMIT APPLICATION CONTROL FORM**

PROJECT INFORMATION							
APPLICANT NAME _____				PHONE _____			
NAME OF AUTHORIZED PERSON FOR PICKUP OF PERMIT _____				PHONE _____		EMAIL _____	
PROPERTY OWNER NAME _____				PHONE _____			
ADDRESS _____				EMAIL _____			
PROJECT DESIGNER/ARCHITECT/ENGINEER _____							
LICENSE NO. _____				PHONE _____			
ADDRESS _____				EMAIL _____			
ELECTRICIAN _____		LICENSE NO. _____		PHONE _____			
ADDRESS _____				EMAIL _____			
PLUMBER _____		LICENSE NO. _____		PHONE _____			
ADDRESS _____				EMAIL _____			
PROJECT LOCATION/PLOT NO. _____				ESTATE _____			
QUARTER _____				ISLAND _____			
ZONING DISTRICT _____				PARCEL IDENTIFICATION NO. _____			
PROJECT DESCRIPTION							
Description of land or water use intended, i.e. single-family dwelling, hotel, restaurant, etc. Provide details on all water and land development plans, including land preparation, site, and building construction, special construction, digging (including wells), water treatment, storage facilities, etc.							
REQUIREMENTS							
PRIMARY PERMIT: <input type="checkbox"/> SUBDIVISION <input type="checkbox"/> BUILDING PERMIT <input type="checkbox"/> HISTORIC DISTRICT <input type="checkbox"/> COASTAL ZONE MANAGEMENT							
SECONDARY APPROVAL	REQ'D	SUB'D	DATE	APPROVED BY	DATE	FEE	PAID
AIR POLLUTION CONTROL-CONSTRUCT/OPERATE							
ARMY CORPS OF ENGINEER							
BUILDING PERMIT							
CZM MAJOR LAND							
CZM MINOR LAND							
CZM MAJOR WATER							
CZM MINOR WATER							
DEMOLITION							
EARTH CHANGE							
ELECTRICAL PERMIT							
ENERGY COMPLIANCE							
FIRE SERVICE							
FLOOD HAZARD							
GROUP DWELLING							
HAZARDOUS MATERIAL REVIEW							
HISTORIC DISTRICT							
HOMEOWNER'S ASSOCIATION							
PLUMBING PERMIT							
PUBLIC WATER SUPPLY SYSTEM							
ROAD & DRIVEWAY							
STORMWATER							
SUBDIVISION PRELIMINARY							
SUBDIVISION FINAL							
UNDERGROUND STORAGE TANK							
SEWER CONNECTION/TREATMENT PLANT							
WATER DISCHARGE/POLLUTION CONTROL							
WATER QUALITY CERTIFICATION							
WELL DRILLING APPROPRIATION							
LEGAL DOCUMENTS REQUIRED:							
<input type="checkbox"/> CORPORATE AGREEMENTS <input type="checkbox"/> LIST OF NEIGHBORING PROPERTIES <input type="checkbox"/> DEED <input type="checkbox"/> ZONING MAP <input type="checkbox"/> P.W.D MAP <input type="checkbox"/> PROOF OF LEGAL INTEREST <input type="checkbox"/> OTHER _____							
DEPARTMENTAL USE ONLY							
RECEIVED BY: _____				DATE RECEIVED: _____			
REVIEWED BY: _____							
<input type="checkbox"/> APPROVED		<input type="checkbox"/> DISAPPROVED		DATE: _____		<b>CONTROL NUMBER</b>	
REMARKS: _____							
				<b>PERMIT NUMBER</b>			