

**LAND USE PERMIT APPLICATION FORM**

Subsection 19(2) and Schedule 2 of the [Mackenzie Valley Land Use Regulations](http://laws-lois.justice.gc.ca/PDF/SOR-98-429.pdf)

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| --- | --- | --- | --- | --- |
| Use an “X” to indicate which Board the Application is being made to: | Mackenzie Valley Land and Water Board: |  | Sahtu Land and Water Board: |  |
| Wek’èezhìi Land and Water Board: |  | Gwich’in Land and Water Board: |  |

**To complete this Form, please refer to the MVLWB** [***Guide to the Land Use Permitting Process***](https://wlwb.ca/sites/default/files/2021-08/LWB%20Guide%20to%20the%20Land%20Use%20Permitting%20Process%20-%20FINAL%20-%20Aug%2030_21.pdf) **(Guide) and fill in the grey fields; attach additional pages, as necessary. Indicate N/A in the grey fields for Items or parts of Items that are not applicable. An application package checklist is provided in the Guide. Review the following MVLWB guidance for formatting your Application Package:**

* *[Document Submission Standards](https://wlwb.ca/sites/default/files/mvlwb_document_submission_standards_-_jan_2019.pdf%22%20%5Ct%20%22_blank)*
* [*Standard Outline for Management Plans*](https://mvlwb.com/sites/default/files/2021-06/LWB%20Standard%20Outline%20for%20Management%20Plans%20-%20Approved%20-%20Jun%2010_21_0.pdf)

|  |  |
| --- | --- |
| If applicable, provide the existing or current Land Use Permit file number: |   |
| Use an “X” to indicate if this Application is accompanied by an Application for a Water Licence: | Water Licence – in a non-federal area:  |  |
| Water Licence – in a federal area:  |  |

# NAME AND CONTACT INFORMATION – APPLICANT

|  |  |
| --- | --- |
| Applicant’s Name: |  |
| Position: |  |
| Company Name: |  |
| Mailing Address: |  |
| Community: |  | Telephone: |  |
| Prov/Terr: |  | Email: |  |
| Postal Code: |  | Other: |  |

#  NAME AND CONTACT INFORMATION – APPLICANT’S HEAD OFFICE

Include a Certificate of Corporate Registration from the Government of the Northwest Territories in your Application Package.

|  |  |
| --- | --- |
| Use an “X” to indicate this information is the same as Item 1 above: |  |
| Name:  |  |
| Position: |  |
| Company Name: |  |
| Mailing Address: |  |
| Community: |  |
| Prov/Terr: |  | Telephone: |  |
| Postal Code: |  | Email: |  |
| Field Supervisor: |  | Other: |  |

# NAME AND CONTACT INFORMATION – CONTRACTORS AND SUB-CONTRACTORS

Include relevant names, responsibilities, and contact information. An additional table should be added for each contractor and sub-contractor.

|  |  |
| --- | --- |
| Name: |  |
| Position: |  |
| Company Name: |  |
| Mailing Address: |  |
| Community: |  | Telephone: |  |
| Prov/Terr: |  | Email: |  |
| Postal Code: |  | Other: |  |

|  |  |
| --- | --- |
|  | Use an “X” to indicate that contractor and/or subcontractor information is not available at this time.  |

# LOCATION OF ACTIVITIES

Use the grey fields below to provide or reference the following information:

|  |  |
| --- | --- |
| Traditional Place Name: |  |

Maps and Geographic Information System (GIS) Data: Include a map in your Application Package identifying local geographic features, watercourses and water sources, project structures, and location(s) of any proposed waste deposits. Provide geographic coordinates (latitude and longitude) of project features, and the maximum and minimum project boundary in degrees, minutes, seconds, or decimal degrees. Include GIS data in your Application Package, if applicable. Refer to the MVLWB*[Geospatial Data Submission Standards](https://mvlwb.com/sites/default/files/2021-07/Geospatial%20Data%20Submission%20Standards%20-%20Approved%20July%202021.pdf)* for providing geographic information.

|  |  |  |  |
| --- | --- | --- | --- |
| Minimum latitude: |  | Maximum latitude: |  |
| Minimum longitude: |  | Maximum longitude: |  |

|  |  |
| --- | --- |
| NTS Map Sheet No.: Provide the map sheet number: |  |

Land Types: Use an “X” to indicate the type(s) of the land on which the activities are proposed:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| Free Hold/Private: |  | Commissioner’s/Territorial Lands: |  | Federal Land: |  | Municipal Land: |  |

# ELIGIBILITY

Refer to section 18 of the [Mackenzie Valley Land Use Regulations](https://mvlwb.com/content/staff-directory-0). Use an “X” to indicate which one applies:

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| 18(a)(i): |  | 18(a)(ii): |  | 18(a)(iii): |  | 18(b): |  |

# RIGHTS AND/OR CONTRACTS TO SUPPORT ELIGIBILITY

Contact Indigenous, federal, and territorial governments, and other parties to ensure all appropriate rights, authorizations, permissions, dispositions, and contracts have been obtained or are in the process of being obtained (e.g., mineral exploration rights, quarry permits, licences of occupation, leases, access agreements and authorizations, etc.). List and provide confirmation of other authorizations that relate to the proposed activities; reference these in your Application Package (e.g., rights, permits, licences, etc.).

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# PERMIT TYPE AND CRITERIA

Refer to sections 4 and 5 of the [Mackenzie Valley Land Use Regulations](http://laws-lois.justice.gc.ca/PDF/SOR-98-429.pdf). Use an “X” to indicate which permitting criteria apply:

|  |  |  |
| --- | --- | --- |
| Type A | Type B | Type C |
| 4(a)(i): |  | 4(b)(i): |  | 5(a)(i): |  | 5(b)(i): |  | (SLWB and WLWB only): |  |
| 4(a)(ii): |  | 4(b)(ii): |  | 5(a)(ii): |  | 5(b)(ii): |  |  |  |
| 4(a)(iii): |  | 4(b)(iii): |  | 5(a)(iii): |  |  |  |  |  |
| 4(a)(iv): |  | 4(b)(iv): |  | 5(a)(iv): |  |  |  |  |  |
| 4(a)(v): |  |  |  | 5(a)(v): |  |  |  |  |  |
|  |  |  |  | 5(a)(vi): |  |  |  |  |  |

# PROJECT DESCRIPTION

Include a project description in your Application Package, or for small-scale projects, describe the proposed activities in the grey field provided below. Include the name and type (e.g., lake, river) of water source(s), and the purpose and quantity of water to be used (rates, volumes (m3/day)). Indicate the total number of hectares to be used in each phase of the project, as well as through the life of the project.

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# CAMP

Describe the proposed camp size and layout. Indicate the number of person-days; explain, with rationale, any variations in the number of people that may be on site over the life of the project.

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# ROADS AND ACCESSES

Provide detailed information about the construction, location, and decommissioning of any roads and accesses.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Use an “X” to indicate if this is to be a pioneered road or access: | Yes |  | Use an “X” to indicate if the route has been laid out or ground-truthed: | Yes |  |
| No |  | No |  |

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# PROPOSED WASTE MANAGEMENT METHODS

Use the grey fields below to provide or reference the following information:

Waste Management Plan: Include a Waste Management Plan in your Application Package, if applicable, or for small-scale projects, describe the proposed waste management activities in the grey fields provided below. A template for the Plan can be found in the MVLWB[*Guidelines for Developing a* W*aste Management Plan*](https://mvlwb.com/sites/default/files/documents/MVLWB-Guidelines-for-Developing-a-Waste-Management-Plan-Mar-31_11-JCWG.pdf).

|  |  |
| --- | --- |
| Waste Type | Management Method(s) |
| Garbage: |  |
| Sewage (Sanitary and greywater): |  |
| Brush and trees: |  |
| Overburden (Organic soils, waste material, etc.):  |  |
| Other (describe): |  |

Off-site Disposal: If waste is proposed to be disposed of off-site within the NWT, written confirmation (e.g., an email, letter, etc.) from the facility/facilities indicating they will accept the waste is required. Include it/these in your Application Package. Please note this information will be required by the Board prior to commencement of activities.

# EQUIPMENT

Identify the types of equipment proposed to be used.

|  |  |  |  |
| --- | --- | --- | --- |
| Number | Type/Description | Size (weight in tonnes) | Proposed use |
|  |  |  |  |
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# FUEL

Identify all fuel types proposed to be used.

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| --- | --- | --- | --- | --- |
| Type of Fuel | Number of containers | Capacity of containers(e.g., litres, pounds) | Type of container(e.g., barrel, tank, tidy-tank) | Proposed storage or staging location(s) |
| Diesel: |  |  |  |  |
| Gasoline: |  |  |  |  |
| Aviation Fuel: |  |  |  |  |
| Propane: |  |  |  |  |
| Other: (describe) |  |  |  |  |

# METHODS OF FUEL TRANSFER

Describe the proposed methods to transfer fuel.

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# SPILL CONTINGENCY PLAN

Include a Spill Contingency Plan in your Application Package, if applicable, or for small-scale projects, provide relevant details in the grey field provided below. An example of this Plan can be found in the INAC [*Guidelines for Spill Contingency Planning*](https://mvlwb.com/sites/default/files/guidelines_for_spill_contingency_planning_2007.pdf).

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# PROPOSED PROJECT SCHEDULE AND TERM

Indicate the proposed project start and completion dates and the time of year the project activities are planned to occur. Describe any anticipated temporary closure(s) or seasonal shutdowns. Indicate the term requested.

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| --- | --- | --- | --- |
| Start Date: |  | Completion Date: |  |
|  |
| Term of Permit Requested: |  |

# POTENTIAL ENVIRONMENTAL IMPACTS OF THE PROJECT AND PROPOSED MITIGATIONS

If the proposed project, or parts of the proposed project, may be exempt from preliminary screening, describe the rationale for the exemption in the grey field below. Include the date of the most recent screening, and/or the environmental assessment or impact review number.

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Unless the project could be exempt from preliminary screening, using the Impact-Mitigation Table below, or the more detailed Table in Appendix D of the [Guide](https://wlwb.ca/sites/default/files/2020-09/lwb_guide_to_the_land_use_permitting_process_-_final_-_sep_16_20.pdf), identify all potential impacts and possible mitigations that are relevant to the proposed project, and indicate whether any of the mitigation measures have been developed as a result of input from affected parties. Possible potential impacts are listed below; however, these lists are not exhaustive and may not apply to all projects. All information provided should reflect the size, scale, and nature of the proposed project. Cumulative impacts and climate change must be considered. Attach additional pages if needed.

| **Potential Impacts***Use an “X” to indicate which apply* | **X** | **Potential Project Impacts and Proposed Mitigations***Describe the potential impact(s) and the proposed measure(s) to reduce each of these impacts.* |
| --- | --- | --- |
| **ABIOTIC COMPONENTS** |
| **Land** |
| Soil contamination |  |  |
| Soil compaction |  |  |
| Destabilization/erosion |  |  |
| Change in soil structure |  |  |
| Inability to support vegetation |  |  |
| Other |  |  |
| **Water** |
| **Groundwater** |
| Water table alteration |  |  |
| Infiltration changes |  |  |
| Changes in water quality |  |  |
| Temperature changes |  |  |
| Other |  |  |
| **Permafrost** |
| Loss or change in extent |  |  |
| Changes in seasonal fluctuations |  |  |
| Change in persistence |  |  |
| Other |  |  |
| **Surface Water** |
| Water flow or level changes (permanent, temporary, seasonal) |  |  |
| Drainage pattern changes |  |  |
| Temperature changes |  |  |
| Changes in water quality  |  |  |
| Wetland impairment |  |  |
| Changes to aquatic habitat (see Biotic section below)  |  |  |
| Other |  |  |
| **Air** |
| Changes in air quality |  |  |
| Harm to living things |  |  |
| Increased greenhouse gases |  |  |
| Other |  |  |
| **BIOTIC COMPONENTS** |
| **Vegetation** |
| Direct loss of vegetation  |  |  |
| Loss of Species at Risk or may-be-at-risk plants  |  |  |
| Change in species composition |  |  |
| Introduction of non-native (invasive) species |  |  |
| Effects on plant health (dust, metals, toxins) |  |  |
| Increased risk of fire |  |  |
| Compaction of vegetation  |  |  |
| Other |  |  |
| **Terrestrial Wildlife Habitat** |
| Direct loss or removal of habitat, dens, or nests |  |  |
| Loss or removal of keystone species and/or Species at Risk habitat |  |  |
| Fragmentation of wildlife corridor |  |  |
| Direct injury or mortality  |  |  |
| Disturbances to key lifecycle stages: breeding, feeding, nesting, staging  |  |  |
| Effects on population abundance |  |  |
| Change in species diversity |  |  |
| Effects on wildlife health (toxins, metals, etc.) |  |  |
| Changes to migratory movement patterns |  |  |
| Changes to predator-prey relationships |  |  |
| Human-wildlife conflicts |  |  |
| Other |  |  |
| **Aquatic Habitat** |
| Breeding disturbances |  |  |
| Change in species diversity |  |  |
| Effects on health (toxins, metals, sediment, etc.) |  |  |
| Changes to migratory movement patterns |  |  |
| Changes to predator-prey relationships |  |  |
| Effects on population abundance |  |  |
| Change in species diversity |  |  |
| Other |  |  |
| **CULTURAL COMPONENTS** |
| **Wildlife Harvesting** |
| Loss or reduction in game species populations |  |  |
| Effects on traditional land use, subsistence, and harvesting rights |  |  |
| Other |  |  |
| **Cultural Integrity and Heritage Resources** |
| Change to or loss of cultural integrity  |  |  |
| Change to or loss of traditional lifestyle  |  |  |
| Change to or loss of heritage resource  |  |  |
| Other |  |  |
| **Social and Economic Well-being** |
| Increased human health hazard and risk  |  |  |
| Economic opportunities or losses (employment, training) |  |  |
| Change in ecological, cultural, social, or economic values identified for protection in approved Land Use Plans  |  |  |
| Impairment of the recreational or traditional uses of the land or water  |  |  |
| Impairment of the aesthetic quality of the land or water |  |  |
| Changes to the use of the area by other non-Indigenous people (e.g., trappers, outfitters, residents, hunters, forest harvesters, other authorized projects) |  |  |
| Other |  |  |

# CLOSURE AND RECLAMATION

Use the grey field below to provide or reference the following information:

Closure and Reclamation Plan: Include a Closure and Reclamation Plan in the Application Package, if applicable, or for small-scale projects, describe the proposed closure and reclamation activities in the grey field provided below. Describe any temporary closure(s) and seasonal shutdowns. Please also refer to theMVLWB/AANDC[*Guidelines for the Closure and Reclamation of Advanced Mineral Exploration and Mine Sites in the Northwest Territories*](https://wlwb.ca/sites/default/files/wlwb_5363_guidelines_closure_reclamation_wr.pdf).

Closure Cost Estimate: Prepare a Closure Cost Estimate and include it in your Application Package. Applicants are encouraged to contact Board staff, prior to applying, to determine which closure-cost-estimate template is most suited to the activities being applied for. Guidance is provided in section 2.2 of the MVLWB/INAC/GNWT [*Guidelines for Closure and Reclamation Cost Estimates for Mines*](https://wlwb.ca/sites/default/files/images/Closure%20Cost%20Estimating%20Guidelines_FINAL_Nov%2024%202017.pdf). If the Application is submitted concurrently with a Water Licence Application, the estimate should include a breakdown of water- and land-related activities and liabilities.

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#  ADDITIONAL SUPPORTING INFORMATION

Use the grey field below to provide or reference the following information:

Engagement: Conduct engagement, prepare an Engagement Record and Engagement Plan in accordance with the MVLWB[*Engagement Guidelines for Applicants and Holders of Water Licences and Land Use Permits*](https://wlwb.ca/sites/default/files/mvlwb_engagement_guidelines_for_holders_of_lups_and_wls_-_october_2_19.pdf),and include them in your Application Package. Templates are provided in the Guidelines. Please also refer to[*Information for Proponents on MVLWB’*s *Engagement Requirements*](https://wlwb.ca/sites/default/files/mvlwb_engagement_policy_-_information_for_proponents_-_mar_2_20.pdf)*.*

Land Use Plans: Contact the applicable Land Use Planning Board or the Tłįchǫ Government to discuss conformity with the relevant land use plan(s). Include a Land Use Plan Conformity Table in your Application Package, demonstrating how the project meets the requirements of the Land Use Plan, if applicable.

Traditional (Environmental) Knowledge (TEK/TK): Provision of TEK/TK is mandatory for applications to the SLWB. Other applicants are strongly encouraged to include TEK/TK.

Studies Undertaken to Date: List any relevant studies that support the proposed activities and include them in your Application Package.

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# FEES

Refer to the Guide for assistance in determining relevant fees.

|  |  |
| --- | --- |
| Type of Fee | Amount ($) |
| Application fee (if applicable): | $150 |
| Land-use fees (for federal areas only): | $ |
| Total Fees: | $ |

# SIGNATURE

|  |  |
| --- | --- |
|  |  |
| Applicant’s Name (print)orCompany Name | Position (print) |

|  |  |
| --- | --- |
|  |  |
| Signature | Date |

**Review the application package checklist provided in the Guide, and submit completed applications to the Regulatory Manager or Executive Director identified on the “Contact Us” pages of the respective Land and Water Board (**[**www.mvlwb.com,**](https://mvlwb.com/content/staff-directory-0)[**www.wlwb.ca**](https://wlwb.ca/wlwb/contact-us)**,** [**www.slwb.com**](https://slwb.com/slwb/contacts)**,** [**www.glwb.com**](http://www.glwb.com/contact-us)**).**