



# United States Department of the Interior

## National Park Service

Coral Reef National Monument  
Virgin Islands National Park  
1300 Cruz Bay Creek  
St. John, Virgin Islands 00830



IN REPLY REFER TO:

January 21, 2014

Dear Park Special Use Permit Applicant,

Thank you for your interest in conducting an event here in Virgin Islands National Park. I realize that the process can be confusing to those who have never applied for a permit before and can assure you that our staff will do everything they can to assist you in this process. The permit requests we receive here at VINP range from the routine (use of the picnic pavilions at Hawksnest & Trunk Bay) to the complex (the Beach to Beach Power Swim event). The amount of time required to review and process each varies accordingly.

During the review process my staff looks at a variety of factors in determining the outcome of the permit request. First among these is to insure that the activity you are proposing does not cause harm to the natural and cultural resources we are charged with protecting. A second factor of equal importance is whether or not the activity you are proposing will unduly interfere with a visitors experience in the park, taking into consideration the reasons for which this park was established in the first place. In addition to these critical factors and a variety of others, we will look at whether or not other permits or NPS activities are taking place in the same area at the same time and determine if the area can accommodate each or all.

In reviewing a permit request – we will look for ways to mitigate any concerns linked to these factors in an effort to allow your permit to be granted. In making your request, I would ask that in addition to the factors explained above, you take into consideration the time of year, day of week, time of day and length of your activity. These are often critical elements in our decision making. As an example – requesting an event at Hawksnest Beach in late December or January will have different mitigation requirements than the same event in July or October.

Please understand that not all permits will be granted for a variety of reasons. Still, our goal should be to work with you to accommodate your request if possible. I can promise you that you will clearly understand the reasons for a denial. Whether issuing or denying any permit request my staff will treat you in a professional and courteous manner. If you feel that you have not been treated as such, please contact my office to discuss the circumstances and individuals involved.

Sincerely,

Brion FitzGerald  
Superintendent