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Individual land applications*General info:*www.emr.gov.yk.ca/lands/info.html*Map viewer:*maps.gov.yk.ca/imf.jsp?site=miningLandsOne of a series of info sheets published by the
Department of Energy, Mines and Resources**April 2009**

The Yukon government accepts individual applications for Yukon land. This info sheet explains the process to make a land application. See also Info Sheet 4: Applications for Rural Residential Land, Info Sheet 5: Lot Enlargements, and the Guide to the Spot Application Process.

Introduction

Public land sold by the Yukon government is, in most cases, done through planned subdivisions. However, the Lands Branch accepts applications to buy, lease, occupy or use other public lands.

Individual land applications are accepted for rural residential, commercial, industrial, lot enlargements, trapping cabins and big game outfitting leases, water lots and other uses. Applications are considered on a case-by-case basis.

Land for recreational purposes is only sold in planned subdivisions, in the interest of sound planning. Individual recreational applications are not accepted.

May I apply for Yukon land?

Yes, you may apply if your need falls within the Lands Branch spot application program. You must be at least 19 years old to apply. Please contact the Lands Branch for information on land application policies. Staff will also confirm if the land you are interested in is available for application.

How do I apply for Yukon land?

You can obtain application forms and information from the Lands Branch, or online at www.emr.gov.yk.ca/lands.

To apply for Yukon land, you must provide:

- a completed application form. In it you will describe existing site conditions, proposed use, suitability of the land and also include a good site plan showing location, size and features of the land; and
- an application fee of \$25 plus GST.

How is my land application processed?

Lands Branch reviews applications for policy constraints and completeness and determines if your application is subject to *Yukon Environmental and Socio-Economic Assessment Act* (YESAA) review.

If your application is subject to YESAA, you will be directed to the appropriate YESAA Designated Office. You will be required to complete a YESAA Project Proposal Form and attach your Lands application form. The YESAA Designated Office Project Assessor will notify government agencies and other interested parties, receive comments, prepare an assessment and forward a recommendation to the Lands Branch. The Lands

ADMINISTRATIVE JURISDICTIONS**YUKON GOVERNMENT**

Controls the majority of all vacant land in the territory.

ENERGY, MINES AND RESOURCES

Lands Branch accepts applications to sell, lease, develop and use land under Yukon government control.

Agriculture Branch administers Yukon agricultural and grazing programs.

Community Land Planning

develops local area plans, manages zoning regulations, administers subdivision outside Whitehorse and Dawson City, and provides mapping services

Minerals Management Branch

administers placer and quartz claims, rights and use in the territory.

Forest Management Branch

administers timber permits and forestry planning.

COMMUNITY SERVICES**Community Development**

Division develops planned subdivisions.

YUKON FIRST NATIONS

Control their own settlement lands.

MUNICIPALITIES

Administer lands, community plans and zoning bylaws within their jurisdictions.

Whitehorse and Dawson City also control subdivision within their boundaries.

The Government of Canada, through Natural Resources Canada, Canada Centre for Cadastral Management provides maps and plans for a fee.

Branch issues a decision document on the application allowing it to proceed, proceed with conditions or not proceed. Lands sends the applicant an interim decision letter, which includes any further regulatory requirements. During a 14-day period, comments are received regarding regulatory requirements. After the 14-day period, a final decision letter is sent to the client. The Lands Branch and other departments then complete the land disposition and related regulatory processes in accordance with the decision.

If your application is not subject to YESAA, the Lands Branch will notify you in writing that the Lands Branch will be conducting a review of your application. Lands Branch will send a letter to neighbours, trappers, outfitters and request comments within 30 days, and notify Renewable Resource Councils (RRCs) and government agencies and request comment within 60 days. Any comments received from neighbours will be copied to the applicant.

After the time period for comment, Lands Branch will review comments and send an interim decision letter to the applicant, commenters, First Nations and affected regulatory agencies. 14 business days later, a final decision letter is sent to the applicant, commenters, First Nations and affected regulatory agencies.

Will I need other approvals after my application has been approved ?

Approvals from other agencies are sometimes required for such things as subdivision, rezoning, road access or development. These requirements will be outlined in the decision letter you will receive from the Lands Branch.

Do I need subdivision approval?

If your land application is approved and the land needs to be surveyed, subdivision approval is required. You are responsible for any costs related to subdivision approval and survey.

If your land application is outside Whitehorse or Dawson, you must contact the Community Land Planning unit for subdivision approval. You will be required to pay a subdivision fee.

In Whitehorse or Dawson, you must apply directly to the municipality for subdivision approval. Check with these communities to confirm the steps you must follow and the fees. (*See Info Sheet #14: Subdivision approval.*)

How much will the land cost?

Land is priced at current market value. For leases, the annual rate is 10% of the market value.

If approved, you will be provided with an estimate of the cost. You are then responsible for all subdivision and survey costs (*see Info Sheet #7: Land pricing.*)

How long will the process take?

You should plan for between six and nine months to complete the process. The actual time will depend on the type or complexity of the land application, and on actions taken by yourself, your surveyor or other approval agencies.

It normally takes two to three months from when you apply until you receive a decision.

Subdivision approval can then take up to 90 days. If your land needs to be rezoned the review period may vary depending on jurisdiction. (*For an outline of the final steps see Info Sheet #6: Land applications — final steps.*)

CONTACTS

YUKON GOVERNMENT

ENERGY, MINES AND RESOURCES

Lands Branch

Tel: (867) 667-5215

Toll free: 1-800-661-0408, ext 5215

Fax: (867) 667-3214

land.disposition@gov.yk.ca

- land applications, sale of developed

lots, land use permits

Community Land Planning Branch

Tel: (867) 667-8945

Toll free: 1-800-661-0408 ext 8945

Fax: (867) 393-6258

- subdivision and zoning in rural Yukon

COMMUNITY SERVICES

Building Safety

Tel: (867) 667-5741

Toll free: 1-800-661-0408 ext 5741

Fax: (867) 393-6249

- building and construction permits
outside Whitehorse

JUSTICE - Land Titles

Tel: (867) 667-5612

Toll free: 1-800-661-0408 ext 5612

Fax: (867) 393-6358

YUKON HOUSING CORPORATION

Loans Administration

Tel: (867) 667-8114

Toll free: 1-800-661-0408 ext 8114

Fax: (867) 667-3664

- lot financing, A/S program

OTHER AGENCIES

CITY OF WHITEHORSE

Planning Services

Tel: (867) 668-8335

Fax: (867) 668-8395

- development cost charges

- land planning and zoning

Building Inspection

Tel: (867) 668-8340

Fax: (867) 668-8395

CITY OF DAWSON

Tel: (867) 993-7400

Fax: (867) 993-7434

- subdivision approval

- land planning and zoning

NRCAN CANADA CENTRE FOR CADASTRAL MANAGEMENT

Tel: (867) 667-3950

Fax: (867) 393-6707

- legal survey maps, plans, approvals

ENVIRONMENTAL HEALTH SERVICES

Tel: (867) 667-8391

Fax: (867) 667-8322

- septic systems

Yukon

Energy, Mines and Resources