



# Applying for a Crown Land Tenure

**All applications must include completed application form, general location map, local detail map, appropriate fees and attachments as indicated below.**

INFORMATION REGARDING APPLYING FOR CROWN LAND AVAILABLE AT  
[www.al.gov.bc.ca/clad/land\\_prog\\_services/programs.html](http://www.al.gov.bc.ca/clad/land_prog_services/programs.html)

## PART 1. NAME(S) AND MAILING ADDRESS

**Applicant Name:**  
 FULL LEGAL NAME of Individual(s), Company or Society,  
 Ministry or Government Agency Your File: \_\_\_\_\_

**Are you an Agent submitting this application on behalf of your client?**

Yes  No

**Letter of Agency attached**  Yes  No

**Contact Name for Company or Ministry Applicants:**  
 \_\_\_\_\_

**Agent Name & Mailing Address:**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_ postal code \_\_\_\_\_

**Applicant Mailing Address:**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_ postal code \_\_\_\_\_

**Agent Contact Numbers:**  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

**Applicant Contact Numbers:** Phone: \_\_\_\_\_  
 Daytime Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

**Agent Email Address:**  
 \_\_\_\_\_

**Applicant Email Address:**  
 \_\_\_\_\_

**For applications made by more than one individual:**  Joint Tenants or  Tenants in Common  
 For your information: Joint Tenants: on the death of one tenant the interest passes to surviving tenant.  
Tenants in Common: on the death of one tenant the interest passes to the beneficiaries of the estate.

**BC Inc. #, BC Registration # or Society #:** \_\_\_\_\_

**GST Registration #:** \_\_\_\_\_

**Age: 19 or over**  Yes  No

**Canadian Citizen or Permanent Resident**  Yes  No

**Do you hold another Crown land tenure?**  Yes  No If yes, provide File Number: \_\_\_\_\_

**Period of Projected Use:**  
 Two years or less  Two to five years  Five to ten years  Ten to thirty years  More than thirty years

**Application Type:**  new application  replacement application – file number \_\_\_\_\_  
 investigative permit application  amendment application – file number \_\_\_\_\_

**Proposed Use/Tenure Type:** (e.g. powerline right of way, gravel quarry licence): \_\_\_\_\_

### FOR OFFICE USE ONLY

(date/time received)	<b>File Number:</b>	<b>Project Number:</b>
	<b>Disposition ID:</b>	<b>Client Number:</b>

**PART 2. PURPOSE, LOCATION, AREA**

**PLEASE SELECT APPROPRIATE PROPOSED LAND USE**

<b>Proposed Land Use Program Area</b>	<b>New Application Fees (including GST)</b>	<b>Program Specific Requirements Website</b>
<input type="checkbox"/> Aggregates & Quarry	\$1,050.00	<a href="http://www.al.gov.bc.ca/clad/land_prog_services/programs.html">www.al.gov.bc.ca/clad/land_prog_services/programs.html</a>
<input type="checkbox"/> Agriculture – Intensive	\$ 262.50	<a href="http://www.al.gov.bc.ca/clad/land_prog_services/programs.html">www.al.gov.bc.ca/clad/land_prog_services/programs.html</a>
<input type="checkbox"/> Agriculture - Extensive	\$ 262.50	<a href="http://www.al.gov.bc.ca/clad/land_prog_services/programs.html">www.al.gov.bc.ca/clad/land_prog_services/programs.html</a>
<input type="checkbox"/> Airport – private	*\$50 per hour process time	Contact FrontCounter BC
<input type="checkbox"/> Alpine Skiing	Type 1 (minor) \$1,050.00 Type 2 (major) contact FrontCounter BC	<a href="http://www.tca.gov.bc.ca/resort_development/">www.tca.gov.bc.ca/resort_development/</a>
<input type="checkbox"/> Aquaculture – Fin fish	\$5,171.25	<a href="http://www.al.gov.bc.ca/clad/land_prog_services/programs.html">www.al.gov.bc.ca/clad/land_prog_services/programs.html</a>
<input type="checkbox"/> Aquaculture – Shellfish	\$1,260.00	<a href="http://www.al.gov.bc.ca/clad/land_prog_services/programs.html">www.al.gov.bc.ca/clad/land_prog_services/programs.html</a>
<input type="checkbox"/> Commercial - General	\$ 262.50	<a href="http://www.al.gov.bc.ca/clad/land_prog_services/programs.html">www.al.gov.bc.ca/clad/land_prog_services/programs.html</a>
<input type="checkbox"/> Commercial - Film	\$525.00 fee <b>plus</b> \$262.50 rental	<a href="http://www.al.gov.bc.ca/clad/land_prog_services/programs.html">www.al.gov.bc.ca/clad/land_prog_services/programs.html</a>
<input type="checkbox"/> Commercial Recreation	Non-Motorized \$262.50 Motorized \$3,465.00	<a href="http://www.tsa.gov.bc.ca/resorts_rec/tenure/commercialrecreation">www.tsa.gov.bc.ca/resorts_rec/tenure/commercialrecreation</a>
<input type="checkbox"/> Communication Site	\$1,050.00	<a href="http://www.al.gov.bc.ca/clad/land_prog_services/programs.html">www.al.gov.bc.ca/clad/land_prog_services/programs.html</a>
<input type="checkbox"/> Community/ Institutional	\$ 262.50	<a href="http://www.al.gov.bc.ca/clad/land_prog_services/programs.html">www.al.gov.bc.ca/clad/land_prog_services/programs.html</a>
<input type="checkbox"/> Federal Reserves	\$3,465.00	Federal Government Only – Contact FrontCounter BC
<input type="checkbox"/> Ferry Terminals	*\$50 per hour process time	<a href="http://www.al.gov.bc.ca/clad/land_prog_services/programs.html">www.al.gov.bc.ca/clad/land_prog_services/programs.html</a>
<input type="checkbox"/> General Industrial	\$ 525.00	<a href="http://www.al.gov.bc.ca/clad/land_prog_services/programs.html">www.al.gov.bc.ca/clad/land_prog_services/programs.html</a>
<input type="checkbox"/> Golf Course	\$3,465.00	<a href="http://www.al.gov.bc.ca/clad/land_prog_services/programs.html">www.al.gov.bc.ca/clad/land_prog_services/programs.html</a>
<input type="checkbox"/> Grazing	\$ 262.50	<a href="http://www.for.gov.bc.ca/hra/Legislation/grazing.htm">http://www.for.gov.bc.ca/hra/Legislation/grazing.htm</a>
<input type="checkbox"/> Head Lease	\$50 per hour process time	Contact FrontCounter BC
<input type="checkbox"/> Log Handling	\$1,050.00	<a href="http://www.al.gov.bc.ca/clad/land_prog_services/programs.html">www.al.gov.bc.ca/clad/land_prog_services/programs.html</a>
<input type="checkbox"/> Marina	\$ 525.00	<a href="http://www.al.gov.bc.ca/clad/land_prog_services/programs.html">www.al.gov.bc.ca/clad/land_prog_services/programs.html</a>
<input type="checkbox"/> Mining	\$ 525.00	<a href="http://www.al.gov.bc.ca/clad/land_prog_services/programs.html">www.al.gov.bc.ca/clad/land_prog_services/programs.html</a>
<input type="checkbox"/> Ocean Energy	Investigative Permit \$525.00 Licence for Equipment \$525.00	<a href="http://www.al.gov.bc.ca/clad/land_prog_services/programs.html">www.al.gov.bc.ca/clad/land_prog_services/programs.html</a>
<input type="checkbox"/> Oil and Gas	\$ 525.00	<a href="http://www.al.gov.bc.ca/clad/land_prog_services/programs.html">www.al.gov.bc.ca/clad/land_prog_services/programs.html</a>
<input type="checkbox"/> Private Moorage	\$ 262.50	<a href="http://www.al.gov.bc.ca/clad/land_prog_services/programs.html">www.al.gov.bc.ca/clad/land_prog_services/programs.html</a>
<input type="checkbox"/> Provincial Reserves	For Provincial Government Ministries Only	
<input type="checkbox"/> Utilities (Linear Use)	Less than 25 Km \$1,050.00 More than 25 Km *\$50 per hour Access to single lot \$262.50	<a href="http://www.al.gov.bc.ca/clad/land_prog_services/programs.html">www.al.gov.bc.ca/clad/land_prog_services/programs.html</a>
<input type="checkbox"/> Residential	\$ 262.50	<a href="http://www.al.gov.bc.ca/clad/land_prog_services/programs.html">www.al.gov.bc.ca/clad/land_prog_services/programs.html</a>
<input type="checkbox"/> Roadways – Public	\$ 262.50	<a href="http://www.al.gov.bc.ca/clad/land_prog_services/programs.html">www.al.gov.bc.ca/clad/land_prog_services/programs.html</a>
<input type="checkbox"/> Roadways – Industrial	\$1,050.00	<a href="http://www.al.gov.bc.ca/clad/land_prog_services/programs.html">www.al.gov.bc.ca/clad/land_prog_services/programs.html</a>
<input type="checkbox"/> Water Power	\$3,465.00	<a href="http://www.al.gov.bc.ca/clad/land_prog_services/programs.html">www.al.gov.bc.ca/clad/land_prog_services/programs.html</a>
<input type="checkbox"/> Wind Power	Investigative Permit \$525.00 Monitoring Towers (max 5) \$525.00 Wind Farm *\$3,465.00	<a href="http://www.al.gov.bc.ca/clad/land_prog_services/programs.html">www.al.gov.bc.ca/clad/land_prog_services/programs.html</a>

**Note: Investigative Permits** (available for all program areas): **\$525.00** (including GST)  
**Replacement Application Fees:** 50% of above fee or \$210.00 (including GST), as a minimum.  
**Amendment Fees:** Contact FrontCounter BC

\* To be paid at a later date

## PART 2 (continued)

**General Location** of Crown land (i.e. distance from nearest community, Indian Reserve or significant geographic location such as a lake or mountain; location on a named road; etc.):

\_\_\_\_\_

Please provide a shape file if available.

**Area** in Hectares: \_\_\_\_\_ **OR** length (km/m): \_\_\_\_\_ width (km/m): \_\_\_\_\_

## PART 3. LEGAL DESCRIPTION OR BOUNDARY DESCRIPTION

**If surveyed, give legal description:** as provided by the local Land Title Office (e.g., Lot 1 of Section 31, Township 12 W6M Kamloops Division of Yale District Plan 18411). A legal description is found in the Certificate of Title (CofT). A copy of the CofT must be attached to the application. A copy of your Registered Survey Plan, if available, will confirm the dimensions of the place of use.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**If unsurveyed:** enter description of unsurveyed Crown land and description of boundaries.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### Instructions to Describe Unsurveyed Crown Land

- The point of commencement, for unsurveyed parcels, should be described in terms of an existing survey post (e.g., 18 metres west of the S.E. corner of the parcel) or a readily identifiable geographic feature (e.g., a prominent point of land or intersection of two roads) to enable accurate location of the parcel.
- Boundary lines of the area must be, as much as possible, astronomically true north, south, east and west so that a rectangular lot is formed.
- Where the topographic features of the area do not allow for rectangular boundary lines running true north, south, east and west, then boundaries will be permitted in other directions as long as they do not interfere with the orderly survey of other surrounding land.
- The side lines of small parcels fronting on lakes, rivers, tidal waters and on certain surveyed highways shall, where possible, be parallel to each other and perpendicular to the general trend of the features on which the small parcel fronts.
- The sidelines for unsurveyed foreshore shall, as a general rule, be laid out at right angles to the general trend of the shore. This may be varied to suit special conditions, but encroachment on the foreshore fronting adjoining lands shall be avoided. The outside or waterward boundary shall be a straight line or series of straight lines joining the outer ends of the side boundaries. On narrow bodies of water the outside boundary shall not normally extend beyond the near edge of the navigable channel.

1 hectare = 2.471 acres

1 metre = 3.281 feet

100 metres x 100 metres = 10,000 square metres or 1 hectare

## PART 4. APPLICATION CERTIFICATION

**All applications must be complete. Incomplete applications will be returned to applicant.**

Please refer to the specific program requirements (e.g., Aggregates, Commercial, Residential) for information that must be submitted with this application.

All of the following **must** be attached to or enclosed with this application form:

- Fees** (in the amount indicated in Part 2) to **Minister of Finance** (cheque or credit card authorization form attached or pay in person with debit card or cash)
- General Location Map(s)** at a scale of 1:50,000 to 1:250,000 indicating general location of the area under application and the location of access roads, watercourses and other major landmarks.
- Detailed Site Map(s)** outlining in detail the area under application, showing the exact perimeter boundaries of the application area including the dimensions (in metre) and area (ha), including watercourses, district lots etc.
- Program Specific Requirements** (i.e. communication site, agriculture, industrial). Program specific requirements can be confirmed at [http://www.al.gov.bc.ca/clad/land\\_prog\\_services/programs.html](http://www.al.gov.bc.ca/clad/land_prog_services/programs.html)

**PLEASE NOTE: Additional items may be required (e.g. Advertising, Security Deposit, Proof Of Insurance, Letter Of Consent) Please consult Program Policies or contact FrontCounter BC for further information. Some items may have additional associated costs or require additional processing time.**

**Applicant or Agent signature(s):**

\_\_\_\_\_  
\_\_\_\_\_

**Date:** \_\_\_\_\_

**PLEASE RETAIN A COPY OF THIS APPLICATION FOR YOUR RECORDS**

**NOTE:** The information you provide will be subject to the Freedom of Information and Protection of Privacy Act. If you have any questions regarding the treatment of your personal information, please contact the Manager, Privacy, Information Access and Records Management.

The submission of this form does not in any manner convey any rights to use or occupy Crown land.

### FRONTCOUNTER BC OFFICE LOCATIONS

**www.frontcounterbc.gov.bc.ca OR Call Toll-Free 1-877-855-3222**

<b>Cranbrook</b> 1902 Theatre Road Cranbrook BC V1C 7G1	<b>Fort St. John</b> Ste 100, 10003 110 <sup>th</sup> Avenue Fort St John BC V1J 6M7	<b>Kamloops</b> Ste 210, 301 Victoria Street Kamloops BC V2C 2A3
<b>Nanaimo</b> Ste 142, 2080 Labieux Road Nanaimo BC V9T 6J9	<b>Prince George</b> Ste 200, 1488 Fourth Avenue Prince George BC V2L 4Y2	<b>Smithers</b> 1 <sup>st</sup> Floor, 3726 Alfred Avenue Smithers BC V0J 2N0
<b>Surrey</b> Ste 200, 10428 – 153 <sup>rd</sup> Street Surrey BC V3R 1E1	<b>Williams Lake</b> Ste 201, 172 North 2 <sup>nd</sup> Avenue Williams Lake BC V2G 1Z6	