How to generate a Land Use Reservation report by reservation number

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Contents

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Introduction

Early in the planning phases, an applicant may choose to generate a Land Use Reservation report of a general area that will provide reservation information to the applicant that may be intersected by their activity. This report will inform an applicant of which reservations that may have restrictions that could prevent an application of a specific activity or sector. Identification of reservations early in the planning process will assist applicants in selecting an appropriate area to place activities that will be later informed through Landscape Analysis Tool (LAT) report or OneStop application processes.
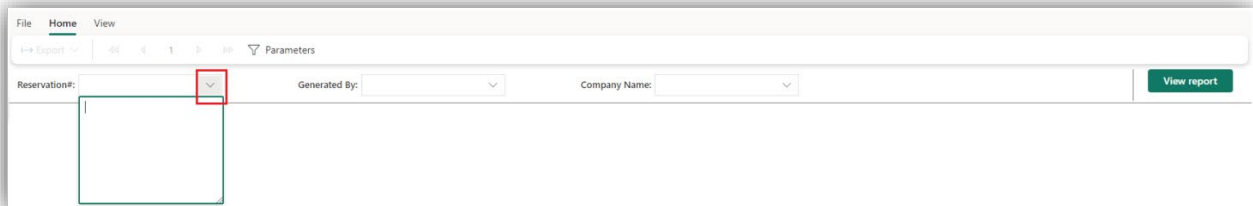
If a Land Use Reservation report is not generated, at time of application through the requirement of generating a LAT Report or submission through OneStop, any reservations intersected by proposed activity will be identified and any associated Action(s) associated to that Sector will need to be addressed.

The following instructions will explain how you generate a Land Use Reservation report if you have identified reservation numbers for the current reservation type (CLR) or historical types (PNT, CNC, CNT, etc.) and you are preparing a regulatory application for a particular activity.
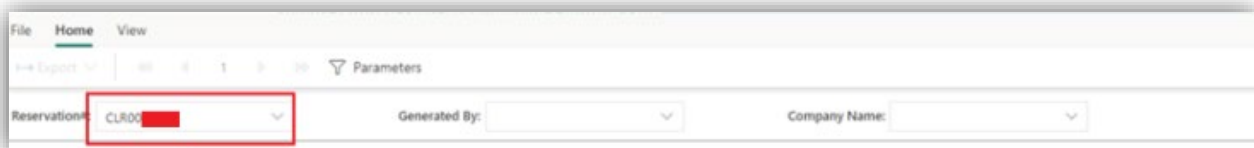
Instructions

Reservation report by ATS

1. Click this link – Reservation report by reservation number.

2. To search by reservation number, click on the "**V**" symbol next to the "**Reservation Number**" textbox, and enter a reservation number. Historical and current reservation numbers can both be used.
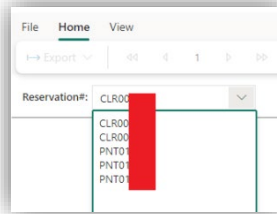
3. Multiple reservation numbers can be entered on separate lines. To enter multiple reservation numbers, press "**Enter**" after each reservation number.

4. Next, click on the "**V**" symbol next to the textbox "**Generated By**", and enter your name.

5. Click on "**V**" symbol next to the textbox "**Company name**" and enter your company name.

6. Finally, click the button "**View Report**".

7. Search results and search criteria will be displayed below.

How to generate a LURR by reservation number | LURP
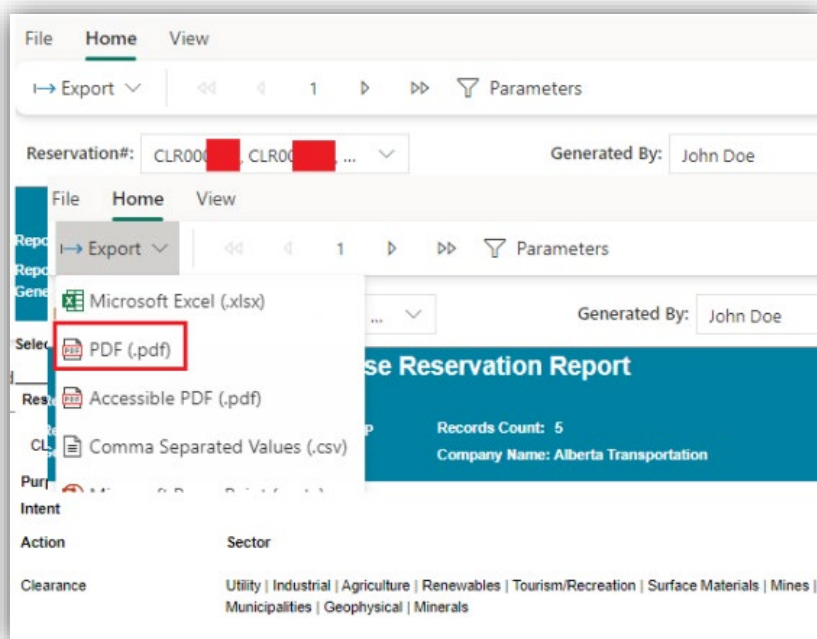
8. To move between different search results pages, use buttons **<< (first page)**, **< (previous page)**, **> (next page)**, **>> (last page)**:
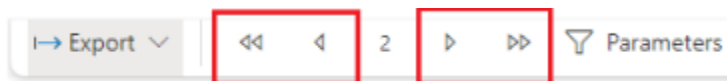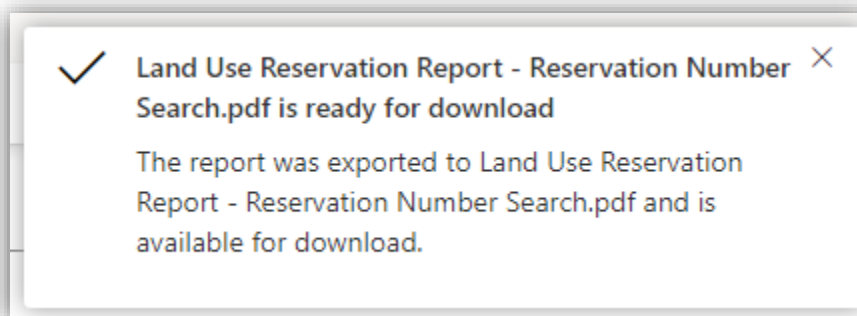

You can also enter page number between **<** and **>** to display reservations on that page.

9. To export search results, click "**Export**" -> "**PDF**". Both search criteria and search results will appear in the exported PDF file.

10. The following popup will appear when the export is completed:

Keywords to search for additional information

Crown land, reservation, ATS, location, Land Use Reservation report, historical reservation