



Ministry of  
Environment

## LAND USE / OCCUPANCY PARK USE PERMIT APPLICATION

Land use or occupancy may only be undertaken in a provincial park or protected area (both being referred to as a “protected area” in this application), when authorized by a valid permit issued by the Ministry of Environment (referred to here as “BC Parks”) under the *Park Act* and *Environment and Land Use Act*. Only applications that are considered by BC Parks to be compatible with the conservation and recreation objectives identified for the protected area(s) involved in the proposal will be evaluated.

Please complete this application and submit it with the detailed proposal description, for evaluation, to the Park Use Permits address on page 2 of this application. Supplying insufficient information will delay evaluation.

- NOTE:**
1. **Upon submission of a complete application and application fee, allow a maximum of 140 days for evaluation.**
  2. Submission of this application does not entitle the applicant to any rights or permission to proceed with any activity in any protected area.
  3. More information may be requested from the applicant during review of this application.
  4. This application is subject to review under the BC Parks Impact Assessment Process.
  5. Final approval will only be given upon receipt of a completed BC Certificate of Insurance for Comprehensive General Liability to a value of \$2 million, appropriate financial bonding and payment of the annual permit fee.
  6. BC Parks reserves the right to refuse any application.
  7. **A non-refundable Application Fee is due upon submission of Application. Payment can be made by VISA/MasterCard or cheque payable to the Minister of Finance. (GST applicable)**

<b>APPLICANT INFORMATION</b>			
PLEASE CHECK HERE IF RENEWAL PERMIT <input type="checkbox"/>		PREVIOUS PERMIT NUMBER _____	
<b>FULL LEGAL COMPANY/SOCIETY/INDIVIDUAL NAME:</b>		INCORPORATION NUMBER, if applicable:	
MAILING ADDRESS:		CITY / TOWN:	PROV / STATE:
POSTAL / ZIP CODE:	BUS. PHONE NO. (Area Code):	FAX NO. (Area Code):	
NAME OF CONTACT:		DATE OF BIRTH (dd/mm/yy) / /	E-MAIL:
BUS. PHONE NO. (Area Code)	FAX NO. (Area Code):		CELLULAR PHONE NO. (Area Code):
NAME OF PROTECTED AREA(S):		PERIOD OF USE (inclusive): (dd/mm/yy) FROM:                      TO:	
BRIEF SUMMARY OF PROPOSED ACTIVITY:			

**Please attach a detailed proposal description that addresses the following (A-C):**

- A.** Please describe the proposed activity and provide the following information:
1. purpose of the land use or occupancy;
  2. a map of an appropriate scale showing the protected area(s) involved, the location of the proposed site, access routes and plans or drawings detailing improvements or structures to be placed or constructed;
  3. photographs of the site and area adjacent to the proposed land use/occupancy;
  4. proposed site and adjacent area description and mapping in terms of its current legal status, existing uses, vegetation cover, wildlife present, water resources, geology, and historical/cultural significance;
  5. physical changes to the site that would be required to meet the needs of the proposal and the proposed mitigation of such changes;
  6. impacts on the protected area(s) (environmental, social, economic changes including, but not limited to, vegetation, wildlife, access, aesthetics, effect on other users, etc) and actions that will be taken to mitigate these impacts on the protected area(s);
  7. type of transportation and access route to the proposal site;
  8. the initial 5 year operational plan related to this proposal; and
  9. does the applicant have tenure to land adjacent to this protected area(s) and if so, does the applicant offer a similar opportunity or service on this adjacent land.
- B.** List all experiences of the applicant and/or others involved in this proposal in previous protected area permits including the name, number, date and location of the permit(s).
- C.** From the following list, use a “√ “ to select all potential adverse impacts of the proposed activity. Provide additional detail for all impacts selected, including proposed mitigation.

Adverse and permanent effects to:	conservation, recreation and/or cultural values
	character and aesthetics of the protected area
Adverse effects to:	red/blue-listed species or ecosystems, species at risk, biogeoclimatic representation, etc
	critical or geographically unique characteristics
	public health and safety
	traditional use of the area by First Nations
	local communities
	recreational use or enjoyment of the protected area (regardless of the intended benefits of the proposed action)

As required under Section 21 of the *Park Act*, the applicant agrees to pay the Province costs incurred by the Province in surveying, cruising, examining and inspecting the area affected by the application; and

THE APPLICANT HEREBY CERTIFIES THAT ALL THE INFORMATION PROVIDED IN THIS APPLICATION IS TRUE AND CORRECT.

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

Signature of Applicant or Authorized Signatory of Applicant: \_\_\_\_\_

**Send completed application and proposal description to:**

Ministry of Environment  
 PASB – Park Use Permits  
 PO Box 9371 STN PROV GOVT  
 Victoria B.C. V8W 9M3

For more information please call:

**1-866-433-7272 (within B.C.) OR 1-250-952-0932 (outside B.C.) OR Fax: 1-250-952-4346**