Integrated Land and Resource Registry Training Manual

Version 9.0

Notice to Reader

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Questions or Concerns?

For more information, please contact the Natural Resource Sector Business Service Desk:

Phone (within Victoria): 250-952-6801 (option 1)

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1. Introducing the ILRR

1.1. What is the ILRR?

The Integrated Land & Resource Registry (ILRR) is the authoritative resource registry under the *Land Act* for a single source of reliable information on B.C. Crown land legal interests and land status. The ILRR data is made available through an online application that provides a single source of reliable information on over 280 different legal interests on Crown land in British Columbia. These interests include information on Crown land parcels or private land parcels, land and resource uses or restrictions tenures and their regulated uses, administrative boundaries, base map information and reserves.

1.2. What can you do with the ILRR?

The ILRR currently provides a single source of reliable information on over 280 different legal interests on Crown land including tenures, regulated uses, land and resource use restrictions and reservations. This information is compiled from partner ministries that is visually represented on a map and are available to the public using a standard Web browser. For a current list of ILRR registered interests, click here.

The ILRR:

- Enables clients to identify if further research may be necessary through information sources such as, DataBC for digital data and resource information, GATOR for detailed Land Act and survey information, or MyLTSA for information on private land,
- Contributes to faster more consistent decision-making and helps to reduce risks in decision-making,
- Enables clients to determine the current status of Crown and private land,
- Allows clients to quickly generate queries, maps or reports, share reports with others and get email notifications if something changes in a specific area of interest,
- Identifies potential land use conflicts,
- Provides access to comprehensive current land and resource information in seconds,
- Contributes to emergency planning,
- Supports interagency referral processes,
- Provides access to applications for interests in land matters and
- Supports land planning and treaty negotiations.

2. ILRR Updates

2.1. What's New in ILRR release 9. 0

Over the years the ILRR has seen the addition of more information and has adopted many new functions to find data in the system. The latest update to the ILRR system is further enhancement of the Common Web Map (CWM) tool and new reporting functionality. This new ILRR REPORTER allows the user to run all the previously available reports from the Map Viewer page. Report results and download capability are shown on the same page. Downloads are now possible in two new formats (GEOjSON and SHAPE).

2.2. Welcome Page

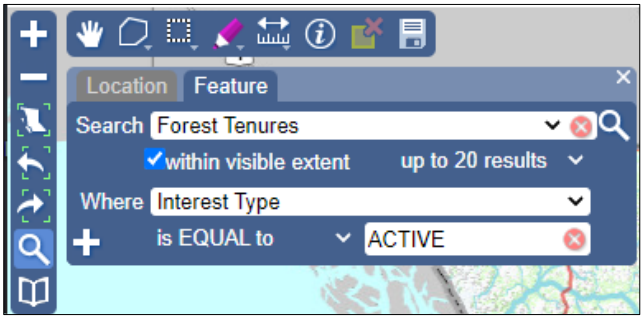
The Welcome Page has been updated to clarify the three different types of users:

- Public Users - Basic BCeID
- External Business Users – Business BCeID
- BC Government Users (IDIR)

2.3. Map Viewer (ver. 9.0)

New in 9.0 is the adoption of CWM 1.9.1 which introduces two new (to the ILRR Map Viewer) functions:

1) The ability to 'Mark Up' a map with notes etc. See Sec.
2) A new 'Feature Search' function within the SEARCH existing functionality.



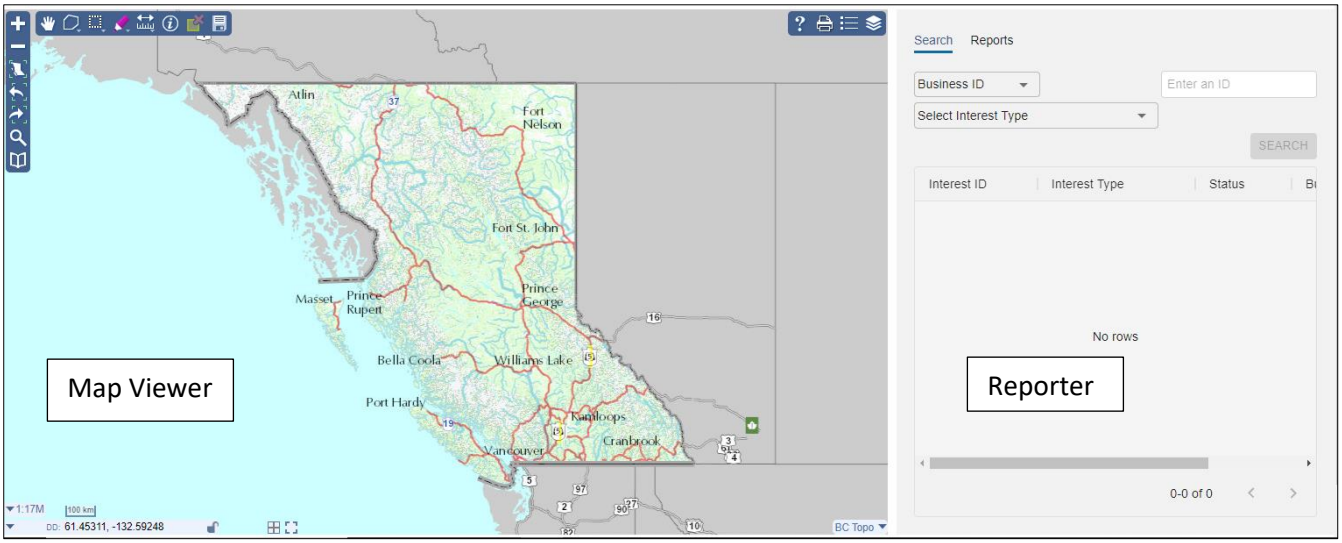
Map Viewer – Additional functionality

- A report may contain an interest identifier with more than 200 locations. The reporting function will now state that "your query contains interests that have more than 200 locations." The ILRR user can now report on all locations by using the Batch reporting function.
- New functionality allows searching for Business or Interest Identifiers in ILRR Map Viewer and zooming to that interest on the map.
- New imagery layers have been added to the background layers to the map. The following four layers have been added as base map options:
    - BC Ortho Colour,
    - BC Ortho B&W,
    - BC Landsat Colour,
    - BC Hillshade Colour

- When the identify button is used, the First Nations Interests layer now displays the proper FN Name.
- Save Session function allows you to save your session to a file. The following content is saved:
    - Base Map,
    - Map Extent,
    - Visible layers,
    - Imported layers, and
    - AOI geometry,
- Load Session will utilize the Save Session file and reload that content onto the user's map.
- The Bookmark function provides a method to save a link which can be used to quickly zoom to that location on your map. This will save the scale and the geographic location. Some of the options for this tool include:
    - Add Bookmark – save a geographic location and scale.
    - Zoom to Bookmark- zoom to the geographic location at the saved scale.
    - Flash a Bookmark – a yellow square appears on the map at the extent of the bookmark.
    - Delete Bookmark – the saved bookmark is selected and removed from the bookmark list.
- The Fullscreen Map button provides the capability to expand the map window to fill the entire display area. To get back to the previous view, click the Fullscreen button again.
- Zoom to Survey Parcel is the capability to select a parcel id number and zoom to its Survey Parcel.

2.4. ILRR Reporter Application

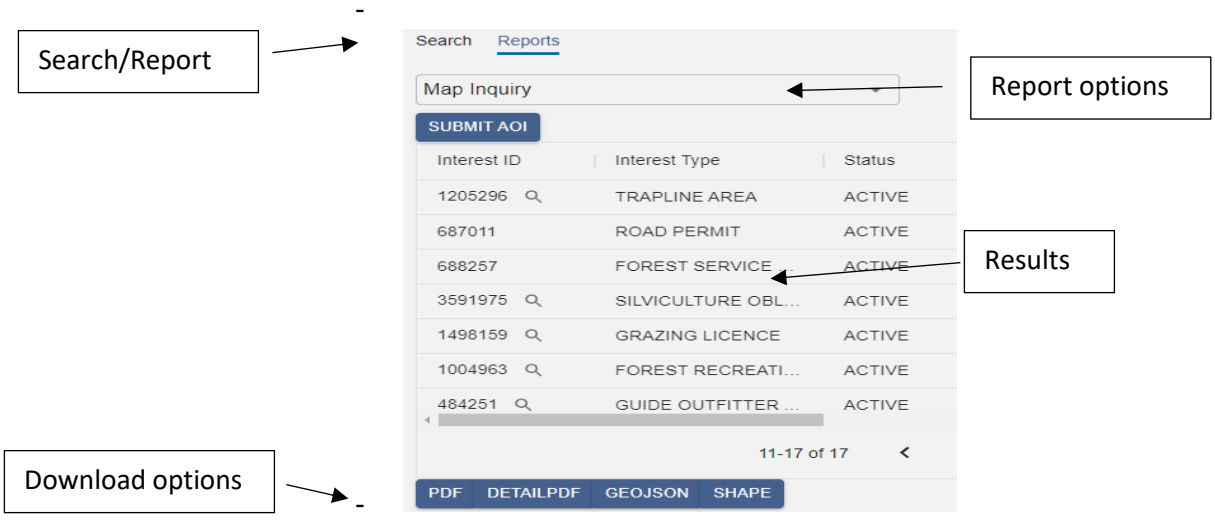
The new functionality included in the ILRR Reporter Application allows a user to run ILRR Interest and Business Reports using a map-based web interface. The ILRR Reporter application runs all of the same reports with download formats that were available in the classic ILRR with two key additions – the ILRR Summary/Detail reports are available for download in GeoJSON and Shapefile formats. These formats allow for the ILRR interest data to be used in subsequent analysis or mapping using a GIS.



The Map Viewer in the ILRR Reporter is the same as was available in the classic version of the ILRR.

On the Reporter side there are some readily apparent upgrades:

- Direct access to the reporting functionality from the Map Viewer page;
- Streamlined, lightweight reporting. The report results are displayed on the same page without the need to step through various windows.
- The ability to download report results in two new formats (GEOjSON and SHAPE). This further enables users to utilize the results in other GIS applications.



3. Getting Started in the ILRR

3.1. Security Access Groups/ Levels

Everyone can use the ILRR, but you must first acquire a username and password before you can log into the application. The functionality in the ILRR available to you is dependent upon what type of access account you have. This is to protect access to sensitive records in compliance with the Freedom of Information and Protection of Privacy Act (FOIPPA).

Security in the ILRR is broken down into three User Access Groups or Access Levels which are listed below:

The general public also known as "Users or Guest Users" are able to only use the ILRR map viewer and a limited set of its tools. To do so they must request a Basic BCeID, through the BCeID Web site by choosing a user name and a password.

External business users, includes anyone who qualifies for a Business BCeID security profile by registering through the BCeID Web site. They have full access to ILRR functionality including running queries and generating reports but do not have access to sensitive government records.
Provincial Government employees or IDIR Users have access to full ILRR functionality and access to sensitive records if they have a specific business reason to view them. If sensitive or confidential records need to be accessed please submit this ILRR Access Form.

-

3.2. Pop-Up Blockers

Pop-up blockers should be turned off when using the ILRR as many functions open in new browser windows.

To turn on or off Pop-up Blocker in **Microsoft Edge**

Click the 'Tools' button, , and then click 'Internet Options'.
Click on the 'Privacy' tab, select or clear the 'Turn on Pop-up Blocker' check box, and then click 'OK'
For a permanent change, on the Privacy tab click the 'Settings' button and allow site: a100.gov.bc.ca.

To turn on or off Pop-up Blocker in **Google Chrome**

In the top-right corner, click the 'Customize and control Google Chrome Menu' button .
Click 'Settings'.
Click 'Privacy and Security'.
Under 'Privacy and security,' click 'Site Settings'.
Open the 'Pop-ups and Redirects' window
Under 'Customized Behaviours' ,
Click the 'Add' button beside 'Allowed to send pop-ups and redirect's and type in "a100.gov.bc.ca"

To turn on or off Pop-up Blocker in **Mozilla Firefox**

In the top-right corner, click the 'Open Menu'.
Click the 'Options' icon.
From the left panel choose 'Privacy and Security'.
You can block or allow pop-ups or only allow popups from the ILRR web server.

- Under "Pop-ups" unclick "Block pop-up windows"
- Or click the 'Exceptions' button

- Type in "https://a100.gov.bc.ca"
- Save changes.

3.3. Support and Training

There are many resources available to users for assistance when using the ILRR both online and over the phone.

Using our extensive reference material found online. See http://www2.gov.bc.ca/gov/content/data/geographic-data-services/land-use/integrated-land-resource-registry/

Calling or emailing the Natural Resource Sector Business Service Desk (or also referred to as the NRS Service Desk),

Hours of Operation: 8:00 am to 4:30 pm (PST) Monday to Friday

- Phone (within Victoria): 250-952-6801 (option 1)
- Toll Free (within BC): 1-866-952-6801
- Email Address: NRSEnquiries@gov.bc.ca

3.4. Glossary

For help in understanding many of the technical terms and jargon used in the ILRR please refer to the ILRR Glossary for help. This glossary provides a description of the terms, definitions and acronyms used in the ILRR, to view this document please click this link:

https://www2.gov.bc.ca/gov/content/data/geographic-data-services/land-use/integrated-land-resource-registry/new-page-7264

3.5. Frequently Asked Questions

The ILRR webpage includes a list of Frequently Asked Questions (FAQ). This document contains a list of questions and answers to common queries pertaining to the ILRR, to view this document click on the following link:

https://www2.gov.bc.ca/gov/content/data/geographic-data-services/land-use/integrated-land-resource-registry/frequently-asked-questions

3.6. Quick Reference Guides

These guides, which are 2 to 4 pages long, provide an overview of information in the ILRR and its functionality. These are designed so that if you have a problem while running the ILRR, you can quickly reference the guide which is based on popular help topics either about access to the functions of the ILRR or accessing the data within Natural Resource sector.

ILRR Functions Guides

Accessing the ILRR [PDF]
Map Viewer [PDF]
Public Report [PDF]
Public Report and Mineral Tenure [PDF]
CWM Reference Guide [PDF]

3.7. NRS Sector data Guides

Environment Data [PDF]
Forest Data [PDF]
Land Act Data [PDF]
Mineral, Placer & Coal [PDF]
Petroleum and Natural Gas Data [PDF]
Survey Parcel Data [PDF]

4. Application Help

There are three different types of online assistance which is available in the ILRR Application. Each different type of online help has a specific purpose which can be accessed through various means.

In each ILRR window the user can select the

button. This will open the ILRR Help Popup which lists current issues or data restrictions within the ILRR. This is populated by the GeoBC ILRR Business team who update this as soon as an issue has been identified. This help button is located in the top right hand corner of every ILRR application screen as shown below.

In the Map Viewer, there are 2 help buttons. The top right hand button next to the Submit AOI button provides a link to the ILRR Training and reference webpage. This webpage has documentation such as the Quick Reference guides or the glossary which may be helpful to the ILRR user.

The second button available in the Map Viewer is located within the auxiliary toolbar (top right corner of active map window), called the Online Help button. This button opens up a generic Common Web Mapping or CWM Help menu. This interactive Help tool switches subjects to match the tool or icon that the user is currently accessing in the Map Viewer.

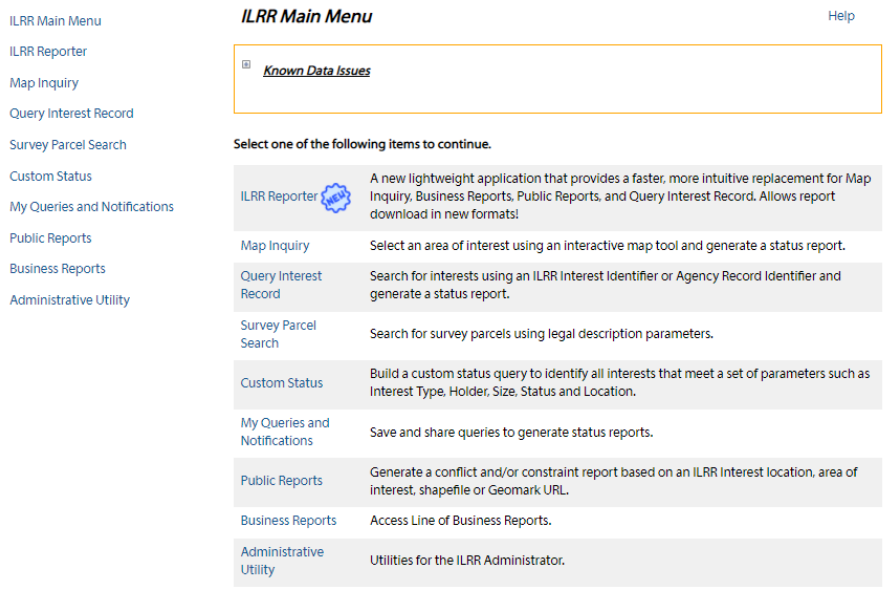
5. Main Menu

The ILRR Main Menu page is the starting point for users when searching for legal interests, rights, designations, and administrative boundaries on Crown land in the Province of British Columbia.

From the ILRR Main Menu, users can select one of the following options:

Map Inquiry
ILRR Reporter
Query Interest Record
Survey Parcel Search

Custom Status
My Queries and Notifications
Public Records
Business Records



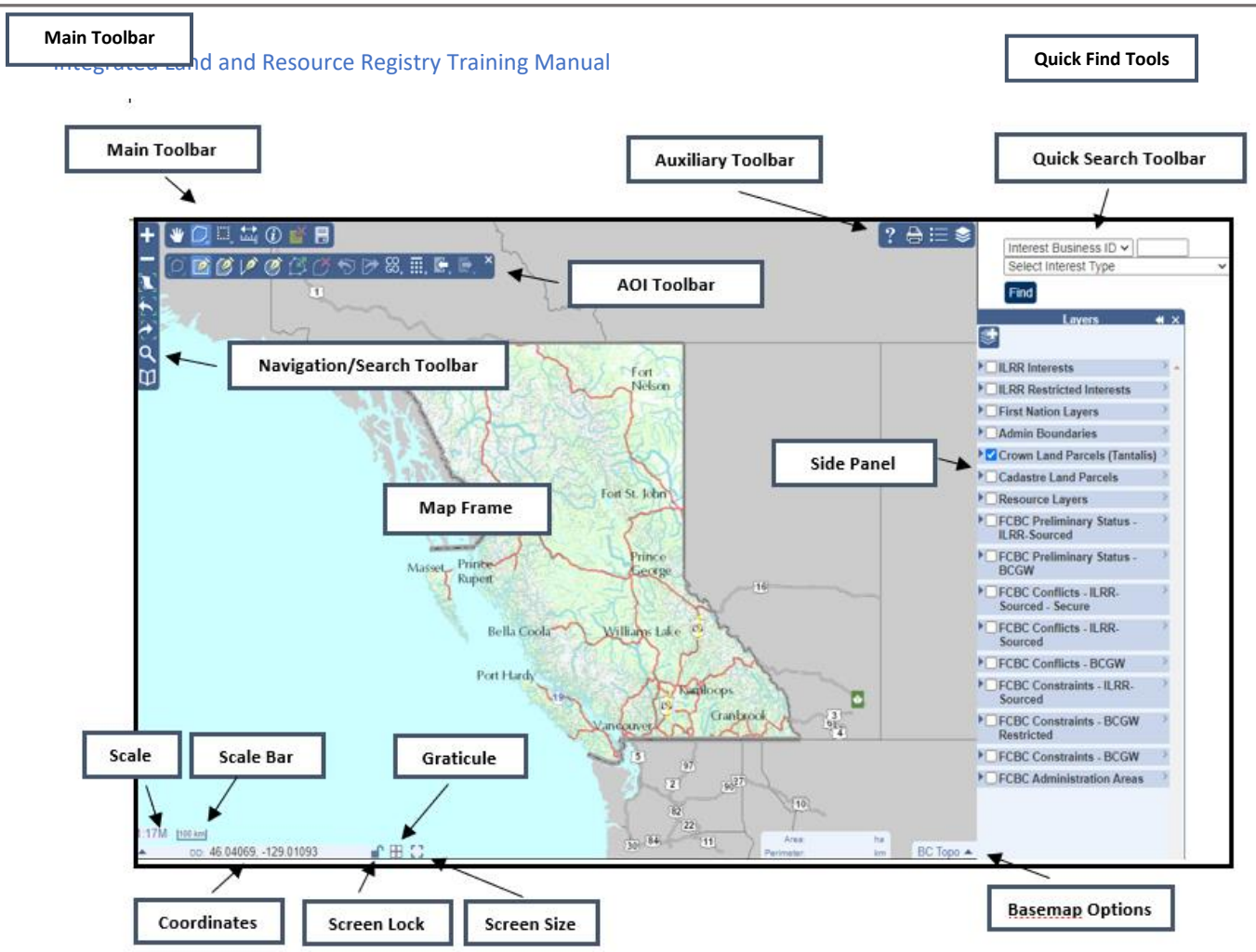
When working in the ILRR application, the left side of the page always displays the ILRR menu functions. This enables the user to jump to the different functions of the ILRR from any section of the program.

6. Map Inquiry and Toolbars

The Map Inquiry function utilizes the Map Viewer to determine existing rights and interests for a specific location. It will also show you visually if there are any pending interests or restrictions.

The Map Viewer is an interactive mapping tool that allows:

The viewing and selection of an area of interest (only for Business BCeID and Government IDIR users).
The display of natural resource information on a base map of the selected area.
The querying of the natural resource information using the Identify tool.
The printing of the map.



6.1. Map Viewer Icons

Within the ILRR Map Viewer there are numerous tools and tool bars designed to help you navigate through the program. Each tool performs a different function and has a designated icon. Below is a list of all the icons you will come across in the Map Viewer and their purpose. This section will only serve as a brief overview of each tool but more details are available in this manual.

6.2. Auxiliary Toolbar:

Layers: When you press on this icon, a side panel appears. You may select one or several layers to view on the map viewer. Each layer is shown within a folder of similar themes. For example you may choose to view all admin boundaries and Crown land parcels by selecting the box next to the layer name.

Legend: When you press on this icon, a side panel appears. This displays the style symbology for the layers that are “active or visible” on the map frame. You may select one or several layers to view from the map viewer.

Print Map: This function enables the user to print the current map. By clicking on this icon, a side panel will appear. From here you will have the option to enter in a title, notes, chose different layout options, change the scale shown, and the resolution of the map image.

Online Help: When you press on this icon, a window appears. This window lists each tool and concept used in the Map Viewer. The help menu will change to the topics that are selected from the various toolbars.

6.3. Navigation/Search Toolbar:

Zoom in: This enables you to zoom into a particular area on the map. To zoom in you may click on the icon, double click on the map, or scroll in with the wheel on your mouse. This will provide more detail but less area on the map one increment of scale at a time.

Zoom out: This enables you to zoom out of a particular area on the map. You may either click on the icon, or scroll out with the mouse wheel to zoom out. This will step you out of the map one increment of scale at a time.

Zoom to BC: This function allows for a quick and easy way to refresh the map to the extent of the province of BC.

Zoom previous: The map zooms to the previous extent in memory. This tool is the undo button for zooming.

Zoom next: Zooms the map to the next extent in memory. This is like a re- do button for zooming.

Search: This enables you to zoom into a particular area on the map using a map coordinate, a map sheet, a place name, or an address.

Bookmark: Allows user to save the scale and geographic location. Also allows the user to name the view for retrieval on their computer at a future time.

6.4. Main Toolbar:

Pan: This lets you "grab" and move the map in any direction, north, south, east or west of your position. To pan hold the left mouse button down while you drag the pointer across the map. To zoom to a specific area, hold the shift button on the keyboard and hold the left mouse button down while you drag the pointer across the area you want to view the area you wish to see.

AOI Geometry Toolbar: By selecting this icon, a drop down toolbar appears. This toolbar contains various tools to create, manipulate, delete, import or export area of interest (AOI) shapes.

Selection Toolbar: By selecting this icon, a drop down toolbar appears. This toolbar contains various tools to select and zoom, to one or more features. Currently the Selection process in ILRR 7.8 does not tie to any other tools so this does not help you with any other process. Basically you can't use selection to help with any ILRR mapping tools.

Mark UpToolbar: Selecting this tool will allow the user to 'mark up' the map with notes, etc. and make a dropdown toolbar appear . These buttons allow for colour and line style selections.

6.5. Area of Interest (AOI) Geometry Toolbar

Zoom to Area of Interest (AOI): By pressing this icon, the map will zoom to the area of interest that was first drawn.

Draw Rectangle: This draws an Area of Interest in the shape of a rectangle.

Draw Polygon: This draws one or more Area of Interest(s) in the shape of a polygon. If multiple

Line: This draws an Area of Interest in the shape of a line. A buffer needs to be applied to this line to make it selectable as an AOI.

Draw a Circle: This draws an AOI in the shape of a circle from the center point, outwards. .

Edit AOI: By clicking on this icon, the primary AOI will be activated to change its shape. Geometry can then be edited by adding, deleting or moving a vertex or point.

Clear AOI: Pressing this icon will delete all Areas of Interest on the map.

Undo Change: After pressing this icon the shape of the Area of Interest will revert to the previous edit. This includes both edits to the shape and to the drawing of the AOI.

Redo Change: This icon allows you to restore the changes you made to the AOI. This includes both edits to the shape and to the drawing of the AOI.

COGO (Coordinate Geometry Editor) side panel: This icon opens up the COGO side panel which enables you to draw a precise AOI shape defined by a starting point, geographic coordinate and distance values.

Geometry Calculator side panel: By selecting this icon, a side panel appears with various tools to merge, intersect, subtract, buffer, clean and validate the geometry of the Area of Interest.

Import AOI side panel: This function imports geometries from a variety of spatial formats as an AOI in the Map Viewer.

Export AOI side panel: This function exports the current AOI geometry in a variety of spatial formats.

6.6. Geometry Calculator Side panel

(Under Main Toolbar - Under AOI Geometry Toolbar)

Merge: This tool unites overlapping AOI shapes into one combined area.

Intersect: This tool intersects all Area of Interest shapes so only the area covered where the original areas overlap is shown.

Subtract: This subtracts the overlapping portion of the 'secondary' area of interest from the primary or first area of interest drawn.

Buffer: Pressing this icon will add additional area around the 'primary' AOI by a given distance in meters. The secondary AOIs remain unchanged. This tool needs to be used to make the Line string into an AOI.

Simplify: This icon removes extraneous bends in an area of interest by a given distance in meters while preserving the essential shape.

Validate: Pressing this icon validates that the primary AOI has topologically correct geometry.

Close Polygon: When the primary AOI is created using a line string, this tool adds another line to make the AOI into a polygon.

Clean Polygon: If polygon geometry is found to be invalid pressing this icon will "clean" it by removing the imperfections causing it to be invalid. For example, self-intersections are removed, dangling line work is closed and trimmed, and partially contained holes are removed.

Save to Memory: Pressing this icon saves the primary AOI geometry into memory. This is only saved when that session of the Map Viewer is open. This function only allows one set of AOI geometry to be stored in memory.

Recall from Memory: This icon recalls the geometry from memory as a new active geometry AOI. The geometry will be added back in as a secondary AOI if a primary AOI is already present on the map.

Memory Clear: Pressing this icon clears the memory. The geometry is removed from memory but is still an active AOI on the map.

6.7. Selection Toolbar

(Located Under the Main Toolbar)

Zoom to Selection: Zooms map frame to the current features selected.

Select by Box: Clicking this icon selects features from the current selection layer. Ensure selection layer is at visible display scale in map frame. To use this function click and drag a selection box over the map to define the area to complete selection operation. Temporarily the selection will appear grey while the selection request is completed.

When the selection is complete the selected features will appear in blue highlight. To add to the selection set, click and drag the selection box or add selection polygon to define area to complete more selection operations. When the selection is complete the additional selected features will appear in blue highlight.

Unselect by Box: To unselect a box simply use this tool by first pressing on the icon and then clicking and dragging a box on the map viewer over the area selected to unselect features.

Unselect All: Simply press this icon to unselect all the features on the current selection set.

6.8. Measurement Toolbar

Measure Area or Distance: This function allows you to measure the area of a polygon or the length of a line segment. This can be done by clicking on the map and moving the mouse to click and move on each change of direction to create a measured segment. The distance of the segment and the area of the polygon.

6.9. Quick Find Toolbar

This function allows a user to navigate directly to a given interest based on the business number and type.

Enter Business ID number and interest type and click “Find”

7. Creating an Area of Interest (AOI)

An Area of Interest (AOI) is used to define an area that will be used as a spatial reference for a query.

There are three distinct methods for creating an AOI in the ILRR Map Viewer:

Draw an AOI
Copy Features to an AOI
Import Geometry

Please Note: Only Business BCeID and Government IDIR users may use the ‘Submit AOI’ tool to define an AOI for a query.

7.1. AOI Map Inquiry Size Restrictions

If you are trying to run a report on an Area of Interest greater than 100,000 hectares (Greater than 1,000 sq. km) you will receive an error message. You will need to reduce your Area of Interest (AOI) size in Map Viewer or run the report using the Custom Status Query from the ILRR Main Menu and set your query parameters there.

Also, when a report contains interest identifiers with more than 200 locations the reporting function will now state that “your query contains interests that have more than 200 locations.” The ILRR user can now report on all locations by using the Batch reporting function.

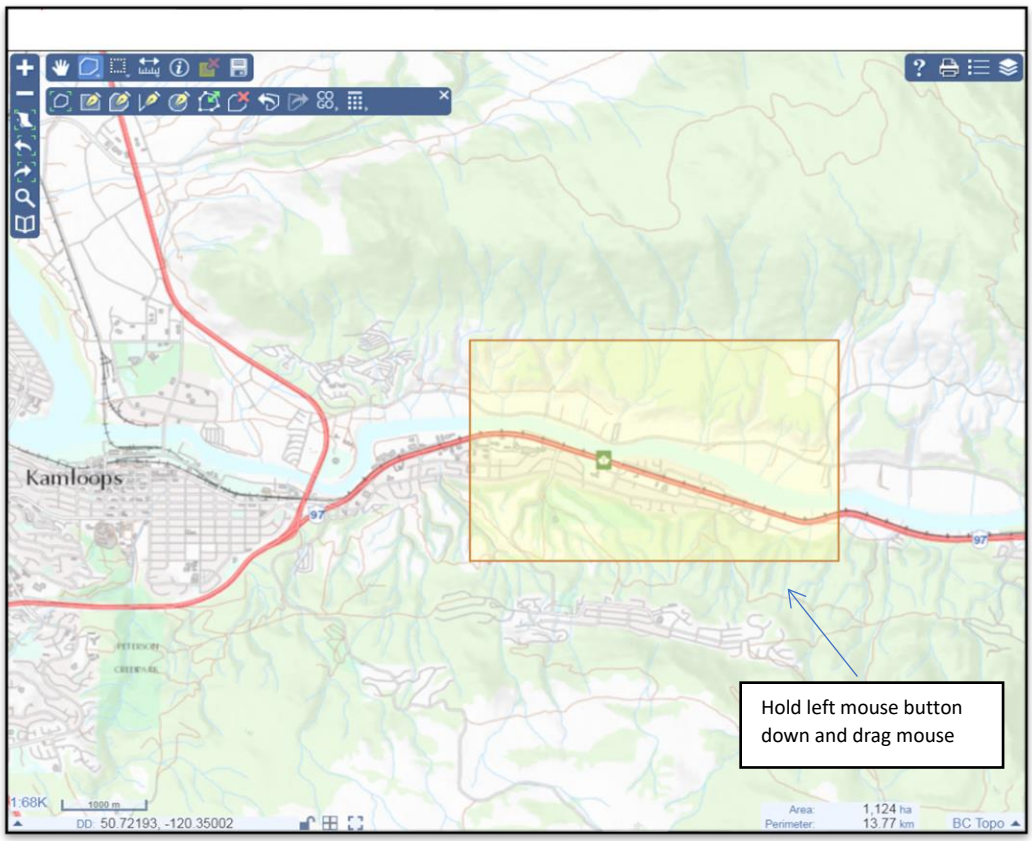
Be sure to review the Query Validation Criteria and the Parameter Validation Criteria found in Appendix A - Query Validation Criteria to successfully run your query.

7.2. Draw an AOI

To Draw a Rectangle AOI, use the following method:

- Click on ‘AOI Tools’ to open the AOI toolbar.
- On the AOI Toolbar, click on the ‘Draw Rectangle’ button.
- Click and hold the left mouse button down at one corner of where you would like to place your rectangle.

- Now drag the mouse button away from the corner to encompass your AOI and a shaded rectangle will form under the cursor.



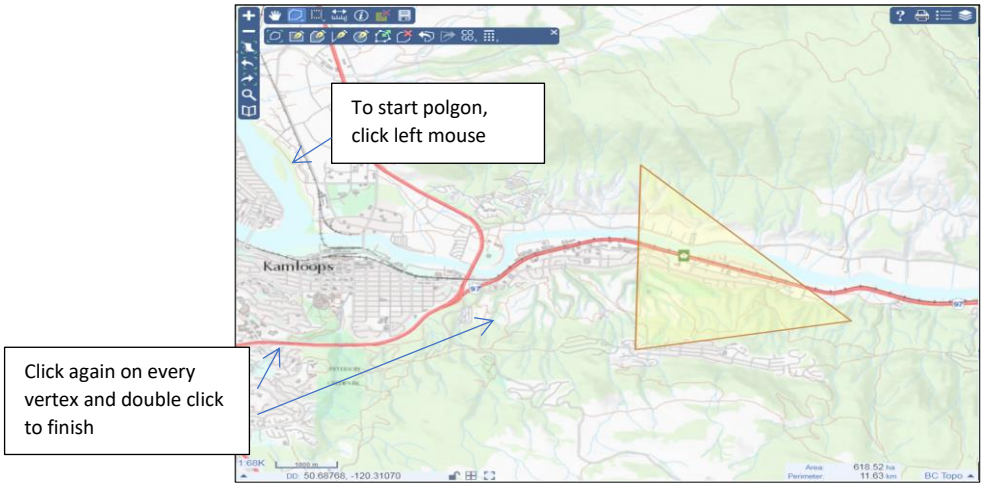
Once you have the shaded rectangle where you want it, let go of the left mouse button. Click the 'Submit AOI' button to submit this shape to the ILRR for your query.

To draw multiple rectangles, simply repeat these steps. The first or primary rectangle drawn is outlined in brown, subsequent rectangles drawn are outlined in blue.

7.3. Draw a Polygon AOI

To Draw a Polygon AOI, use the following method:

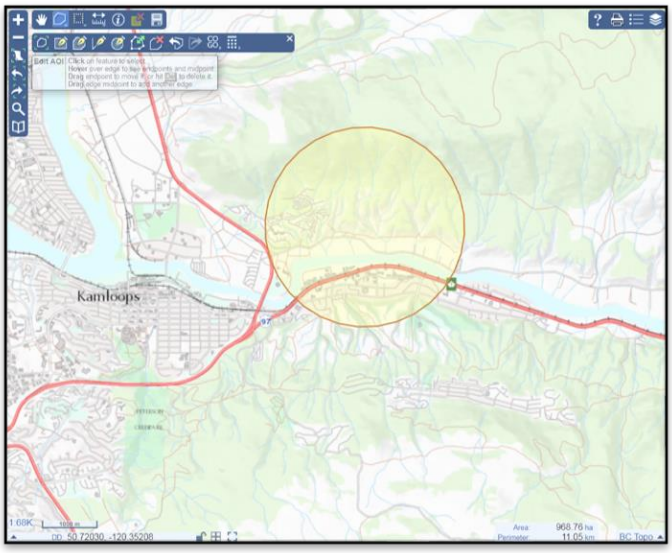
- Click on 'AOI Tools' to open the AOI toolbar.
- On the AOI Toolbar, click on the 'Draw Polygon' button.
- Click the left mouse button once to start the polygon. Move the mouse to another location on the map and click once. Continue until you have finished drawing the polygon. Double-click to end and complete the polygon.
- Click the 'Submit AOI' button to submit this shape to the ILRR for your query.
- To draw multiple polygons, simply repeat the steps. The first or primary rectangle drawn is outlined in brown, subsequent rectangles drawn are outlined in blue. Once all polygons are drawn, Click the 'Submit AOI' button.



7.4. Draw a Circle AOI

To Draw a Circle AOI, use the following method:

- Click on 'AOI Tools' to open the AOI toolbar.
- On the AOI Toolbar, click on the 'Draw Circle' button.
- Click and hold the left mouse button once to start which will be the center point of your circle. Move the mouse away from that point until the circle is large enough for your selection. Release the left mouse button which will complete the polygon.
- Click the 'Submit AOI' button to submit this shape to the ILRR for your query.
- To draw multiple polygons, simply repeat the steps. The first or primary AOI drawn is outlined in brown, subsequent AOIs drawn are outlined in blue.

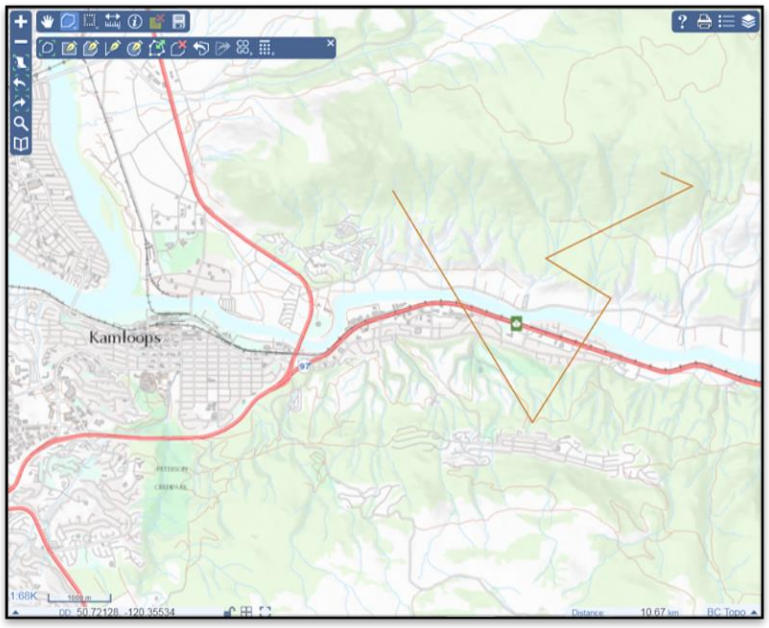


7.5. Draw a Line to create an AOI

To Draw a Line to create an AOI, use the following method:

- Click on 'AOI Tools' to open the AOI toolbar.
- On the AOI Toolbar, click on the 'Draw Circle' button.

- Click and hold the left mouse button once to start which will be the center point of your circle. Move the mouse away from the center point, continue until the circle is large enough. Release the left mouse button which will complete the polygon.
- Click the 'Submit AOI' button to submit this shape to the ILRR for your query.
- To draw multiple polygons, simply repeat the steps. The first or primary AOI drawn is outlined in brown, subsequent AOIs drawn are outlined in blue.



7.6. Copy Features to AOI

To use an existing feature as an AOI, use the following method:

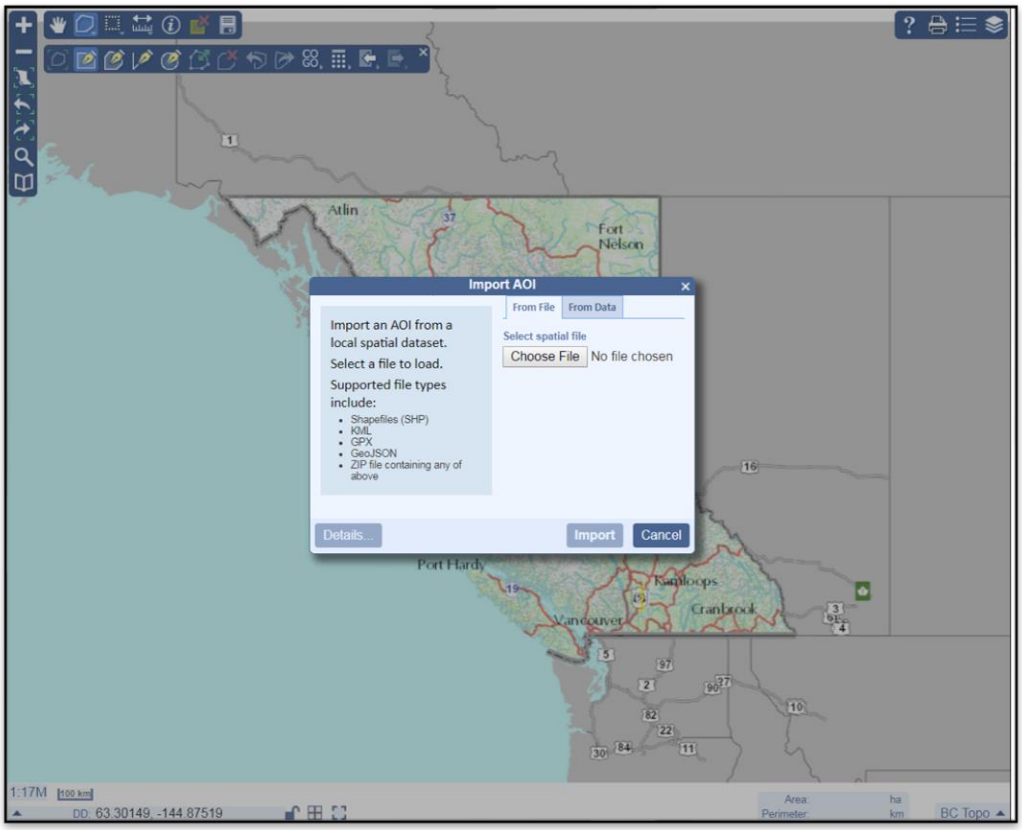
- Click on 'AOI Tools' to open the AOI toolbar.
- Click the 'Copy Features to AOI' button.
- Click the polygon on the map that you want as your AOI.
  ***Note**:* you can only pick polygons from the ILRR Layers and it will choose from the highest active layer (listed closest to the top of the layer list).
- Click on any further polygons that you want. The first or primary rectangle drawn is outlined in brown, subsequent rectangles drawn are outlined in blue.
- Click the 'Submit AOI' button to submit the polygon(s) to the ILRR for your query.

7.7. Copy Imported Features to AOI

To import a shapefile as an AOI, use the following method:

- Click on 'AOI Tools' to open the AOI toolbar.
- Click the 'Import AOI' button.
- From the Import pane, click 'Choose File' to browse to a .shp file **OR** drag and drop a shape file to the Import pane.

- Click on any further polygons that you want. The first or primary rectangle drawn is outlined in brown, subsequent rectangles drawn are outlined in blue.
- Click the 'Submit AOI' button to submit the polygon(s) to the ILRR for your query.



8. Defining Spatial Relationships

Defining a spatial relationship and a buffer helps to identify other interest records that may intersect, adjoin, or be contained by your selected AOI.

Intersect, is when two or more interest records geometries overlap one another.
Adjoin, is when the geometry of the interest record does not intersect with but is immediately next to the geometry parameter.
Contains, is when interests are completely contained within the boundaries of the defined interest record geometry of your specified location.
Buffer defines how wide (in meters) an additional area will be that surrounds the area that you define and is included in your query area.

8.1. Defining the Display Options

Defining the Display Options screen is used to define your report output criteria.

The user can set the order that the results are sorted by selecting any of the options.

- Set what file identifiers are displayed for the results.
- A Report Description can be entered to display on all Screen Reports (only when printing the report), File, and Batch reports (excluding CSV file format)
- Set the Output Format to Screen, File, or Batch.

8.2. Screen Reports

- Output is on your computer monitor.
- Summary or Detail reports available
- Reports are restricted to a maximum of 199 records.

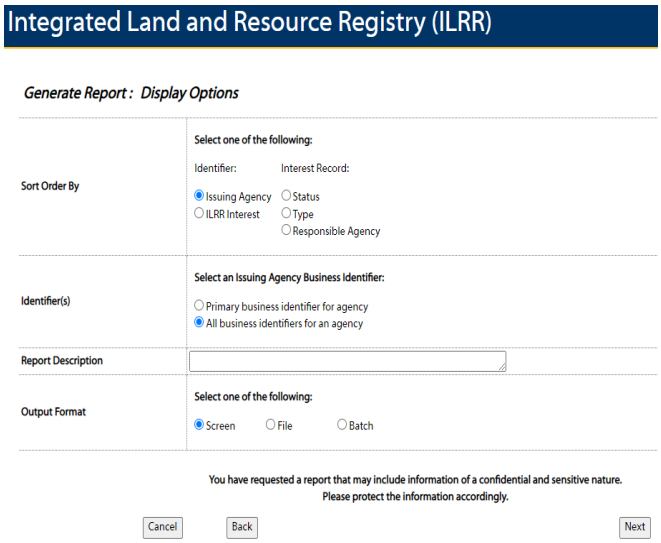
8.3. File Reports

- Output is as a document (available in CSV, PDF, or RTF formats).
- Summary Reports (see Summary Reports) or Detail Report (see Detail Reports) are available.
- Reports results are restricted to a maximum of 199 records.

8.4. Batch Reports

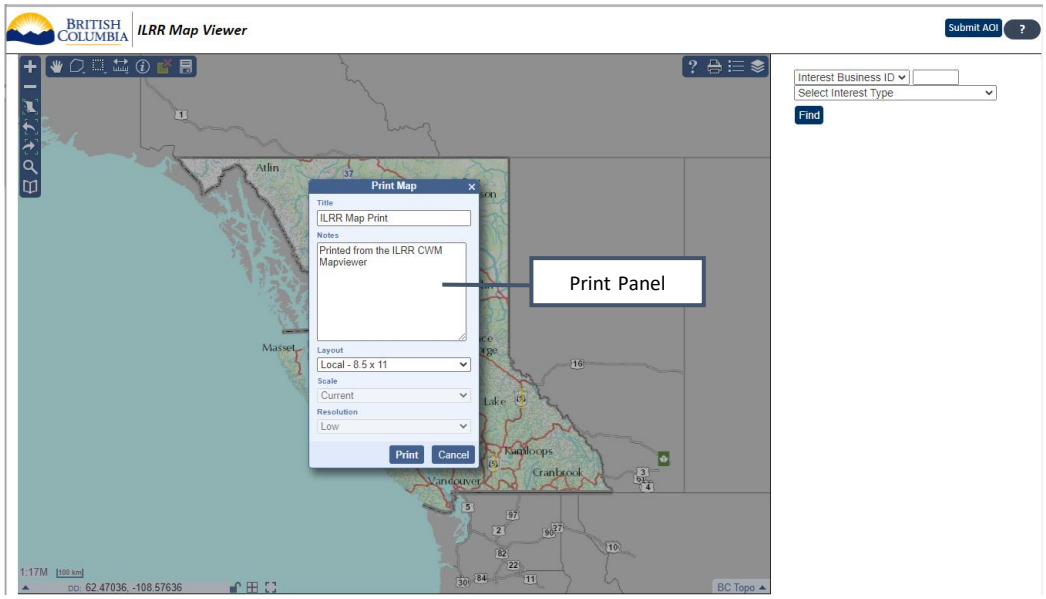
Output can be displayed as a document accessed by an emailed link (Available in CSV, PDF, or RTF formats).

Summary Report or Detail Reports are available.

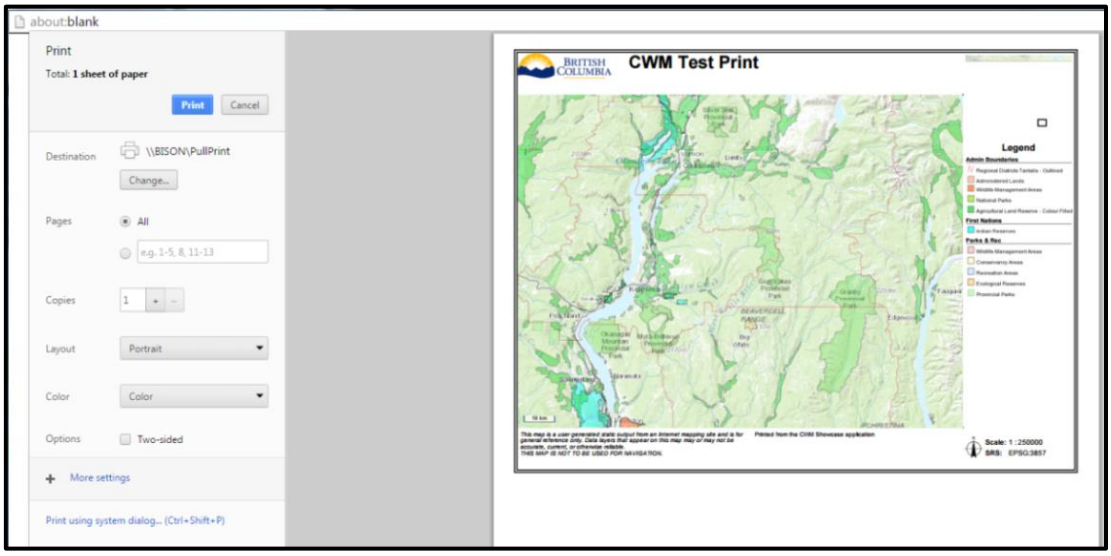


9. Printing a Map

- Click the 'Print Map' button to display the Print panel.
- Enter the printing parameters.



- Title - title to appear on the printed map
- Notes - notes to display on the printed map
- Layout - page layout for the map. Local layouts use the browser printing facility (which may also allow saving to PDF). Server layouts are rendered into a PDF which can be downloaded and saved or printed.
- Scale – click the drop- down box to select the scale desired for printing.
- Resolution – click the drop- down box to select 'Low', 'Medium' or 'High' resolution of the map image. This sets the DPI (Dots per inch)
- Of the output. Higher resolution = more detail and larger file size.
- To print the map, click 'Print'. The resultant map comes up ready to print in your print window.
- To cancel a print request, click 'Cancel'.



10. Importing/Exporting Data

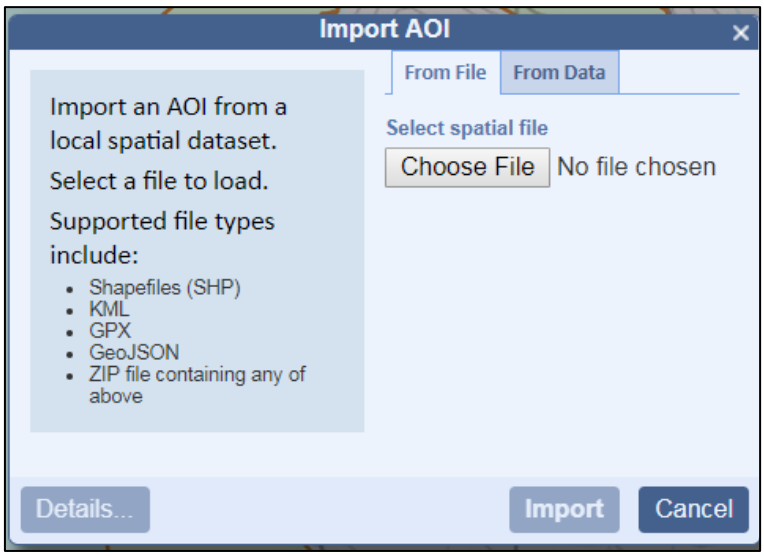
10.1. Importing

Pressing the 'Import AOI' tool opens the 'Import window' where users can import spatial files for their AOI. Once an import has been completed, the button is disabled to prevent accidental multiple imports.

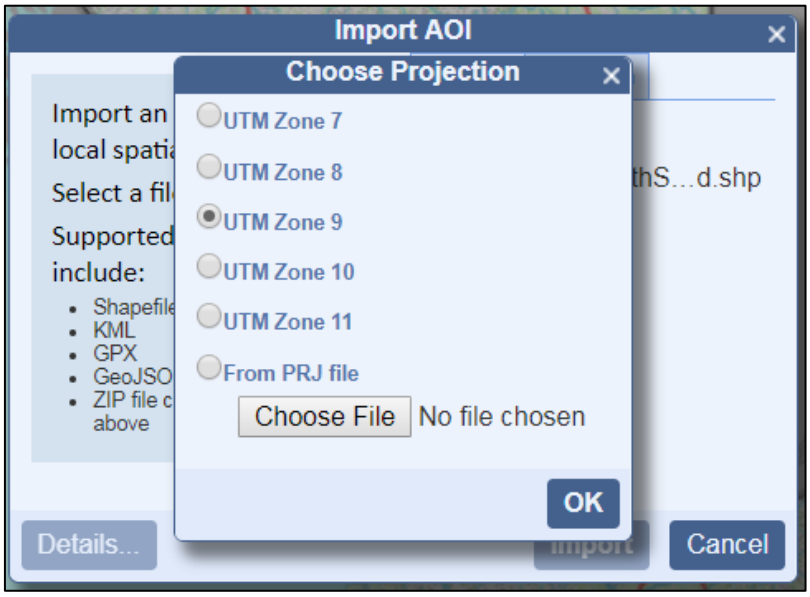
The data file coordinate system is auto - detected. Supported coordinate systems are:

Geographic - Lat/Long
BC Albers
UTM – pick UTM zone from list.

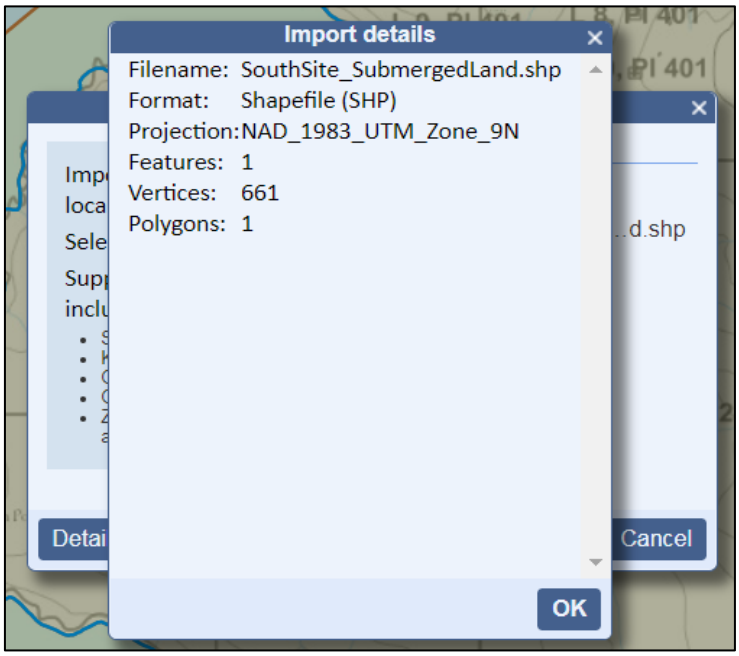
To import geometry data, click the 'import' button. This brings up the following screen.



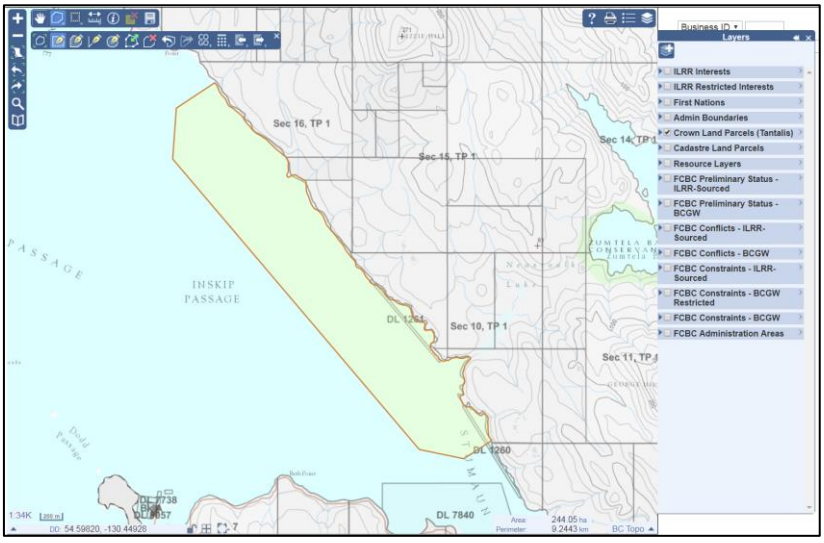
Click 'Choose File' to select a file from a dialog and then click 'Open' to upload the file and choose UTM zone if applicable or select the .prj file if importing a shapefile.



After the geometry data has been loaded into the import side panel, the DETAILS button produces a Summary which shows the detected file type, coordinate system and number and size of features read.



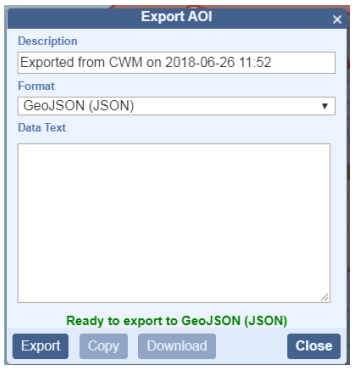
Click 'Import' to complete importing the data. The map extent will automatically zoom to the uploaded data.



10.2. Exporting

Pressing the 'Export' button Exports the current AOI geometry in a variety of spatial formats. Geometry is exported in the geographic coordinate system (WGS84). Once export is finished the button is disabled.

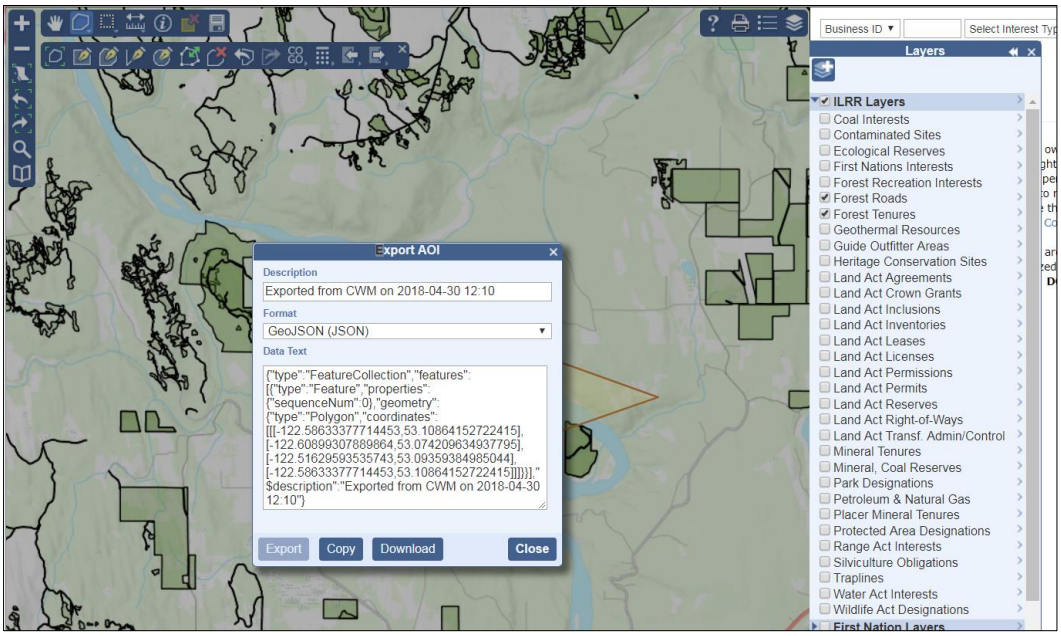
To export data, click the export geometry button. This brings up the following screen in the information panel.



Click the down arrow under 'Format' to choose the file format you wish to export to. Available formats include:

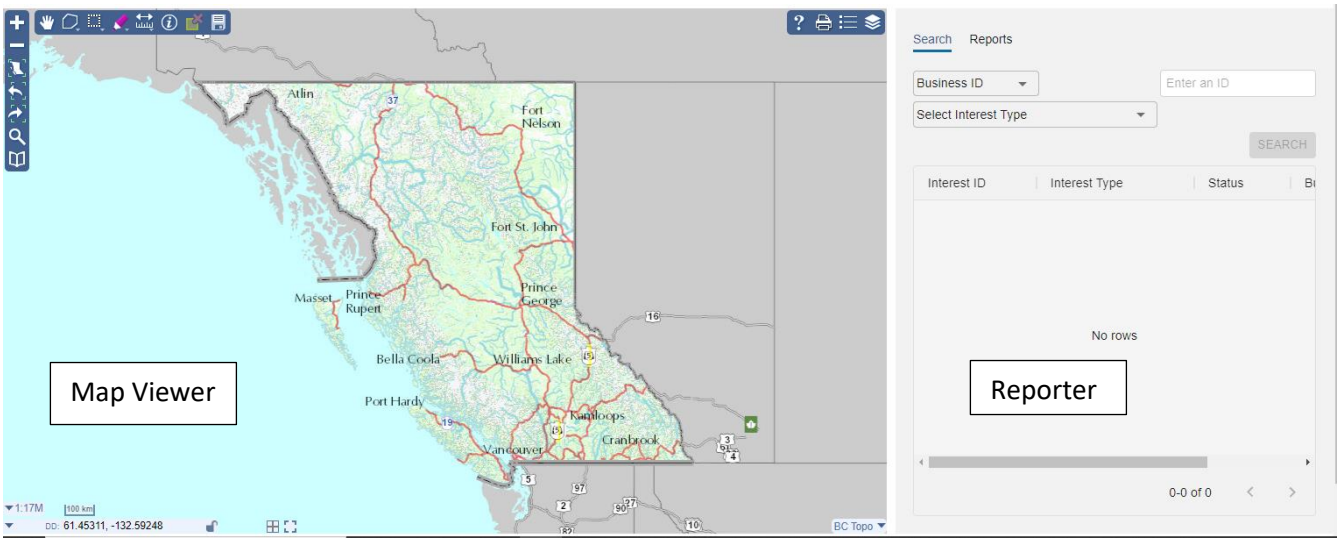
- KML - Keyhole Markup Language, as used in Google Earth
- GPX - GPS Exchange format
- GeoJSON - Javascript notation
- Well-Known Text - WKT, a widely - used text geometry format
- Simple Text - a text listing of the geometry coordinates
- Geomark
- Shapefile

Click Export to display the AOI geometry in the selected format in the textbox. The exported text can be copied using Ctrl-C and then pasted into an external application.



11. ILRR Reporter

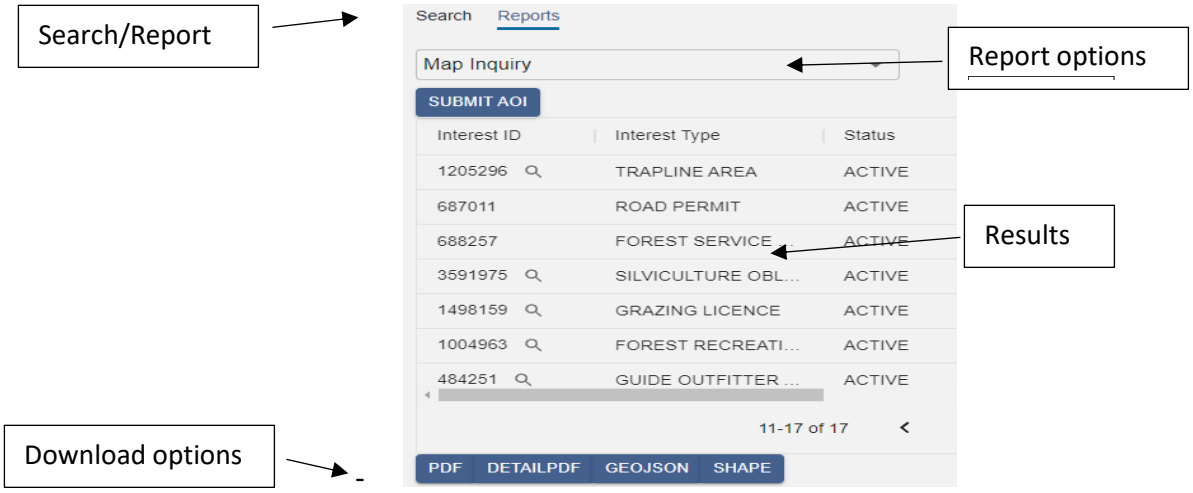
The new functionality included in the ILRR Reporter Application allows a user to run ILRR Interest and Business Reports using a map-based web interface. The ILRR Reporter application runs all of the same reports with download formats that were available in the classic ILRR with one key addition – the ILRR Summary/Detail reports are available for download in GeoJSON and Shapefile formats. These formats allow for the ILRR interest data to be used in subsequent analysis or mapping using a GIS.



The Map Viewer in the ILRR Reporter is the same as was available in the classic version of the ILRR.

On the Reporter side there are some readily apparent upgrades:

- Direct access to the reporting functionality from the Map Viewer page,
- Streamlined, lightweight reporting. The report results are displayed on the same page without the need to step through various windows.
- The ability to download report results in two new formats (GEOjSON and SHAPE). This further enables users to utilize the results in other GIS applications.



12. ILRR Report Types

12.1. Summary Report

The power of the ILRR is its ability to provide the user with a variety of reports. The summary report screen displays a summary of interest records that result from the query that was created (through Map Inquiry, Query Interest Record, Survey Parcel Search, or Custom Status). The records displayed here are reflective of the display options selected and the data access level your user ID is allowed.

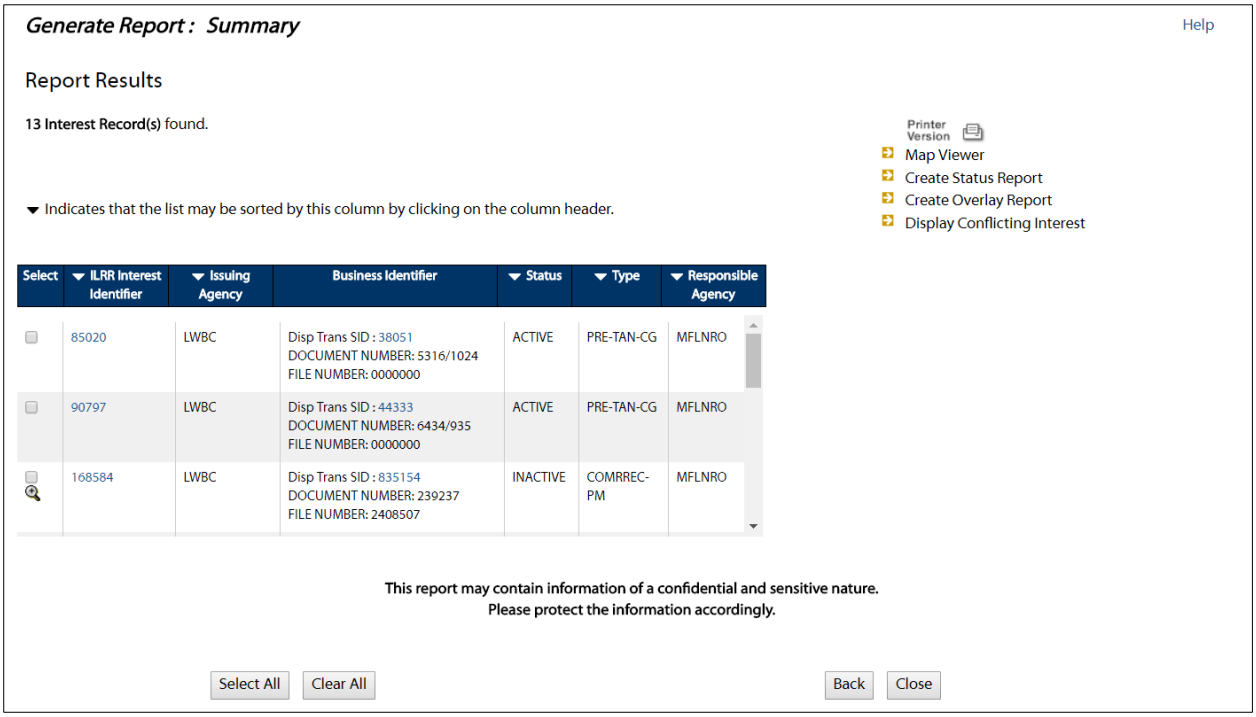
- Summary Reports are restricted to a maximum of 199 interest records for a screen or file return or 1999 for a batch return.
- The ILRR Interest Identifier hyperlink will navigate to the Detail Report for the record you have selected.
- The Create Status Report and the Create Overlay Report can be performed on a selected ILRR Interest Identifier.
- Selected ILRR Interest Identifier(s) can be displayed with the Map Viewer if there is spatial information available by checking the select box for the record and clicking the 'Map Viewer' button.

Please Note: Interests that do not have associated spatial data cannot be viewed in Map Viewer or selected to create a status report.

The default screen includes: ILRR Interest Identifier, Issuing Agency, Business Identifier, Status, Type and Responsible Agency. These columns can be sorted, the user can also create a status report of a record (query the interests that intersect this particular record), view the spatial extent for the record or look at a Detailed Report for a record.

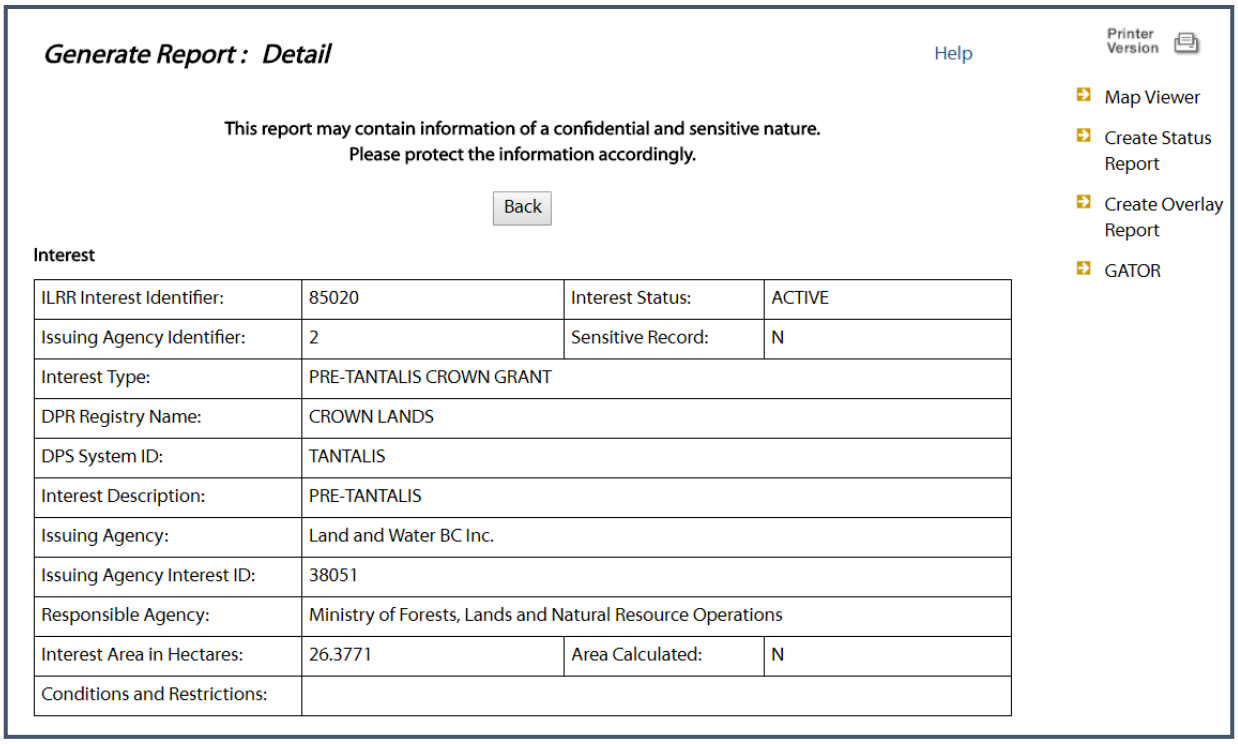
There are certain records where the details may be restricted; these are shown with a yellow background, limited information and no access to the detailed report or spatial information is provided unless appropriate authorization levels are assigned to the user. Some sensitive data does not get included such as reserves and requested status, including petroleum sites.

Business BCeID and IDIR users can request a higher level of security to view these reports by completing a Change User Access Form



12.2. Detailed Report

The Detailed Report shows more information about a particular record, including Interest Holder, Location, Area, Dates, and related Business Keys. It is accessed when an Interest is selected by clicking the hyperlink in the Summary Report.



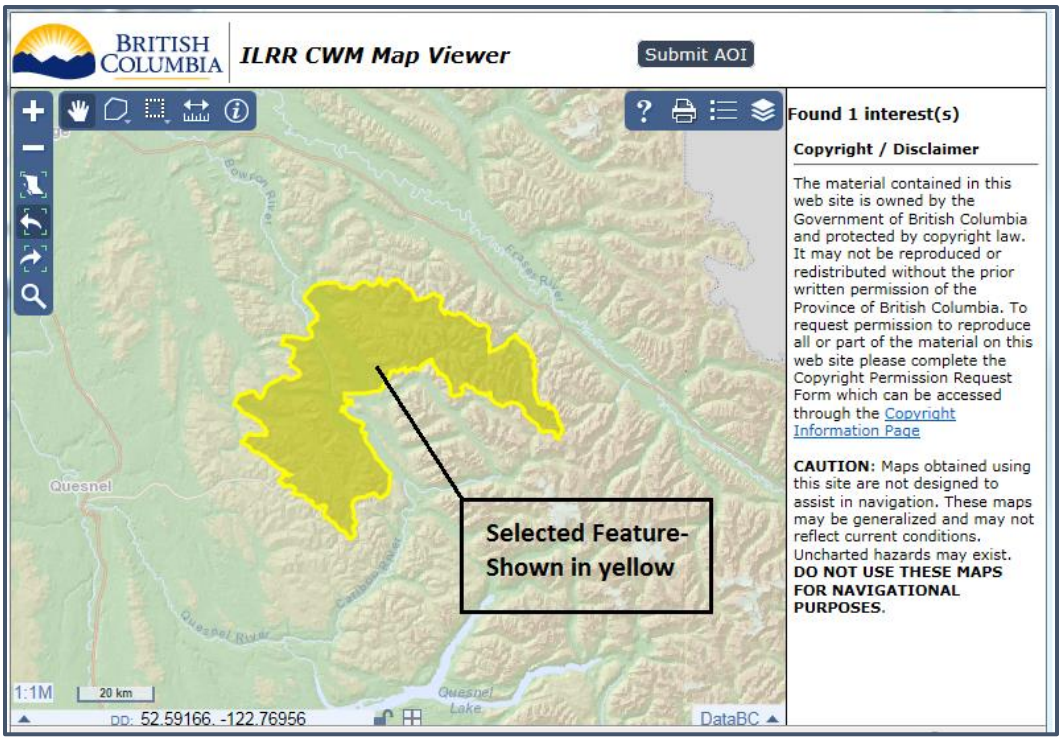
From the Detailed Report screen users can:

- View the spatial record in Map Viewer if spatial data is available.
- Create a Status Report using the current record as the AOI.
- Create an Overlay Report using the current record as the AOI.
- Access GATOR (GATOR subscription required for non-government users).

12.3. Reports presented through the Map Viewer

From the Detailed Report or Summary Report screen, choose the 'Map Viewer' link to display your results.

- The map zooms to the extent that allows viewing of your selected feature



Please Note: For large interests, you may not be able to see the extent of the feature as the size of the feature extends beyond the layer visible scale and will be used to zoom in and pan to see the interest area coverage.

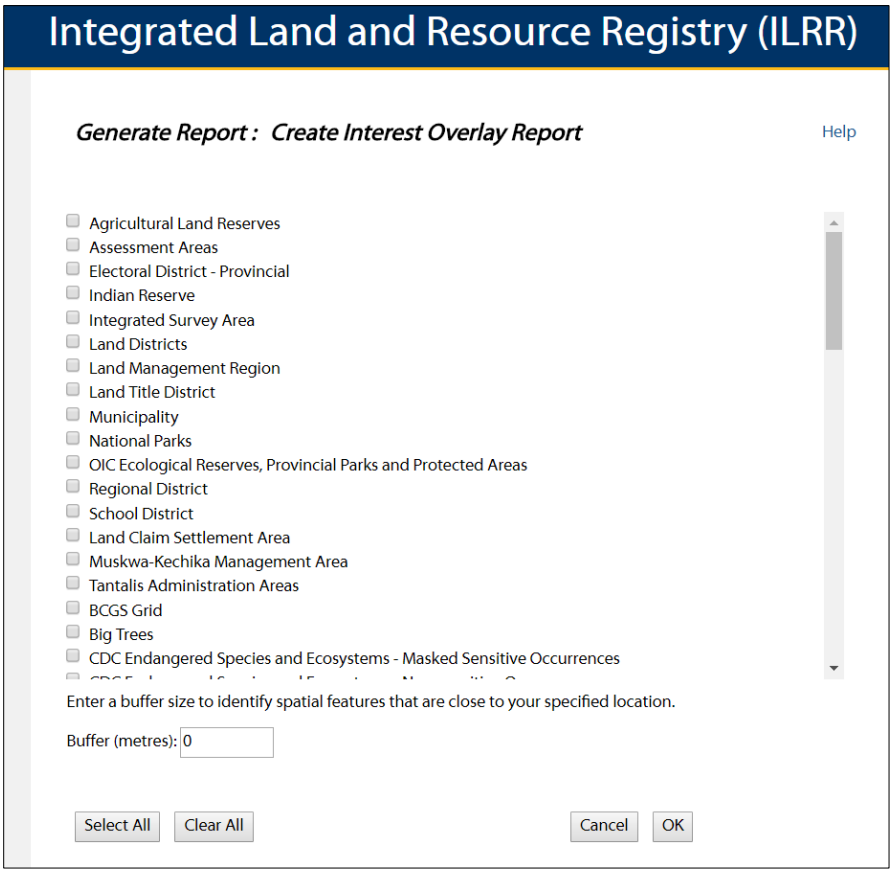
12.4. Create Status Report

From the Detailed Report or Summary Report, users can create a status report for a particular interest to determine what effect, if any; other interests have on your selected interest.

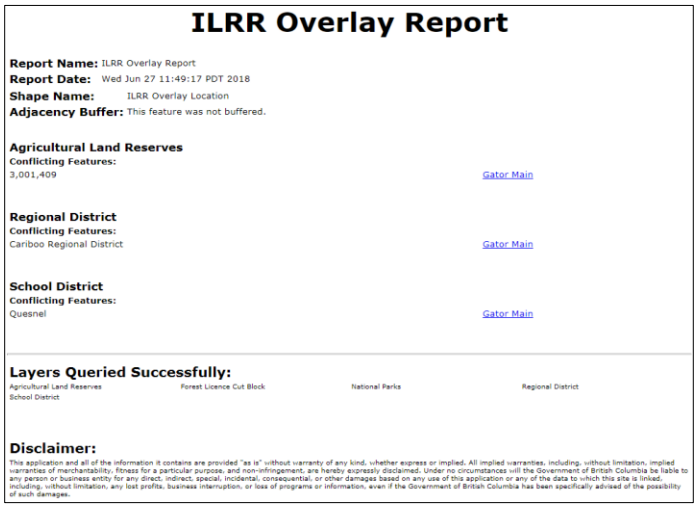
- This function will act as if you selected the feature as an AOI in the Map Inquiry function. Once selected, you will be prompted to define a spatial relationship and a buffer and then to set the Display Options.

12.5. Create Overlay Report

Using a selected interest, the ILRR Overlay Report allows the user from the Detailed Report or Summary Report to search through the layers of the spatial data available from LRDW, and report information about the feature records that spatially overlap with the selected interest.



The user can select as many layers as desired that will be searched to see if they overlap the area of the selected interest.



The Overlay Report will list the Report Details (Name, Date, Shape name, and buffer width), the intersecting features sorted by layer, the Layers Queried Successfully, and the Disclaimer.

GATOR

Gator is an easy to use, online search and retrieval system which provides numerous details regarding the British Columbia Crown land Registry. This registry maintains records and tracks the sale, survey, license, access, return and restriction of Crown land in British Columbia.

Gator also includes links to several types of scanned original Crown land documents, such as the original Crown grant, Crown land survey field notes and official plans. Gators spatial data consists of a seamless fabric of current and historical Crown land survey data and Crown land tenure information (also called cadastral information) spanning the extent of British Columbia. It also includes several types of administrative areas such as Land District, Regional District, Municipalities relevant to land disposition.

13. Query Interest Record

The Query Interest Record allows you to locate a specific interest record using non- spatial attribute data like the ILRR Identifier, the Agency Record Identifier (or business key), including unique business identifier, or business key for an interest.

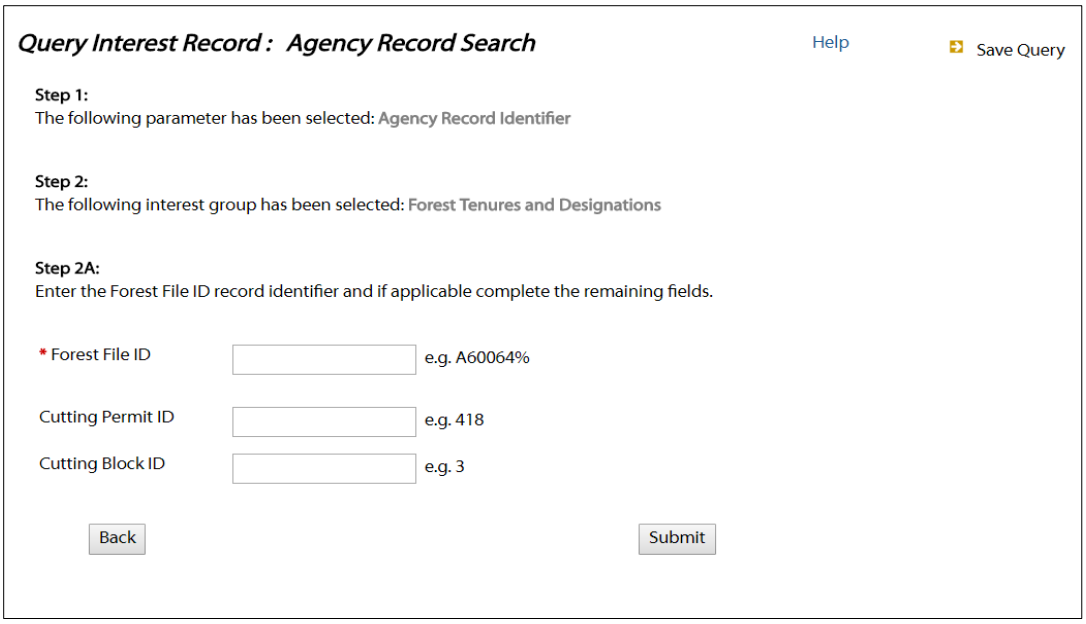
The results of a successful query of an interest record will provide a report (summary and detailed) on your specific record and allow you to view the spatial extent. From these pages you can run a status to determine what other rights and interests intersect with or overlap your record.

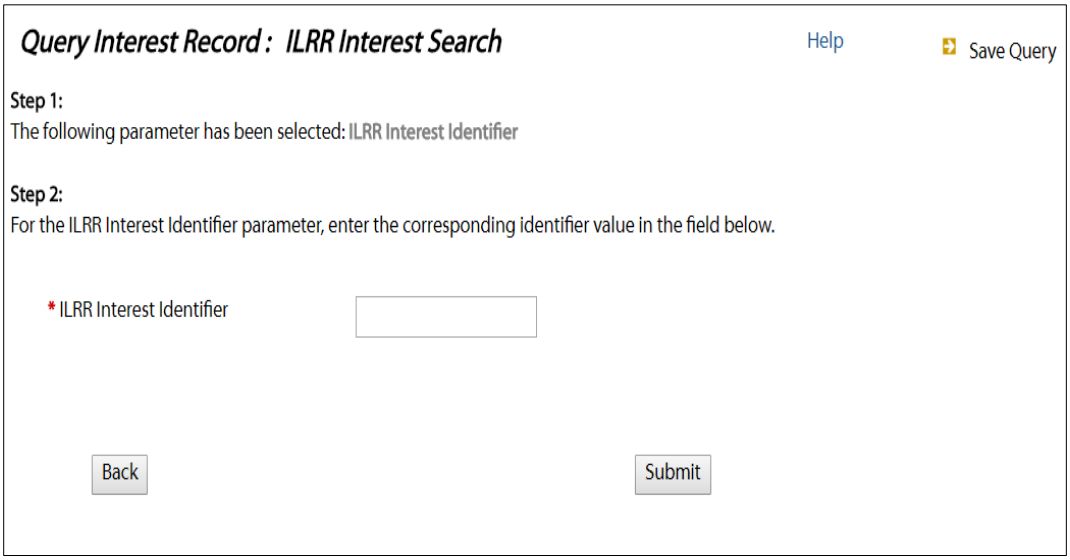
This information can be used to support decisions on the best use of the land, identify potential land use conflicts and constraints, support the referral process, determine whether rights can be issued and identify where restrictions are needed.

A unique identifier is assigned to the interest record by the issuing agency's operational database. If you choose to search by this parameter, you will follow these steps:

- Search by Agency Record Identifier.
- Select the Interest Group radio button.
- Select the Agency Record Identifier radio button and enter the record identifier value.
- Data entered is case sensitive.

A unique number is assigned to the record when the record is added to the ILRR database. If you choose to search by this parameter, enter the ILRR Interest Identifier in the appropriate space "ILRR Interest Identifier".

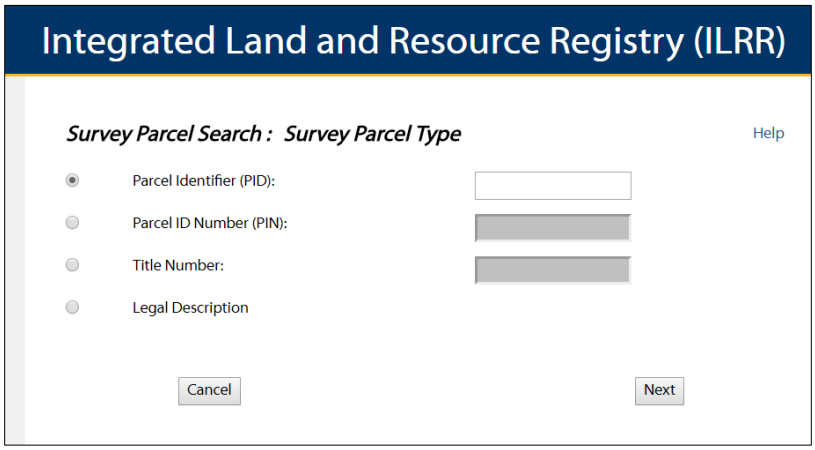




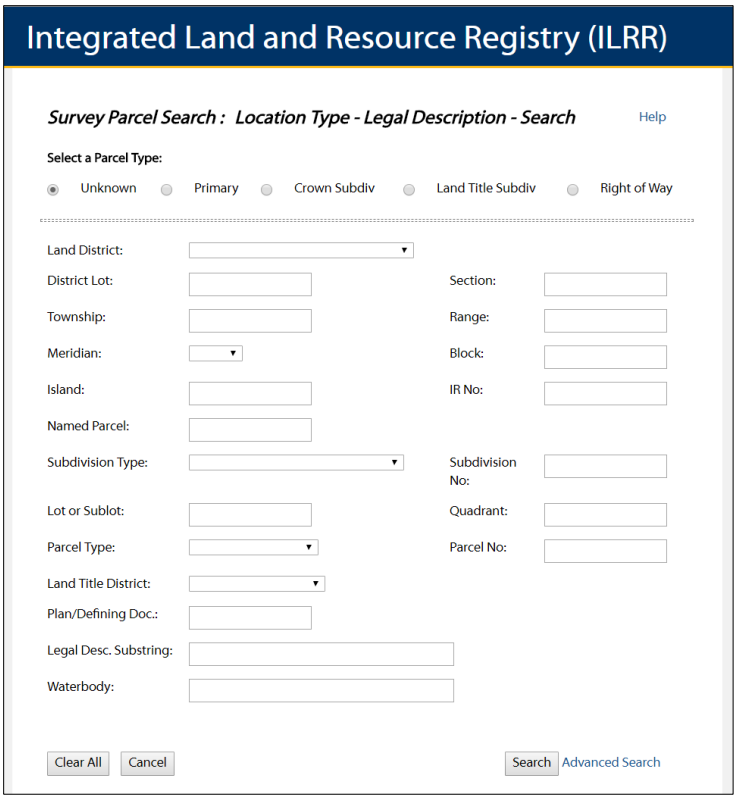
Above are the two options in the Query Interest Record. The first image uses the Agency Record value search (for the Disposition Transaction SID in the image). The second uses the ILRR Interest Identifier value. Both these values will return the same record.

14. Survey Parcel Search

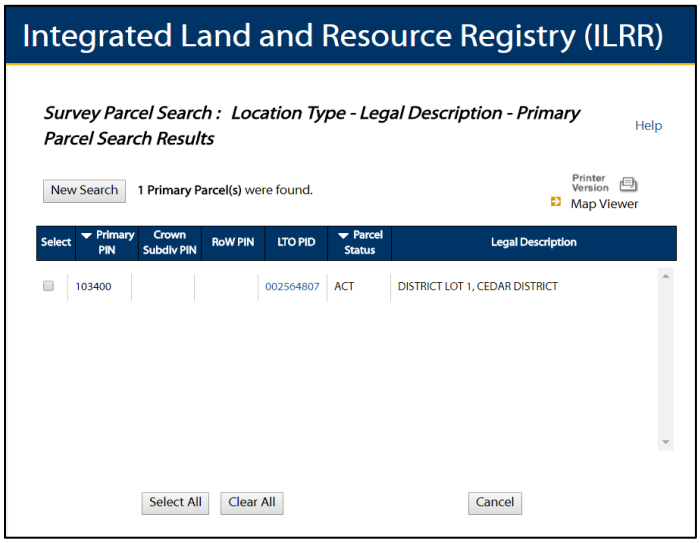
The ILRR provides users the opportunity to do a quick search by survey parcel, using a PID, PIN, Title Number, or Legal Description.



Any part of a legal description can be entered into the search screen; depending on the accuracy of the input you will receive an equally accurate output. The output from a survey parcel search will provide the user with immediate determination of private/public land (with the information available), the primary PIN and the LTO PID if available. The parcel can also be viewed spatially using the map viewer.



Please Note: The Plan number of a legal description can be entered into the 'Defining Document' section of the Survey Parcel Search window.



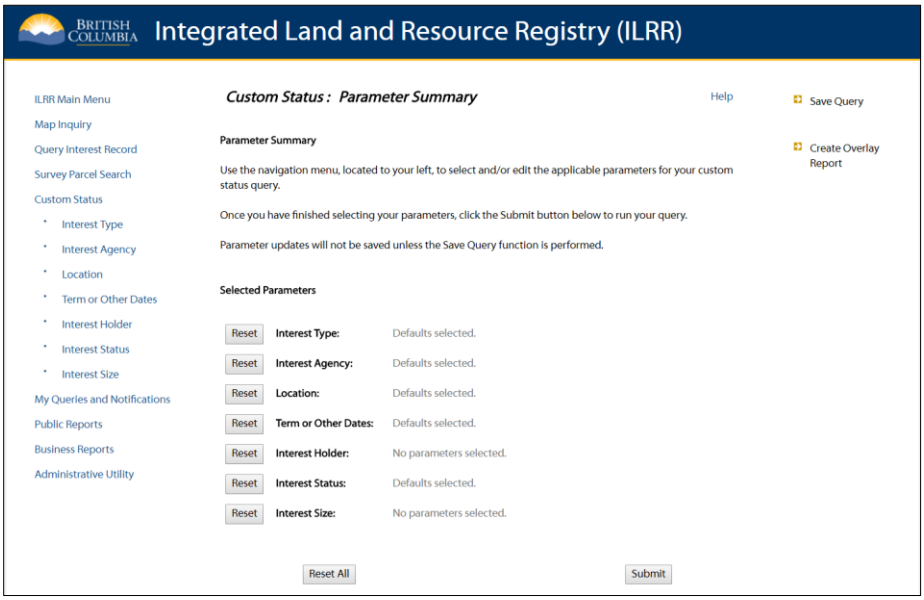
15. Custom Status Query

The Custom Status Query function allows you to build a query which can define different parameters that can be used multiple times and refined to ask similar questions. It is a useful function which can be used to define a specific interest which you can share with another ILRR User.

Parameters can be set from the ILRR side panel under Custom Status. Parameters that have been selected can be cleared by clicking the 'Reset' button for that parameter type.

All Parameters can be cleared to the default parameters by clicking the 'Reset All' button. Once one or more of the parameters have been set the user can click the Submit button to create the ILRR Summary Report.

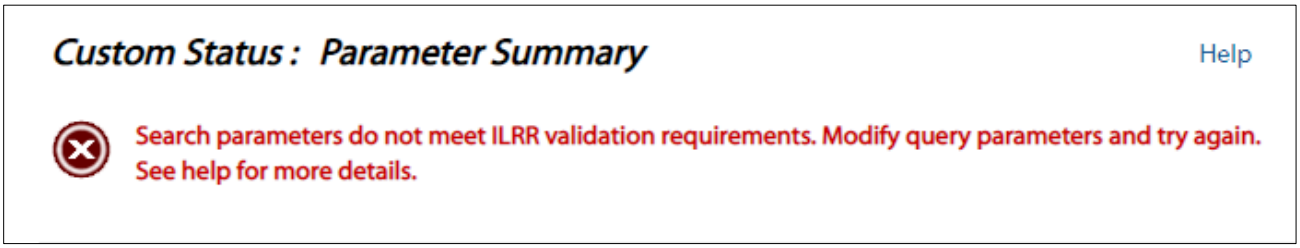
After creating the ILRR Summary Report, the query can be saved, copied and shared with another ILRR user.



The result of a successful query of an interest record will provide ILRR clients, decision makers, and land planners with information to determine the best use of the land, identify potential conflicts, make decisions on where rights can be issued, or identify where restrictions are needed.

Refer to Appendix A Query Validation Criteria Table for requirements.

Please Note: If no geographic area or location is defined within the set of parameters, the user will see the following warning. You can click the 'Next' button to continue to the Generate Report: Display Options screen or click the 'Cancel' button to go to the My Queries and Notifications screen.

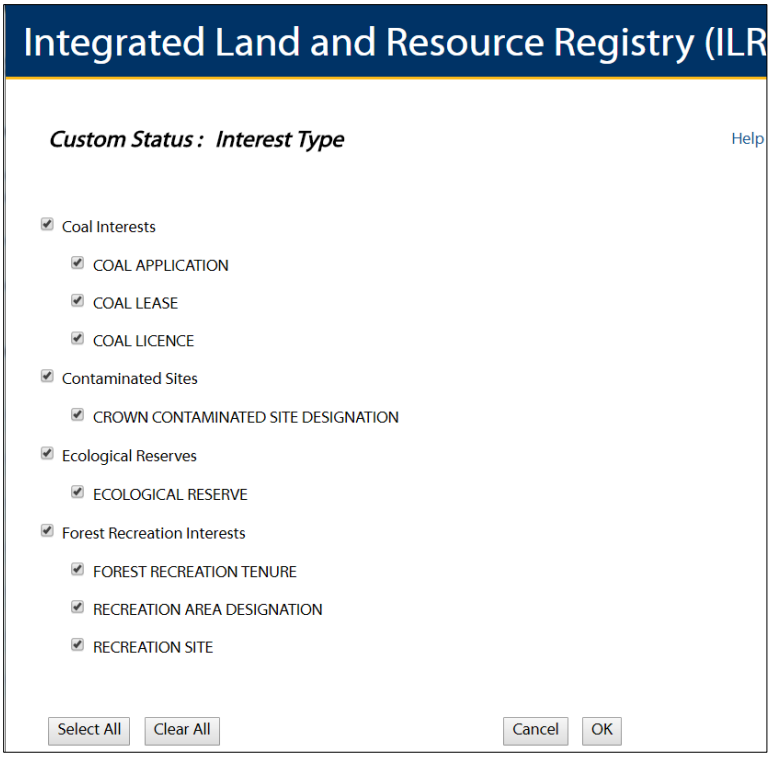


15.1. Interest Type

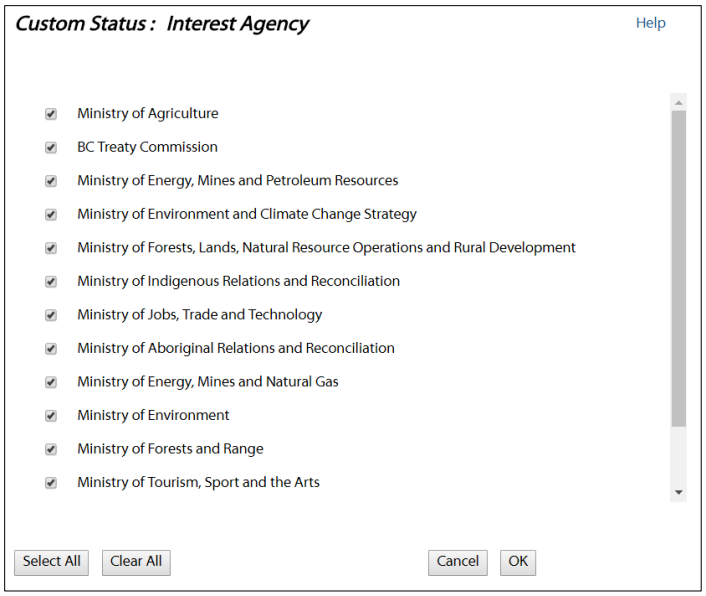
The Interest Type parameter allows you to select which interests to include in your query. You can select any or all the 280 different interest types, which are grouped according to type such as Forest Roads, Land Act Crown Grants, or Park Designations.

For this parameter, all Interest Types are selected by default.
At least ONE Interest Type must be selected.
The Interest Group Categories reflect the naming of the layers in the ILRR Map Viewer.
Users can select/unselect interest types by checking and unchecking the desired Interest type. By checking/unchecking an Interest group, users can turn the whole group on or off.
Users can click the 'Clear All' button to unselect all interests or click 'Select All' to select all interests.

Refer to Appendix A Query Validation Criteria Table for the specific criteria that can be selected to build your query.



The Interest Agency Parameter allows you to select which agencies to include in your query. This parameter selects the responsible agency and not the issuing agency. The responsible agency is the current Ministry or Agency which is responsible for that interest. The Issuing Agency is the name of the Ministry or Agency at the time when the interest was granted but the name could have changed or the Agency could have been subsumed by another Ministry.



For this parameter, All Interest Agencies are selected by default. At least ONE Interest Agency must be selected for the query to work. If you have selected an Interest Holder, Interest Agencies are filtered.

Users can click the 'Clear All' button to unselect all agencies or click 'Select All' to select all agencies.

Refer to Appendix A Query Validation Criteria Table for the specific criteria that can be selected to build your query.

15.2. Location

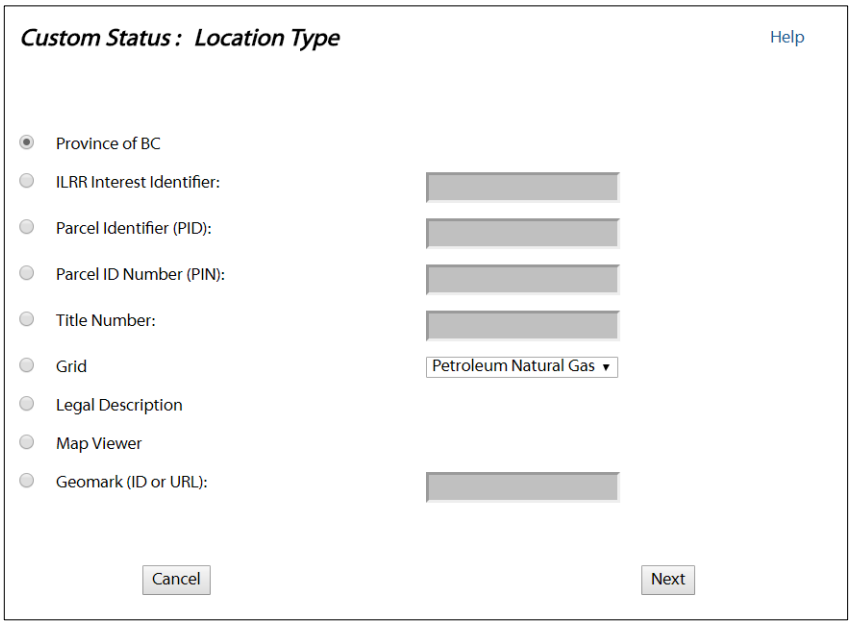
The Location parameter allows you to specify the area or geographic location of the interest. There are several different location types:

- Province of BC – uses all of BC as the selection area.
  - This is the default for this parameter unless an Interest Holder is defined.
- ILRR Interest Identifier – uses the unique ILRR ID number.
- Parcel Identifier (PID) – uses Private Parcel Identifier number.
- Parcel ID Number (PIN) – uses Crown parcel identifier.
- Title Number – uses private parcel Title number.
- Grid – Grid references define locations on maps. These are the grids that you can select:
- Petroleum Natural Gas (eg. Mapsheet: 094J, Map Group: 13, Map Block: B).
  - Peace River Block (eg. Township: 84, Range: 18 Section: 16).
  - NTS (National Transformation System)
  - (1:250,000 scale grid eg. 094J).
  - BCGS (BC Geographic System) (1:20,000 scale grid eg. 94J.029).
- Legal Description – uses unique land description.
  - If you select this option you will be directed to the Location Type – Legal Description Search screen.
- Map Viewer
  - choose your Area of Interest (AOI) from the Map Viewer.

Location function works in a similar manner as the Map Inquiry function. For more information on the map viewer, refer to the 'Map Inquiry' section.

Note: Omit dashes, spaces, and other delimiting characters when specifying the parameters.

Refer to Appendix A Query Validation Criteria Table for the specific criteria that can be selected to build your query.

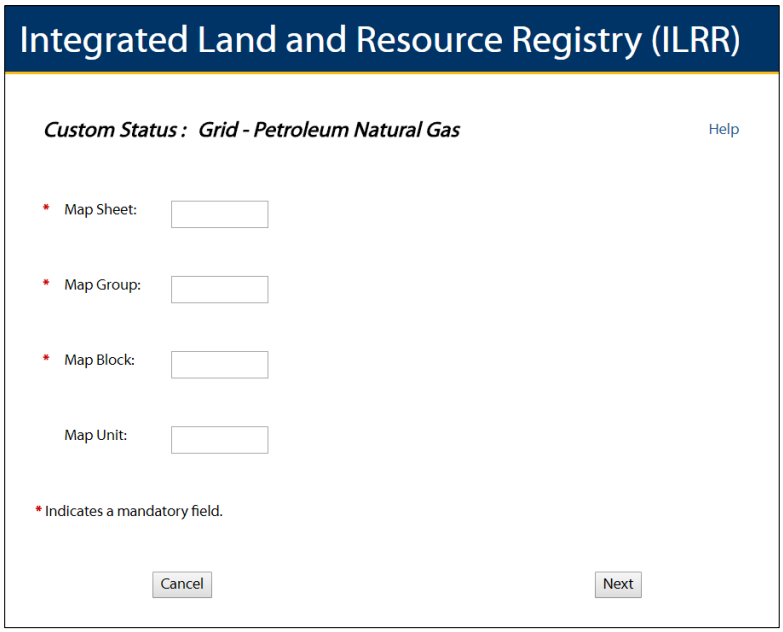


Validation on the ILRR Interest Identifier, PID or PIN will be performed to ensure the value entered is valid and there is associated spatial data.

15.3. Grid *Search*

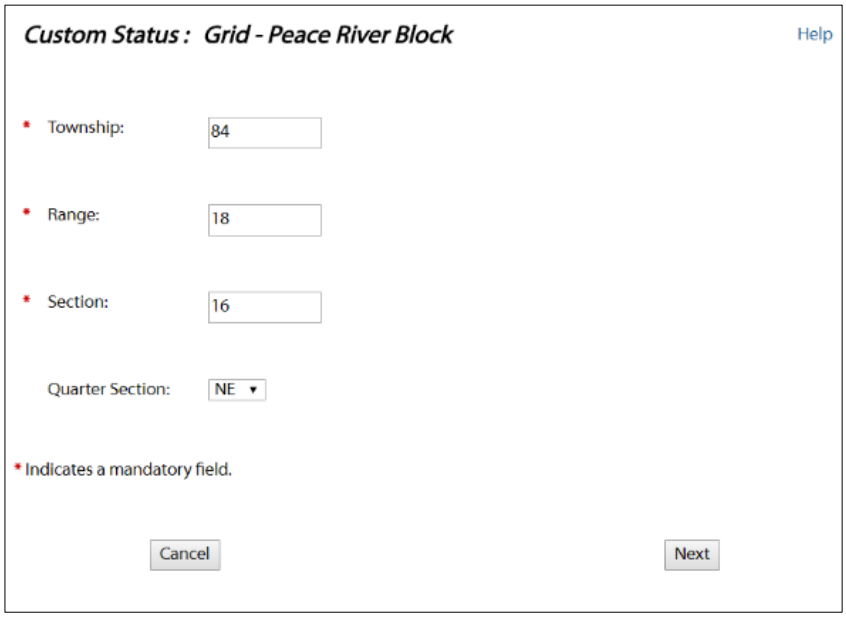
Defining a Petroleum Natural Gas Grid (Example: 82-F-10-H-71-D) In the Map Sheet field, enter a map sheet number (i.e. 082F). This field is case sensitive.

- In the Map Group field, enter a Map Group number (i.e. 10).
- In the Map Block field, enter a Map Block (i.e. H). This field is case sensitive.
- In the Map Unit field, enter a Map Unit (i.e. 071). This field is case sensitive. The Map Unit number is always a 3digit number. For 2digit numbers, precede them with a zero.



Defining a Peace River Block Grid (Example: NE 1/4 OF Section 16, Township 84, Range 18)

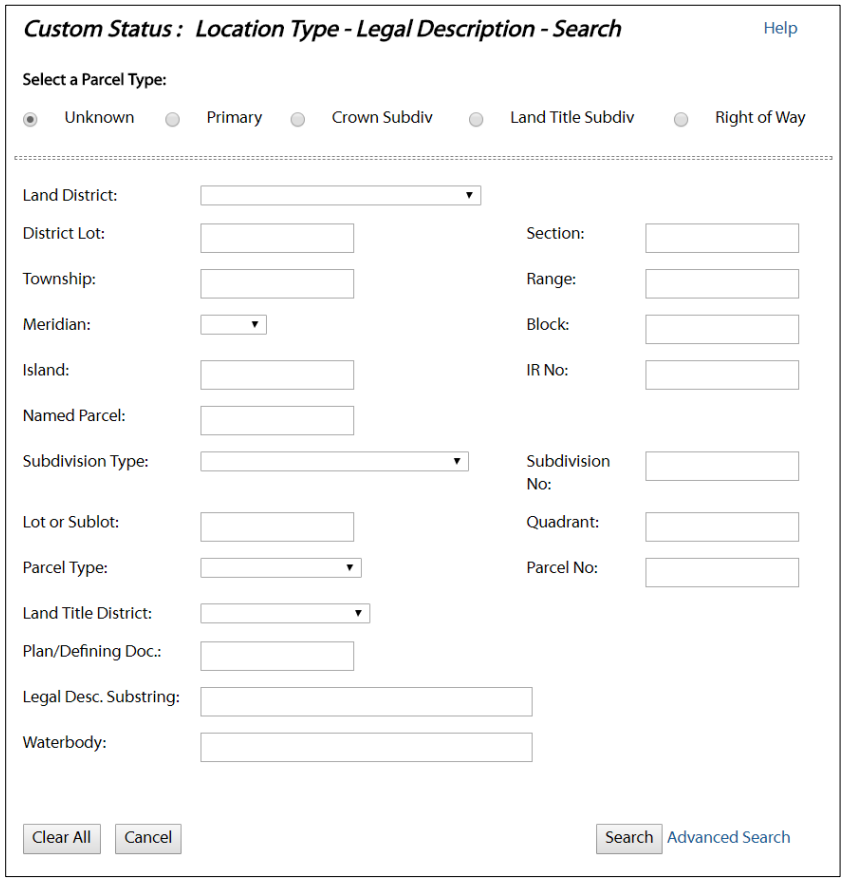
- In the Township field, enter the Township (mandatory field).
- In the Range field, enter the Range (mandatory field).
- In some instances the Township and Range numbers may be combined and displayed as a 4 digit number (i.e. 8418).
- In the Section field, enter a Section (mandatory field).
- Quarter section can be entered to narrow search parameters (NE, NW, SE, SW).



16. Survey Parcel Search

***NOTE: Integrated Cadastral Fabric (ICF)** - Effective immediately, the ownership attribution in the Integrated Cadastral Fabric (ICF) is not being updated due to a service interruption. In the short term, the ownership attribution will only be current to January 31, 2021. In the absence of ICF ownership attribute updates, ILRR users should refer to source systems (Tantalis / myLTSA) to determine ownership and legal rights statusing. Further notification will be posted when this issue has been resolved.

- Primary search: Must complete at least one of the components indicated in the Primary column of the Legal Description Search Validation Rules (Appendix A) (any subdivision components entered will be ignored for the search).
- Crown Subdivision, Land Title Subdivision or Right of Way search, must complete at least two of the components indicated in the corresponding Parcel Type column of the Legal Description Search Validation Rules.
- Unknown search must complete at least one of the components indicated in the Legal Description Search Validation Rules (Unknown) (Appendix A).
- Limitation of 199 records on a search.

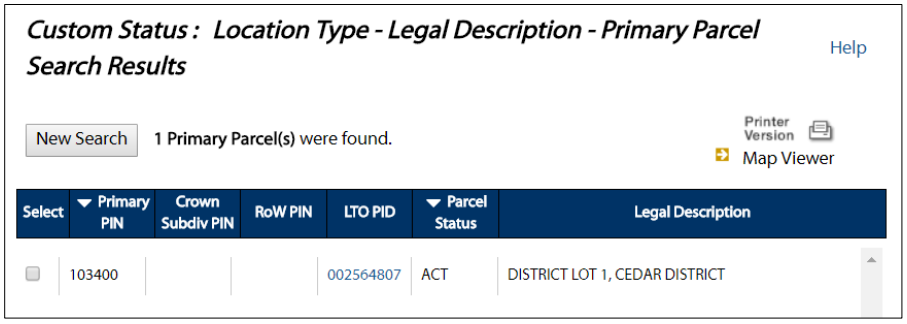


The result values that are returned when the Parcel Type of Unknown is used for the search include:

- The number of results that were returned with a hyperlink that will navigate to the parcel type search results screen.
- A number with No hyperlink and the message "Exceeds allowable number of records for a search."
- A '0' with No hyperlink and the message "No Parcels were found matching your search criteria."
- N/A, when entered search components do not map to a parcel type.

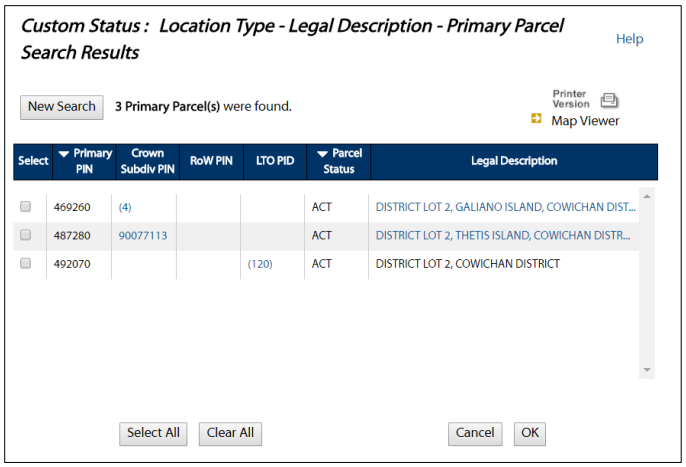
16.1. Primary Parcel Search

- For Crown Subdiv (Subdivision) PIN, RoW PIN, and LTO PID you may see a single result or a bracketed result. Selecting the hyperlink will navigate to the corresponding search results screen.
- Selected Primary PIN(s) can be displayed with the Map Viewer if there is a spatial shape for the record.
- The 'OK' button with a selected Primary PIN will navigate to the Location Type screen populating the PIN location type.



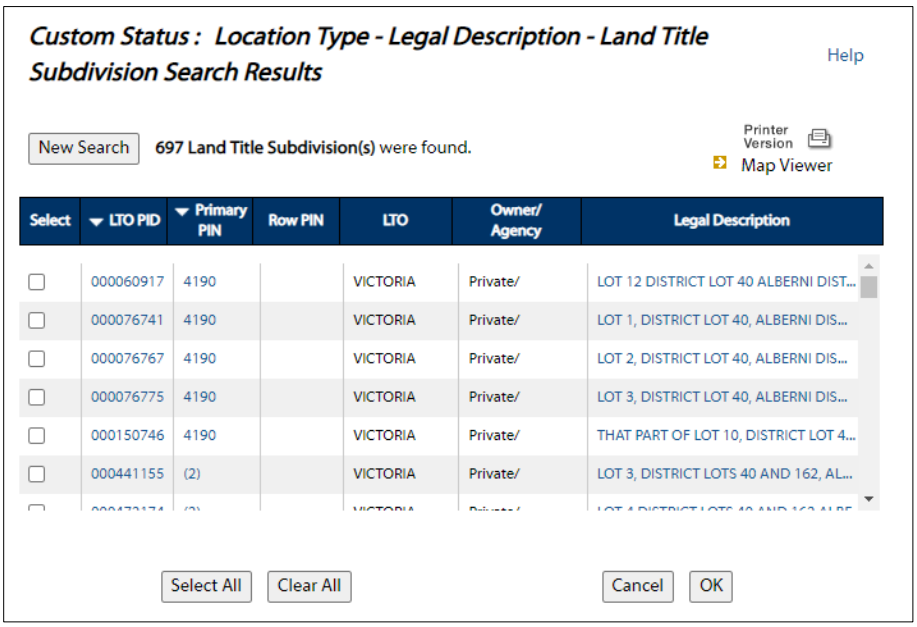
16.2. Crown Subdivision Search

- For Crown Primary PIN you may see a single result or a bracketed result. Selecting the hyperlink will navigate to the corresponding search results screen.
- The Crown Land Interest hyperlink will navigate to the Crown Land Interest Report screen.
- Selected Crown Subdiv PIN(s) can be displayed with the Map Viewer.
- The 'OK' button with a selected Crown Subdiv PIN will navigate to the Location Type screen populating the PIN location type.



16.3. Crown Land Interest

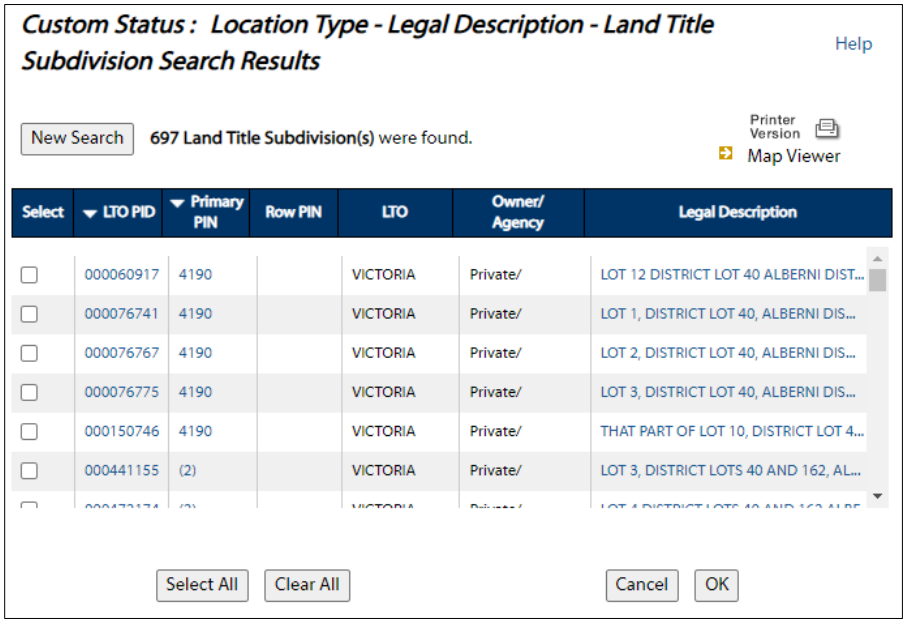
- Subdivision Parcel PIN hyperlink will navigate back to the Crown Subdivision Search Results screen.
- ILRR Interest Identifier hyperlink will display a Detail Report for the interest.
- A selected ILRR Interest Identifier can be displayed with the Map Viewer.
- The OK button with a selected ILRR Interest Identifier will navigate to the Location Type screen populating the ILRR Interest Identifier location type.



16.4. Land Title Subdivision

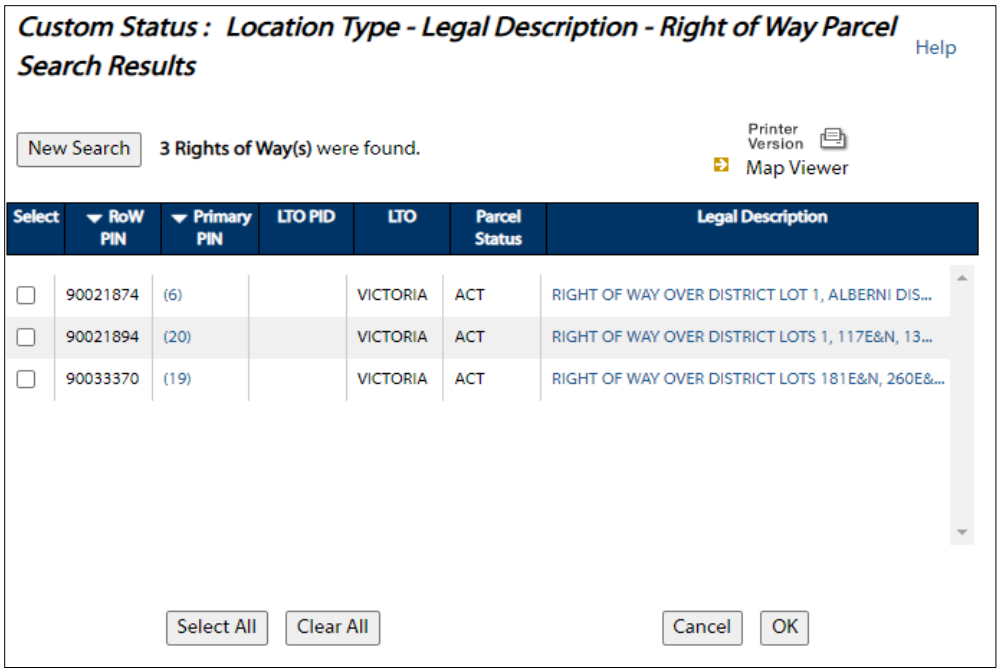
- The LTO PID will to the Land Title Subdivision Search
- Results: Details window.
- For Primary PIN you may see a single result or a bracketed result. Selecting the hyperlink will navigate to the corresponding search results screen.

- Selected LTO PID(s) can be displayed with the Map Viewer.
- The OK button with a selected LTO PID will navigate to the Location Type screen populating the PID location type.
- When the Non-ICF layer icon is displayed in the select column, this indicates that the data was not provided through Integrated Cadastral Fabric (ICF).
- When viewing multiple records in the Map Viewer at the same time, the records must come from the same data source (i.e.: all ICF or all Non-ICF).



16.5. Right of Way Search

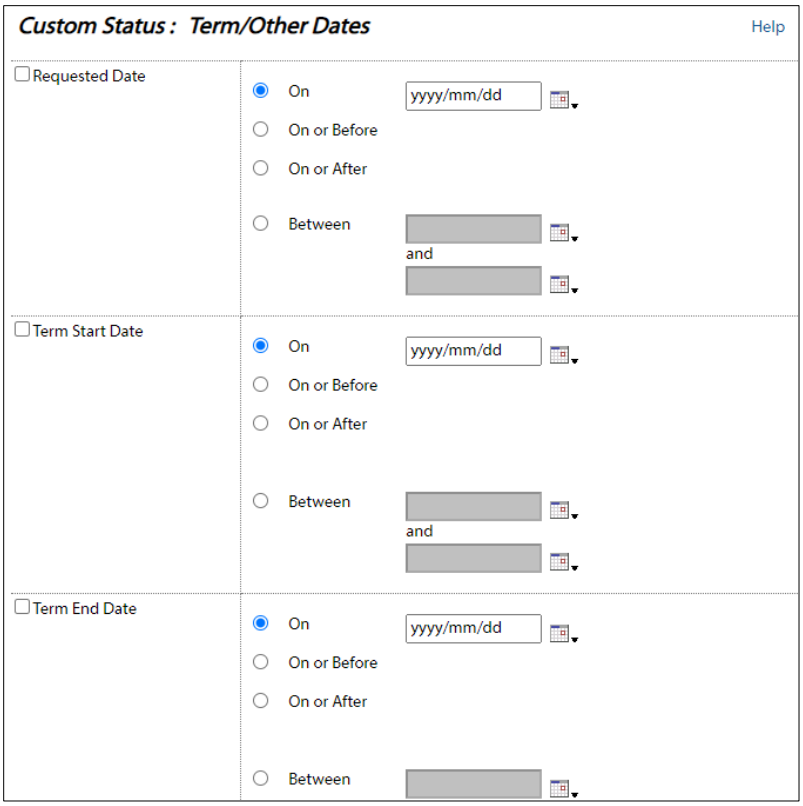
- For Primary PIN you may see a single result or a bracketed result. Selecting the hyperlink will navigate to the corresponding search results screen.
- Selected RoW PIN(s) can be displayed with the Map Viewer.
- The 'OK' button with a selected RoW PIN will navigate to the Location Type screen populating the PIN location type.



16.6. Term or Other Dates

The Term or Other Dates parameter allows you to further refine which interests will be returned in your query. There are four date types to choose from:

- Requested Date – Date of request.
- Term Start Date – Date interest starts.
- Term End Date – Date interest ends.
- Interest Date – Date interest was filed with agency.



Users can choose any combination of these dates to refine their search.

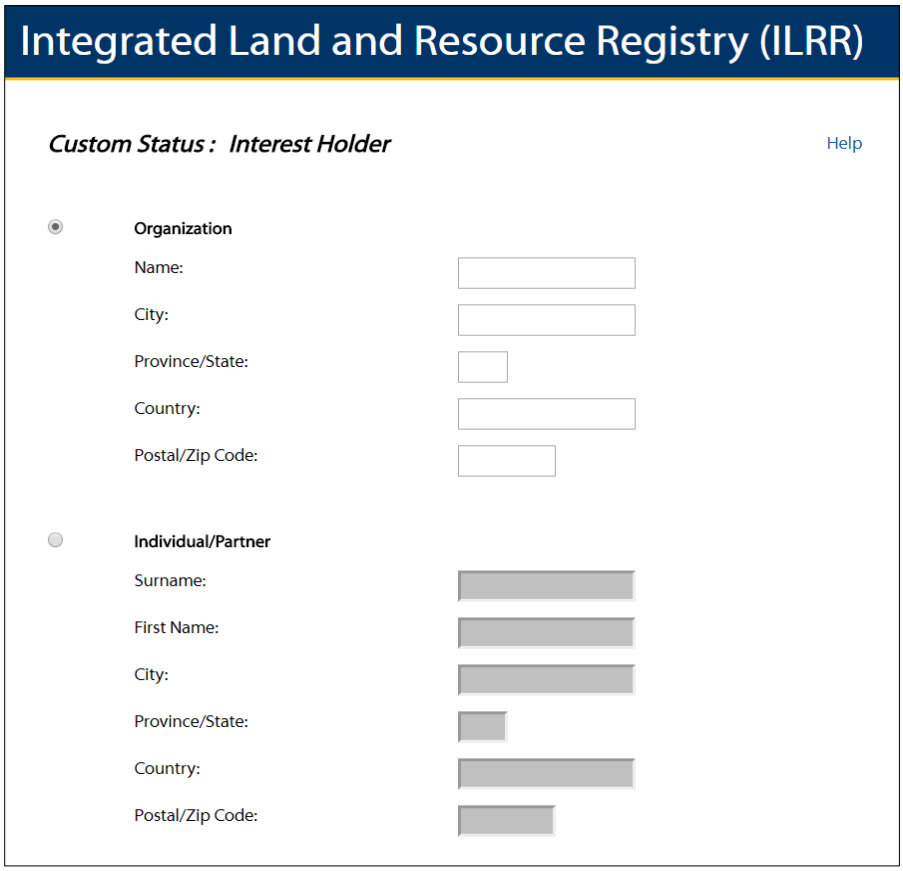
Please Note: If the request date, interest date, term start date, or the term end date does not contain a date within ILRR for an interest, the interest may not appear on the results list depending on how you have defined the Term Other Dates parameter (i.e. the term/other dates parameter is designed to return interest based on the interest date, interests that do not have an interest date will not be returned).

17. Search by Interest Holder

Since contact information may be protected under the privacy provisions of the Freedom of Information and Protection of Privacy Act, your ability to use this functionality or to view the information may be limited by your level of access security parameters.

You can search by organization name or individual/partner name.

The ILRR search engine will add a wildcard at the end of the text you enter. You can enter the entire name, e.g. Smith or the first part of the name, e.g. Smi. You can also use the wildcard (%) anywhere in your search text, e.g. %mi will return Diamond Mining Company; 100 Mile House, etc.



Please Note: The interest holder and contact information are taken directly from the responsible agencies computer system and therefore differences in how the various agencies captures and maintains the information (e.g. BC Ferries, B.C. Ferries, BC Ferries Inc.) could affect your search results.

17.1. Search Results

New Search returns you to the Interest Holder screen. If you have selected Interest Agency, Interest Holders are filtered.

Selecting the Interest Holder Name hyperlink will display the Interest Holder

17.2. Detail information.

Interest Holder contact information will not be displayed for BCeID users.

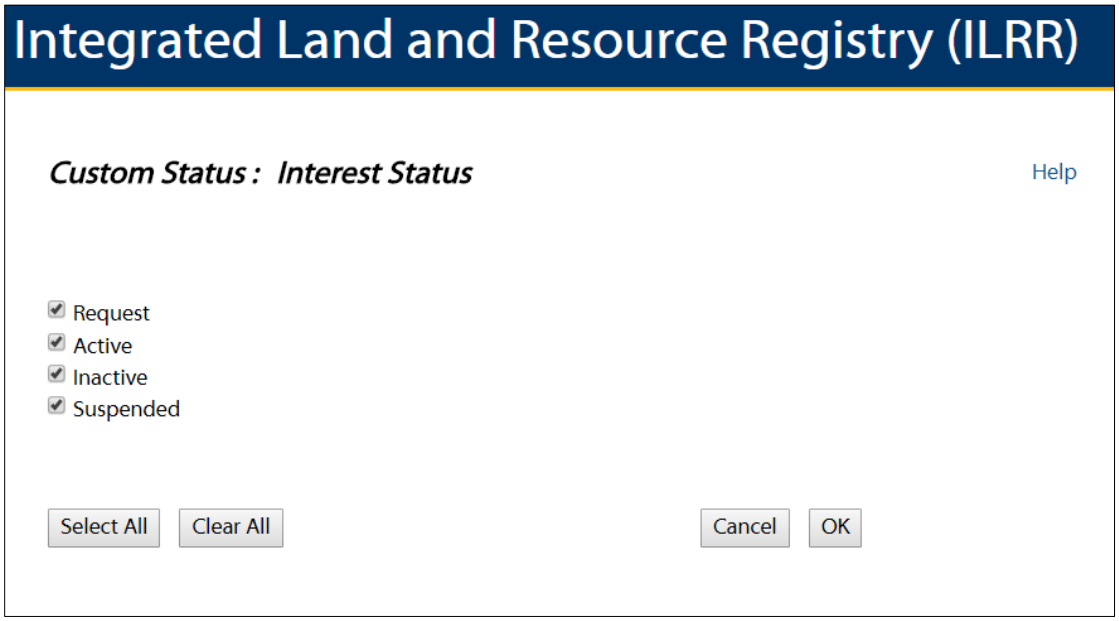
18. Interest Status

The Interest Status parameter allows you to select which status to include in the query. There are five status types included in the ILRR:

- Active – right/interest has been granted and is in good standing.
- Inactive – the right is no longer active and cannot return to active status.

- Suspended – action taken by interest granting agency that suspends, revokes, or restricts action or rights of interest holder. It may also mean that the term has expired. The interest holder however has a period of time in which to reinstate the right.
- Requested – application or request has been accepted by an agency - decision pending.
- Obsolete - interest in the ILRR that was retired, or the rights were otherwise extinguished, in it's native database but remains historically relevent.

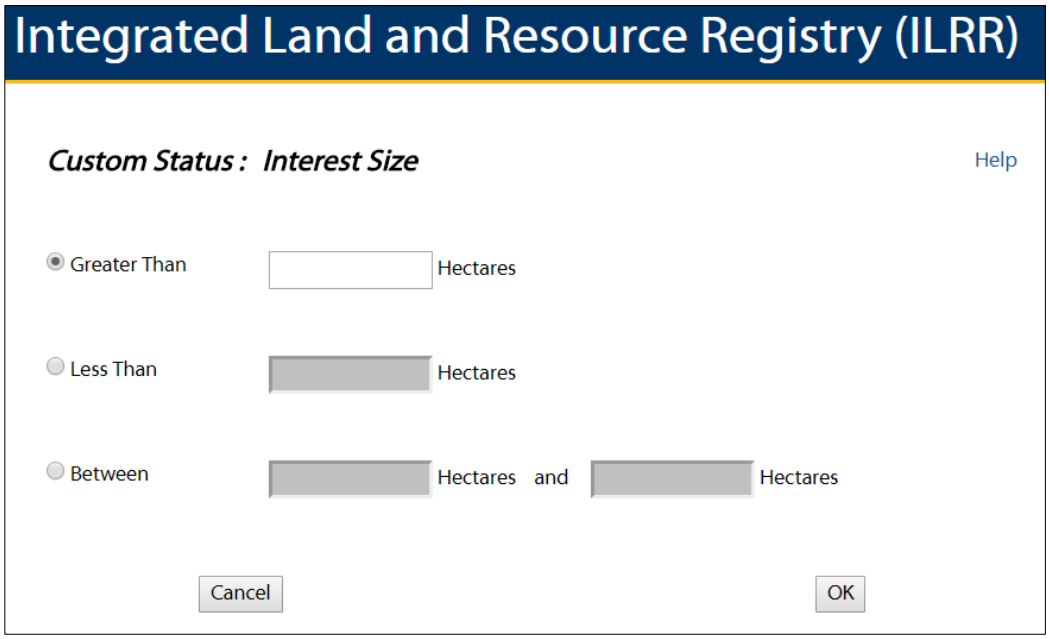
Users can click the 'Clear All' button to unselect all status types or click 'Select All' to select all status types.



18.1. Interest Size

The Interest Size parameter allows you to search for interest records of a particular area.

There are 'Greater than ', 'Less than, and 'Between' options for inputting interest size parameters.



19. Custom Query Validation Rules

For queries using a location type of PID, PIN, or Map Viewer

- The AOI must be 5,000,000 hectares or less in size.
- Additionally, if the AOI is greater than 1,000,000 hectares in size, an Interest Holder must be defined.
- One other parameter must be selected:
  - Interest Type (select 5 or less).
  - Interest Agency (select 5 or less).
  - Date Range (10 years or less).
  - Interest Size.
- If the Area of Interest is between 100,000 hectares and 1,000,000 hectares one of the following parameters is required:
  - Interest Type (select 5 or less).
  - Interest Agency (select 5 or less).
  - Date Range (10 years or less).
  - Interest Size.
- If the Area of Interest is 100,000 hectares or less in size no additional parameters are required.

For queries using the location type of ILRR Approved Area or BC Province

- Interest Holder is required.

OR

- 2 of the following parameters are required.

- Interest Type (select 5 or less).
- Interest Agency (select 5 or less).
- Term/Other Dates (if range selected it must be less than 10 years).
- Interest Size.

19.1. Saving a Query

It is important to note that before saving a query, you should make sure that your parameters are valid and the query does not generate errors. The best way to do this is to run the query.

When you are satisfied that the query works and generates the results you want to save, close or minimize your results window and click on the "Save Query" button in the Custom Status: Parameter Summary window. At this time you can also save the query

for other users by inputting their user ID.

- Saving a query saves the query parameters of a *Custom Status Query* or an

Interest Query NOT the results.

- Entering the query parameters as part of the description is advised.
- The query description will be displayed on the Summary and Detail Reports when printing a screen or output format is file (excluding CSV).
- The query can be shared with others.

19.2. My Queries and Notifications

The 'My Queries and Notifications' area of the ILRR lets the user modify, copy, or delete a previously saved query and to create, modify, and cancel a notification.

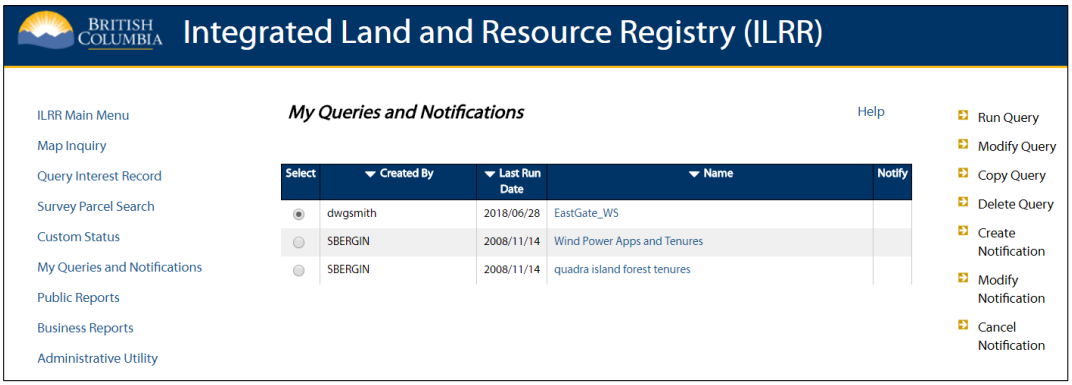
It is important to note that when saving a query you are saving query parameters, not results. This means that when the interest data changes in the ILRR the results of your saved query may change as well. To save query results, have them reported as a document file or sent as a batch report by email and then save the document after following the link in the email notice.

To be alerted when something has changed within your AOI, create a notification for the saved query. Notifications are based on saved queries – if any changes occur within the AOI defined by the query, the associated notifications are automatically sent.

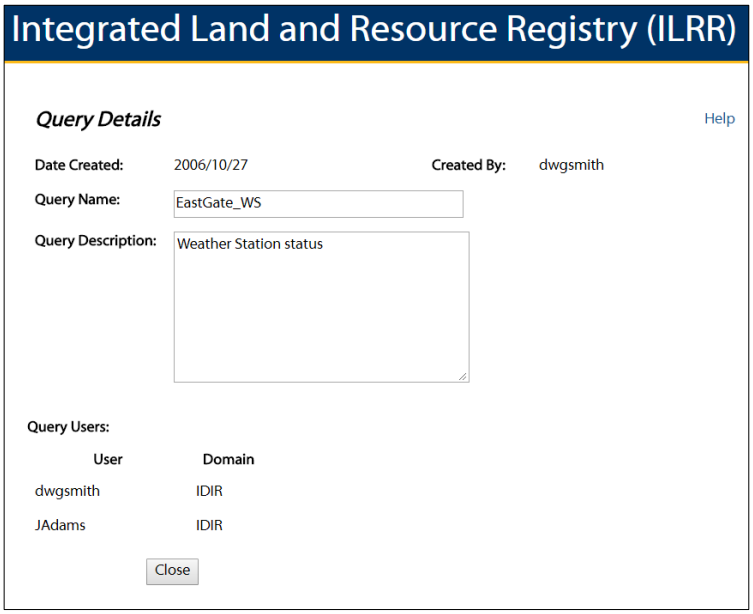
19.3. Viewing Query Details

The Query Interest Record function allows the user to quickly locate a specific Interest, record, or group of records, based on a known ILRR Interest Identifier or Agency Record Identifier.

Select the query Name hyperlink.



- Displays the query details.
- Allows the user to re-run, delete, copy or modify the query.
- From here the user can create, modify or delete a notification.



- Displays notification details when available.

19.4. Copying a Query

The Copy Query function allows you to copy the parameters of a saved query.
You can copy the parameters to any query in the query list.
You cannot change the parameters when performing a copy of a query.

19.5. Modifying a Query

The modify query function is only for queries that you have created. If you want to modify a query that was created by another user, you must copy it first, then modify it.
Performing the modify function will navigate to either:

- Query Interest Record: Search Parameters screen.

- Custom Status: Parameter Summary screen.

There are two areas of the query that can be modified:

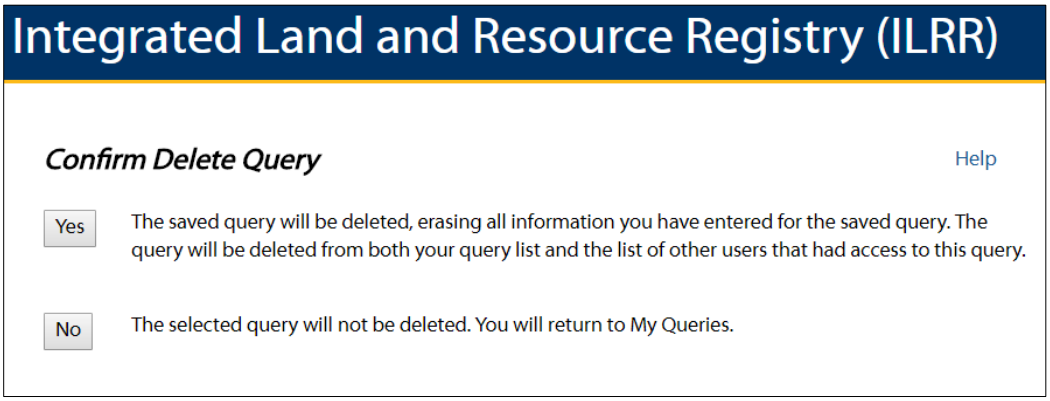
- Query parameters.
- Query characteristics (query name, query description, query users).
- If you did not save the modifications, the output using the Batch function will be derived from your original query parameters, not the modified query.

19.6. Deleting a Query

The delete query function will delete or remove a query from the query list. When the current user is the creator of the query, the query will be permanently deleted from:

- Your query list.
- The query list of other users that had access to this query.

When the current user is the creator of the query, the query will be removed from the query list. Other users of this query will still have access to the query.



20. Creating a Land Base Change Notification

If you want to be alerted when something has changed within a saved query result set, you can create a notification for the query that generates the results.

Before a notification can be created, 3 conditions must be met:

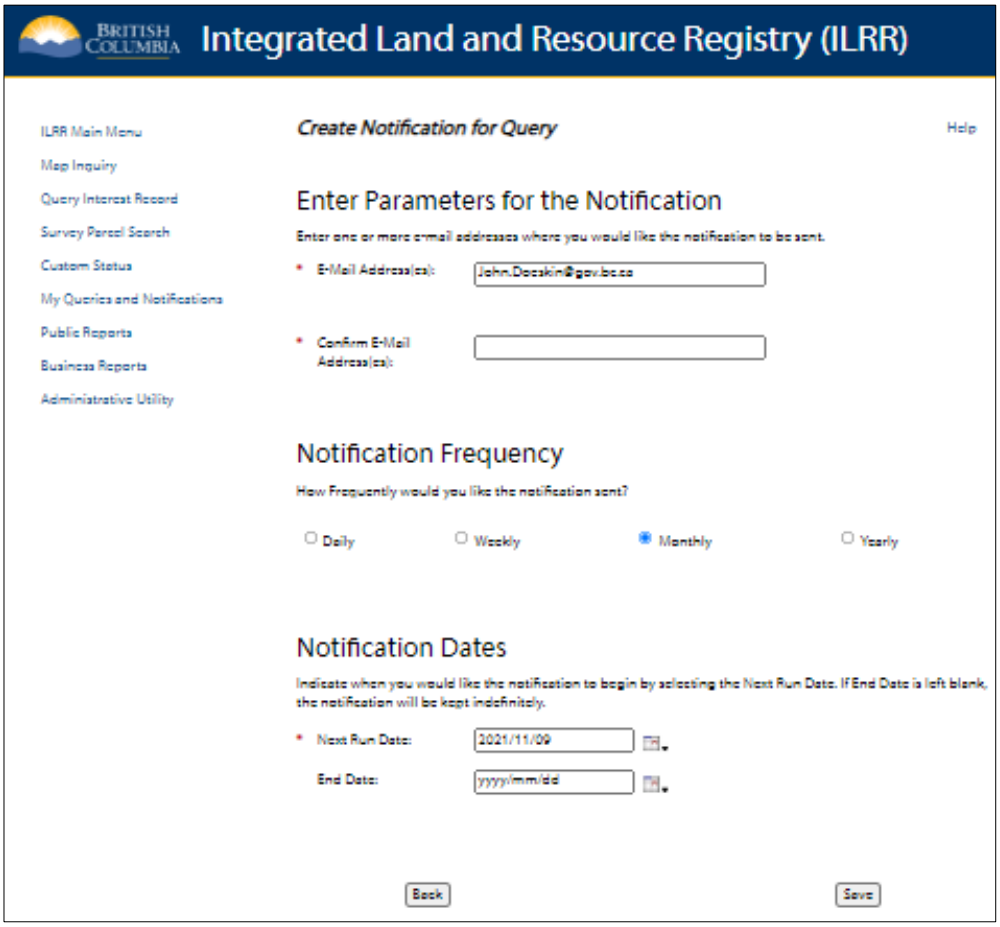
1 The query must have been run.
2 The query cannot have an existing notification.
3 The query cannot exceed maximum run time.

If these conditions are met, a notification can be created for a query. Once created, the user will receive a notification of a change when:

1. A new request or interest record is added.
2. There is a change in state of an existing request or interest record.
3. There is a change in geometry.

A Maximum threshold has been set so that you will only receive a notification if the change to the geometry area is greater than 5% or more than 1 hectare, or if a point moves more than one meter.

By choosing the "Create Notification" link, the user can input any number of email addresses that he wishes to be notified when a change has occurred. These can be on a daily, weekly, monthly, or yearly basis.



20.1. Cancelling a Notification

The Cancel Notification function allows you to cancel a notification for a saved query.

To Cancel Notifications from queries that belong to another user, the query owner must be contacted.

Only the creator of the query can cancel the notification.

20.2. Receiving a Notification

The user will receive a notification of change when one or more of the following conditions are met:

- New request or interest record is added.
- Change in state of an existing request or interest record occurs (status is changed).
- Change in geometry for an interest.
- Polygons: The total area has changed more than 5% or more than1 hectare.
- Lines: The total area of the buffer shape polygon has changed more than 5% or more than 1 hectare.
- Points: The point has moved a distance greater than 1 metre in any direction.

This is an automated message from the Integrated Land and Resource Registry (ILRR).

An event within ILRR has occurred that matches the parameters of a Query Notification requested by you:

Query Name: 18.101.16 - ILRR- 33644- Yearly
Notification Frequency: YEARLY
ILRR Interest ID: 33644
Date and Time Event Submitted to ILRR: 2005/07/18 04:20:25
Nature of Event: Status Updated

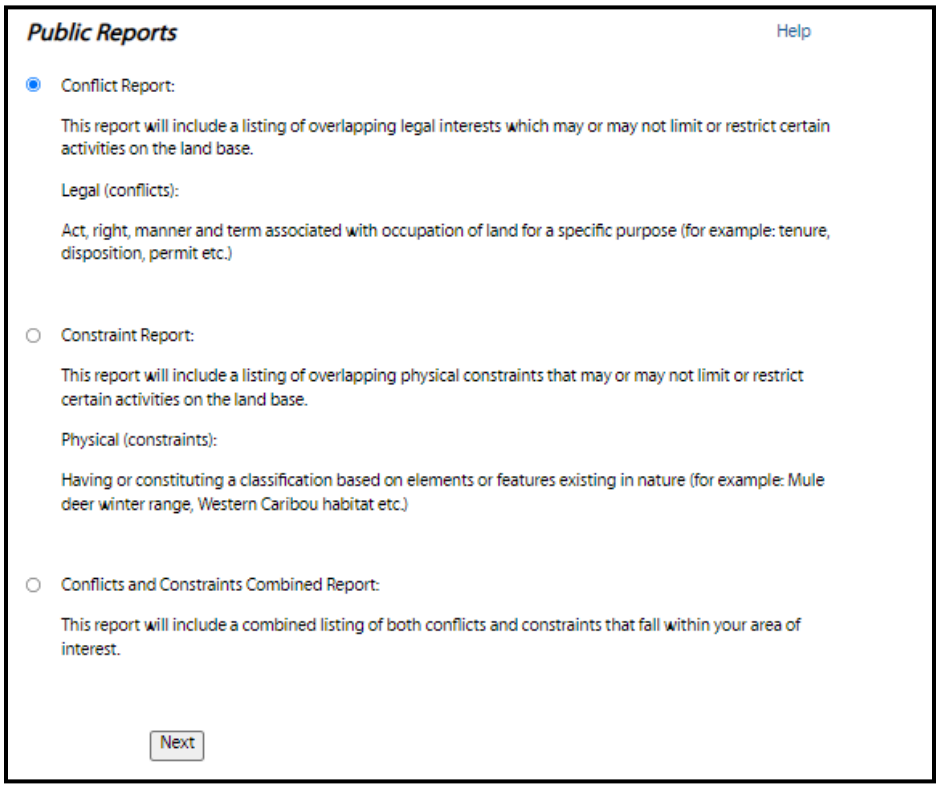
For help or other contact information, access the ILRR Contact Us webpage.

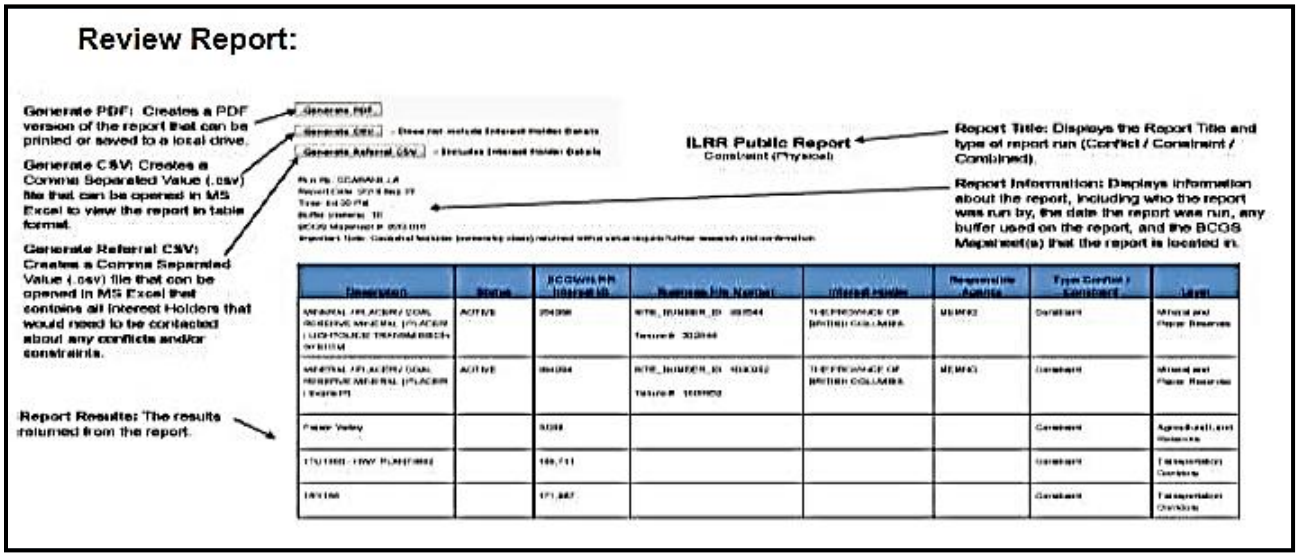
Diligent attempts have been made to provide a prompt and accurate notification service; however, the Government of British Columbia (or any successor operator of the registry) accepts no responsibility for any loss or damage arising from failure to notify, or from inaccurate or incomplete notification.

21. Public Report

The public report provides clients access to a single comprehensive report that utilizes the same cut of data used internally in a format that conforms to the *Freedom of Information and Protection of Privacy* standards.

The reports allow a public user to generate a conflict and/or constraint report based on an ILRR interest location, area of interest, or Geomark URL.





22. Business Report

The Business Reports in the ILRR are business specific reports that have been created for specific work-flows. Currently, there are four Business Reports:

- Mineral Titles - Land Owner Notification
- FCBC Preliminary Status

- FCBC Conflicts and Constraints
- FCBC Combined Report

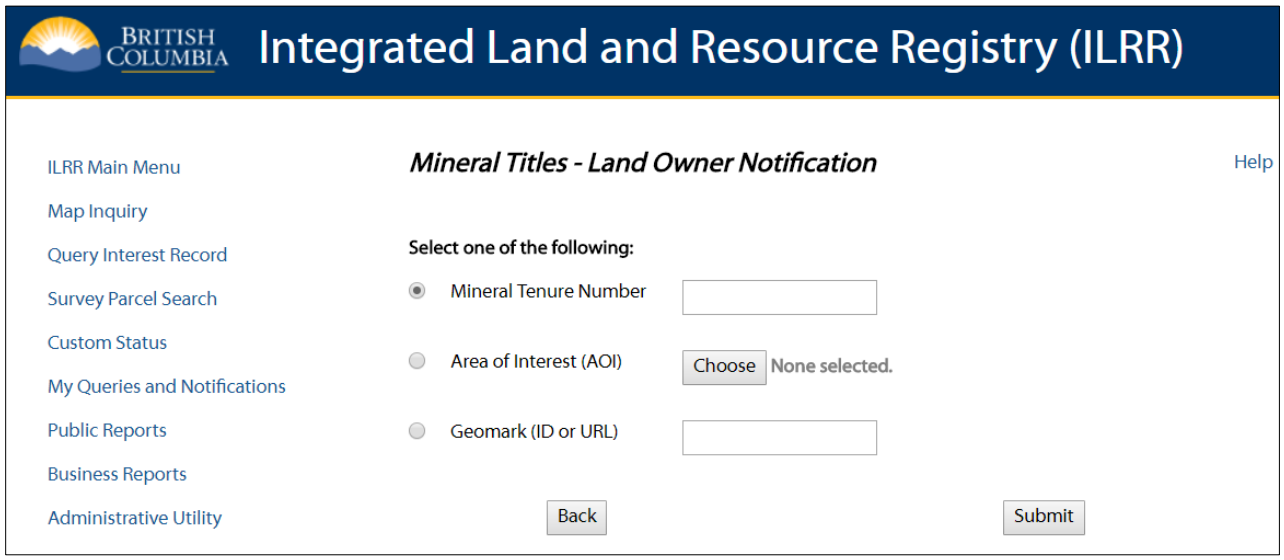
After choosing the report type the user is prompted to supply an AOI either by shape, ILRR Interest or Geomark. Once the AOI is chosen the user then submits the AOI and the detailed report is generated.

23. Mineral Titles – Land Owner Notification

Part of the requirement of the mineral tenure holders, is notification. Bill 12 of the *Miscellaneous Statutes Amendment Act, 2007* now requires a person to serve notice on the private land Owner(s) or Crown land lease holder(s) before commencing a mining activity.

Within the ILRR Business Reports is the Mineral Titles – Land Owner Notification report. This report allows the tenure holder to input their tenure number or to select an area of interest and then view the Landowner Notification report as a PDF.

The user can select to create a Land Owner Notification report by either entering a Mineral Tenure Number (i.e. 383281) or by selecting an Area of Interest (AOI) and define an AOI in the Map Viewer using the Area of Interest tools.



The Land Owner Notification results will be displayed in a PDF report. There are four sections to the report, the General Information section, the Crown land lease section, the private land within the AOI section, and the private land possibly within the AOI section. These are explained in more detail below.

The General Information section has the name of the report, the date it was run, and the search information. The search information indicates whether a user-selected AOI or a Mineral Tenure Number was used to define the geographic extent for the report.

Integrated Land and Resource Registry (ILRR)
Mineral Titles - Land Owner Notification Report
Date: 2018/06/28

Search Information

Mineral Tenure Number: 320752

This report may contain information of a confidential and sensitive nature.
Please protect the information accordingly.

The Crown Land Lease section lists the Crown land leases which intersect/touch/come in contact with/overlap, the AOI, along with the owner's name and address. If a lease has multiple owners, each owner and their address would be listed. The first owner would be labelled Record 1; the second owner would be Record 2, etc. If no leases were found, the report would say "None found".

Crown Land Leases			
Record 1			
ILRR Interest Identifier:	154836	File Number:	0311581
Owner:	CITY OF KAMLOOPS		
Address:	7 VICTORIA ST W		
City:	KAMLOOPS	Country:	CANADA
Province/State:	BC	Postal Code:	V2C1A2
Capacity:	Billing and Primary Contact		

Crown Land Leases
None found.

The Private Lands within Area of Interest section list the private land parcels which are completely or partially within or overlap the AOI. The Land Title Parcel Identifier (PID) and legal description are listed for each parcel. Ownership information for private land is not part of the ILRR so contact information will need to be acquired using BC Online. https://www.bconline.gov.bc.ca/

Within Area of Interest (AOI)	
Parcel Identifier (PID)	**Legal Description**
015257258	SURFACE OF DL 4211 CASSIAR SURVEYED N STAR FRAC PT MC EXC PL 2055
015700151	SURFACE OF DL 3197 CASSIAR EXC PLS 2014 & 2098 SURVEYED AS DOLLY VARDEN NO 6 MC

The Private Land Possibly within the Area of Interest section lists the private land parcels which are possibly within or overlap the AOI. The Land Title Parcel Identifier (PID) and legal description are listed for each parcel. Ownership information for private land is not part of the ILRR so contact information will need to be acquired using BC Online

Possibly within Area of Interest (AOI)	
Parcel Identifier (PID)	**Legal Description**
001458841	LOT 10 SECTION 22 TOWNSHIP 20 RANGE 18 WEST OF THE 6TH MERIDIAN KAMLOOPS DIVISION YALE DISTRICT PLAN 10056
001469274	LOT 3 SECTIONS 9 AND 16 TOWNSHIP 108 KAMLOOPS DIVISION YALE DISTRICT PLAN 17916
001488759	LOT 1 DISTRICT LOT 253 KAMLOOPS DIVISION YALE DISTRICT PLAN 31532
001489704	LOT 16 DISTRICT LOT 253 KAMLOOPS DIVISION YALE DISTRICT PLAN 8696
001513044	STRATA LOT 6 DISTRICT LOT 253 KAMLOOPS DIVISION YALE DISTRICT STRATA PLAN K31 TOGETHER WITH AN INTEREST IN THE COMMON PROPERTY IN PROPORTION TO THE UNIT ENTITLEMENT OF THE STRATA LOT AS SHOWN ON FORM 1

24. Determining Ownership of a Parcel

There are several options for determining the ownership information of a private parcel. If you have a BC Online account, you can look up this information in the BC Assessment Authority or Land Title and Survey Authority systems.

Some useful links for BC Online:

BC Online Homepage: https://www.bconline.gov.bc.ca/.

BC Online Products: https://www.bconline.gov.bc.ca/products.html (Use the Land & Real Property).

Account Management: https://www.bconline.gov.bc.ca/mybconline.html.

If there are only a few overlaps in your **Land Owner Notification Report** you might want to consider giving the report information to a titles search company and have them provide you with the ownership information you require.

- For more information on the procedures for determining the ownership of private land and Crown land leases the following document can be used:

https://www2.gov.bc.ca/gov/content/industry/mineral-exploration-mining/mineral-titles/news-notices-announcements/notices-mineral-placer-titles/landowner-notification

25. Front Counter BC (FCBC)Reports

25.1. FCBC Preliminary Status

The Preliminary Status Report returns a listing of conflicting interests that intersect your chosen AOI. Conflicts act as a red flag alerting the user that the AOI is in, or partially within, a 'no-go' area that is already committed to an alternate land use.

The user also has the options of exporting the report to other formats (PDF, CSV, and Referral CSV) and to show your AOI in a map. The ILRR Reporter Application will also be able to export reports in GeoJson and Shape file formats.

25.2. FCBC Conflicts and Constraints

The Conflict and Constraint report differs from the Conflict report in that it returns any encumbrance on the land that constrain any further land use to activities that are compatible with existing uses. In these areas more status work is required to ensure that the intended use is compatible.

25.3. FCBC Combined Report

The combined report option returns both the Preliminary Status and the Conflicts and Constraints report as detailed above.

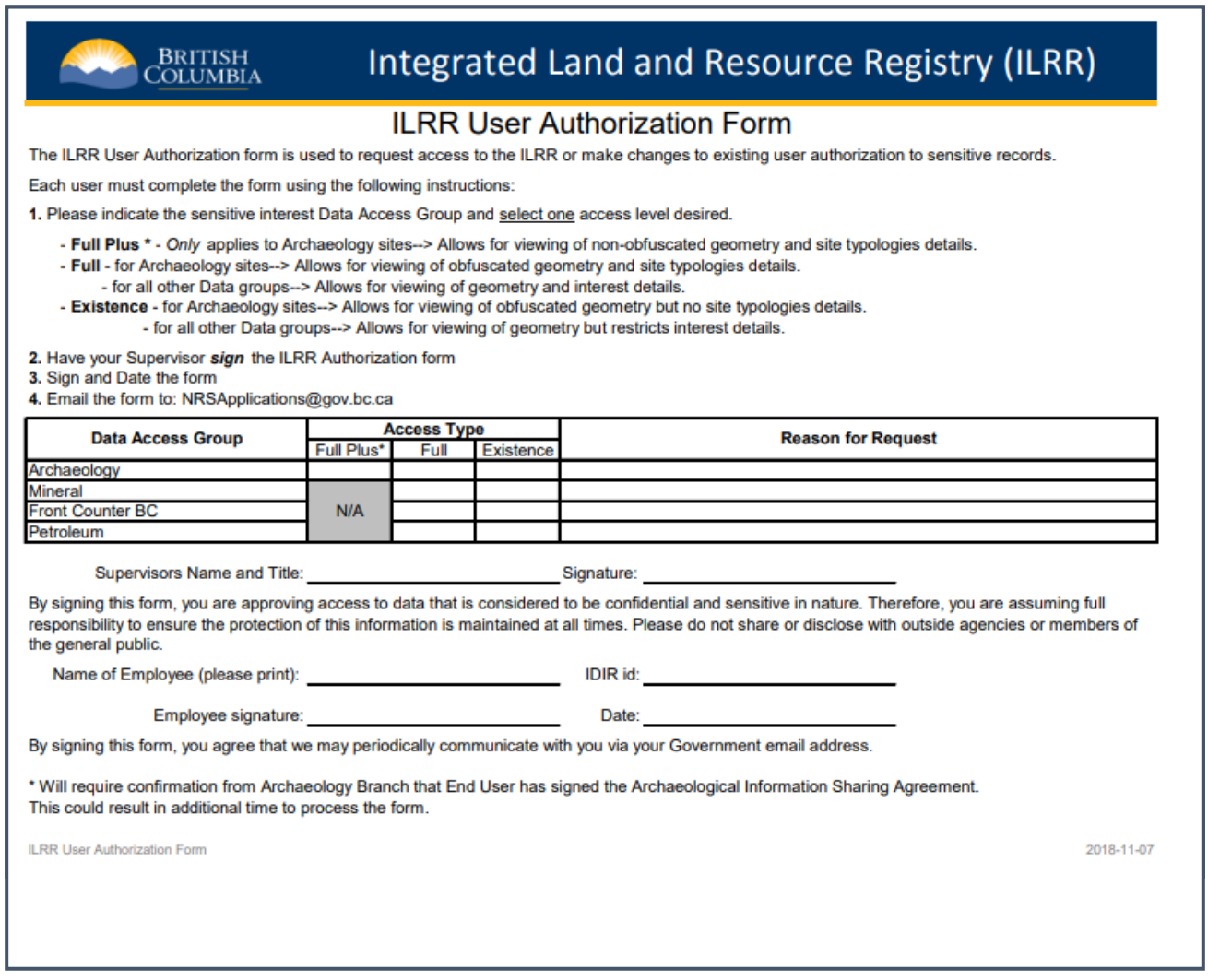
Appendix A - Query Validation Criteria Table

Query Validation Criteria Table			
Location Type:	**Area of Interest:**	**User Must Select Parameter:**	**Parameter Limits:**
☑ PIN	☑ In Between 1 & 5 million hectares	☑ Interest Holder	☑ At least one
☑ PID			
☑ Map Viewer			
☑ PIN	☑ In Between 100,000 and 1 million hectares	☑ At least **TWO** of the following interest types:	☑ 5 types or less
☑ PID			☑ 5 Agencies or less
☑ Map Viewer		☑ Interest Agency	☑ A span of 10 years or less
		☑ Term/other dates	
		☑ Term/other dates	☑ No Limit
		☑ Interest size	
		☑ No Rules	
		☑ Interest Holder	
☑ PIN	☑ In Between 1 and 100,000 hectares	☑ At least **TWO** of the following interest types:	☑ 5 types or less
☑ PID			☑ 5 Agencies or less
☑ Map Viewer ILRR		☑ Interest Agency	☑ A span of 10 years or less
☑ Approved Area		☑ Term/other dates	☑ No Limit
		☑ Interest size	

Appendix B – ILRR Change to User Authorization Form

The ILRR Change to User Authorization form is used to request a change to the existing user authorization to "restricted" sensitive records or specialized layers.

See ILRR webpage for most current copy or use this hyperlink:
www2.gov.bc.ca/assets/gov/data/geobc/ilrr_change_to_user_access_form.pdf



BRITISH COLUMBIA

Integrated Land and Resource Registry (ILRR)

ILRR User Authorization Form

The ILRR User Authorization form is used to request access to the ILRR or make changes to existing user authorization to sensitive records.

Each user must complete the form using the following instructions:

1. Please indicate the sensitive interest Data Access Group and select one access level desired.

- **Full Plus** * - *Only* applies to Archaeology sites--> Allows for viewing of non-obfuscated geometry and site typologies details.
- **Full** - for Archaeology sites--> Allows for viewing of obfuscated geometry and site typologies details.
  - for all other Data groups--> Allows for viewing of geometry and interest details.
- **Existence** - for Archaeology sites--> Allows for viewing of obfuscated geometry but no site typologies details.
  - for all other Data groups--> Allows for viewing of geometry but restricts interest details.

2. Have your Supervisor ***sign*** the ILRR Authorization form
3. Sign and Date the form
4. Email the form to: NRSApplications@gov.bc.ca

Data Access Group	Access Type			Reason for Request
	Full Plus*	Full	Existence	
Archaeology				
Mineral	N/A			
Front Counter BC				
Petroleum				

Supervisors Name and Title: _____ Signature: _____

By signing this form, you are approving access to data that is considered to be confidential and sensitive in nature. Therefore, you are assuming full responsibility to ensure the protection of this information is maintained at all times. Please do not share or disclose with outside agencies or members of the general public.

Name of Employee (please print): _____ IDIR id: _____

Employee signature: _____ Date: _____

By signing this form, you agree that we may periodically communicate with you via your Government email address.

* Will require confirmation from Archaeology Branch that End User has signed the Archaeological Information Sharing Agreement. This could result in additional time to process the form.

ILRR User Authorization Form 2018-11-07

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