Office Use Only
Date Application Received: 9-18-25
Reviewed by: LEIA LAPLACE
Date Application Deemed Complete:
Date of Pre-Application Meeting: 9-16-2025
Date Application Fee Paid:
Tracking No. ZA CCZP0087-25

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: **Roy Sheridan**

   Mailing Address: **P.O. Box 10537, St. Thomas, U.S. Virgin Islands, 00801**

   City: **St. Thomas** State: **U.S. Virgin Islands** Zip: **00801**

   Telephone: **340-244-0809** E-mail: **bturnbull_00803@yahoo.com**

   Note: Official correspondence will be mailed to the address above

2. Contact Person/Representative Brian Turnbull

3. Telephone 340-244-0809 E-mail: bturnbull_00803@yahoo.com

4. Property Address: **Parcel Nos. Remainder 1 7 1-F Estate Morning Star, Northside Quarter, St. Croix**

5. Tax Assessor's Parcel I.D. Number: **2-02506-0103-00**

6. Current Zone: **R-1 Residential Low Density** Proposed Zone or Use Variance: **R-2 Residential One & Two Family Dwelling**

7. Site Acreage: 14.2 AC.

8. Property Owner(s) Roy Sheridan

   Address: P.O. Box 10537, St. Thomas

   Island: **St. Thomas** State **Virgin Islands** Zip **00801**

   Telephone **340-626-0181** Email: **sheridansergio@gmail.com**

9. Detailed Description of what exists on the property. **The existing parcel is undeveloped and vacant and has remained in its natural state for as long as the property owner has had possession.**

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

11. Detailed Description of Proposal: **The property owner has no immediate plan for development, however, the property owner has been approached by both public and semi-autonomous government agencies considering its use for affordable housing and other public purposes including utility equipment and facilities. We believe the property's location and setting presents an ideal opportunity and location for affordable housing in an unconventional low density surroundings. The parce3l also has gentle slopes and terrain which can be developed with self-contained community amenities ie.**

12. Is the property served by municipal sewer lines? Yes _____ No **X**
    If no, please explain plan for sewage disposal. **It is anticipated that appropriate sanitary sewage waste disposal systems will be required in support of any ultimate development plan pursued hereafter for the development of any type, size approved in accordance with the current VI Building and IBC codes for the property.**

13. Is the property served by municipal water lines? Yes _____ No: **X**
    If no, please explain plan for water supply. There are no immediate plans for water supply systems other than the construction of conventional potable water cistern containment and on-site pumping delivery systems.

14. Are there any flood ways on the site? Yes _____ No: **X**

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

    An historic Sugar Mill structure exist on the site, contact with the State Historic Preservation Office has and will continue to be made to determine how best to protect all remaining value of the structure and also to determine if possible how the structure may be integrated into the overall residential community development plan. Every good faith effort will be explored to maximize the structures protection, restoration and/or preservation as economically feasible as possible.

16. 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 _____

Required Submittals

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:

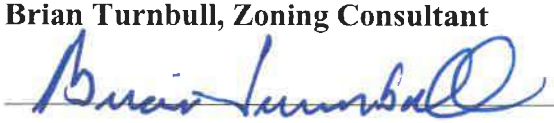
_____ Conceptual layout of the property.
_____ Existing/proposed building locations and footprint.
_____ Location of uses and open spaces.

_____ 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 **Brian Turnbull, Zoning Consultant**

Sign 

Date **September 10th, 2025**

Print _____

Sign _____

Date _____