

Application for the Use of Crown Land and Application for Sale or Donation of Land to the Province

Crown Land is all or any part of the land under the administration and control of the Nova Scotia Department of Natural Resources. Included in Crown land is most of the submerged land (the sea bed) around Nova Scotia. This application is required if you are interested in using Crown land for non-forestry purposes or if you want to sell or donate land to the Province. Information about applying for Crown Land is available at: www.novascotia.ca/natr/land/application.asp

PART 1 – APPLICANT INFORMATION

Please Print

1. TYPE OF APPLICANT (please check only one (v))

☐ Individual(s)
 ☒ Registered Company
 ☐ Registered Society
 ☐ Municipality

2. PRIMARY APPLICANT

INDIVIDUAL (Complete Appendix A for additional applicants)

Last Name	
Given Names	
Are you over the age of 19? <input type="checkbox"/> Yes <input type="checkbox"/> No	Primary Contact? (If No, also complete Section 3 below) <input type="checkbox"/> Yes <input type="checkbox"/> No
Mailing Address: PO Box	Street No
Street Name	Unit
City, Town or Village	Province
Country	Postal Code
Primary Phone Number ()	Secondary Phone Number ()
Fax (Optional) ()	Email Address

CORPORATION, SOCIETY OR MUNICIPALITY

Full Legal Name of Company, Society or Municipality Lighthouse Links Development Company	
Business Number (BN) 75122 3090	
Registry of Joint Stock Companies Number (if Company or Society): 3301517	Jurisdiction of Registration (if outside of Nova Scotia) Nova Scotia
Mailing Address: PO Box	Street No 1959
Street Name Upper Water Street	Unit 1100
City, Town or Village Halifax	Province Nova Scotia
Country Canada	Postal Code B3J 3N2
Primary Phone Number (902) 491-4236	Secondary Phone Number (902) 421-6262
Fax (Optional) (902) 421-3130	Email Address sglover@coxandpalmer.com

3. PRIMARY CONTACT/DESIGNATED REPRESENTATIVE (If different than Section 2 above)

Last Name Glover		Given Names Sean	
Describe the relationship of Primary Contact/Designated Representative to Applicant:			
<input type="checkbox"/> Trustee		<input type="checkbox"/> Family Member (describe relationship) _____	
<input type="checkbox"/> Executor		<input checked="" type="checkbox"/> Officer of the Company (describe position) <u>Secretary</u>	
<input type="checkbox"/> Solicitor/Legal Counsel		<input type="checkbox"/> Other (describe) _____	
Mailing Address: PO Box	Street No 1959	Street Name Upper Water Street	Unit 1100
Province Nova Scotia		City, Town or Village Halifax	Postal Code B3J 3N2
Country Canada			
Primary Phone Number (902) 491-4236	Secondary Phone Number (902) 421-6262	Fax (Optional) (902) 421-3130	Email sglover@coxandpalmer.com

Application for the Use of Crown Land and Application for Sale or Donation of Land to the Province

4. DISCLOSURE OF GOVERNMENT EMPLOYMENT (Complete **Appendix A** for additional applicants)

The Applicant is a Provincial Government employee:

☐ Yes ☒ No

The Applicant's Spouse, or an officer in the Applicant Company/Society is a Provincial Government employee:

☐ Yes (If Yes name of spouse or officer(s) _____)
☒ No

PART 2 – TYPE OF APPLICATION

I would like to (check only one ☒):

- ☐ Renew or change an existing activity on Crown land (e.g. a lease, license, letter of authority or permit) - Go to **Section A**
- ☐ Request permission to construct, place, repair, maintain and use a wharf/boat ramp/mooring - Go to **Appendix C**
- ☒ Apply for a new activity (excluding wharf etc.) related to Crown land or to buy, sell, donate or exchange land - Go to **Section B**

SECTION A: RENEW OR CHANGE AN EXISTING ACTIVITY ON CROWN LAND

A1. The document number on my current lease, license, letter of authority or permit to use Crown land is: _____

A2. I would like to (check all that apply ☒):

- ☐ Renew my lease, license, letter of authority or other permission to use Crown land
- ☐ Add or remove a person or organization on my lease/license (Complete **Appendix A** to list name(s) and address(es))
- ☐ Terminate my permission to use Crown land as of my next renewal date or as of the following date:
Year _____ Month _____ Day _____

For all other requests, please contact the Department of Natural Resources, Land Administration Division (see Page 4 for contact information).

→ GO TO PART 3 OF THE FORM - SIGNATURE OF APPLICANT

SECTION B: NEW ACTIVITY RELATED TO CROWN LAND OR TO BUY, SELL, DONATE OR EXCHANGE LAND

B1. Please select the requested activity (check only one ☒):

For more information, please go to www.novascotia.ca/natr/land/application.asp.

- ☐ Lease Crown land - please complete **Appendix B** as part of your application
- ☐ Exchange land that I own for Crown land
What is the reason for exchanging your land: _____
- ☐ Sell land to the Province
- ☐ Donate land to the Province
- ☒ Buy Crown land
- ☐ Request permission to use or have access across Crown land (temporary/short term use or permanent access) – please describe purpose in the box below

Application for the Use of Crown Land and Application for Sale or Donation of Land to the Province

B2. Location of the Land

Please provide the following information to help identify the location of the Crown land you wish to use or the privately owned land you wish to sell, donate or exchange.

Every parcel of land in Nova Scotia has a unique Parcel Identification number (PID). If you don't know the PID(s), check with your local Land Registration Office (LRO). The LRO can also provide you with a printed Property Online map of the PIDs involved in the transaction. LRO contact information can be found here: www.novascotia.ca/sns/offices.asp

B2.1 CROWN LAND PID(s): list all Crown land PIDs or portions of PIDs you want to use or exchange. If you need more space, copy this page to list additional PIDs.

PID	Full PID or a portion?	Community Name/County
00489591	Full	Little Harbour/Owls Head/Halifax County
40747578	Full	Little Harbour/Owls Head/Halifax County
40751273	Full	Little Harbour/Owls Head/Halifax County
41307992	Full	Little Harbour/Owls Head/Halifax County

B2.2 PRIVATE PID(s): list all private land PIDs or portions of PIDs you want to sell, donate or exchange. If you need more space, copy this page to list additional PIDs.

PID	Full PID or a portion?	Community Name/County	Has land been surveyed?	Are there any buildings/structures on the land?
			<input type="checkbox"/> Yes (attach the survey) <input type="checkbox"/> No (provide estimated area: _____)	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, describe: _____
			<input type="checkbox"/> Yes (attach the survey) <input type="checkbox"/> No (provide estimated area: _____)	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, describe: _____
			<input type="checkbox"/> Yes (attach the survey) <input type="checkbox"/> No (provide estimated area: _____)	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, describe: _____
			<input type="checkbox"/> Yes (attach the survey) <input type="checkbox"/> No (provide estimated area: _____)	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, describe: _____
			<input type="checkbox"/> Yes (attach the survey) <input type="checkbox"/> No (provide estimated area: _____)	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, describe: _____

Application for the Use of Crown Land and Application for Sale or Donation of Land to the Province

B2.3 SITE MAP or SKETCH:

For ALL applications to use or have access across Crown land, please enclose a site map or sketch that shows the following:

- All Crown PIDs or portions of PIDs that you want to use or have access across
 - Include the size and shape of the area(s) requested; or
 - Describe the location of the access route.
- The location of the requested site in relation to any neighbouring properties; and
- The approximate distance to prominent nearby features such as buildings, roads, waterways (include names).

For a LAND EXCHANGE application, please enclose:

- A map or sketch that shows all items listed above for the Crown land you want to acquire; and
- A map of your land, including all PIDs or partial PIDs you want to offer in exchange for the Crown land.

NOTE: An example of an acceptable site map can be found in Appendix D.

→ GO TO PART 3 OF THE FORM - SIGNATURE OF APPLICANT

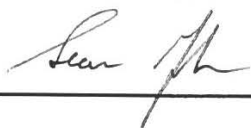
PART 3 – SIGNATURE OF APPLICANT

Please note:

Applicable fees are detailed in the Department of Natural Resources “Fees for Activities on Crown land” document which is posted on the Department’s website: www.novascotia.ca/natr/land/pdf/Fees-Activities-on-crownland.pdf. You may also call the Department to obtain a list of the fees.

Name and Signature of Applicant/Signing Authority

Date Signed



SEAN M. GLOVER, Secretary

Sept 23, 2016

Return the form and attachments to:

Department of Natural Resources
Land Administration Division
PO Box 698
Halifax Nova Scotia B3J 2T9

Questions?

Call: (902) 424-4006
Fax: (902) 424-3173
Email: landweb@novascotia.ca
Website: www.novascotia.ca/natr/land/

FOR DEPARTMENT USE ONLY:

Application Number

Date Received

**APPENDIX A: APPLICATION INFORMATION FOR MULTIPLE APPLICANTS OR
FOR ADDING/DELETING NAMES TO AN EXISTING LEASE OR LICENSE**

NOTES:

- 1) If there are additional applicants to be added/deleted, please copy this page.
- 2) For a Company, Society or Municipality please complete the fields denoted with an asterisk (*).

ADDITIONAL/DELETED APPLICANT					
<input type="checkbox"/> Add or <input type="checkbox"/> Delete this Applicant					
Last Name			Given Name(s)		
Full Legal Name of Company, Society or Municipality*			Business Number (BN) *		
Are you over the age of 19? <input type="checkbox"/> Yes <input type="checkbox"/> No	Mailing Address: PO Box*	Street No. *	Street Name*		Unit*
City, Town or Village*		Province*	Country*		Postal Code*
Primary Phone Number*	Secondary Phone Number*	Fax (Optional) *	Email*		
The Applicant is a Provincial Government employee: <input type="checkbox"/> Yes <input type="checkbox"/> No		The Applicant's Spouse, or an officer in the Applicant Company/Society is a Provincial Government employee: <input type="checkbox"/> Yes (If Yes name of spouse or officer) _____ <input type="checkbox"/> No			
Do you currently hold a campsite lease on Crown land? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Lease number _____			For Campsite Leases only, Birth Date is required: ____ / ____ / ____ <div style="text-align: right;">YYYY MM DD</div>		
Signature of Applicant/Signing Authority			Date Signed		

ADDITIONAL/DELETED APPLICANT					
<input type="checkbox"/> Add or <input type="checkbox"/> Delete this Applicant					
Last Name			Given Name(s)		
Full Legal Name of Company, Society or Municipality*			Business Number (BN) *		
Are you over the age of 19? <input type="checkbox"/> Yes <input type="checkbox"/> No	Mailing Address: PO Box*	Street No. *	Street Name*		Unit*
City, Town or Village*		Province*	Country*		Postal Code*
Primary Phone Number*	Secondary Phone Number*	Fax (Optional) *	Email*		
The Applicant is a Provincial Government employee: <input type="checkbox"/> Yes <input type="checkbox"/> No		The Applicant's Spouse, or an officer in the Applicant Company/Society is a Provincial Government employee: <input type="checkbox"/> Yes (If Yes name of spouse or officer) _____ <input type="checkbox"/> No			
Do you currently hold a campsite lease on Crown land? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Lease number _____			For Campsite Leases only, Birth Date is required: ____ / ____ / ____ <div style="text-align: right;">YYYY MM DD</div>		
Signature of Applicant/Signing Authority			Date Signed		

APPENDIX B: APPLICATION TO LEASE LAND FROM THE PROVINCE

APPLICATION TO LEASE LAND FROM THE PROVINCE

For more information on the province's Crown land leasing policy and the steps and timing involved in the process, please go to www.novascotia.ca/natr/land/pdf/CrownLandTransactions-Leasing2014.pdf.

1. Type of Lease

What is the intended use of the requested land?

☐ Agriculture - please specify (for example - blueberry, cranberry, maple sugary)

☐ Wind power generation:

☐ Test - number of turbines if known _____

☐ Production - number of turbines if known _____

☐ Commercial - please specify (for example, Christmas tree production; mineral, peat or aggregate exploration or extraction)

☐ Recreational - please specify (for example, profit or not-for profit; shooting range; softball/baseball diamond)

☐ Communications - please specify (for example, tower for high speed internet)

☐ Submerged land – water lot (for example, marina, personal use or tidal)

☐ Other (please describe): _____

2. Development Plan (see the Applicant Guide on how to prepare a plan: www.novascotia.ca/natr/land/pdf/2013-05-03_Guidelines_Applicants_Crown_Land_Leasing.pdf)

For agricultural, commercial or wind lease applications, a Development Plan will be required. A Development Plan is:

☐ Available

☐ Being developed and will be available by: Year _____ Month _____ Day _____

☐ Other (please describe): _____

**APPENDIX C: APPLICATION FOR PERMISSION TO CONSTRUCT, PLACE, REPAIR, MAINTAIN AND USE A
WHARF/FLOATING DOCK/BOAT RAMP/MOORING ON SUBMERGED CROWN LAND**

WHARF/FLOATING DOCK/BOAT RAMP/MOORING ON SUBMERGED CROWN LAND

1. **Type of Permit:** Please check all that apply (✓):

<input type="checkbox"/> Construct a new Wharf, including floating dock	<input type="checkbox"/> Repair/Maintain an existing Wharf, including adding floating dock
<input type="checkbox"/> Construct or place a new Boat Ramp	<input type="checkbox"/> Repair/Maintain an existing Boat Ramp
<input type="checkbox"/> Place a mooring(s)	<input type="checkbox"/> Other _____

2. Does the proposed structure meet standard criteria for construction, placement and repair of wharves, floating docks, boat ramps and moorings? The standard criteria can be found here: www.novascotia.ca/natr/land/pdf/Appendix-B-Construction-Criteria.pdf.

☐ Yes ☐ No

3. **Location of Wharf (including Floating Dock), Boat Ramp or Mooring:**

The submerged Crown land is located on the following body of water: _____
(example, Mahone Bay; Little Narrows; Shelburne Harbour)

Name of County: _____ Name of nearest Community: _____ Upland (Shoreline) PID: _____

4. **Coastal Location Map and Sketch:**

You must include a coastal location map and sketch of the structure and attach it to this application. See **Appendix D** for an example.

a) A coastal location map must show:

- The location of the proposed wharf, floating dock, boat ramp or mooring in relation to neighbouring PIDS;
- The location of the proposed wharf, floating dock, boat ramp or mooring in relation to the navigation channel and existing wharves, floating docks, boat ramps or moorings;
- Any shoreline within 100 metres of the proposed wharf, floating dock, boat ramp or mooring(s);
- The identity of owner(s) of neighbouring property and the approximate location of sideline boundaries.

b) A sketch of the design of the proposed construction must include the dimensions of the structure (length, width, height above ordinary high water level) and materials to be used.

5. **Consent of Upland (Shoreline) Property Owner:**

NOTE: The consent of the upland (shoreline) property owner is required if that person is not the applicant. If the upland is owned by more than one person, the consent must be signed by all owners. If the upland is owned by an incorporated body, the consent must be signed by an authorized officer or agent of the corporation. Please ensure that the upland owner completes and signs below:

I/we hereby confirm that I am/we are the owner(s) of the upland as shown on the attached coastal location map. I/we hereby consent to the construction, placement, repair, maintenance and use of the structure as applied for herein and to the issuance of this Permit.

1. Name of Upland (Shoreline) Owner (please print) Last name _____ Given name _____

Signature of Upland (Shoreline) Owner _____ Phone # _____ Date Signed _____

2. Name of Upland (Shoreline) Owner (please print) Last name _____ Given name _____

Signature of Upland (Shoreline) Owner _____ Phone # _____ Date Signed _____

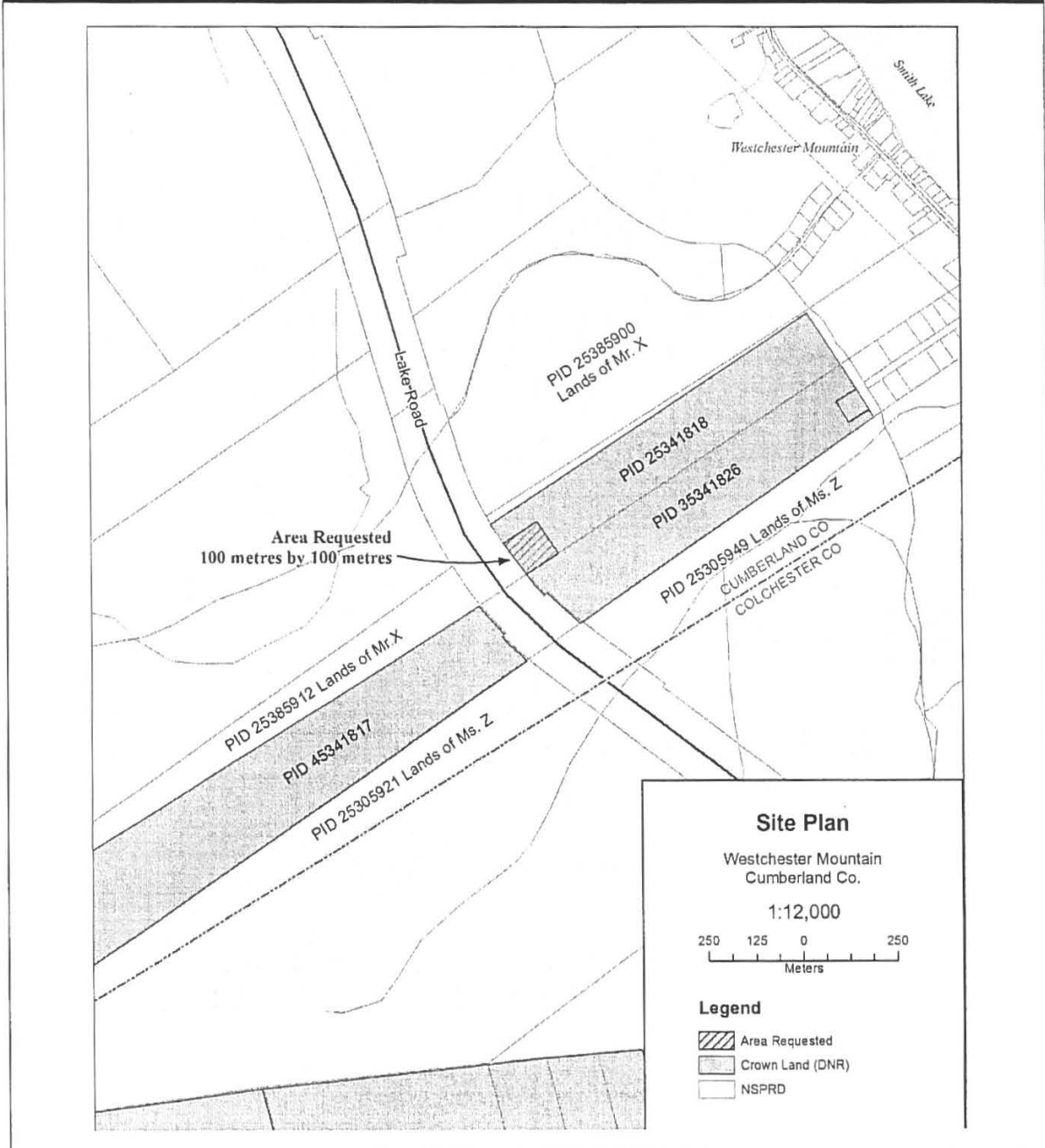
If there are additional Upland (Shoreline) owners, please copy this page and include their signatures as part of this application.

→ GO TO PART 3 OF THE FORM - SIGNATURE OF APPLICANT

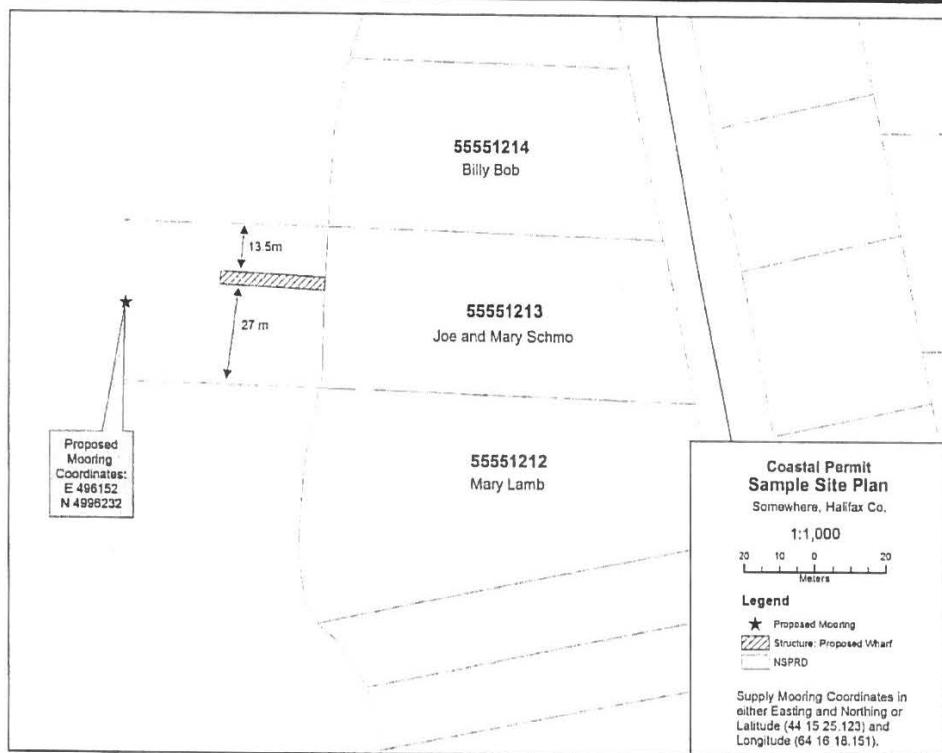
Mail or take this application and attachments to your nearest Department of Natural Resources district office. For a list of office locations, go to: www.novascotia.ca/natr/staffdir/offices.asp

**APPENDIX D: EXAMPLE OF A SITE MAP/SKETCH FOR APPLICATIONS TO USE CROWN LAND and EXAMPLE OF
A COASTAL LOCATION MAP AND SKETCH OF A PROPOSED STRUCTURE ON SUBMERGED CROWN LAND**

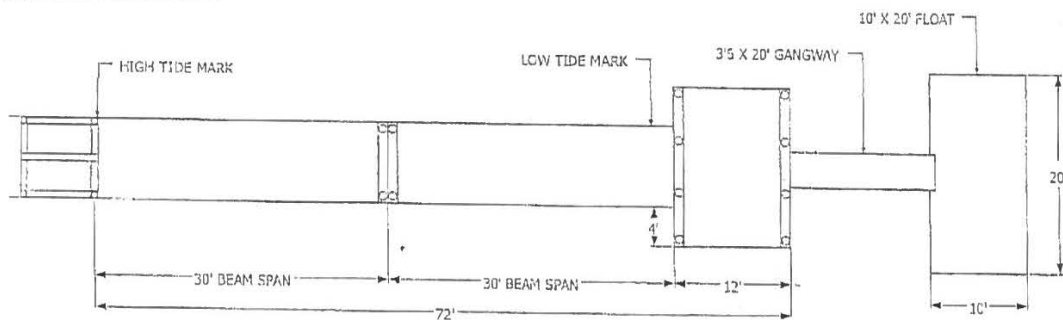
EXAMPLE 1: SITE MAP/SKETCH FOR APPLICATIONS TO USE CROWN LAND



EXAMPLE 2: COASTAL LOCATION MAP & SKETCH OF A PROPOSED STRUCTURE ON SUBMERGED CROWN LAND



Top View - Not to Scale



Elevation - Not to Scale

