



ʔaqam Lands Department

APPLICATION FOR ALLOTMENT
Form No. 3-1-01

Approved as to form by the ʔaqam Lands Department pursuant to the *ʔaqam Amended Land Code*

Signature

Date

ATTENTION APPLICANT:

YOU ARE ONLY ELIGIBLE TO APPLY FOR AN ALLOTMENT IF YOU ARE A MEMBER AND YOU DO NOT OWE ANY ARREARS OR BAD DEBT TO ʔAQʔAM.

YOU MUST COMPLETE THIS APPLICATION FORM AND SUBMIT IT TO THE ʔAQʔAM LANDS DEPARTMENT FOR COUNCIL CONSIDERATION.

IF YOU ARE UNABLE TO FULFILL THE REQUIREMENTS AND RESPONSIBILITIES SET OUT BELOW, PLEASE DO NOT APPLY FOR AN ALLOTMENT.

PLEASE BE AWARE THAT COUNCIL CANNOT GRANT YOU A FINAL ALLOTMENT UNLESS THE FOLLOWING CONDITIONS ARE MET:

- at your own expense and within 1 year from the date Council makes a preliminary decision to grant an allotment to you, you must provide Council with:
 - a legal description of the requested allotment that refers to a registered plan or official plan and that shows there are no overlapping or inconsistent encumbrances on the requested allotment,
 - plans for the construction of all structures and residential homes on the requested allotment, and
 - the name and contact information of the person who will be responsible for constructing the residential home on the requested allotment; and
 - an undertaking in a form approved by Council, setting out that you will construct a residential home on the requested allotment within five (5) years of the date the final allotment is granted
- Council must approve your plans for the construction of all structures and residential homes on the requested allotment;
- at your own expense and within 2 years from the date Council makes a preliminary decision to grant an allotment to you, you must obtain all relevant building and other permits for the construction of all proposed structures and residential homes on the requested allotment,
- you must not owe any arrears or bad debt to ʔaqam on the date that a final allotment is made; and
- you must obtain a written decision from either Council or ISC setting out that the construction of all proposed structures and residential homes:
 - is not likely to cause significant adverse environmental effects as defined in the *Canadian Environmental Assessment Act 2012*, or
 - is likely to cause significant adverse environmental effects, as defined in the *Canadian Environmental Assessment Act 2012*, which are justified in the circumstances, and

PLEASE BE AWARE THAT IF COUNCIL APPROVES YOUR APPLICATION AND GRANTS YOU A FINAL ALLOTMENT YOU WILL BE RESPONSIBLE FOR THE FOLLOWING:

- all the responsibilities of a lawful land holder associated with the allotment;
- insurance and maintenance of the allotment;
- insurance, maintenance and repairs for structures and buildings on the allotment;
- managing, monitoring and all responsibilities of the grantor of any interests, licences, permits, easements or other subsidiary land interests granted over the allotment;
- registering any changes to ownership of the allotment with the First Nation Land Register; and
- ensuring all uses of the allotment comply with ʔaqam laws, by-laws and any applicable laws or regulations of Canada or the Province.

PART 1: TO BE COMPLETED BY APPLICANT

Applicant information:

Full Legal Name: _____

Address: _____

ʔaqam Membership No: _____

Phone: _____

Description of land being requested for allotment:

List all known encumbrances on land being requested for allotment:

You **MUST** attach to this application a sketch of the land being requested for allotment. A "sketch" means a scaled drawing that shows: (a) the proposed allotment lot, including the distance of the lot in width, length and area, (b) the location of any existing and proposed residential homes, including the distance between residential homes and the distance from lot lines, (c) proposed and existing landscaping and fencing, (d) the location of any watercourses and the distance between watercourses and any existing or proposed residential home, and (e) existing and proposed parking areas, loading spaces and driveways.

- Yes, sketch attached
- No, sketch not attached

Provide details regarding your proposed building plans for a residential home on the land being requested for allotment (i.e. have you spoken to a builder already? will you buy a pre-fab home? When will you build the home?):

Do you owe any arrears or bad debt to ḥaqām?

"arrears" means a sum of money that is owed by a member to ḥaqām and consists of one (1) or more of the following types of payments: (a) unpaid rent payments, (b) unpaid mortgage payments, or (c) unpaid payments for services in relation to an ḥaqām-owned rental property.

"bad debt" means any sum of money that is owed by a member to ḥaqām through either lending or revenue receivable by ḥaqām and is one (1) or more days overdue to be paid to ḥaqām.

- Yes No
- If yes, explain:

Do you authorize the ḥaqām Finance Department to disclose to the ḥaqām Lands Department all information relating to arrears or bad debt in your name?

- Yes
- No

You **MUST** attach either:

(a) evidence that shows you have sufficient funds to construct the proposed structures and residential homes on the requested allotment; or

(b) evidence of a mortgage pre-approval. *If you are providing evidence of a mortgage pre-approval you must ensure that it (a) covers the estimated costs of construction for the proposed structures and residential homes, (b) is in your name, (c) was obtained within the three (3) month period preceding the date of this application, and (d) is accompanied by a written authorization granting the entity that provided your mortgage pre-approval with permission to confirm the authenticity of the mortgage pre-approval with the Lands Department.*

Yes, the evidence required above is attached

No, the evidence required above is not attached

Are you an owner of an existing allotment?

Yes, I am the owner of an existing allotment

If yes, is there an occupied residential home constructed on your existing allotment?

Yes

No

No, I am not the owner of an existing allotment

Applicant's Signature

I am the person named as the applicant in Part 1 of this application. I have provided all information contained in Part 1 of this application and I affirm that such information is, to the best of my knowledge, true and correct.

APPLICATION DATE

Y	M	D
YYYY	MM	DD

Signature of Applicant

PART 2: TO BE COMPLETED BY THE LANDS DEPARTMENT

Receipt of application

Date Received: _____ Time Received: _____

Received By: _____

Verification of applicant's identity:

I personally know the person named in this application. The person named in this application appeared before me and I verify that he / she is the person whose name appears on this application form.

OR

_____ is an employee or Council member of ?aqam who personally knows the person named in this application. The person named in this application appeared before _____, who has verified that he / she is the person whose name appears on this application form.

OR

I have viewed two pieces of the applicant's government issued identification as follows and it is my opinion that the person represented in the two pieces of government issued identification are a likely representation of the person making this request: (*Provide document identification numbers, photocopy identification and attach to this application*):

Status Card Number: _____

Drivers Licence Type and Number: _____

Provincial Identification (incl. Number): _____

Passport (incl. Number): _____

Other (specify): _____

Are the lands being requested for allotment ?aqam community lands?

Yes No

List known encumbrances on the lands being requested for allotment, attach relevant documentation and assess whether any identified encumbrances are consistent with an allotment:

Encumbrance Type _____ ILRS / FNLR No. _____

Is this encumbrance consistent with the granting of an allotment?

Yes No

Encumbrance Type _____ ILRS / FNLR No. _____

Is this encumbrance consistent with the granting of an allotment?

Yes No

Encumbrance Type _____ ILRS / FNLR No. _____

Is this encumbrance consistent with the granting of an allotment?

Yes No

Do ?aqam's finance department records show that the applicant owes any arrears or bad debt to the band?

Yes No

If yes, explain: _____

List the specific sections or parts of ᐱᓄᓂ laws, by-laws and policies that apply to the application, as follows:

- [] ᐱᓄᓂ Land Code, Section(s): _____
- [] ᐱᓄᓂ Environmental Management Plan, Section(s): _____
- [] ᐱᓄᓂ Community Land Use Plan, 2016, Section(s): _____
- [] ᐱᓄᓂ Zoning Law, Section(s): _____
- [] Policy/Policies _____ of the ᐱᓄᓂ Land Management Manual
- [] Other (identify): _____

Do the applicant's proposed building plans require an environmental assessment?

- [] Yes [] No

List details of any known environmental or contamination concerns with regard to granting the requested allotment to the applicant:

Do the lands being requested for allotment contain a cultural heritage site identified in a ᐱᓄᓂ Community Land Use Plan, 2016?

- [] Yes [] No

If yes, explain: _____

Does the applicant own an existing allotment?

- [] Yes

If yes, does the existing allotment have an occupied residential home on it?

- [] Yes

- [] No

- [] No

Are there any development plans that may be impacted by the granting of the lands being requested for allotment to the applicant?

- [] Yes [] No

If yes, explain: _____

Site Visit Observations:

Description of Site (General Location, Proximity to Water Frontage, River, etc.)

Describe the Site Topography (Soil, Ground Cover, Flood Zone, etc.)

Describe the access to a public road, or the circumstances on why the requirement for access should be exempted:

Are the following services available at the site?

Water	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Sewer	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Power	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Natural Gas	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Telephone	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Garbage collection	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Other (Specify)	<input type="checkbox"/> Yes	<input type="checkbox"/> No			

What is the present use of the land at the site?

Signature of Lands Department:

I, _____, am a current employee of the ʔaḡam Lands Department and my position title is _____. I have personally verified all information contained in Part 2 of this application. I affirm that all information contained in Part 2 of this application is, to the best of my knowledge, true and correct.

DATE OF LANDS
DEPARTMENT REVIEW

Y	M	D
YYYY	MM	DD

Signature Line

PART 3: TO BE COMPLETED BY THE LANDS COMMITTEE

Recommendation of the Lands Committee:

I, _____, am the current chair of the Paqam Lands Committee.

On the ____ day of _____, 20__, the Lands Committee reviewed this application and determined that:

the Lands Committee recommends Council pursuing the grant of this requested allotment; **OR**

for the following reasons, the Lands Committee does NOT recommend Council pursuing the grant of this requested allotment:

Signature of Lands Committee Chair:

DATE OF LANDS

COMMITTEE REVIEW

Y	M	D
YYYY	MM	DD

Signature Line

PART 4: TO BE COMPLETED BY COUNCIL

Preliminary Decision of Council:

On the ____ day of _____, 20__, the Council reviewed this application and passed a Band Council Resolution setting out our decision on whether to preliminarily grant this allotment.

The Band Council Resolution is attached to this application:

Yes No

PART 5: TO BE COMPLETED BY LANDS DEPARTMENT

Condition 1: _____

Type of documentation required: _____

Lands Department Progress Monitoring Schedule: _____

Documentation Deadline: _____

Documentation received by _____ on the ____ day of _____, 20____

Documentation not received by required date

Condition 2: _____

Type of documentation required: _____

Lands Department Progress Monitoring Schedule: _____

Documentation Deadline: _____

Documentation received by _____ on the ____ day of _____, 20____

Documentation not received by required date

Documentation not received by required date

Condition 3: _____

Type of documentation required: _____

Lands Department Progress Monitoring Schedule: _____

Documentation Deadline: _____

Documentation received by _____ on the ____ day of _____, 20____

Documentation not received by required date

Condition 4: _____

Type of documentation required: _____

Lands Department Progress Monitoring Schedule: _____

Documentation Deadline: _____

Documentation received by _____ on the ____ day of _____, 20____

Documentation not received by required date

Signature of Lands Department:

I, _____, am a current employee of the ʔaᑭam Lands Department and my position title is _____.

I have personally verified all information contained in Part 5 of this application.

I affirm that all information contained in Part 5 of this application is, to the best of my knowledge, true and correct.

DATE OF LANDS
DEPARTMENT REVIEW

Y	M	D
YYYY	MM	DD

Signature Line