

**GOVERNMENT OF THE VIRGIN ISLANDS OF THE UNITED STATES
DEPARTMENT OF PLANNING AND NATURAL RESOURCES
DEVELOPMENT PERMIT APPLICATION**

**FORM L&WD-2
PERMIT APPLICATION**

Date Received: _____

Date Declared Complete: _____

Permit No. _____

Application is hereby made for a Earth Change/Coastal Zone Permit

1. Name, mailing address and telephone number of applicant.

MSI Building Supply
3814 Crown Bay
St. Thomas, USVI, 00802. PH#340-776-8800

2. Name, title, mailing address and telephone number of owner of property and of developer.

Owner

DPNR

4611 Tutu Park Mall, Suite 300

St. Thomas, USVI, 00802. PH#340-774-3320

Developer

MSI Building Supply

3814 Crown Bay

St. Thomas, USVI, 00802. PH#340-776-8800

3. Location of activity. Plot No. 8 & 43A

Estate Crown Bay Fill

Island St. Thomas

4. Zoning District St. Thomas

5. Name, mailing address and telephone number of project designer.

N/A Site Fully Developed. See attached as built land survey dated 04/16/2025.

6. Name, mailing address and telephone number of principal earthwork contractor.

N/A No Earthwork will be needed or preformed.

7. Summary of proposed activity. Include all incidental improvements such as utilities, roads, etc. (Use additional sheets if necessary).

Continuation of existing construction material business.

- 7a. State type of Land Uses as specified in the VI Zoning Law, which are applied for e.g., restaurant, hotel, single dwelling, etc.

Retail of building materials

**FORM L&WD-2/PERMIT APPLICATION
CONT'D**

8. Date activity is proposed to start N/A, be completed N/A

9. Classification of minor or major permit. Check one:

☐ Minor Permit Application

☐ Major Permit Application

State below which criterion applies in making above check.

N/A Sites are completely developed and has been in use by applicant for the last 30 years

10. Application is hereby made for a permit to authorize the activities described herein. I agree to provide any additional information/data that may be necessary to provide reasonable assurance or evidence to show that the proposed project will comply with the applicable territorial water quality standard or other environmental protection standards both during construction and after the project is completed. I also agree to provide entry to the project site for inspectors from the environmental protection agencies for the purpose of making inspections regarding this application, and that to the best of my knowledge and belief the information provided herein, is true, complete and accurate. I further certify that I possess the authority to undertake the proposed activities.

Signature of Applicant or Agent

Thomas [Signature]

Date

6/20/25

Signature of Owner (Where Applicant
or Agent is not Owner)

**FOR DEPARTMENT USE ONLY
Inspector Record**

Date Inspected: _____

() Permit Approved

() Permit Disapproved

Inspector's Remarks: _____

Inspector

Date

Commissioner, Planning & Natural Resources

Date

**GOVERNMENT OF THE VIRGIN ISLANDS OF THE UNITED STATES
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**FORM L&WD-3
ZONING REQUIREMENTS TABLE**

The following table shall be completed by the applicant with entries as appropriate for the zoning district in which the activity is taking place. Not all the requirements will necessarily apply to a particular zone. Consult the Zoning Law. For your guidance also consult the zoning Requirement Matrix attached to the application forms, i.e., for a R-2 zone only items 1 through 11 will apply.

Applicants Name: Thomas Brunt IV of MSI Building Supply

Signature: Thomas Brunt

Date: 6/20/25

Location of Activity-Plot No. 8 & 43A

Estate

Crown Bay Fill

Island St. Thomas

Zoning District: _____

1. Proposed use (residential etc.) Retail of construction materials
2. Accessory use if any None
3. Number of on site parking spaces Existing 30 proposed No change
4. Area of lot, (sq. ft. or acreage) See attached as built survey map dated 04/16/2025
5. Area covered by proposed and existing buildings, (sq. ft.)
See attached as built survey map dated 04/16/2025
6. Setback of building from street property line, (ft.)
See attached as built survey map dated 04/16/2025
7. Side yard setback (ft) See attached as built survey map dated 04/16/2025
8. Rear yard setback (ft) See attached as built survey map dated 04/16/2025
9. Height of building (ft. or stories depending on zone) 2 Stories
10. Proposed: No Changes
11. Lot width at street line (ft.) See attached as built survey map dated 04/16/2025
12. Area of usable open space (sq. ft. and (%) of lot See attached as built survey map dated 04/16/2025
13. Persons per acre ratio N/A
14. Floor area ratio N/A
15. Number of onsite parking and loading spaces 30
16. Building setback (yards 11, W-2 only) See attached as built survey map dated 04/16/2025

FOR DEPARTMENT USE ONLY

Inspector: _____ Date: _____ Permit No. _____

**GOVERNMENT OF THE VIRGIN ISLANDS OF THE UNITED STATES
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DEVELOPMENT PERMIT APPLICATION**

**FORM L&WD-4
MAJOR PROJECT SUMMARY DATA**

Section I. Applicant

1. Name, address and telephone number of applicant.

MSI Building Supply, 3814 Crown Bay, St. Thomas, USVI 00802. 340-776-8800

2. Name, address and telephone number of owner of Property and of developer.

DPNR, 4611 Tutu Park Mall, Suite 300, St. Thomas, USVI, 00802. PH#340-774-3320

MSI Building Supply, 3814 Crown Bay, St. Thomas, USVI 00802. 340-776-8800

Section II. Summary of Proposed Development

3. Describe the proposed development

Continued operation of an ongoing building materials business

Section III. Description of Proposed Development

4. Name of development MSI Building Supply

5. Plot No. 8 and 43A Crown Bay Fill

6. Zoning District: _____

7. PWD Map No. _____

8. Proposed use (residential, etc. as listed in Zoning Law): Retail of building materials
-
-
-

9. Accessory use if any None
-

FORM L&WD-4**MAJOR PROJECT SUMMARY DATA Cont'd**

10. Area of Lot(s) (acreage) See attached as built survey map dated 04/16/2025

11. Area covered by existing buildings (sq. ft.) See attached as built survey map dated 04/16/2025

12. Area covered by proposed buildings (sq. t.) No Changes

13. Floor area total 9,600 sq/ft (#8) and 12,000 sq/ft (#43A)

14. Floor area ratio (B-1, B-2 zones only) See attached as built survey map dated 04/16/2025

15. Number of buildings 2. See attached as built survey map dated 04/16/2025

16. Number of units total See attached as built survey map dated 04/16/2025

17. Schedule of units:
- | | Person | Persons |
|---------------------|------------------|---------|
| Efficiencies _____ | x 1.5 Unit _____ | — |
| 1 bedroom _____ | x 2 _____ | — |
| 2 bedroom _____ | x 3 _____ | — |
| 3 bedroom _____ | x 4 _____ | — |
| Other _____ | x _____ | — |
| Total Persons _____ | | |
18. Number of on site parking and loading spaces 30

19. Maximum building height (stories/ft) See attached as built survey map dated 04/16/2025

20. Adjoining property land use(s) Marine Cargo Terminal, Retail, Showrooms

21. Setback of building from street property line (ft) See attached as built survey map dated 04/16/2025

22. Sideyard setback (ft) See attached as built survey map dated 04/16/2025

23. Rear yard setback (ft) See attached as built survey map dated 04/16/2025

24. Density (person/acre) See attached as built survey map dated 04/16/2025

25. Area of usable open space (sq. ft. % of lot) See attached as built survey map dated 04/16/2025

FORM L&WD-4
MAJOR PROJECT SUMMARY DATA Cont'd

Section IV. Comments

26. Proposed Potable Water Supply (method & quality estimate gal/day)

As built connected to city water. 2 emergency cisterns of approximately 4,500 gal in total.

27. Proposed Sewage Treatment (method & quality estimate gal/day)

As built connected to city sewer system

28. Proposed Solid Waste Disposal (method & quality estimate lbs/day)

Contracted with A9 waste disposal to haul 30 yard dumpster every 2 to 3 weeks.

29. Proposed Electrical Supply (method & demand estimate KWH for single & 3 phase)

As built connected to island power grid, with existing solar grid, and 125KW backup generator

30. Air Conditioning (method & demand estimate (KWH)

As built 35tons spread across 3 units

31. Other Utilities N/A

32. Other N/A

Section V.

33. Will the development extend onto or adjoin any beach tidelands, submerged lands or public trustlands?

As built on Crown Bay Fill. See attached as built survey map dated 4/16/2025.

34. Will the development maintain, enhance or conflict with public access to the shoreline and along the coast?

No. See attached as built survey map dated 4/16/2025.


35. Will the development protect or provide moderate income housing opportunities?

Will it displace moderate income housing?

N/A. See attached as built survey map dated 4/16/2025.

36. How will the development affect traffic on the coastal access roads?

N/A. See attached as built survey map dated 4/16/2025.


Signature of owner or authorized agent

6/20/25
Date

GOVERNMENT OF THE VIRGIN ISLANDS OF THE UNITED STATES DEPARTMENT OF
PLANNING AND NATURAL RESOURCES DEVELOPMENT PERMIT APPLICATION

FORM L&WD-5
PROOF OF LEGAL INTEREST

AFFIDAVIT

I, Thomas Brunt IV of MSI Building Supply being duly sworn depose and say that:
Applicant(s)* (or John Doe of Entity Applicant)

1. MSI Building Supply am/is the (check one)
(I or Entity/Applicant)

☐ Record title owner (fee simple)

☒ Lessee

☐ Other (specify)

Of the real property described as Parcel No(s) 8 & 43A

Estate Crown Bay Fill Quarter Southside Island St. Thomas

***Applicant(s) is required to provide documentation for legal interest stated above (e.g. deed, lease, etc.)**

2. I have the irrevocable approvals, permission, or power of attorney from all other persons with a legal interest in the property to undertake the work proposed in the permit application as more fully set forth in the exhibit (s) attached hereto:

Thomas Brunt 6/23/2015
Signature Date

Signature Date

Thomas Brunt
Print

Print

The foregoing instrument was acknowledged before me this 23 day of June
2025 by Thomas Brunt at St Thomas county
(Name or Name/Title of Entity)

of Virgin Islands
Claribel Leger-Lopez Santana
Notary Public

9-30-2026
My Commission expires

NP-574-22
My Commission Expires: September 30, 2026
St. Thomas/St. John, U.S. Virgin Islands

GOVERNMENT OF THE U.S. VIRGIN ISLANDS
BUREAU OF INTERNAL REVENUE

6115 EST. SMITH BAY-
ST. THOMAS, VI 00802
Tel: (340) 714-9320
Fax: (340) 714-9341

7/15/2025

4008 ESTATE DIAMOND - PLOT 7-B
CHRISTIANSTED, VI 00820
Tel: (340) 773-1040
Fax: (340) 773-1006

MSI BUILDING SUPPLIES
3814 CROWN BAY #8
ST. THOMAS, VI 00802-0000

Business EIN: 670260451
RE: CZM ONLY

Please Submit This Letter To Your CZM Authority

Dear Taxpayer:

This is in response to your application of 6/24/2025 in which you requested a letter of clearance for a Costal Zone Management Permit pursuant to Title 12, V. I. Code, Section 910 (a) (c).

Based on the information in our files, we find that you are current in the filing and payment of your tax obligation. This Certification is for Costal Zone Permit purposes only and does not absolve you of any subsequent revelation of tax obligation past or future.

Sincerely,


Delinquent Accounts & Returns

GOVERNMENT OF THE VIRGIN ISLANDS OF THE UNITED STATES
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DEVELOPMENT PERMIT APPLICATION

FORM L&WD-7
CORPORATION/ASSOCIATION APPLICATION
(To be used when a corporation or association is making a Permit Application in Tier 1)

Thomas Brunt IV of MSI Building Supply

(Corporation or Association Name)

By


(Signature)
President or Vice-President or equivalent

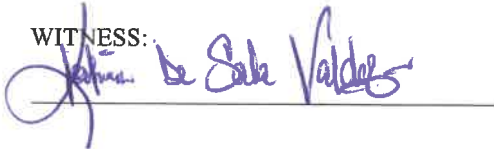
President

Title/Position (Print)

Thomas Brunt IV

Print

WITNESS:



ATTEST:

Secretary (or equivalent)

Signature

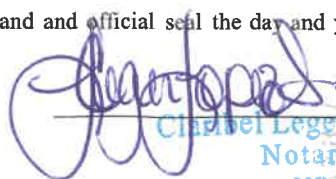
Secretary (or equivalent)

Print

Seal

On this 23 day of June, 2025 before me the undersigned officer, personally appeared Thomas Brunt IV, who acknowledges himself to be the President of MSI Building Supply that he executed the foregoing instrument in the capacity above and has the authority to execute this application on behalf of the company.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal the day and year above written.


Cristian Leger-Lopez Santana
Notary Public
NR-574-22
My Commission Expires: September 30, 2026
St. Thomas/St. John, U.S. Virgin Islands

Include Supporting Documents:

1. Compliance with Act No. 5270 by providing:
 - (a) Tax clearance letter from the Bureau of Internal Revenue
 - (b) Property tax clearance letter from the Lieutenant Governor's Office.
 - (c) Corporations and Associations: Certificate of Good Standing or equivalent, organizational documents & Amendments (Articles, Bylaws, Operating Agreement, Declarations)
 - (d) Corporate Resolution (or equivalent) authorizing action on behalf of the company.

Flood Plain Determination and Permit Application

*To be completed by all applicants*1. Owner: MSI Building SupplyMailing Address 3814 Crown Bay, St. Thomas, USVI 00802Home Tel. #: _____ Business Tel. #: 340-776-8800 Cellular #: 340-643-87982. Designer: As Built N/A

Lic. #: _____ Tel. #: _____ Cellular #: _____

3. Plot #: 8 & 43A Estate: Crown Bay Fill Quarter: SouthsideFlood Zone Designation: AO

If your flood zone designation is Zone A, AE, AO, A1-30, A99, V, VO, Vc or V1-V30 as shown on the NFIP FIRM Map, then complete this section.

*****, NFIP Flood Zone Designation *****

1. Type of development:

1 or 2 Family dwelling ☐ Mobile Home ☐ Non-Structural ☐3 Family or more, Apartment or Condo Structure ☐ Non-Residential Structure: ☐Commercial Structure ☒ New Construction ☐ Non-Structural ☐Addition to Structure () 50% Substantial Improvement of Existing Structure ☐Description of Activity Retail of Building Materials2. Base Flood Elevation at the Development Site is 7 ft. above mean sea level (msl).3. Elevation of the First Floor, Basement or Flood proof level for proposed structure is 7 ft.4. Describe the Non-Structural Activity i.e. septic tank, waste water treatment plants etc. (including the location and development): As Built. See attached as built survey map dated 4/16/2025.

5. Attach a certified copy of site plan (8.5" x 11") showing Base Flood Elevation . See sample attached.

FOR OFFICE USE ONLY

Is the property located in an Identified Flood Hazard Area? () YES () NO

NFIP Zone Designation: _____ Forward to Flood Plain Manager : () YES () NO

Application : APPROVED () DENIED () RESUBMIT ()

Plan Reviewer Name: _____

Signature: _____ Date: _____

SITE PLAN

SCALE: ONE INCH EQUALS 50 FT.
SFHA or 100-Year Flood plain

NOTES: ALL BASEMENTS WILL BE CONSTRUCTED OF CINDER BLOCK AND WILL BE LEFT UNFINISHED. FOR STRUCTURES LOCATED ON LOTS #1 AND #2, UTILITIES WILL BE SITUATED ON FIRST FLOORS.

BFE= Base (Or 100 Year) Flood Elevation
(Tied Into Elevation 6.0 NGVD)

Shore Line

BASEMENT FLOOR EL
4 FT. BELOW GROUND LEVEL

Existing House

PROPOSED HOUSE

BASEMENT FLOOR EL
4 FT. BELOW GROUND LEVEL

BASEMENT FLOOR EL
4 FT. BELOW GROUND LEVEL

Undeveloped Lot

LOT #1

LOT #2

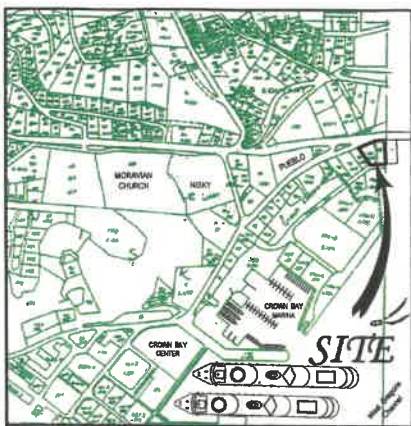
LOT #3

Estate Road

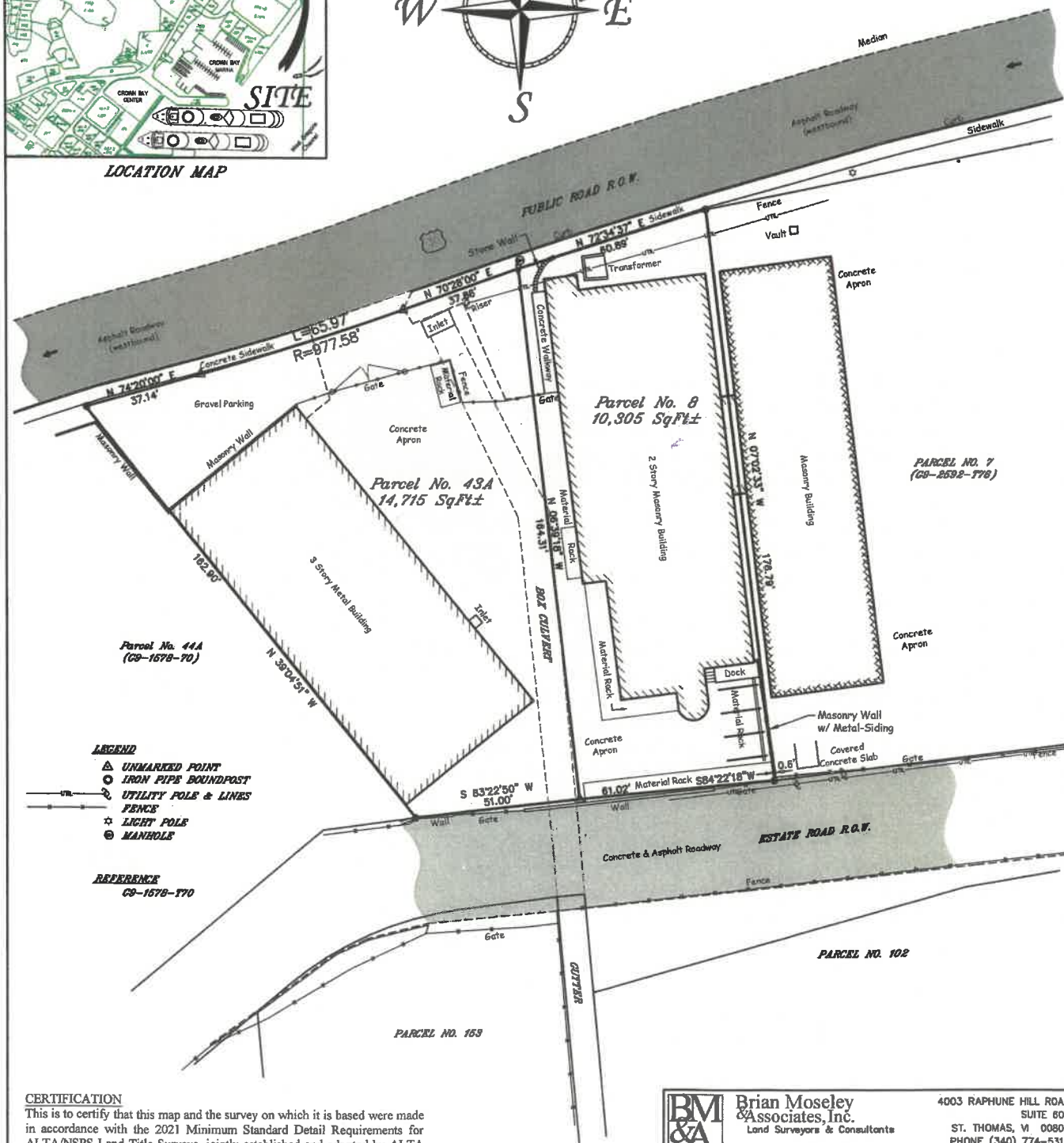
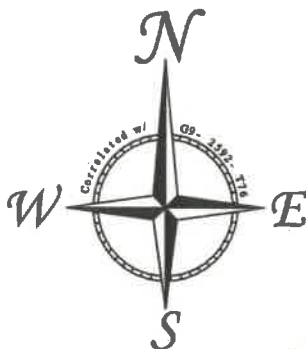
Private Road

IN THE FLOOD ZONE





LOCATION MAP



- LEGEND**
- △ UNMARKED POINT
 - IRON PIPE BOUNDPOST
 - UTILITY POLE & LINES
 - FENCE
 - ☆ LIGHT POLE
 - MANHOLE

REFERENCE
CS-1678-770

CERTIFICATION

This is to certify that this map and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 4, 8, 11(a), 16, and 19 of Table A thereof. The field work was completed on 03-31-2025.

Date of Map: 04-16-2025 BRIAN MOSELEY AND ASSOCIATES, INC.

PARCEL NO. 154

UPDATED SURVEY: 03-31-25
ORIGINAL SURVEY: 08-17-11



Brian Moseley & Associates, Inc.
Land Surveyors & Consultants

4003 RAPHUNE HILL ROAD
SUITE 806
ST. THOMAS, VI 00802
PHONE (340) 774-5310

**ALTA / NSPS Land Title Survey of
Parcels No. 8 & 43A
Crown Bay Fill
St. Thomas, U.S. Virgin Islands**

SURVEY: W.J.	DRAWN: D.J.S.	DATE: 04-16-2025	DWG. No.: 2148-MSI-3
CALC: R.C.W.	SCALE: 1" = 20'		