

Real Estate Services Division
Application for Change in Land Use or Terms
 under *The Crown Lands Act c.C340*

Please check one (✓)
 Permit
 Lease
 Licence of Occupation



1 a) YOUR CROWN LAND PERMIT/LEASE/LICENCE NO.

Permit No. _____ Lease No. _____ Licence of Occupation No. _____

1(b) GENERAL LEGAL DESCRIPTION OF PARCEL (Please use Lot/Block/Plan; Section/Township/Range, etc)

2 CLIENT INFORMATION

Primary Holder:

Client # [REDACTED]

(Please Print Name) LAST FIRST MIDDLE (no initials) E-mail address

Mailing Address: _____ Postal Code: _____

Phone Number (Work): _____ (Home): _____ Fax No.: _____

Secondary Holder: (if applicable)

Client # [REDACTED]

(Please Print Name) LAST FIRST MIDDLE (no initials) E-mail address

Mailing Address: _____

Phone Number (Work): _____ (Home): _____ Fax No.: _____

If two applicants – Please Specify:

Specify: As Joint Tenants - Referred to as the Law of Survivorship - Upon the death of one, the remaining Tenant acquires ownership. Property does not form part of the Estate of the Deceased.
 As Tenants in Common – Law of Survivorship does not apply. Upon the death of one, the property does not automatically go to the remaining Tenant.

3 LAND USE (Check appropriate boxes and describe as indicated)

a) What is the land use authorized under your current Crown Land permit, lease or licence of occupation?
 Agriculture Residential Seasonal Recreation (Cottage)
 Commercial Industrial Other _____

Describe current use in full detail _____

Attach separate sheet if necessary

b) Are there any existing buildings on the land? Yes No

Describe: Provide Full Details – showing size of buildings (length & width) and what buildings are used for – also any other development on the land. Attach a sketch showing locations of buildings in relation to shore, road, etc. (Year Built, Number of Buildings, Total Area of Buildings):

c) What is your ***intended*** use of the above noted land?

Agriculture Residential Seasonal Recreation (Cottage)
 Commercial Industrial Other _____

Describe intended use in full detail _____

Attach separate sheet if necessary

d) Are you proposing any expansion of existing buildings or construction of new buildings? Yes No

Describe: (Size/Type of Construction/Value of each):

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FOR LANDS BRANCH USE ONLY:
 CQ/MO/CA\$ _____ MRO _____
 CD: _____ CN: _____
 Rev Code: _____
 Signature: _____
 Parcel ID # _____
 Disposition Type & # _____

FOR CASHIER USE ONLY: (Rev Code: 8-15-10)

3 LAND USE – continued

(e) Will any Drainage Improvements be required? Yes No

If Yes, provide details:

4 SERVICES (Check appropriate boxes and describe as indicated)

a) **SEWAGE DISPOSAL** Present: Municipal Sewer Holding Tank Septic Field Ejector Other
Proposed: Municipal Sewer Holding Tank Septic Field Ejector Other

b) **WATER SUPPLY** Present: Piped Water Community Well Individual Well Cistern Other
Proposed: Piped Water Community Well Individual Well Cistern Other

c) **Not Applicable**

If you answered "Other" to any of the above, please describe : _____

d) **ROADS** Is there public road access to the existing lot(s) or parcels(s) Yes No
Is there any existing driveway to the existing lot(s) or parcel(s) Yes No
Is there an existing driveway to the residual parcel? Yes No

Indicate if you propose to build a new driveway connection onto any of the following:

Provincial Trunk Highway Provincial Road Municipal Road

5 OTHER REQUIREMENTS

The appropriate application fee must accompany this application. If this application is approved, additional fees may be charged for preparation of documents and other administrative services in accordance with the Administration Fee Regulation under *The Crown Lands Act*.

6 SKETCH

Draw a sketch map of the land to scale on an attached sheet. Include on your sketch the information and features listed below:

- a) If affected land is NOT a full quarter section or a surveyed lot - a full geographical description, complete sketch detail and a Land Ownership Map (available at most Municipal offices), a 1:50000 Topographical map (available at most Regional offices) or an air photo must be attached.
- b) If a surveyed lot – please provide a part copy of the applicable plan, clearly showing the affected lot.
- c) Identify and label all existing and proposed structures and features on the land and in the immediate vicinity, including: buildings, roads (including road name or number), lakes, rivers, creeks, swamps, wooded areas, wells, holding tanks, septic fields, sewage ejectors, driveways, etc; and
- d) Indicate uses of all land shown on your map and show dimensions of buildings and approximate distance from buildings to shoreline, boundary of lot, etc.

Forms that are not completed in full will be returned.

7 APPLICANT'S DECLARATION

I hereby certify that all information given in this application is true in substance and in fact; that I am over the age of eighteen years, and that I will not commence any construction development on the site until I have received written approval of this application.

Witness Signature

Signature of Primary Applicant

Witness Name (printed)

Date

Witness Signature

Signature of Secondary Applicant

Witness Name (printed)

Date

Application for Change in Land Use or Terms for Permit, Lease or Licence of Occupation: \$52.50 (All fees include 5% GST)

Submit Application, sketch and fees to:
Real Estate Services Division
Lands Branch
308-25 Tupper Street N
Portage la Prairie, MB R1N 3K1

Please do not send cash.
Cheque or money order should be made payable to:
The Minister of Finance

Inquiries/Assistance:

Manitoba Finance
Real Estate Services Division, Leases & Permits
308 – 25 Tupper Street North
Portage la Prairie MB R1N 3K1
Phone: (204) 239-3510 Fax (204) 239-3560

Regional Land Managers (MB Conservation and Water Stewardship):

- Interlake & Red River Region - Gimli: (204) 641-1176
- Eastern Region - Winnipeg: (204) 345-1452
- Western Region - Brandon: (204) 761-7538
- Northwest Region - The Pas: (204) 627-8252
- Northeast Region - Thompson: (204) 679-0987