St Helena Government	Application Number: **Application for temporary use of Crown Land, including: construction laydown areas for aggregate, soil, materials, equipment and plant storage. Other short-term commercial or operational activities.**

Full Name(s):	
Address(s):	
Telephone:	Email address:
Location and size of area required:	
Proposed use and activities to be undertaken:	
Proposed start and end dates:	Map and Site Plan Attached: ☐

Method Statement

How will the site will be managed?
Measures to prevent pollution or environmental damage?
Dust, noise, and drainage controls?
Security arrangements?
How will the site will be returned to its original condition upon completion?

Unless expressly approved, the following activities are prohibited: Waste disposal. Burning. Excavation. Permanent structures. Subletting. Activities unrelated to the approved purpose.

I agree to: Prevent pollution. Control dust and runoff. Prevent unauthorized waste disposal. Maintain the site in a safe condition. Permit Crown Estates periodic inspections for monitoring and compliance.
Signature(s) of applicant(s):

PROPERTY APPLICATION CHECKLIST (SHG internal use)		
Site Visit(s) to determine location, concerns, comments:		
Crown Estates Manager – approved in principle?		
Crown Estates Manager; notes:		
Head of Property – approved in principle?		
Head of Property; notes:		
If 'No', Letter stating refusal, dated: and sent: Reasoning:		
Stakeholder Consultation; date commenced:		
Organisation	**Comment/concerns**	**Approved/refused**
SHG – Public Health		
SHG – Roads Section		
SHG – ANRD		
SHG – Planning & Development		
Connect Saint Helena – Water		
Connect Saint Helena – Electricity		
Sure St. Helena		
St. Helena National Trust		

Heritage Society		
Letter sent to Applicant stating the consultation concerns		Dated:
Letter stating confirmation of concerns received		Dated:

Advisory Board		
Advisory Board required?	Yes	No
Advisory Board; notes:		

Planning & Development Permission		**Heads of Terms**	
Would the application require planning permission? Yes No		Prepared	
Date plan submitted:		Sent to applicant	
Planning reference		Signed by applicant	
Date plan approved		Sent to Land Registry Officer	
Decision Notice annexed		Draft Lease/Transfer/Licence sent to applicant	
Notes		Notes	

Land Registry	
Land Registry Officer, notes:	
Lease Signed:	
Land transaction scanned and completed	
Does the application require post transaction monitoring, if yes; please see form entitled 'Post Transaction Monitoring?	