



HERITAGE CONSERVATION ACT

APPLICATION FOR PERMIT

The undersigned
(Surname) (Given names)

of
(Address)

hereby applies for a permit, under section 14 of the *Heritage Conservation Act*, to carry out:

A Heritage Inspection ☐

A Heritage Investigation ☐

in accordance with the information requested on the reverse of this form.

GENERAL TERMS AND CONDITIONS OF PERMIT

1. Permits shall be valid for the term stipulated on the front of the permit unless otherwise suspended or cancelled. Extensions to the term of the permit, or other amendments, will be considered upon submission of an application to the Archaeology Branch at least 30 days prior to the expiry date of the permit.
2. For projects other than oil and gas projects in northeastern BC, the permit-holder shall provide the Archaeology Branch with one (1) bound copy and one (1) electronic copy in PDF format of a written report, in accordance with the standards required by the Minister, outlining the work carried out under the terms of the permit. For oil and gas projects in northeastern BC, the permit-holder shall provide the Oil and Gas Commission with one (1) bound copy and one (1) electronic copy in PDF format for review and acceptance prior to the Oil and Gas Commission forwarding these documents to the Archaeology Branch.
3. The title page of all reports must indicate the name(s) of the copyright owner(s) and, where agreed to, a Grant of License statement completed and signed by the copyright owner(s).
4. A person appointed by the branch may at any time inspect any aspect of a project conducted under the terms of this permit. To further their inspection, the appointee may conduct excavations within the study area. Notwithstanding the expiration or earlier termination of the term of the permit this provision will remain and continue in full force and effect.
5. Upon completion of any inspection or investigation involving excavations, the permit-holder shall make reasonable efforts to ensure all sites are restored as nearly as possible to their former condition.
6. The permit-holder shall arrange for a secure repository to curate any materials recovered under authority of the permit.
7. Heritage objects and associated materials recovered under authority of the permit may not be sold or exchanged for financial gain. Any other transfer of heritage objects, materials and records, or changes to the conditions identified under the "Disposition of materials collected..." section of the permit, may only be carried out with prior consent of the Minister.
8. The permit-holder shall conform to all requirements that may be imposed by the institution or organization named in the "Disposition of materials collected..." section of the permit.

9. Notwithstanding expiration or earlier termination of the term of the permit, provisions with respect to the "Disposition of materials collected ..." section shall remain and continue in full force and effect.
10. The permit-holder shall utilize any site recording forms, formats or systems required by the Minister. All sites must be recorded on a BC Archaeological Site Inventory Form and submitted to the Archaeology Branch.
11. A permit issued under section 14(2) does not authorize entry onto land or into a building without the permission of the owner or occupier.
12. For heritage inspection permits, the permit-holder shall submit spatial information (as a shape file in accordance with the standards required by the Minister) of all study areas that were the subject of in-field inspections.
13. Any other conditions that may be specified in the permit.

PROJECT DESCRIPTION

(Provide full information under appropriate headings)

1. Type of project:

Research (See 3.A below)	Resource Management (See 3.B below)
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2. Location of project:
3. Scope:
 - A. **Research** (either inspection or investigation permits)
 - i. Goals and objectives (explain why these objectives cannot be achieved using existing collections).
 - ii. Significance of proposed project.
 - iii. Proposed research plan and methodology.
 - iv. Relation of project to previous work or other work in progress.
 - B. **Resource Management** (refer to impact assessment guide)
 - i. Development type, facilities, and schedule.
 - ii. Type of program and methodology:
 - a) **Inventory** (inspection permits only)
 - survey sampling design and methodology
 - methods and techniques for data analysis
 - b) **Assessment** (inspection permits only)
 - systematic surface collection design and methodology
 - evaluative testing design and methodology
 - significance evaluation scheme
 - impact assessment scheme
 - methods and techniques for data analysis
 - c) **Systematic Data Recovery** (investigation permits only)
 - research design and methodology
 - methods and techniques for data analysis
 - d) **Emergency Impact Management** (investigation permits only)
 - impact management measure
 - data recovery methodology
 - methods and techniques for data analysis
 - iii. Relation of project to previous work or other work in progress.
4. Disposition of materials collected:

Repository and contact person
5. Financial support
6. Schedule of fieldwork and analysis

7. Field personnel
8. Previous permits held by applicant
9. Applicant's resume

CONSENT TO THE USE OF PERSONAL INFORMATION

Permit applicants and their clients must consent to the use of personal information such as names, addresses, and telephone numbers that is included in permit applications, site inventory forms or permit reports. However, consent is not required from representatives of corporate clients. Property owners must also consent to the use of this information if the application applies to private property. This consent is necessary as the Archaeology Branch collects and distributes personal information that is subject to the *Freedom of Information and Protection of Privacy Act*.

I consent to the use of personal information contained in this application, as well as the personal information contained in the resulting site inventory form and permit report, for contact and verification purposes. I understand this information will be retained in the provincial archaeological site database and permit report. I also understand this information may be disclosed to researchers, consulting archaeologists and other users of the database and permit report. Database users must identify themselves and the purpose of their information request, and are precluded from further distribution of the information they obtain. The permit report will be publicly available once it has been accepted as meeting permit terms and conditions.

Date

Place
(Permit Applicant Signature)

Date

Place
(Client Signature)

Date

Place
(Property Owner Signature)

PERMIT APPLICANT'S CERTIFICATION

I certify that I am familiar with the provisions of the *Heritage Conservation Act* of British Columbia, and that I will abide by the terms and conditions listed on the front hereof, or any other conditions the Minister may impose, as empowered by said *Act*.

Date

Place
(Permit Applicant Signature)

CLIENT'S CERTIFICATION

I certify that I have read and concur with the content of this permit application.

Date..... Client Name (please print):
Place (Client Affiliation)
..... (Client Signature)

For applications not required by another agency or those not suited for Ministerial Order under Section 14(7) of the Heritage Conservation Act:

I acknowledge that the Archaeology Branch cannot require me to commission an archaeological impact assessment pursuant to Section 14 of the *Heritage Conservation Act* as a precondition to a Section 12 Site Alteration Permit, and that I am doing so of my own accord to facilitate my proposal to undertake the developments described herein .

Date..... Client Name (please print):
Place (Client Affiliation)
..... (Client Signature)

NOTICE REGARDING COPYRIGHT

At the time of report production, the owner(s) of the report copyright will be asked to grant a non-exclusive license to the Province of British Columbia for the purpose of copying and distributing the report. The granting of this license will facilitate access to the archaeological data contained within the report and will therefore contribute to the protection of heritage resources throughout the Province. Copyright owners who refuse to grant a license to the Province, and anyone carrying out research on behalf of those copyright owners, will not be granted access to the Archaeology Branch's online library and will not be permitted to photocopy reports within the Branch office.

NOTICE REGARDING OTHER PERMITS

No permits or approvals, other than a *Heritage Conservation Act* permit, are required to carry out the inspections or investigations described in the permit application. However, licensees and property owners or developers may also require other approvals such as forestry cutting permits and municipal development permits.