



REGIONAL DISTRICT of Fraser-Fort George

APPLICATION BY A LAND OWNER under the *Agricultural Land Commission Act*

- ◆ To subdivide or use land in the ALR for non-farm purposes within the
 - Willow River-Upper Fraser Official Community Plan area
 - Robson-Canoe Downstream Official Community Plan area
 - Robson-Canoe Upstream Official Community Plan area
 - Salmon River-Lakes Official Community Plan area
 - Chilako River-Nechako Official Community Plan area
 - Tabor Lake-Stone Creek (excluding Pineview) Official Community Plan area
 - Pineview Official Community Plan area

The *Applicant's Information Package* contains useful information for preparing your application. Before you begin, review this information, particularly the factors the Regional Board does and does not consider in making its decision and the sample of the plan or sketch required to accompany your application.

Your plan or sketch must identify individual parcels by legal description and must specify the dimensions of each parcel. If you do not have a plan of your property, your local government office may be able to provide one for you.

To avoid delays in processing your application, please ensure that all parts of the form are completed and that all additional documentation and fees are enclosed.

Regional District of Fraser - Fort George
155 George St, Prince George, BC V2L 1P8
Toll Free: 1-800-667-1959
Phone: (250) 960-4400 Fax: (250) 562-8676
www.rdffg.bc.ca

INSTRUCTIONS FOR COMPLETING THE APPLICATION FORM

- PART 1** APPLICANT: This is the registered owner of the land or an agent acting on behalf of the owner. If there is more than one registered owner, all owners names must be shown. An agent must supply written authorization of all owners.
- PART 2** SUBDIVISION OR NON-FARM USE: Check this box if you wish to subdivide land or use land for non-farm purposes but keep the land within the Agricultural Land Reserve.
- PART 4 & 5** Refer to your registered title to complete this part. The size of parcel refers to the entire parcel, not just the area under application. If you do not know the size of your property, your local government office may be able to assist with this information.
- Copies of the Certificate of Title or Title Search Print and the Assessment/Tax Notice must accompany your application.
- PART 6 & 7** Describe the current use of the whole parcel and the types of activities on adjacent lots. This information is also required to be shown on a plan or sketch. Include any historical use of the property, particularly its use for farming activities.
- PART 8** Be clear and precise in describing the proposal and purpose of the application. If proposing to subdivide, be sure that the number, area and dimensions of the parcels are noted, including the remainder of the parcel. A plan or sketch showing the proposal is required. If proposing a non-farm use, provide details on the area, buildings, parking, and other physical alteration of the land that the non-farm use will require. Include a plan or sketch if appropriate.
- Explain what steps you may be proposing to reduce potential impact on surrounding agricultural lands such as landscape screening, fencing, etc.
- Explain how your proposal may benefit agriculture.
- PART 9** All registered owners of the land must sign the application or provide written confirmation that they consent to the application. If an agent signs the application form, he/she must provide written authorization to act on behalf of the owner(s).

SEND COMPLETED APPLICATION, ACCOMPANYING DOCUMENTS AND FEE TO the:

Regional District of Fraser - Fort George, 155 George St., Prince George, BC V2L 1P8

The following must be enclosed:

- Application fee (\$300) payable to the Regional District
- Proof of ownership documents
- Agent authorization (if using agent)
- Map or sketch showing proposal and adjacent uses
- photographs

If you have any questions about the application process, contact the Regional District.

PART 5 OTHER LANDS OWNED OR LEASED WITHIN THIS COMMUNITY
(Show information on plan or sketch)

Legal description:	Present use:
_____	_____
_____	_____
_____	_____

PART 6 CURRENT USE OF LAND UNDER APPLICATION (Show information on plan or sketch)

List all existing uses on the entire parcel (orchard, hayfield, pasture, wooded, etc.):

Describe all buildings:

Describe the main physical characteristics (flat, hilly, rocky, clay or sandy soil, watercourses, roads, etc.):

PART 7 USES ON ADJACENT LOTS (Show information on plan or sketch)

Describe all uses (pasture, hay, vegetables, poultry, dairy, trailer park, community hall, etc.):
 Describe all buildings (house, barn, school, etc.):

North _____

East _____

South _____

West _____

PART 8 PROPOSAL AND REASONS FOR APPLICATION (Show on plan or sketch if appropriate)

PART 9 DECLARATION

I declare that the information contained in the application is, to the best of my knowledge, true and correct.

Date

Signature of Owner(s)

The following **must** be enclosed:

- Application fee
- Certificate of Title or Title Search Print
- Assessment/Tax Notice
- Agent authorization (if using agent)

- Map or sketch showing details requested
- Photographs (optional)

INCOMPLETE OR MISSING INFORMATION WILL DELAY YOUR APPLICATION
Should this application be successful, it in no way implies that other necessary approvals or permits will be granted. Zoning, subdivision, building, sewage disposal, access and availability of services, including water, should be checked by all applicants.