



# QUEEN CHARLOTTE ISLANDS FOREST DISTRICT

## GUIDE TO SPECIAL USE PERMITS

August 2006

### WHAT ARE SPECIAL USE PERMITS?

A special use permit gives non-exclusive authority to a company or an individual to occupy and use an area of Crown land, within the provincial forest, when they have demonstrated to the Ministry of Forests' district manager that the intended use is in accordance with the Provincial Forest Use Regulation and related legislation. Annual rental is payable to the Ministry of Finance for special use permits. In addition to annual rental, special use permits are subject to taxation and upon issuance, the BC Assessment Authority is advised for taxation purposes. Note that more than one use and/or area may be included under one master special use permit. After approval date, subsequent uses and/or areas may be amended into existing master special use permits.

### WHAT ARE THE ACCEPTABLE USES OF PROVINCIAL FOREST LAND THE DISTRICT MANAGER WILL CONSIDER?

The following forestry uses:

- construction and maintenance of a road, including construction and maintenance of bridges and other drainage structures;
- sand pits, gravel pits, rock quarries and other quarries that provide materials for road construction, modification or maintenance authorized under the *Forest Act*;
- a communications site;
- a logging camp and associated facilities, including a waste disposal site;
- a log dump or dry land sort;
- a temporary timber processing site;
- a lookout;
- a weather station;
- an airstrip, helipad or other air transportation landing site;
- educational or research purposes;
- weigh scales; and,
- Other (as applicable).

### WHICH USES OF PROVINCIAL FOREST LAND AND OTHER CROWN LANDS ARE ADMINISTERED BY BC ASSETS AND LAND CORPORATION?

*Terrace Office Phone: 1-800-990-1116 or call Enquiry BC at 1- 800-663-7867*

The following non-forestry uses:

- agriculture;
- if access to existing residences is not practicable, temporary residences for workers, including camps, and individual residences;
- sand pits, gravel pits, rock quarries and other quarries that provide materials for industrial, commercial or domestic use;

- commercial recreation uses and facilities and ancillary improvements, including:
  - (i) ski facilities,
  - (ii) hunting lodges,
  - (iii) fishing lodges, and
  - (iv) trails;
- commercial film production;
- navigational aids;
- construction and maintenance of a road, including construction and maintenance of bridges and other drainage structures;
- a utilities right-of-way, including
  - (i) a highway,
  - (ii) a railway,
  - (iii) a transmission line, or
  - (iv) a pipeline;
- a weather station site;
- a communications site; and,
- educational or research purposes.

## HOW IS AN APPLICATION MADE?

Application is made by forwarding an application package to the Queen Charlotte Islands Forest District. The application must include completed content checklist(s) and all necessary items listed on the applicable checklist(s).

Special use permit content checklists can be found on our website for the following uses:

- Roads
- Gravel and Rock Pits
- Other Uses

Upon receipt of the application the district will review it, send out referrals to agencies or individuals potentially impacted by your proposal, complete the land title clearance checks and then complete processing your application. In the case where a Road Layout and Design is required, you may be required to complete the agency referrals. Once any identified land use issues have been addressed, and the application is in accordance with the Provincial Forest Use Regulation and related legislation, it will be presented to the district manager for approval considerations.

Referrals to agencies may include:

- Fisheries Oceans Canada, Queen Charlotte Office
- Council of Haida Nation
- Ministry of Environment

Should your proposal require the cutting of Crown timber a Forestry Licence to Cut is required. A licence to cut application may be submitted together with the special use permit application to facilitate the district review (see attached checklist). Major licensees may apply for cutting permit authority instead of a licence to cut for areas within their tenure(s).

A Road Use Permit may be required if travel on a Forest Service Road section that is already under permit to another user. The Road Use Permit application form can be found online at:

<http://www.for.gov.bc.ca/dqc/forms/FS109-RUPApp.pdf>

Please ensure that your application is submitted as far in advance as possible as it will normally take approximately 30 days to complete the application review.

You may proceed with operations only upon receipt of your approved special use permit document and applicable licence to cut document.

## WHO SHOULD I CONTACT IF I HAVE ANY QUESTIONS?

Please contact Shelagh Farrell, Tenures Technician at the Queen Charlotte Islands Forest District office for additional information.

**Queen Charlotte Islands Forest District**  
**P.O. Box 39**  
**Queen Charlotte, British Columbia, V0T 1S0**  
**Tel: 250-559-6200      Fax: 250-559-8342**