

Office Use Only	
Date Application Received:	<u>8-30-2022</u>
Reviewed by:	<u>JEWEL POLIMIS</u>
Date Application Deemed Complete:	<u>9-9-2022</u>
Date of Pre-Application Meeting:	<u>11-5-2021</u>
Date Application Fee Paid:	<u>N/A</u>
Tracking No. ZA	<u>C-22-12</u>



**GOVERNMENT OF THE VIRGIN ISLANDS OF THE UNITED STATES**

**DEPARTMENT OF PLANNING AND NATURAL RESOURCES**

Division of Comprehensive & Coastal Zone Planning

St. Croix  
340-773-1082

St. Thomas/St. John  
340-774-3320

**Official Zoning Map Amendment Request Form**

Zoning Amendment Request is for:  Rezoning       Use Variance

1. Applicant: Virgin Islands Territorial Emergency Management Agency

Mailing Address: 2164 King Cross Street

City: St. Croix      State: U.S. Virgin Islands      Zip: 00820

Telephone: (340) 773-2244      E-mail: [daryl.jaschen@vitema.vi.gov](mailto:daryl.jaschen@vitema.vi.gov); cc: [steve.deblasio@vitema.vi.gov](mailto:steve.deblasio@vitema.vi.gov)

*Note: Official correspondence will be mailed to the address above*

2. Contact Person/Representative: Daryl Jaschen, Director & Steve Deblasio, Deputy Director

Telephone: (340) 773--2244 E-mail: [daryl.jaschen@vitema.vi.gov](mailto:daryl.jaschen@vitema.vi.gov); cc: [steve.deblasio@vitema.vi.gov](mailto:steve.deblasio@vitema.vi.gov)

3. Property Address: Plot No. 102-A Remainder, 102-B, 102-C Estate Hermon Hill

4. Tax Assessor's Parcel I.D. Number: 2-04913 -0232-00, 2-04193-0138-00 and 2-04913-0138-00

5. Current Zone: R-3 (Residential-Medium Density)      Proposed Zone or Use Variance: P-Public

6. Site Acreage: 4.8261

7. Property Owner(s): Government of the Virgin Islands

Address 1 Subbase

City St. Thomas State VI Zip 00820

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Property Owner(s): \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

8. Telephone \_\_\_\_\_ Email \_\_\_\_\_

9. Detailed Description of what exists on the property. The existing structure is a three-story L shaped building built into the side of the hill. We understand that the building was built circa 1976 as a commercial 3 building with an original use as a tennis club. The building has a north wing and a south wing which may have been constructed in two separate phases. VITEMA had occupied the building up until 2010 but moved to another location due to the indoor environmental quality. It has since been abandoned and is no longer in use. It has been open to the weather and has started to deteriorate.

10. Does what exist on the property conform to its current zoning district's requirements?

Yes  No

10. Detailed Description of Proposal: A new facility that has a total area of approximately 25,000 sf – including 13,712 sf VITEMA operational facility and 1,420 sf corridor that meets the International Building Code Requirements for a Risk Category IV Building along with a 9,968 sf safe room that meets the 2000 edition of the International Code Council (ICC) 500 Standard for the Design and Construction of Storm Shelters as well as the requirements in the Fourth Edition of FEMA P-361 Safe Rooms for Tornadoes and Hurricanes: Guidance for Community and Residential Safe Rooms.

11. Is the property served by municipal sewer lines? Yes \_\_\_\_\_ No   
If no, please explain plan for sewage disposal. Package Wastewater Treatment Plant.

12. Is the property served by municipal water lines? Yes \_\_\_\_\_ No   
If no, please explain plan for water supply. Domestic water shall be primarily provided via site cistern storage (+/- 80,000 gallons). Water shall be treated at a minimum with filtration with higher levels of purification such as reverse osmosis. A 4" potable water connection from WAPA utility shall be included to supplement/maintain the cistern capacity as required.

13. Are there any flood ways on the site? Yes \_\_\_\_\_ No

14. Are there any cultural/historical resources on site? Yes \_\_\_\_\_ No X  
If yes, describe how the cultural/historical resource(s) will be incorporated into the development.

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15. Are there any covenants and restrictions of record on the property? Yes \_\_\_\_\_ No X  
If yes, provide a copy of the restrictions.  
Do they preclude undertaking of the uses that are proposed? Yes \_\_\_\_\_ No \_\_\_\_\_

<b>Required Submittals</b>
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**One electronic copy** of this application along with every item in the checklist below or

**Two printed copies** of this application along with two copies of every item in the checklist below:

One (1) Copy for submission to the Division of Comprehensive and Coastal Zone Planning

One (1) Copy for submission to the Legislature

Printed documents shall be submitted on letter-sized paper (8.5" x 11"). One copy of the Official Recorded and Numbered PWD/OLG Map shall be submitted on letter-sized paper.

Maps, Surveys, Plans, and Renderings shall be submitted in a format no larger than 24" x 36".

- Letter of Application**- Address letter to the Senate President; Indicate name of property owner(s) and authorized agent(s) with mailing addresses and contact numbers, legal physical address and acreage of parcel(s) to be rezoned, current and requested zone, and specific intent for zoning map amendment.
- Official Recorded and Numbered PWD/OLG Map** (*Obtained from and certified by the Office of the Lieutenant Governor, Cadastral Division, St. Croix 773-6449; St. Thomas 774-9906*)
- Adjacent Property Owners Certification**- List of complete names, mailing addresses and plot numbers of all adjacent property owners extending a minimum radius of one hundred and fifty (150) feet from the boundary line of the subject property. (*Obtained from the Office of the Lieutenant Governor, Tax Assessor Division, St. Croix 773-6459 or 772-3115; St. Thomas 776-8505; St. John 776-6737*).
- Recorded Deed** (*Include copy of covenants and restrictions referenced in deed; obtained from the Office of the Lieutenant Governor, Recorder of Deeds, St. Croix 773-6449; St. Thomas 774-9906*)
- Real Property Tax Clearance Letter** (*Obtained from the Department of Finance, St. Croix 773-1105; St. Thomas/ St. John 774-4750*)
- Contract of Sale and/or Lease Agreement** (*if applicable*)
- Power of Attorney** (*Notarized Power of Attorney required if applicant/representative is not the property owner(s) of record or if property is owned by more than one person.*)
- Articles of Incorporation** (*required if the property is owned by a Corporation*)
- Photographs** (*Depicting intervals along the perimeter of the property, its existing on-site conditions, and surrounding neighborhood*)

**Conceptual Site Plan and/or As-built drawing-** At a minimum scale of 1 inch = 40 feet and includes the following:

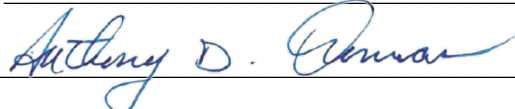
- \_\_\_\_\_ Conceptual layout of the property.
- \_\_\_\_\_ Existing/proposed building locations and footprint.
- \_\_\_\_\_ Location of uses and open spaces.
- \_\_\_\_\_ Location of watercourses (*guts*) and existing/type of vegetation on the site.
- \_\_\_\_\_ Location of existing/proposed street and driveways, accesses, and circulation patterns.
- \_\_\_\_\_ Current use and zoning of the site and adjacent property.
- \_\_\_\_\_ Landscape design and screening/buffering plan.
- \_\_\_\_\_ Proposed lot size/density and setback.
- \_\_\_\_\_ Proposed development timing.

**PLEASE NOTE:** Submission of the requested information is a prerequisite for a pre-application meeting and **does not** constitute the submission of an application to the Legislature for a Zoning Map Amendment or Use Variance. **A determination that an application is complete IN NO WAY implies that additional information may not be required.**

I/We attest that the information submitted on this form is a true and accurate representation of my/our development plan(s) for the property.

Print Anthony D. Thomas

VR  
MAM

Sign 

Date 8/22/2022

Print \_\_\_\_\_

Sign \_\_\_\_\_

Date \_\_\_\_\_