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## Natural Area Protection Tax Exemption Program

### APPLICATION FORM

#### OFFICE USE ONLY

Size of Property \_\_\_\_\_ Application Fee \_\_\_\_\_ Receipt Number \_\_\_\_\_ File Number: \_\_\_\_\_

Please complete and attach the **Application Checklist** at the end of this form to your application. Be sure to include all required information with your application and ensure your site plan is complete and accurate.

**We can only accept and process complete applications.**

#### PROPERTY OWNER (Please Print)

Please list all registered owners as indicated on State of Title Certificate. Add additional page if more than two owners.

Name _____	Name _____
Street Address _____	Street Address _____
City _____ Province _____	City _____ Province _____
Postal Code _____	Postal Code _____
Telephone _____	Telephone _____
Cell Phone _____	Cell Phone _____
Email _____	Email _____

#### APPLICANT INFORMATION (If different from owner)

Name \_\_\_\_\_ Street Address \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal Code \_\_\_\_\_

Telephone \_\_\_\_\_ Cell \_\_\_\_\_ E-mail \_\_\_\_\_

#### DESCRIPTION OF PROPERTY (As indicated on State of Title Certificate)

Parcel Identifier (PID) \_\_\_\_\_

Legal Description: \_\_\_\_\_

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

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

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

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

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

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

(4) 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 through NAPTEP.

- Areas relatively undisturbed by human activity that are good examples of eligible ecosystems (see *Islands Trust Act NAPTEP Regulations* 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

(5) If you have additional information, such as photographs, maps, reports, letters from qualified parties or professional assessments that support your application for a Natural Area Exemption Certificate, please attach to your application.

(6) Site Plan: Please submit a sketch that shows the location of the natural features and buildings on the property. Reference the attached Application Checklist for a list of features to be included on the Site Plan.

(7) Is your property adjacent to a park or a protected area?      YES       NO

(8) Do you have a preference for an organization/conservancy to co-hold the covenant with the Islands Trust 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  \_\_\_\_\_ NO   
Name of Organization/Conservancy

(9) Please indicate what you would like to name your NAPTEP Covenant. If you do not have a preference, the default is to name it using your last name (i.e. Jones NAPTEP covenant).

\_\_\_\_\_

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

The Natural Area Protection Tax Exemption Program is available throughout the Islands Trust area.

**CERTIFICATION**

I hereby certify that the above information is true to the best of my knowledge and I have reviewed the Annotated Standard Conservation Covenant for NAPTEP. I am willing to permanently protect the proposed area with a covenant of this standard and any necessary easements.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

**AUTHORIZATION**

\*Required if the applicant is not the sole registered owner. Please list all owners indicated on the 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

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**Freedom of Information and Protection of Privacy**

Personal information contained on this form is collected under the authority of the *Islands Trust Act* and is subject to the *Freedom of Information and Protection of Privacy Act*.

The personal information will be used for purposes associated with the conservation proposal. Enquiries about the collection or use of information in this form can be directed to the Islands Conservancy Manager, phone: 250-405-5191.

**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.

# NAPTEP

## Natural Area Protection Tax Exemption Program

### APPLICATION CHECKLIST

Please ensure that all of the information below is included in your application. The Application Checklist is part of the Application Form and must be enclosed with your application. If you have questions regarding submission requirements, please contact Islands Trust Conservancy staff at (250) 405-5186. **Staff cannot begin processing your application until all of the information below has been provided.**

#### Application Form

- Completed and signed application form
- Authorization signatures from all owners

#### Application Fee

- Phase 1 Application fee of **\$275** payable to the **Islands Trust**

#### Site Plan Sketch Showing:

- Approximate location of all water bodies (including the ocean), wetlands, drainage areas, ponds, sewage disposal field(s), well(s) and general topography
- 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
  - Streams
  - Water bodies
  - Wetlands
  - Herbaceous areas
  - Woodlands (open forests)
  - Mature and old forests
  - Cliffs
  - Geological features
  - Known rare species
- Approximate location and dimensions of proposed covenant areas and easement areas (if required)