

Applying for Commercial Leases on Crown Resource Land

What is a commercial land lease?

Anyone wishing to start a business or other revenue generating operation on Crown resource land, outside of parks, must obtain a **commercial land lease** from Saskatchewan Environment. Businesses can range from fishing and hunting camps to other uses such as gas stations, golf courses, horseback riding stables or other recreational developments. Normally, leases are issued for terms of up to 21 years.

Applying for a commercial lease?

Unsolicited lease applications are reviewed on a first-come, first-served basis. Occasionally the department advertises proposal calls for certain developments. These are awarded to successful applicants meeting certain criteria established for each particular case.

How do I apply for a commercial land lease?

Two lease applications must be completed and submitted to the applicable EcoRegion office of Saskatchewan Environment. These are the "Application for Crown land Disposition" and the "Commercial and Industrial proposal". A review based on the information provided, will determine if the proposed use can be allowed. If there are potential problems or other considerations that must be addressed, the applicant will be advised of further requirements.

How are commercial land lease applications reviewed?

Lease applications are reviewed within the department, by other government departments and sometimes by the local community. The scope of the review depends on the nature of the business, its location, possible impacts and whether it is a new operation or an expansion or upgrade to an existing operation.

The review process may take several months and there is no guarantee that the lease application will be approved.

It is important to note that development cannot proceed until a land lease has been finalized and issued.

Is a land survey required?

When an application has been approved, department officers will conduct a field site inspection and carry out a metes and bounds (compass measurement) survey on unsurveyed northern lands to obtain a land description suitable for use in a lease document. The applicant must accompany the officer on these inspections and is responsible for all fees as set out in the Resource Lands Regulations for a metes and bounds survey and site inspection. On certain lands, a plan of survey must be registered with Information Services Corporation and submitted to the department within one year after the application is approved in principle.

If granted, does a commercial land lease contain other information or conditions?

If a lease is approved, it will contain the following information.

- ▶ a legal description of the site and a site plan showing location and size of the buildings within the lot boundaries
- ▶ the lessee's responsibility for ensuring that building code standards are met
- ▶ a deadline for the lessee to complete development activities, usually within two years from the date of the lease
- ▶ the lessee's responsibilities regarding sanitation, garbage disposal, and use and occupation of the site

Are there locations where leases will not be issued?

The following Crown resource lands cannot be leased.

- ▶ within a certain, specified distance from a lake or river
- ▶ protected areas, historic sites, representative area network sites
- ▶ sites on islands along numbered canoe routes

- ▶ within 1 kilometer of designated scenic areas
- ▶ on significant sand beaches
- ▶ within high quality, productive stands of timber or in fire hazard areas
- ▶ within 1.5 kilometers of occupied land where the uses are not compatible
- ▶ areas restricted under department policy, land use plans or municipal zoning

Where can I get more information?

- ▶ Regional Land Managers at Saskatchewan Environment
- ▶ West Boreal EcoRegion
Box 580 Meadow Lake
S0M 1V0
Phone 236-7551
- ▶ East Boreal EcoRegion
Box 3003 McIntosh Mall
Prince Albert
S6V 6G1
Phone 953-2466
- ▶ Shield EcoRegion
Box 5000
La Ronge
S0J 1L0
Phone 425-4253
- ▶ Parkland and Grassland EcoRegions
3211 Albert Street
Regina
S4S 5W6
Phone 787-2304
- ▶ Or check the Government of Saskatchewan's website at:
<http://www.se.gov.sk.ca>

