APPLICATION BY A LAND OWNER

under the Agricultural Land Commission Act to

- exclude land from the ALR
- include land in the ALR
- subdivide land in the ALR
- use land in the ALR for non-farm purposes

The Applicant’s Information Package contains useful information for preparing your application. Before you begin, review this information, particularly the factors the Commission 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.

The information required by this form and the documents you provide with it are collected to process an application under the Agricultural Land Commission Act and regulation. This information will be available for review by any member of the public. If you have any questions about the collection or use of this information, contact the Commission and ask for the staff member handling the application.
INSTRUCTIONS FOR COMPLETING THE APPLICATION FORM

TYPE OF APPLICATION
EXCLUSION: Check this box if you wish to exclude the land from the Agricultural Land Reserve.
INCLUSION: Check this box if you wish to include land in the Agricultural Land Reserve.
SUBDIVISION: Check this box if you wish to subdivide but keep the land within the Agricultural Land Reserve.
NON-FARM USE: Check this box if you wish to use land for non-farm purposes but keep the land within the Agricultural Land Reserve. (Note: If your proposal involves the placement of fill or removal of soil, please complete the Application for Non-farm Use to Place Fill or Remove Soil, instead of this form.)

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.

LOCAL GOVERNMENT
Specify the municipality or regional district in which the property is located.

LAND UNDER APPLICATION and INTERESTS IN OTHER LANDS
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 must accompany your application.

PROPOSAL
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.

CURRENT USE OF LAND and ADJACENT USES
Describe the current use of the whole parcel and the types of activities on adjacent lots. Include any historical use of the property, particularly its use for farming activities. Show this information on a plan or sketch.

SIGNATURE(S)
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).

NOTICE OF APPLICATION
If you are applying to exclude your land from the ALR, your application must be accompanied by proof of the advertising, serving and posting requirements of Section 16 of the Agricultural Land Reserve Use, Subdivision and Procedure Regulation.

SEND COMPLETED APPLICATION and ACCOMPANYING DOCUMENTS TO:
- the Municipality in which the land is located;
- if not within a Municipality, the Regional District or Islands Trust in which the land is located.

The following must be enclosed:
- Application fee ($600) payable to the Local Government
- Certificate of Title or Title Search Print
- Agent authorization (if using agent)
- Map or sketch showing proposal & adjacent uses
- Proof of Notice of Application *(See instructions)
- Photographs (optional)

INCOMPLETE OR MISSING INFORMATION WILL DELAY YOUR APPLICATION

If you have any questions about the application process, contact the Municipal or Regional District or Islands Trust office in which the property is located. You may also contact the Commission’s office.
APPLICATION BY LAND OWNER

NOTE: The information required by this form and the documents you provide with it are collected to process your application under the Agricultural Land Commission Act and regulation. This information will be available for review by any member of the public. If you have any questions about the collection or use of this information, contact the Agricultural Land Commission and ask for the staff member who will be handling your application.

TYPE OF APPLICATION  (Check appropriate box)

❑ EXCLUSION  under Sec. 30(1) of the Agricultural Land Commission Act
❑ INCLUSION  under Sec. 17(3) of the Agricultural Land Commission Act
❑ SUBDIVISION in the ALR  under Sec. 21(2) of the Agricultural Land Commission Act
❑ Non-farm USE in the ALR  under Sec. 20(3) of the Agricultural Land Commission Act

APPLICANT

Registered Owner:                             Agent:
Address:                                     Address:

Postal Code        Postal Code

Tel. (home)                             (work)  Tel.                             Fax                             Fax
E-mail

LOCAL GOVERNMENT JURISDICTION  (Indicate name of Regional District or Municipality)

__________________________________________________

LAND UNDER APPLICATION  (Show land on plan or sketch)

Title Number          Size of Each Parcel  Date of Purchase
                     (Ha.)                        Month  Year

__________________________________________________

OWNERSHIP OR INTERESTS IN OTHER LANDS WITHIN THIS COMMUNITY
(Show information on plan or sketch)

If you have interests in other lands within this community complete the following:
Title Number(s):  ________________________________
PROPOSAL  (Please describe and show on plan or sketch)

_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

CURRENT USE OF LAND  (Show information on plan or sketch)
List all existing uses on the parcel(s) and describe all buildings

_________________________________________________________________________________

USES ON ADJACENT LOTS  (Show information on plan or sketch)
North
East
South
West

DECLARATION
I/we consent to the use of the information provided in the application and all supporting documents to process the application in accordance with the Agricultural Land Commission Act and regulation. Furthermore, I/we declare that the information provided in the application and all the supporting documents are, to the best of my/our knowledge, true and correct. I/we understand that the Agricultural Land Commission will take the steps necessary to confirm the accuracy of the information and documents provided.

Date  ___________________  Signature of Owner or Agent  ___________________  Print Name  ___________________

Date  ___________________  Signature of Owner or Agent  ___________________  Print Name  ___________________

Date  ___________________  Signature of Owner or Agent  ___________________  Print Name  ___________________

Please ensure the following documents are enclosed with your application:

- Application fee payable to the Local Government
- Certificate of Title or Title Search Print
- Agent authorization (if using agent)
- Map or sketch showing proposal & adjacent uses
- Proof of Notice of Application *(See instructions)
- Photographs (optional)