



**Minister of Environment,
Natural Resources and Climate Change**

Ref No.
"Official Use Only"

Admin Drive P.O. Box 834, Road Town Tortola, British Virgin Islands
(284) 468 3701 ext. 2158 E-mail: tcpapplications@gov.vg

APPLICATION FOR PERMISSION TO DEVELOP LAND

"OMMISSION OR FALSIFICATION OF INFORMATION MAY INVALIDATE THE APPLICATION"

1. Applicant

Address

Address

E-Mail

Telephone

2. Agent

Address

Address

E-Mail

Telephone

3. Cadastral Section

Block No.

Parcel No.

Locality

4. NBLHL No.

Crown Lease File No.

Reclamation Rights File No.

5. Land Ownership (Applicant is?)

7. Type of Development

Other (explain)

Existing:

6. Application Type

8. Permission Sought

Proposed:

Other (explain)

9. Land Use

10. Subdivision Section (to be filled for subdivision application)

Type of Subdivision

Reason(s) for Subdivision

No. of plot(s):

Plot size(s): Minimum _____ Maximum _____

11. Adverts and Signs Section (to be filled for signs application)

Type of application:

Description of Signs

No. of signs:

Description of Signs

Placement of signs (site plan required)

12. Development Section (to be filled for outline planning permission application)

No. of Building(s): Existing _____ Proposed _____

No. of Units (apartments/condos): Existing _____ Proposed _____

No. of Plot(s): _____ (A) Plot Area: _____

Building Area: _____ (B) Existing _____ (C) Proposed _____

Floor Area: (D) Total _____ (E) Existing _____ (F) Proposed _____

Site Coverage (i.e. % of plots covered by buildings [(B+C)/Ax 100]) _____

Plot Ratio (divide total floor area by plot area expressed in ratio e.g. 1:07) [1:D/A] _____



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13. Demolition Section *(to be filled for demolition permit request)*

Have utilities been disconnected? Water Gas Electricity Phone/Internet

* Application **MUST** be supported with a methodology statement

14. Development Section *(to be filled for final building permission application)*

Outline Planning Application Ref. No. _____ Outline Planning Permission Date _____

Type of Work *(check each item that applies)*

- | | | | | |
|---------------------------------------|---|-------------------------------------|--|---------------------------------------|
| <input type="checkbox"/> New Building | <input type="checkbox"/> Mechanical | <input type="checkbox"/> Patio | <input type="checkbox"/> Tenant Renovation | <input type="checkbox"/> New Addition |
| <input type="checkbox"/> Gas | <input type="checkbox"/> Screen Enclosure | <input type="checkbox"/> Landscape | <input type="checkbox"/> Roofing | <input type="checkbox"/> Fence |
| <input type="checkbox"/> Paving | <input type="checkbox"/> Hurricane Protection | <input type="checkbox"/> Electrical | <input type="checkbox"/> Sign | <input type="checkbox"/> Utilities |
| <input type="checkbox"/> Plumbing | <input type="checkbox"/> Pool/spa | <input type="checkbox"/> Excavation | <input type="checkbox"/> Retaining Wall | <input type="checkbox"/> Other |

Adjacent property owner(s) have been notified of my intent Yes No

15. Indicate if the development is closer than 100 feet to any of the following:

- | | | | |
|--|--|---|--|
| <input type="checkbox"/> Ghut | <input type="checkbox"/> Rare or endangered plants | <input type="checkbox"/> Pond | <input type="checkbox"/> Habitat for migratory birds |
| <input type="checkbox"/> Quarry | <input type="checkbox"/> Rock Outcrop | <input type="checkbox"/> Institutional Building | <input type="checkbox"/> Cliff |
| <input type="checkbox"/> Electrical high-tension cable/utility lines | <input type="checkbox"/> Historical Sites/Ruin | <input type="checkbox"/> Sand Beach | |

16. Roads

Width of Road Reserve: _____ Minimum Width _____ Maximum Gradient _____

17. Parking No. of Parking spaces: _____ Size of each space: _____

18. Water Supply

Method: _____ Capacity: _____ Roof Catchment sqft: _____

19. Sewage

Type of system: _____

No. of buildings served: _____ System capacity or size: _____
(in case of sewage outflow into a water body, attach statement of treatment method)

20. Estimated Cost of Development: _____

21. Signature of Owner

Signature of Agent

Date

Date

Instructions

Sections 1-3,5-9,15,20-21 **MUST** be completed for all application types.

A completed application consists of a filled application form, Proof of ownership, Photo ID and relevant plans, where applicable.