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| BCID_ENV_RGB_pos_PermitForms (2) | **Commercial Recreation Permit****Amendment/Renewal Management Plan** |
| **HOW TO USE THIS FORM**This is a **fillable form**. You can **type your information** into this form and **upload it to your electronic application**. Follow these 3 steps to get started:1) **Download and Save** the form to your computer. 2) **Fill out** the form by **typing** in your information.3) **Save the form** and upload the form to the Virtual FrontCounter BC application system. The system can be accessed from the FrontCounter BC website at the following address: <https://portal.nrs.gov.bc.ca/web/client/-/renew-or-amend-parks-use-permit-commercial-recreation>  |
| **PART 2: CHANGES TO PROTECTED LANDS OR ACTIVITIES** |
| Are you requesting to remove any currently authorized activities as part of an amendment or renewal request? [ ] Yes [ ]  No If ‘Yes’, please indicate the reason that you no longer wish to conduct that activity in the selected park(s). Click here to enter text.Is this the only change you are requesting? [ ] Yes [ ]  NoIf ‘Yes’ you are not required to fill out additional sections of this form. |
| Are you requesting to remove any parks from your current permit as part of an amendment or renewal request? [ ] Yes [ ]  No If ‘Yes’, please indicate the reason that you no longer wish to conduct activities in the selected park(s). Click here to enter text.Is this the only change you are requesting? [ ] Yes [ ]  NoIf ‘Yes’ you are not required to fill out additional sections of this form. |
| Are you requesting to conduct new activities, or to make changes to your currently authorized activities, in a park that is included in your current permit? [ ] Yes [ ]  NoIf ‘Yes’, please fill out Part 3. Management Plan Proposal. **A map is a mandatory part of your application.** |
| Are you requesting to conduct activities in a new park that is not included in your current permit as part of an amendment or renewal request? [ ] Yes [ ]  NoIf ‘Yes’, please fill out section the table below for each new park you are applying for and Part 3. Management Plan Proposal. Add additional rows to the table if required.**A map is a mandatory part of your application.** |
| **Name of New Park** | **Reason why park access is important to business** | **Anticipated trips/year** | **Estimated # of clients** |
| *Enter name of park* | Enter rationale | Enter # | Enter # |
| *Enter name of park* | Enter rationale | Enter # | Enter # |
| **Part 3: MANAGEMENT PLAN PROPOSAL**  |
| **All questions below must be completed.** If you require additional information to answer any of the questions you may be required to contact an Area Supervisor prior to submitting the application. Area Supervisors are the BC Parks staff responsible for particular parks. Contact information for BC Parks’ regional offices can be found on BC Parks’ website at the following address: <http://www.env.gov.bc.ca/bcparks/permits/>. |
| **Description of New Activities or Changes to Activities**  |
| If you are proposing to conduct new activities or change your currently authorized activities in parks included on your permit, please fill out the following table for each park where changes are proposed, adding additional rows if required. |
| **Name of Park** | **Proposed Changes to Activities or New Activities** | **Is the activity proposed for any front-country\* areas?** |
| *Enter name of park* | List all activities, e.g. Air transport, Boat tours, Bear viewing, Camping, Canoeing, Overnight backpacking, etc. | Choose an item. |
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| \* *“Front-country” means an area within one kilometre of either side of the centreline of a park road or a highway*.  |
| **Use of Improvements** |
| 1. Are you proposing to use any existing park facilities such as campgrounds, parking lots, picnic shelters, backcountry campsites or trails? [ ] Yes [ ]  No
2. If ‘yes’, please list the location/name of the facilities you are proposing to use, including (if applicable) the size of any structures (in m2): Click here to enter text.
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| 1. Are you using any improvements (such as cabins, docks, shelters or other fixtures) that are owned by you and are located in the park for your operations? [ ] Yes [ ]  No
2. If ‘yes’, please indicate the exact location (using UTM coordinates) and size of the improvements or tent sites, and if applicable the name (e.g. XYZ Lodge or ABC Adventures Base Camp). Click here to enter text.
3. Are you planning to conduct any maintenance or repairs that will require disturbance to the ground or transport and storage of any materials or equipment in the park? [ ] Yes [ ]  No
4. If ‘yes’, include a description of any activities that could cause disturbance to park values including ground, water, or vegetation, and any measure you propose to prevent negative impacts to park values. Click here to enter text.
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| 1. Are you proposing to construct any improvements (such as cabins, docks, shelters, trails or other fixtures) that will be used as part of your operation? [ ] Yes [ ]  No
2. If ‘yes’, please indicate:
3. The proposed location (using UTM coordinates), description and size of the improvements. Click here to enter text.
4. Whether the improvements will be temporary or permanent (single season vs fixed to the ground). Click here to enter text.
5. The type of equipment that will be used during construction. Click here to enter text.
6. The proposed construction schedule and any transport and storage of materials or equipment in the park. Click here to enter text.
7. A description of the potential for construction to cause disturbance to park values including ground, water, vegetation, and any measures you proposed to prevent negative impacts to park values. Click here to enter text.
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| **Other Required Approvals** |
| Does your activity require approvals or authorizations from any other government agency (e.g. federal authorizations, provincial *Wildlife Act* authorizations for hunting or fishing, provincial *Water Act* notification or authorizations for instream works or rights to withdraw/use water)? [ ] Yes [ ]  NoIf ‘yes’, please indicate:1. The notifications/approvals/authorizations required. Click here to enter text.
2. If you already have an authorization for this activity, please list the file # (or other applicable tracking number). Click here to enter text.
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| **Proposed Trip Schedule** *– if any proposed changes to your activities or locations please provide an estimate for your first season of operation; add additional rows if necessary* |
| **Date in** | **Date out** | **# clients** | **# guides** | **Location(s)** | **Access Point and Method of Access** |
| dd/mm | dd/mm | # | # | Name of park, specific trail or area, e.g. *Della Falls trail in Strathcona Park*. | Point of entry to the park, e.g. road, beach, boat launch, or trail, and mode of transportation, e.g. by foot, boat, car, helicopter, etc. |
| dd/mm | dd/mm | # | # | Name of park, specific trail or area, e.g. *Della Falls trail in Strathcona Park*. | Point of entry to the park, e.g. road, beach, boat launch, or trail, and mode of transportation, e.g. by foot, boat, car, helicopter, etc. |
| **Park Management Plan** |
| Park management plans are policy guiding management of parks. Management planning information can be found on each park page on BC Parks website. The webpage for a particular park can be found using the following link: <https://bcparks.ca/explore/parks/> . The park page will indicate under the ‘Management Planning’ section whether a management plan is available.If no management plan is available for the park(s) you are interested in, BC Parks recommends discussing your application with the Area Supervisor prior to submitting an application. |
| 1. How does your activity support the Management Plan for this park(s)? Click here to enter text.
2. Does zoning exist for the park(s) you would like to enter? [ ] Yes [ ]  No
3. If ‘Yes’, do the zones support the type of activity you are requesting? Click here to enter text.
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| **Maps** |
| A map must be submitted as part of your application to visually identify the area(s) of the park(s) you are proposing to use.Using iMapBC, ONE map can be created depicting all areas and park(s) of your proposed activity. Specific iMap instructions for the creation of your permit map can be found here: <https://portal.nrs.gov.bc.ca/web/client/-/renew-or-amend-parks-use-permit-commercial-recreation#what-you-need> Your proposed general permit area (i.e. the total area you wish to use, if larger than a single point) can be depicted by creating a polygon (instructions included in tutorial). Within that polygon, you can depict specific facilities, locations, trails, etc. by creating a point or line (instructions included in tutorial). |
| **Conservation and Recreation Values** |
| BC Parks may have identified conservation and recreation objectives or values for the park(s) you are proposing to use. These values, if identified, will be listed in the management plan (or alternative) for the park(s). |
| 1. Will the activities require participants moving off of hardened surfaces (such as trails and established campsites) within the park(s)? [ ] Yes [ ]  No
2. If ‘Yes’, how will you help to minimize impacts to soil, plants, and ground cover? Click here to enter text.
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| 1. Please identify how you propose to minimize the amount of disturbance from your activities in the park:

i. to wildlife Click here to enter text.ii. to other visitors Click here to enter text. |
| 1. Please identify:
2. how animal attractants will be contained Click here to enter text.
3. how guides and clients will avoid disturbing wildlife and respond to wildlife encounters, such as avoiding disturbance to feeding or nesting animals and maintaining respectful distances Click here to enter text.
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| 1. Will the proposed activities require the use of pack animals? [ ] Yes [ ]  No

If ‘Yes’ please identify:1. what type of animal(s) you are proposing to use Click here to enter text.
2. how the animals will be fed while in the park(s) to prevent over-browsing of vegetation Click here to enter text.
3. how the animals will be fed prior to entering the park(s) to prevent introduction of invasive species Click here to enter text.
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| 1. Will the activities be a possible risk to introducing non-native species within the park(s)? This could be from domestic or exotic animals being brought into the park(s), unclean equipment including boots or tents, disturbance to soils, using boats and aquatic equipment not properly cleaned, etc. [ ] Yes [ ]  No

If ‘Yes’ what preventative measure(s) will be carried out? Click here to enter text. |
| **Food and Waste Management** |
| 1. Will you be preparing and consuming meals in the park(s) during your visits? [ ] Yes [ ]  No

If ‘yes’, please:1. List the parks where you are proposing to prepare and consume meals. Click here to enter text.
2. How the meals will be prepared (camp stove, camp fire, etc.) Click here to enter text.
3. How food will be stored Click here to enter text.
4. How waste water (grey water) will be handled Click here to enter text.
5. How any garbage (including compostable garbage) produced on the trip(s) will be removed from the park Click here to enter text.
6. What is your plan to dispose of human waste if there will not be any provincial facilities (such as pit toilets) available during your visit to the park(s)? Click here to enter text.
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| **Safety Management** |
| Please attach to this application a copy of your safety and emergency plans for your clients and guides. At a minimum these documents should include information on:1. Client and staff orientation procedures
2. Emergency equipment on any transportation vehicles
3. Emergency equipment to be kept on hand during visits to the park
4. Contingency plans in case of abandonment due to unforeseen circumstances (weather, machine failure, etc.).
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| **Archaeological and Cultural Values** |
| BC Parks may have identified archaeological or cultural objectives or values for the park(s) you are proposing to use. These values may be listed in the management plan (or alternative) for the park(s) and can help you identify if your activities will have the potential to impact these values.1. Will the activities disturb the ground or soil in any way (having the potential to impact cultural values or archaeological sites)?

 Yes [ ]  No1. Are you planning to visit any known cultural sites within the park(s) or to provide interpretation on traditional uses by early settlers or First Nations? [ ] Yes [ ]  No
2. If ‘yes’, have you contacted the First Nation(s) whose territory is within the park to discuss the messaging to your clients or offer an opportunity for involvement? [ ] Yes [ ]  No
3. Please provide additional information on any conversations you may have had with First Nations and any responses you have received. Click here to enter text.
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