Authorization to Use a Recreation Site, Recreation Trail, or Interpretive Forest Site

RST16.3: INDUSTRIAL ACTIVITIES

An **industrial activity** refers to an activity that is industrial in nature that overlaps a portion of, or the entirety of an established recreation site, recreation trail, or interpretive forest site.

Examples may include: resource road construction, primary forest activities, utility installation and maintenance works, and unloading or material storage.

HOW TO USE THIS FORM:

This Application Form is used for the authorization of an **industrial activity** that proposes to take place wholly, or partly, on a recreation site, recreation trail, or interpretive forest site in British Columbia (BC), pursuant to the *Forest and Range Practices Act* and Section 16 of the Forest Recreation Regulation. It is intended to be used together with the Applicant Information Guide, available on the FrontCounter BC and Recreation Sites and Trails BC websites.

This is a **fillable form**. This application form is best viewed and edited in Adobe Acrobat Reader DC or Pro.

1) **Download and Save** the form to your computer.
2) **Fill out** the form by **typing** your information.
3) **Select** the Recreation District that your event is taking place in. This will ensure your application is forwarded to the designated District Recreation Officer, for review.
4) **Email** your application package to RSTBC.Authorizations@gov.bc.ca
   More details on submitting the form can be found below in *Part IV: Submitting the Form*.

All questions below must be completed. If you require additional information to answer any of the questions you may be required to contact a Recreation Officer. Recreation Officers are responsible for Recreation Districts and the recreation sites, recreation trails, and interpretive forest sites therein. Contact information can be found on the BC Government Directory.

Please ensure the following documentation is included in your submission email prior to sending:

- Application Form.
- Proof of Insurance (if available at time of application).
- Map(s).
- Letters of Support (if applicable).
- Prescriptions or technical drawings (if applicable).
- Schedule of Operations (if applicable).

PART I: GENERAL INFORMATION

A. Contact Information

Date of Application:	**Applicant Full Name:**
Name of Organization / Agency applying on behalf of (if applicable):	
On-site Contact (if different from primary Applicant):	
Address:	
Telephone Number:	**Email:**

B. Summary of Activity or Use

Name of Recreation Site(s), Trail(s), Interpretive Forest Site:

Select the Recreation District (*find your Recreation District* **here**):

On the map click on the layer icon at the top left (under the BC sunshine logo) and turn on 'Recreation Sites and Trails BC District Boundaries' layer by clicking the adjacent check box. Zoom to your application area.

Select An Option Below:
Chilliwack
Sea to Sky
Discovery Coast

If your event spans across two or more Recreation Districts, **press "Ctrl" and then select your subsequent district option.**

Duration (Start Date; End Date):

Is this a recurring event? Will it occur on multiple, non-consecutive days throughout the year?

☐ Yes ☐ No

If yes, please include a **schedule of operations** with your application that includes a complete list of all dates and times where authorization is required.

Party size, and/or number of participants/attendees (if applicable):

C. Description of activity requiring authorization:

D. Description of activity area / area of interest.

Include names of recreation sites, recreation trails, interpretive forest sites, and other recreation infrastructure proposed to be used during the event (parking lots, campgrounds, staging areas, backcountry campsites, day use/picnic shelters, boat launches, etc.):

PART II: DETAILED INFORMATION

Description of results and strategies to address recreation objectives outlined in higher level plans or established under Section 56(3) of the *Forest and Range Practices Act*, as applicable (primary forest activities only).

What impacts, if any, are expected from the proposed industrial use?

(Noise, interruption of public access, impacts to public safety, use or enjoyment of the area, need for built infrastructure, impacts to cultural values and/or traditional use of the area by First Nations, impacts to habitat for vegetation or wildlife, etc.)

Describe what actions will be taken to mitigate identified impacts on the recreation site, recreation trail or interpretive forest site.

(Describe proposed mitigation strategies, such as: timing, limiting # of trips, pre- and post-activity inspections, consultation with First Nations, stakeholder engagement, public notification, engagement with the partnership agreement holder for the recreation sites or trail [if applicable], etc.)

Describe the proposed type of transportation and access route to the activity site(s).

(Point of entry to the recreation site or trail, e.g. by road, boat launch, or trail, and mode of transportation, e.g. by foot, truck, car, helicopter, etc.)

Describe post-operation plans.

(Skid road deactivation, road access deactivation, site preparation, rehabilitation of impacted recreation resources, etc.).

PART III: ADDITIONAL INFORMATION

Insurance

As a condition of authorization, Applicants must provide proof of **Commercial General Liability Insurance** in an amount not less than $2,000,000.00, prior to the start date of the activity. If available at the time of application, proof of insurance should be included in the application package.

Proof of insurance can be provided using the Province of British Columbia Certificate of Insurance. RSTBC staff will complete part 1 of the Certificate of Insurance prior to forwarding to the Applicant for their insurance broker to complete.

Mapping

You are required to submit the following maps as part of your application to visually identify the parts of the recreation site(s), trail(s), or interpretive forest site you are proposing to use.

- General Location Map: A map of the recreation site or trail within the application, drawn to 1:50 000 to 1:250 000 scale (or larger if required to encompass boundaries of activity area), that illustrates at a landscape level scale the general location of the area under application, including boundaries of the proposed activity area, major landmarks, travel/access routes, etc.
- Detailed Map: If there is a specific area of the recreation site or trail that will be used more intensively, a more detailed map(s) will be required in addition to a general location map. The detailed map must clearly identify the location of travel/access routes and specific activity site(s). If applicable, the location and construction description of any structures or facilities (permanent or temporary) within the activity area must also be included.

All maps must clearly include: a north arrow, a scale bar (as described below) and a legend. Digital maps (e.g. PDF and/or Google Earth KML/KMZ files) are preferred.

Maps may be prepared using iMapBC and/or Google Earth or other programs. The Recreation Polygon and Recreation Line datasets provide spatial representation of recreation sites, trails, and interpretive forest sites.

Letter of Support and/or Notification

Where a recreation site, trail, or interpretive forest site is operated under a partnership agreement with the Province, the applicant **must notify the partnership agreement holder** of the proposed activity. A letter of support may be required. To determine the name and contact information of the partnership agreement holder, and other requirements, contact the Recreation Officer.

Prescriptions or Technical Drawings

Where applicable, the Applicant should include copies of any prescriptions and/or technical drawings with their application.

PART IV: SUBMITTING YOUR APPLICATION FORM

Submitting your Application:

Review the following prior to submitting your application:

1. Your form has been downloaded, filled out, and saved on your computer.
2. All fields are completed.
3. All additional supportive documents are completed are ready to upload as attachments.
4. Email your submission to the RSTBC.Authorizations@gov.bc.ca
5. Please ensure the following documentation is included in your submission email prior to sending:l
    - Application Form.
    - Proof of Insurance (if available at time of application).
    - Map(s).
    - Letter of Support (if applicable).
    - Prescriptions or Technical Drawings
    - Schedule of Operations (if applicable).

NOTE: The information you provide will be subject to the *Freedom of Information and Protection of Privacy Act*. If you have any questions regarding the treatment of your personal information, please contact the Office of the Information & Privacy Commissioner for British Columbia. Visit www.oipc.bc.ca/ for more information.

The submission of this form does not in any manner convey any rights to use or occupy Crown land.