



# APPLICATION FORM NATURAL AREA PROTECTION TAX EXEMPTION PROGRAM



Please see attached Application Checklist. Be sure to include all required information with your application, and ensure your site plan is complete and accurate. Please return the completed Application Checklist with your application.

**WE CAN ONLY ACCEPT AND BEGIN PROCESSING COMPLETE APPLICATIONS.**

Submit application to:

Islands Trust Fund  
200 - 1627 Fort St.  
Victoria, BC V8R 1H8  
Ph: (250) 405-5186  
Fax: (250) 405-5155

To call toll-free:  
1-800-663-7867  
In Vancouver (604) 660-2421  
[www.islandstrustfund.bc.ca](http://www.islandstrustfund.bc.ca)  
itfmail@islandstrust.bc.ca

Size of Property ____ (hectares)	Application Fee _____
	Receipt No. _____
	File No. _____

### PROPERTY OWNER (PLEASE PRINT)

(Please list all owners as indicated on Certificate of Title. Add additional sheets if necessary.)

Property Owner(s) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

Postal/Zip Code \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_ Other \_\_\_\_\_

Email \_\_\_\_\_

### APPLICANT (IF DIFFERENT FROM OWNER) (Consent of all owners on title is required)

Applicant(s) \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_

Postal/Zip Code \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_ Other \_\_\_\_\_

Email \_\_\_\_\_

I (we), \_\_\_\_\_ agree that the applicant named above shall act on my behalf for the purposes of applying for the Islands Trust NAPTEP program.

Signed \_\_\_\_\_

Dated \_\_\_\_\_

### DESCRIPTION OF PROPERTY (AS INDICATED ON CERTIFICATE OF TITLE)

Lot/Parcel \_\_\_\_\_ Plan \_\_\_\_\_ Block \_\_\_\_\_ District Lot/Section \_\_\_\_\_

Range \_\_\_\_\_ Other Description \_\_\_\_\_

Street Address or General Location \_\_\_\_\_

Jurisdiction and Folio Number \_\_\_\_\_ (From Property Assessment/Tax Notice)

Parcel Identifier (PID) \_\_\_\_\_ - \_\_\_\_\_ (From Certificate of Title)

Property Size (hectares) \_\_\_\_\_ Proposed Covenant Size (hectares) \_\_\_\_\_

(1) Application Checklist (Please see attached Application Checklist which must be completed and included with your application.)

(2) Why do you want to covenant your land?

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(3) Please describe the **current** use(s) of the land and building(s) on the property.

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(4) Please describe the **current** use(s) of land and buildings on **adjacent** properties.

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(5) Please check as many of the following boxes as necessary to indicate the natural features on your property that you believe make it eligible for a Natural Area Exemption Certificate and that the property owner(s) is (are) willing to permanently protect with covenants and easements registered on the property title.

- Areas relatively undisturbed by human activity that are good examples of eligible ecosystems\* (see Regulation for details).
- Areas relatively undisturbed by human activity that are key habitat for rare native plant species or plant communities.
- Areas that are critical habitat for native animal species in relation to breeding, rearing, feeding or staging.
- Geological features that are:
  - Fossil-bearing rock formations
  - Sandstone with interesting erosional features
  - Naturally occurring waterfalls
  - Naturally occurring caves
  - Rare glacial erosion or deposition features
  - Shoreline deposition features, including tombolos, spits and hooks
- Historical features that are:
  - Culturally modified trees\*
  - Heritage orchards (orchards that were planted before the end of the First World War)
- Social or recreational features that are:
  - Walking or hiking trails that provide public access through natural areas\*\*
  - Outstanding viewpoints that are accessible to the public\*\*
  - Natural area landscapes that are distinctive, historic, or relatively undisturbed by human activity and have a high degree of visibility from a place accessible to the public
  - Land that provides public access to property that is subject to a protection exemption, or is a park or other land to which the public has access for a purpose related to the enjoyment and appreciation of ecosystems and natural areas\*\*

\* If you are proposing to protect a culturally modified tree, the Islands Trust will consult First Nations groups that have an interest in this feature.

\*\* Note: Public access to these amenities must be legally protected to qualify for a Natural Area Exemption Certificate.

- (6) Please provide additional information, including photographs, maps, reports, letters from qualified parties or professional assessments that support your application for a Natural Area Exemption Certificate (please attach additional pages if necessary).
- (7) Site Plan: Please submit a sketch that shows the location of the natural features and buildings on the property. The Application Checklist provides a list of features to be included on the Site Plan.
- (8) Is your property adjacent to a park or a protected area?  
 YES  NO
- (9) Do you wish to have this covenant co-held with another organization/conservancy? Note that such an organization/conservancy must be authorized to accept covenants under Section 219 of the *Land Title Act* and authorized to accept a statutory right of way under Section 218 of the *Land Title Act*.  
 YES  \_\_\_\_\_   
 Name of Organization/Conservancy

**Important:** *Before you apply, we recommend you obtain independent legal and tax advice to fully understand how a Natural Area Exemption Certificate would affect your particular situation.*

*The Natural Area Protection Tax Exemption Program is currently available only in the Gambier, North Pender, Saturna, South Pender, Mayne, Galiano and Salt Spring Island Local Trust Areas.*

**CERTIFICATION**

I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE TO THE BEST OF MY KNOWLEDGE, AND THAT I HAVE REVIEWED THE NAPTEP STANDARD COVENANT AND AM WILLING TO PERMANENTLY PROTECT THE PROPOSED AREA WITH A COVENANT OF THIS STANDARD AND ANY NECESSARY EASEMENTS.

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

**AUTHORIZATION**

REQUIRED IF THE APPLICANT IS NOT THE SOLE REGISTERED OWNER (PLEASE LIST ALL OWNERS INDICATED ON CERTIFICATE OF TITLE. STRATA TITLED DEVELOPMENTS REQUIRE A WRITTEN ENDORSEMENT FROM STRATA COUNCILS.)

I HEREBY CONSENT TO THE APPLICATION CONTAINED HEREIN

\_\_\_\_\_  
SIGNATURE OF OWNER

\_\_\_\_\_  
SIGNATURE OF OWNER

\_\_\_\_\_  
SIGNATURE OF OWNER

\_\_\_\_\_  
SIGNATURE OF OWNER

\_\_\_\_\_  
DATE

**Freedom of Information and Protection of Privacy**

Personal information contained on this form is collected under the *Local Government Act* and the *Islands Trust Act* for the purpose of responding to this application, or for purposes directly connected with this application. Information on your application form is available to the public upon request under freedom of information legislation. Please contact the Secretary, Islands Trust, 1627 Fort Street, Victoria, B.C. V8R 1H8, if you have any questions regarding the collection of personal information on this form.

**Contaminated Sites Regulation**

**Please note** that pursuant to Section 4(4) of the *Contaminated Sites Regulation, B.C.Reg. 375/96*, a **site profile is not required and will not be accepted by the Islands Trust**. If you have any questions, please contact this office.

# NATURAL AREA PROTECTION TAX EXEMPTION PROGRAM

## ***APPLICATION CHECKLIST***

Please ensure that all of the information below is included in your application. Should you have any questions regarding submission requirements, please contact Islands Trust Fund staff at (250) 405-5186. **Staff cannot begin processing your application until all of the information below has been provided.**

### **Application Form**

- Complete and signed application form
- Written authorization from **all** owners on Certificate of Title included with application

### **Application Fee**

- Phase I Application fee of **\$275** payable to the **Islands Trust**

### **Site Plan Sketch to Show:**

- Approximate location of all water bodies (including the ocean), wetlands, drainage areas, ponds, sewage disposal field(s), wells and general topography
  - Keep in mind that the more information you can provide in support of your application, the faster a decision can be made.
- Size of the parcel and existing uses
- Uses and approximate dimensions of existing buildings
- Approximate location of all driveways, trails, site access points and adjacent roads.
- Approximate location and description of all natural values and amenities proposed for protection
- Approximate location and dimensions of proposed covenant areas and easement areas