



REPORT TO COUNCIL

**TO:** Richmond City Council  
**FROM:** Councillor Bill McNulty, Chair  
Planning Committee  
**DATE:** August 21<sup>st</sup>, 2003  
**FILE:** 2275-20-173  
**RE: FREE CROWN GRANT APPLICATION FOR PORTIONS OF STEVESTON ISLAND**

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The Planning Committee, at its meeting held on Tuesday, August 19, 2003, considered the attached report, and recommends as follows:

COMMITTEE RECOMMENDATION –

*That:*

- (1) the application and supporting documentation for a “free crown grant” from the Provincial Government to protect those portions of Steveston (a.k.a. Shady) Island which are believed not to be under lease be endorsed;*
- (2) the use of the requested lands will be limited to permanent environmental protection, conservation, education, research, and limited compatible passive recreation activities;*
- (3) the City of Richmond will not transfer title to the lands;*
- (4) staff submit the endorsed application, supporting documentation and the required application fees for a “free crown grant” to Land and Water British Columbia Inc. and report to Planning Committee on the application’s progress, as appropriate;*
- (5) the City immediately communicate its intent to the 3 Richmond MLA’s, the provincial government and appropriate federal MP’s;*
- (6) the City communicate with other appropriate public organizations as determined by staff.*

Councillor Bill McNulty, Chair  
Planning Committee

Attach.

VARIANCE

Please note that staff recommended the following:

That:

- (1) the application and supporting documentation for a “free crown grant” from the Provincial Government to protect those portions of Steveston (a.k.a. Shady) Island which are believed not to be under lease be endorsed;
- (2) the use of the requested lands will be limited to permanent environmental protection, conservation, education, research, and limited compatible passive recreation activities;
- (3) the City of Richmond will not transfer title to the lands without the expressed permission of the Province of British Columbia; and
- (4) staff submit the endorsed application, supporting documentation and the required application fees for a “free crown grant” to Land and Water British Columbia Inc. and report to Planning Committee on the application’s progress, as appropriate.

## Staff Report

### Origin

This report responds to a referral by Planning Committee on May 6, 2003 for staff to prepare the appropriate material required to accompany an application to the Provincial Government for a "free crown grant" to protect those portions of Steveston (a.k.a. Shady) Island which are currently not under lease.

Accompanying this report in **Attachment 1** is:

1. A draft cover letter explaining the purpose and intent of the free crown grant application.
2. A completed application with scaled maps of the areas of interest. (Note that a cheque for \$267.00 (non-refundable) and a copy of Council's formal resolution (**Attachment C**) regarding the lands will accompany the actual submission but are not included in the attachment to this report.)

### Findings Of Fact

- Staff have completed the formal application and supporting documentation as required. Consultation with Parks staff and the City's Solicitor were made regarding the anticipated future use and appropriate descriptions of the lands being sought for the submission.
- The application requires a resolution of Council endorsing the application.
- The City Solicitor has advised that Council will have to pass a formal resolution undertaking not to transfer title and to only use the land for the intended purposes.
- The application is expected to take approximately 140 days to process by the Provincial Government.

### Analysis

The cover letter accompanying the application makes the following key points:

#### *Short to Medium Term (e.g. 2004-2006)*

- Public access would not be encouraged nor promoted on the island in the short to medium term. This is suggested for reasons of safety, liability concerns, respect for adjacent users (e.g. Fraser River Port Authority) and the practicality of the size and shape of the parcels being sought.
- Short to medium term objectives will focus on developing a better understanding of the natural habitat features and their functions on the island and to identify any management and environmental concerns which may exist.



- That the City will seek to acquire most, or all of Shady Island as the adjacent lots are deemed to be surplus by the respective users, and;
- That the City will consult with multiple stakeholders and interest groups in establishing an appropriate management framework for these lands and those adjacent properties acquired over time.

***Medium to Long Term (e.g. 2006 – ongoing)***

Over the medium to long term a management framework would be implemented.

The proposed recommendation is based upon the advice from the City Solicitor, the comments by ACE representatives to Committee, consultation with Park's staff, and the submission requirements.

ACE members reviewed a draft copy of this staff report, the submission cover letter and the application form at their meeting of July 16, 2003. They have recommended forwarding copies of the submission to the Honourable Geoff Plant (MLA), Mr. Bruce Rozenhart, and Mr. Mel Turner (MWLAP). The draft cover letter has been adjusted to include these suggestions.

**Financial Impact**

***1. Application Costs***

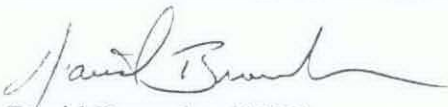
- The required, non-refundable application fee of \$267.00 (non-refundable (\$250. + GST)) will be drawn from the Parks DCC's account.

***2. For Additional Planning Work***

- To be determined, subject to Council Approval.
- Over time it is anticipated that funding will be needed to support the management objectives and research on the island's habitat values. It is expected that a variety of City and non-City sources will be drawn upon to support these activities.

**Conclusion**

Based upon the comments and directions received from Council, ACE members, and advice from Provincial authorities, a draft application for a Free Crown Grant and the required resolution to accompany the application have been prepared for Council's consideration.



David Brownlee (4200)  
Planner 2  
DCB:cas



## City of Richmond

6911 No. 3 Road, Richmond, BC V6Y 2C1

Telephone (604) 276-4000

www.city.richmond.bc.ca

Date, 2003

File: -

Urban Development Division

Fax: (604) 276-4052

Land and Water British Columbia Inc.  
Service Centre - Surrey  
Suite 200- 10428 - 153<sup>rd</sup> Street  
Surrey, BC V3R 1E1

Dear Sir / Madam:

### Re: Application For Free Crown Grant - Portions of Shady Island

Enclosed is an application by the City of Richmond for a Free Crown Grant for portions of Shady Island (a.k.a. Steveston Island). This application is being made with the full support of Richmond City Council and the City's Advisory Committee on the Environment (ACE). This initiative is a result of an extensive review of the ownership, environmental features, and external agency designations (e.g. FREMP habitat coding) affecting the property. It is also made in response to advice received from Provincial representatives with B.C. Parks.

Included in this package in support of the application are the following:

- This letter outlining the intent of the application and general plan for management.
- Information from the City's ESA inventory prepared by a registered biologist and which includes the subject lands (**Attachment A**).
- A formal resolution by Richmond Council endorsing the application, undertaking not to transfer title, and to only use the land for permanent environmental protection, conservation and limited passive recreational uses (**Attachment B**).
- A listing of the Waterlot reserves on Steveston Island (**Attachment C**).
- A completed Application Form for Crown Land including Appendix A - Application for Crown Land - Land Act, a CD with aerial images and regular photographs of the island and a scaled map showing the subject portions of Shady Island (**Attachment D**).
- LWBC Requirements Checklist (**Attachment E**).
- The Agency Requirements Checklist (**Attachment F**).
- A cheque in the amount of \$267.00 to cover the non-refundable application fee plus GST.

### Intent

The intent of this application is to acquire, for the City, those portions of Shady Island identified in the accompanying map. The intended use of these areas is for permanent environmental protection, conservation, education, research and limited compatible passive recreation.



### **City's Management Plan**

*Short to medium term (e.g. 2004 – 2006)* – The City will work / partner with professional biologists, Richmond Nature Park staff, academics and potential stewardship groups to:

- Review recent studies about Steveston Island's natural habitats;
- Undertake flora and fauna inventories within the acquired lands as required;
- Document natural features and functions present in these areas;
- Identify and if possible address any management / environmental concerns that may exist.
- In consultation with the appropriate Federal and Provincial environmental agencies, prepare habitat management objectives for these lands.

In the initial stages, public access would not be encouraged nor promoted for safety reasons, respect for the uses occurring on the adjacent lots and to minimize any impacts upon the area's habitats. The primary goal will be to gain a stronger understanding of the state of these areas and whether environmental / conservation enhancements are needed. The capacity to accept limited passive recreation (i.e. what type, how much, how and by whom, etc.) would be assessed for future consideration.

*Longer term objectives (e.g. 2006 onward)* –

- Environmental protection, conservation, education and research would continue to remain the primary objectives for these lands.
- Limited compatible passive recreation may be introduced if shown to be suitable for the site and habitat objectives.
- Continued acquisition of most, or all of Shady Island would be sought if the adjacent lots are deemed to be surplus to the relevant agencies' (e.g. Fraser River Port Authority) needs.
- Funding for special projects (e.g. special habitat enhancements, invasive species removal, etc.) would be sought from a variety of sources (e.g. senior governments, private agencies, etc.), including City budgeting and operations.

### **Consultation process**

Acquiring Steveston Island for conservation / park purposes has been a long standing goal for Richmond Council, community interest groups and members of the public. Because of this, the City envisions sharing information and discussing management options with interested parties at key points.

Open houses would be used. With other City projects, such as the Terra Nova Natural Area and the Northwest Quadrant, the City has found that open house formats have proven valuable in obtaining public input. These forums have helped to set and refine the management framework for the use of those areas. If additional adjacent lots are eventually acquired, such forums could be employed to develop a more comprehensive plan for the island. In addition, the City would continue to seek the involvement of stakeholders including the Fraser River Port Authority, FREMP, etc.

Community involvement in such open houses, would help to keep the public informed about plans for the island, as well as help to identify issues which may affect the management of these areas.

It is also anticipated that the City's citizen Advisory Committee on the Environment (ACE) will take an active role in guiding the future management of these lands.

### **Summary**

The City of Richmond requests consideration of its application for a Free Crown Grant of the portions of Shady Island shown on the accompanying maps. In making this request, the City is making a long term commitment to managing these lands in consultation with the appropriate stakeholders and regulatory

agencies primarily for the purposes of permanent environmental protection, conservation, education, research and limited compatible passive recreation.

Your co-operation in processing this application is appreciated.

Should you have any questions regarding this application please feel free to contact me at (604) 276-4200.

Yours truly,

David Brownlee

DCB:cas

Att. 6

cc: Mayor & Councillors  
ACE Members  
The Honourable Geoff Plant (MLA)  
Bruce Rozenhart  
Mel Turner (MWLAP)  
FREMP  
Fraser River Port Authority  
Dave Semple, Director of Parks Operations  
Margot Daykin, Environmental Programs



**Summary Information Regarding Steveston Island, Richmond, B.C.  
From Richmond's 2002 Environmentally Sensitive Areas Inventory Update**

This information is provided as preliminary environmental information on Steveston Island which was collected by Martin Gebauer (RPBio) in August 2002 for the City of Richmond. Note that the following description is ecosystem based and applies to an area which is slightly larger than, but includes, the subject lands.

ESA Location:	Foreshore Riparian (Fraser River and Ocean)
Ecosystem Type:	Upland Forest
Vegetation Types (Top 3 in order of occurrence):	Deciduous Trees, Shrubs, Grasses / Herbs
Dominant Tree Species (Top 3 in order of occurrence):	Black Cottonwood, Red Alder, n/a
Dominant Shrub Species (Top 3 in order of occurrence):	Pacific Crabapple, Himalayan Blackberry, Red-Osier Dogwood
Dominant Herb Species (Top 3 in order of occurrence):	Grasses, n/a , n/a
Height	> 15 m
Overhang	Yes
Observed Human Use	No Active Use
Buildings Structures	None
Bank Condition	n/a
Bank Structures	n/a
Valued Ecosystem Components	Wildlife Trees (e.g., Snags, Veterans, Nest Trees)
Valued Ecosystem Comments	Large cottonwoods provide excellent perching sites for Bald Eagle and other species occurring along the Fraser River
Red/Blue Listed Plant Species	None Observed
Red/Blue Listed Wildlife Species	Great Blue Heron may forage near edge.
Key Habitat Functions	Roosting, Nesting/Breeding, Productivity, Biodiversity, Food supply
Key Habitat Function Comments	Excellent roosting and breeding opportunities for wildlife in an undisturbed environment. Mix of trees, shrubs and open grassy areas gives the ESA high biodiversity value.
Present Value For Wildlife Use	Very High
Present Value For Wildlife Comments	Wide range of habitats is undisturbed and of very high value to wildlife.
Environmental Concerns	Effects from Adjacent Lands
Environmental Concerns Comments	Influences from the Fraser River may be an issue.
Enhancement Potential	Low
Enhancement Potential Comments	n/a
Summary Description	Cottonwood and native shrub dominated habitats with some open grassy areas on an island in the middle of the Fraser River.
ESA Status	Ongoing ESA
Ecosystem Type	Upland Forest

## **ATTACHMENT B**

Attachment B is intended to contain the Council's formal resolution endorsing the application, undertaking not to transfer title, and committing to only use the land for permanent environmental protection, conservation and limited passive recreational uses.

This document will be inserted with the final submission.



## Reserves on Steveston Island

**Lot 6242, Group 1, New Westminster District**

- reserved by Provincial Order in Council 470, March 6, 1954
- reserved for the use of Federal Government for the construction of a break water, "for as long as required for such purposes"

**Lot 6118, Group 1, New Westminster District**

- reserved by Provincial Order in Council 2910, January 11, 1951
- reserved for the use of the Federal Government as a site for public fishing and harbourage "for as long as required for such purposes"

**Lot 6119, Group 1, New Westminster District**

- reserved by Provincial Order in Council 2910, January 11, 1951
- reserved for the use of the Federal Government as a site for public fishing and harbourage "for as long as required for such purpose"

**Lot 6120, Group 1, New Westminster District**

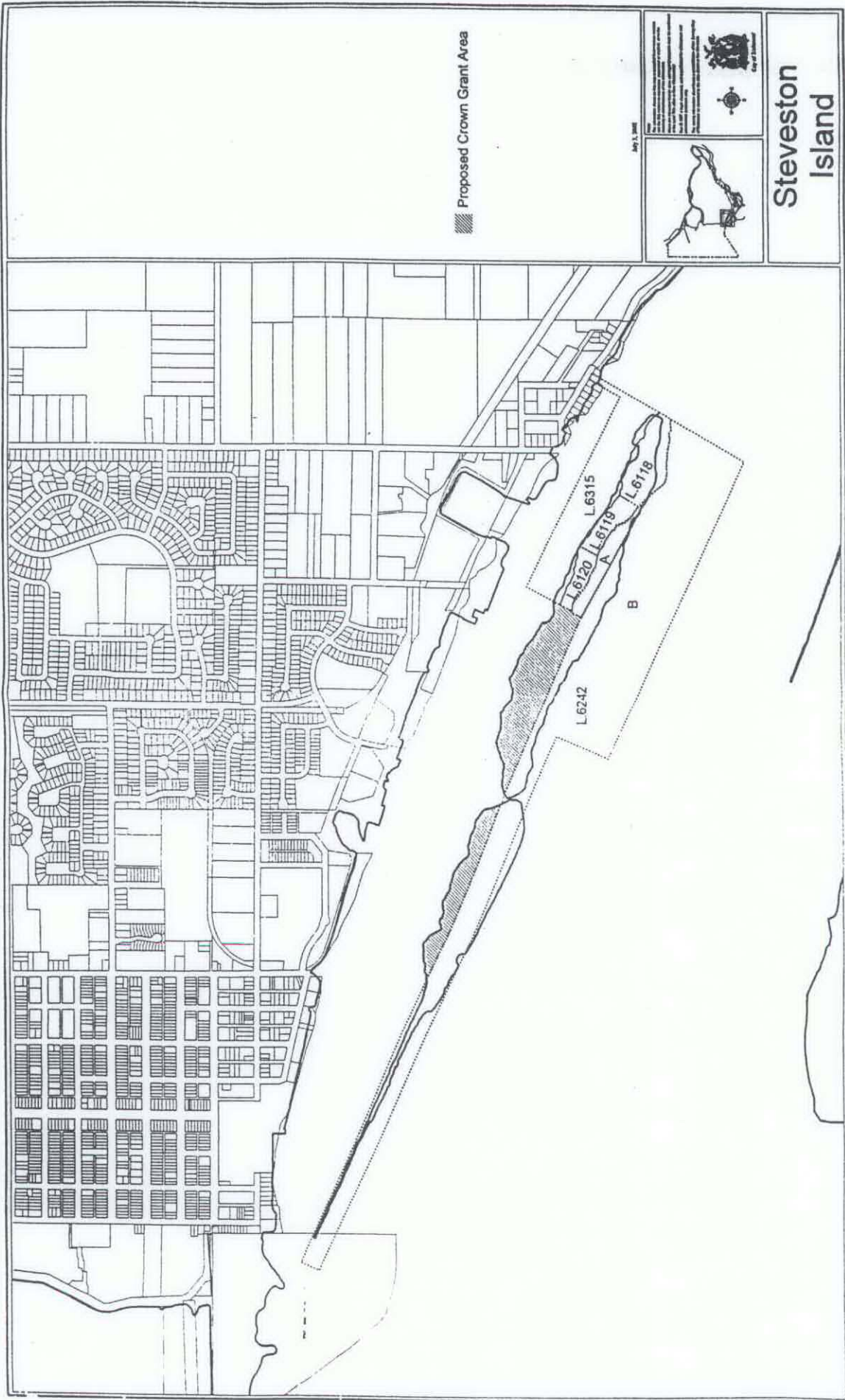
- reserved by Provincial Order in Council 2910, January 11, 1951
- reserved for the use of the Federal Government as a site for public fishing and harbourage "for as long as required for such purpose"

**Lot 6315, Group 1, New Westminster District**

- reserved by Provincial Order in Council 366, February 16, 1952
- reserved for the use of the Federal Government for the purpose of establishing a fisherman's harbour, "for as long as required for such purpose"

**Note:**

1. Although all original Provincial Orders in Council were issued in favour of Public Works Canada, administration of the properties have since been transferred to DFO( Small Craft Harbours) as part of a bulk transfer of harbour facilities in 1984.
2. As per letter dated September 5, 1995 from Theresa Liao, Property Agent with the Government of Canada, re: unsurveyed portions of the island, " areas of the Fraser River which lie outside of the boundaries of the above district lots and which have not been set aside by the Provincial Crown for use by third parties are considered to be part of the head lease with the Fraser River Harbour Commission.







## Application Form for Crown Land and Water Licence

Land and Water British Columbia Inc.'s (LWBC) Target Turnaround Time to a Decision, from the date of acceptance of your land tenure application by LWBC, is 140 days.

A 140 day Target Turnaround Time to a Decision for a Water Licence will be implemented for applications received after April 1, 2003.

PLEASE REFER TO THE LWBC APPLICATION FORM GUIDE WHEN COMPLETING THIS APPLICATION

Name(s) and Mailing Address			FOR OFFICE USE ONLY	
Surname	Given Name	Middle Name	*Joint Tenants <input type="checkbox"/>	Date Received
City of Richmond contact: Brownlee, David C.			*Tenants in Common <input type="checkbox"/>	
Company Name <input checked="" type="checkbox"/> Society Name <input type="checkbox"/> City of Richmond			Incorporation No./ Society No.	
Mailing Address 6911 No. 3 Road Richmond, B.C.			Land File Number:	
			Water File Number:	
			Applicant File Number:	
Postal Code: V6Y 2C1			*GST Registration Number: R 121454003	
E-mail Address dbrownlee@city.richmond.bc.ca			*Canadian Citizen or Permanent Resident Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Home Phone ( )	Business Phone ( 604 ) 276-4200	Fax Number ( 604 ) 276-4052	*Age: 19 or over Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	

\*NOTE: Only applicable to land tenure applications under the *Land Act* (see Appendix A).

### Explanation of Appendix A and Appendix B

#### APPENDIX A – APPLICATION FOR CROWN LAND – LAND ACT

Please proceed to Appendix A and provide all requested information if Crown land is required.

#### APPENDIX B – APPLICATION FOR A WATER LICENCE – WATER ACT

Please proceed to Appendix B and provide all requested information if a water licence is required.

**Note:** If your proposed Works will affect Crown land (cross, occupy or flood), a Permit Over Crown Land (PCL) may be issued under the *Water Act*. It is necessary that you contact LWBC in order to determine the appropriate authorization for occupying Crown land.

Applicant /Agent's Signature 	Land Application Fee Enclosed <input checked="" type="checkbox"/> Water Application Fee Enclosed <input type="checkbox"/>	Date July 10 2003
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PLEASE RETAIN A COPY OF THIS APPLICATION FOR YOUR RECORDS



**FOR OFFICE USE ONLY**

Amount Received: \$

Receipt Number:

Land File Number:

**APPENDIX A – APPLICATION FOR CROWN LAND – LAND ACT**

**NOTE:** Once you have completed this form, please refer to the **Land and Water British Columbia Inc. Requirements Checklist** for the specific program (e.g., Aggregates) for additional information that must be submitted with this application. The programs are listed at [http://lwbc.bc.ca/applying\\_for\\_land/online\\_application.htm](http://lwbc.bc.ca/applying_for_land/online_application.htm).

**Part 1. Location, Area and Purpose**

Location of Crown land

Area in Hectares: \_\_\_\_\_  
or km: \_\_\_\_\_

Portions of Steveston Island in Richmond, B.C. as shown in the map attachment.

**8.312 ha (approx)  
(20.539 acres approx.)**

Intended land use and period of occupation required.

Type: lease ☐ purchase ☐ licence ☐ temporary permit ☐ statutory right-of-way ☐

**Free Crown Grant for  
Permanent Environmental Protection / Conservation and Limited Passive Recreational Uses**

Letter of Agency attached: Yes ☒ No ☐ (see Form Guide for additional information)

Do you hold another Crown land tenure?

Yes ☐ If yes, state Type and Tenure Number

No ☒

**Part 2. Legal or Boundary Description**

A) If surveyed, give legal description

B) If unsurveyed, please see below for instructions to describe unsurveyed Crown land and provide a description of boundaries.

**All that portion of land lying and being in the City of Richmond, Province of British Columbia known as a portion of Shady Island and more particular known and described as that portion of Shady Island lying to the north and east of District Lot 6242 and to the west of District Lots 6120 and 6315 as shown heavy outlined on the attached sketch.**

Point of Commencement: \_\_\_\_\_

Commencing at post planted

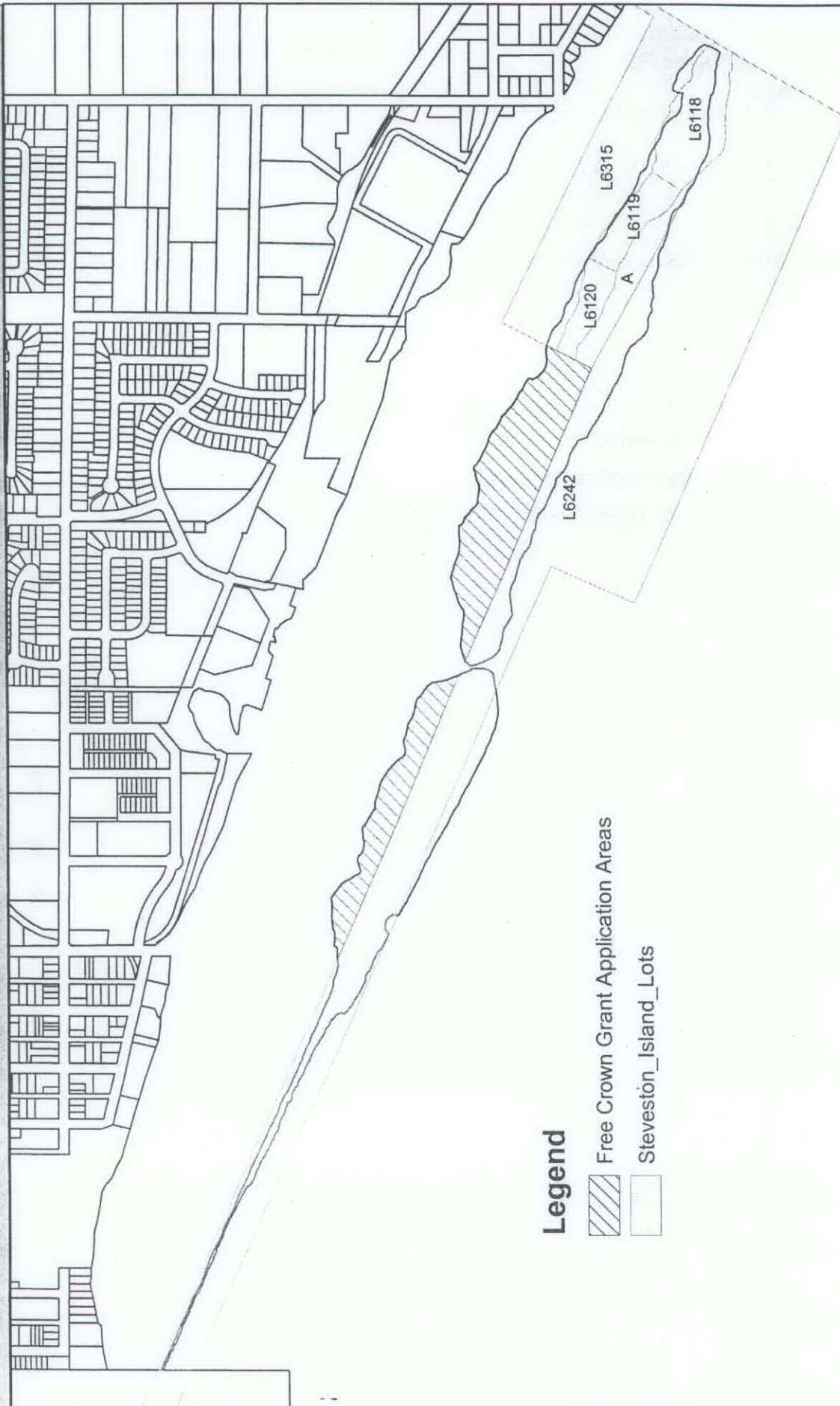
Then \_\_\_\_\_ metres in a \_\_\_\_\_ direction; then \_\_\_\_\_ metres in a \_\_\_\_\_ direction;

then \_\_\_\_\_ metres in a \_\_\_\_\_ direction; then \_\_\_\_\_ metres in a \_\_\_\_\_ direction.

**NOTE:** Make cheque or money order payable to **Land & Water British Columbia Inc.** A separate cheque or money order is required if applying for a Water Licence.



# Shady Island Sketch Map - Application For Free Crown Grant





# Shady Island Sketch Map - Application For Free Crown Grant

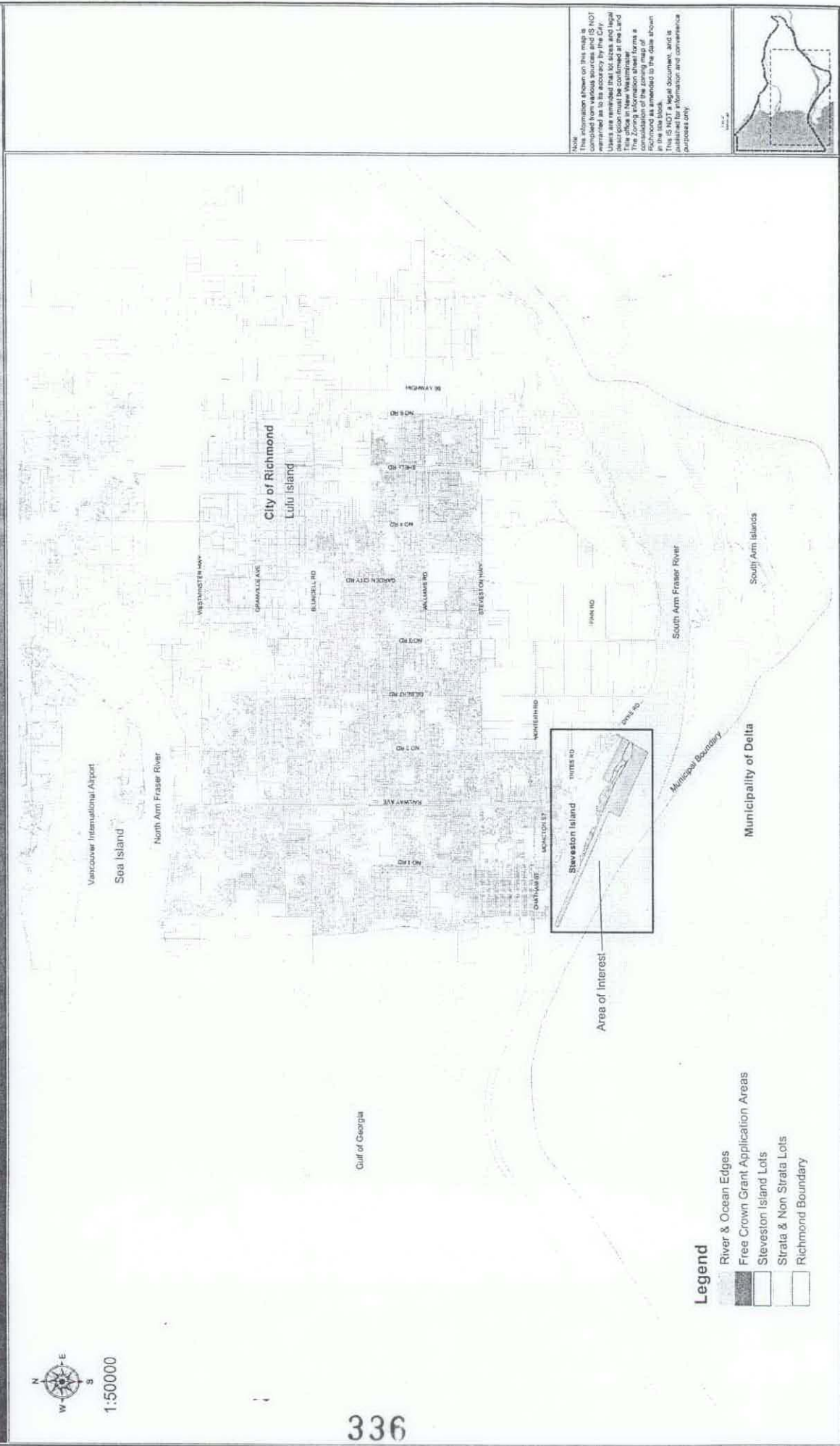


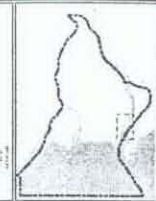


# Steveston Island



1:50000





**Note:**  
This information shown on this map is compiled from various sources and is NOT warranted as to its accuracy by the City. Users are reminded that titles and legal description must be confirmed at the Land Title Office in New Westminster.  
This zoning information sheet forms a consolidation of the zoning map of Richmond as amended to the date shown in the isle block.  
This is NOT a legal document, and is published for information and convenience purposes only.



# Steveston Island - Site Plan



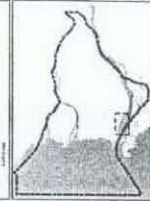
1:8,000



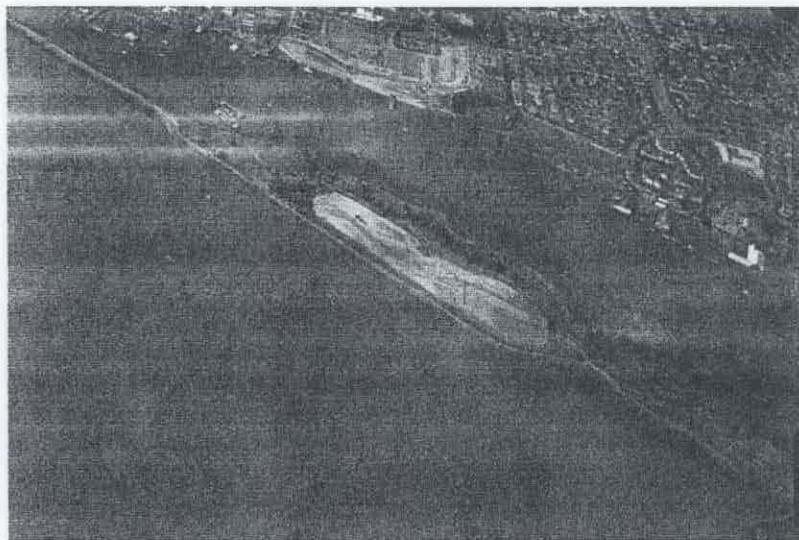
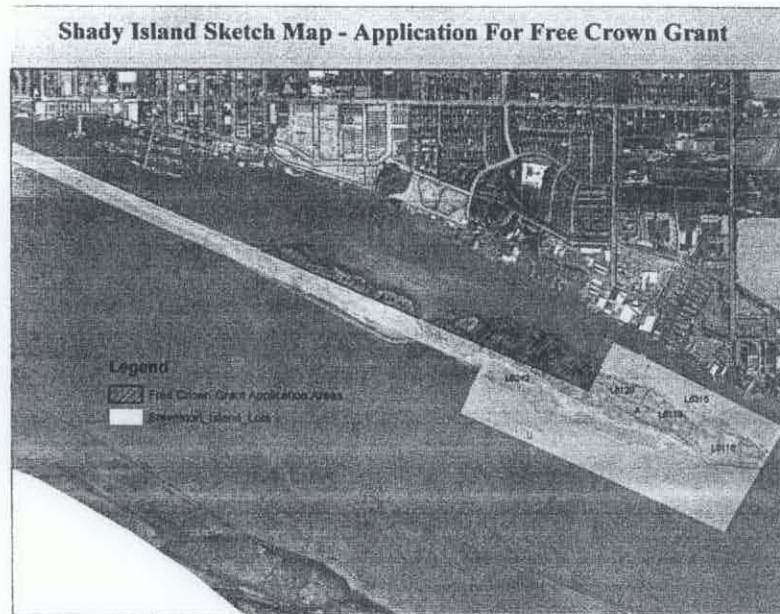
## Legend

- Strata Lots
- Non Strata Lots
- Free Crown Grant Application Areas
- Lease Lots (Steveston Island)
- Richmond Boundary
- Shore Lines

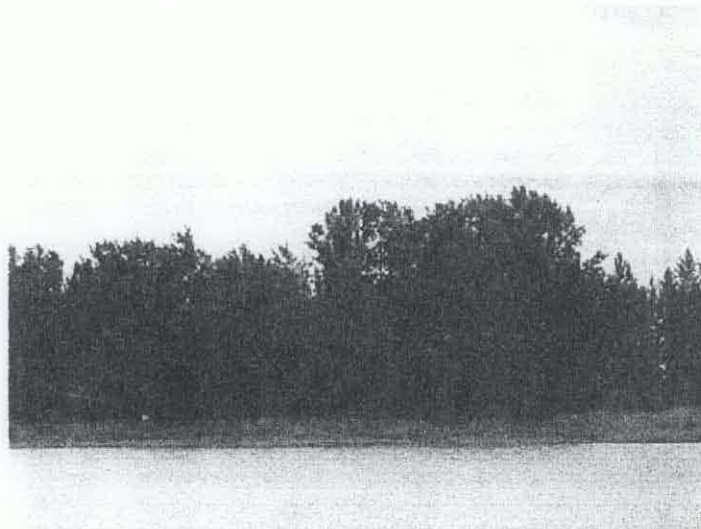
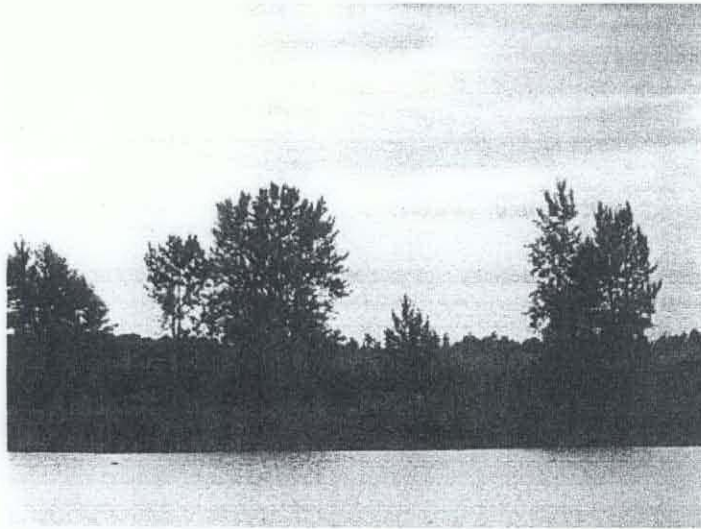
**Note:**  
The information shown on this map is compiled from various sources and is NOT guaranteed as to its accuracy. The City of Richmond does not warrant the accuracy of the information shown on this map. The information shown on this map is for informational purposes only. The City of Richmond is not responsible for any errors or omissions on this map. The information shown on this map is for informational purposes only. The City of Richmond is not responsible for any errors or omissions on this map.



Subject Site Sample Photos From The CD.









**Land and Water  
British Columbia Inc.**

A corporation of the government of British Columbia

## LWBC REQUIREMENTS CHECKLIST COMMERCIAL RECREATION - NEW APPLICATION

The following requirements are part of the application and must be provided. Incomplete applications will be returned to the applicant.

### I HAVE SUBMITTED THE FOLLOWING:

- ☒ An Application Fee, as indicated in the Land Tenure Purpose and Application Fees (effective June 1, 2003), in the form of a cheque or money order made payable to **Land and Water British Columbia Inc.** which must be attached to the application package. LWBC's GST Registration number is 12237 - 3046 - RT.
- ☒ A completed Application for Crown Land form that identifies the application area.
- N/A ☐ A Certificate of Incorporation (if applicable).
- see cover letter ☐ A complete Management Plan as described in the *Management Plan Template*.
- N/A ☐ A copy of the State of Title Certificate of the requested property (if applicable).
- ☒ A general location map (appropriate scale e.g. 1:250,000 or 1:50,000) showing the general location of the proposed operating area, and the location of access roads, watercourses, district lots and other major landmarks as reference points.
- ☒ An extensive area map (appropriate scale e.g. 1:50,000 or 1:20,000) identifying where the activities are occurring on the land, as described in the *Management Plan Template*.
- ☒ A site plan for each intensive site (top view) (1:5,000 or 1:1,000), drawn to scale with a north arrow, identifying the location of all improvements (buildings, structures, roads, power lines, fences, etc.) in relation to the boundaries of the tenure area and other legal boundaries, as described in the *Management Plan Template*.
- ☒ A set of photos showing the nature of the Crown Land in the area, especially the sites proposed for any development.



- N/A ☐ For application to the Sea to Sky area (Squamish to Pemberton), you must show that the area(s) applied for are in compliance with the Sea to Sky Commercial Recreation Plan (summer and winter zoning maps are enclosed). You can view the Sea to Sky Plan on our website: [www.lwbc.bc.ca](http://www.lwbc.bc.ca)
- N/A ☐ If you have engaged an agent to act on your behalf, a letter authorizing the person to do so.

## LWBC NOTIFICATION CHECKLIST COMMERCIAL RECREATION - NEW APPLICATION

**IF MY APPLICATION IS ACCEPTED BY LWBC I UNDERSTAND THAT I MAY  
BE REQUIRED TO SUBMIT THE FOLLOWING:**

- ☐ An annual rental payment based on the CR Policy.
- ☐ Insurance.
- ☐ Security.
- ☐ Proof of Advertising in the form of newspaper cut sheets or newspaper clippings.
- ☐ Proof (letters) of contact with other commercial operators to resolve conflicts.
- ☐ An Archeological Overview Assessment or other studies to determine if First Nations Rights or Title issues exist in the area of application.
- ☐ A Letter of Upland Owner's Consent (to Riparian Rights Infringement) if applicable.

*The City is aware that additional  
information may be required.*

*45*

**THE MANAGEMENT PLAN THAT I HAVE SUBMITTED INCLUDES  
INFORMATION THAT SPECIFICALLY ADDRESSES THE  
CONCERNS OF THE AGENCIES AS OUTLINED IN  
THE AGENCY REQUIREMENTS CHECKLIST:**

- N/A ☐ The Ministry of Forests.
- N/A ☐ The Ministry of Energy and Mines.
- See note  
on checklist ☐ The Wildlife, Habitat and Enforcement Division of the Ministry of Water, Land and Air Protection.
- N/A ☐ MSRM – Water Planning and Water Rights, Allocation and Licencing.
- N/A ☐ British Columbia Parks.
- N/A ☐ Ministry of Health Services.

*David Brauer*  
for City of Richmond

NAME OF APPLICANT

*July 10 2003*  
DATE SIGNED

\*\* Additional information may be required depending on the consultations that will occur as a result of your application. However, provided the above information is completed as the instructions and examples note, your application will begin to be processed, based on our turn around time of 140 days.

As noted above, any application that is incomplete will not be processed until the above required information is completed and accepted by the LWBC Regional Office.





## *Land and Water British Columbia Inc.*

Crown land is a valuable public resource. As a result, there are many protections in place to ensure it is managed in the public interests and many agencies have information requirements. To assist with this process, LWBC has constructed a checklist of agency requirements that are relevant to this program. In order to ensure we can process your application within our application processing timeframe of 140 days, the following information is required.

### **AGENCY REQUIREMENTS CHECKLISTS**

Please read the following list of potential activities and check off any of the following issues that apply to your application. Where your proposal involves any of these uses, changes or activities, **the final section of your application package or Management/Development Plan should include details on how you are addressing the statutory regulations and/or requirements of these agencies.** Please include this checklist with your application.

#### **Local Government Requirements**

Re-zoning:

- ☐ if the proposal involves the use of land for a purpose that differs from current local zoning on that property, contact the local government to obtain information on existing zoning, and if required, the re-zoning process.

#### **First Nations Requirements**

Aboriginal Interests:

- ☐ if the proposal involves the construction of improvements on Crown land, please explain;
- ☐ if you are proposing to use Crown land in areas of known archeological significance and/or areas of traditional use by First Nations, please provide any information that you may have .



## *Land and Water British Columbia Inc.*

### **Department of Fisheries and Oceans Canada Requirements**

Foreshore impacts:

- ☐ if the proposal may alter the shoreline, please explain;
- ☐ if the proposal may produce changes for fish and/or fish habitat including eel grass beds, please explain;
- ☐ if wood preservatives will be used in any construction in the foreshore, please explain;
- ☐ if wild shellfish stock is in the immediate vicinity of your application, please explain;
- ☐ if the proposal will impact or interfere with a salmon-bearing stream, please explain.

### **Canadian Coast Guard Requirements**

Navigation:

- ☐ if the proposed operation/project will result in structures below the high water mark that may result in impacts to navigation, please explain.

### **Parks Canada Requirements**

- ☐ if the proposal is near/adjacent to a federal park, please explain.
- ☐ if the proposal will take place within a federal park, contact Parks Canada to determine approval requirements.

### **Ministry of Agriculture, Food and Fisheries Requirements**

- ☐ if your proposal involves use of foreshore within 125 meters of an existing shellfish tenure, please explain.

### **Ministry of Energy and Mines Requirements**

1. Potential conflict with Mineral Tenure Holders:

- ☐ if the proposal will involve the construction of improvements and you are aware of an existing mineral interest within the proposed application area, please provide LWBC with any information that you are aware of or have collected. Mitigation measures may be required before a Land Act tenure can be issued.





## *Land and Water British Columbia Inc.*

### 2. Safety:

- ☐ if the proposal is in an area or uses a mining road where industrial activities are being conducted, the applicant is required to contact the local Ministry of Energy and Mines office to coordinate safety measures.

### **Ministry of Forests Requirements**

#### 1. Roads:

- ☐ if the proposal will conduct year-round activities on existing roads/trails or on new roads/trails constructed for this operation, consult the Ministry of Forests regarding road safety;
- ☐ if the proposal will conduct seasonal activities on current roads/trails on new roads/trails constructed for this operation consult the Ministry of Forests regarding road safety;
- ☐ if the proposal will clear land to build or modify any roads/trails or construct improvements, contact the Ministry of Forests to determine information required to obtain a Licence to Cut;
- ☐ if the proposal will be maintaining or contributing to the maintenance of any current roads/trails, please explain.

#### 2. Logging:

- ☐ if the proposal will involve the clearing of land to construct buildings or other improvements, contact the Ministry of Forests to determine information required to obtain a Licence to Cut;

#### 3. Range:

- ☐ if the proposal is to conduct activities, such as the grazing of horses or pack animals, that will impact on Crown forage production, please explain.

#### 4. Recreation:

- ☐ if the proposal will use existing forest recreation sites or trails, please explain;
- ☐ if the proposal will conduct activities which use existing, club-operated recreation sites or trails, please explain.



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### **The Ministry of Water, Land and Air Protection**

- **The Environmental Protection Division- (Air Resources, Pollution Prevention and Remediation, Water Protection)**

#### **Requirements:**

##### **1. Domestic sewage discharge:**

- ☐ if the proposal will involve connecting to a municipal system, contact the local government for requirements;
- ☐ if the proposal involves discharging to ground and volume is less than 22.7 m<sup>3</sup>/day (5000 gallons/day), contact the local health district;
- ☐ if the proposal involves discharging to any volume of effluent to surface water or discharging a volume equal to or greater than 22.7 m<sup>3</sup>/day to land, contact the Pollution Prevention Program.

##### **2. Process liquid wastes:**

- ☐ if the proposal involves connecting to a municipal system, contact the local government for requirements;
- ☐ if the proposal involves discharging to surface water or land, contact the Pollution Prevention Program.

##### **3. Solid waste discharge:**

- ☐ if the proposal involves servicing by municipal or private pickup, contact local government or local companies;
- ☐ if the proposal involves discharging to ground, contact the Pollution Prevention Program.

##### **4. Air discharge:**

- ☐ if the proposal involves comfort heating with conventional fuels, natural gas, heating oil, wood etc., no requirement for authorization under the Waste Management Act;
- ☐ if the proposal involves using exhaust fans, blowers, cyclones, etc. that discharge emissions into the atmosphere, contact the Pollution Prevention Program;
- ☐ if the proposal involves reducing waste materials by incineration or open burning, contact the Pollution Prevention Program .
- ☐ if the proposal includes an asphalt batch plant, identify the amount of discharge to the atmosphere;





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### 5. Special waste:

- ☐ if the proposal involves using hazardous products that generate waste materials (examples are waste solvents, sludges or oils), contact the Pollution Prevention Program.

### 6. Contaminated sites:

- ☐ if the proposal requires a determination of whether land has had any past industrial usage, a site profile should be obtained to determine the potential for site contamination, contact the pollution prevention Program;

### 7. Stream Protection:

- ☐ if the proposal will impact or cross a stream or stream channel, contact WLAP for information about "works in and about a stream".

### • Wildlife, Habitat and Enforcement Division- Enforcement and Emergencies, Habitat, Habitat Conservation Trust Fund, Wildlife Branch) Requirements:

#### 1. Wildlife:

- ☐ if the proposal is located in an area with red, blue and yellow listed species, please provide strategies to avoid impacts to wildlife and wildlife habitats, followed by strategies to minimize or reduce the impacts and disturbance. For information, contact the Regional Biologist;
- ☐ if the proposal is adjacent to or within a Wildlife Management Area, please explain.

#### 2. Habitat:

- \* ☐ if the proposal is located in or adjacent to an estuary or marsh area, please explain;
- ☐ if the proposal involves the placement of structures on the foreshore, please explain.

\* Technically applies however no changes are anticipated for this area.

### • Parks Division Requirements:

#### Provincial parks:

- ☐ if the proposal is near/adjacent to a provincial park, please explain;
- ☐ if the proposal will take place within a provincial park, contact BC Parks to determine appropriate permits required.



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### **The Ministry Of Sustainable Resource Management**

- **Water Use Planning and Water Rights, Allocation and Licensing Requirements**

#### 1. Watersheds:

- ☐ if the proposal will be in or near a community watershed, consult the MSRM website for information on Community Watersheds;
- ☐ if the proposal is in or near a community watershed, consult the best management practices outlined in the Forest Practices Codes Community Watershed Guidebook to ensure the proposal meets minimum standards

#### 2. Water licences:

- ☐ if the proposal is in or near water resources that are licenced for domestic, agricultural or other use under the Water Act, please provide LWBC with any information that you are aware of or have collected.

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#### **Application Package or Management/Development Plan Information Requirement:**

- ☒ The above agency interests, where relevant, have been addressed **IN THE FINAL SECTION OF THE SUBMITTED APPLICATION PACKAGE OR MANAGEMENT/DEVELOPMENT PLAN.**