

Mackenzie Valley Land and Water Board



**LAND USE PERMIT APPLICATION FORM**

Subsection 19(2) and Schedule 2 of the Mackenzie Valley Land Use Regulations

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 (Guide) and fill in the grey fields; attach additional pages if necessary. Please review the following guidance for formatting your Application Package:

- [Document Submission Standards](#)
- [Standard Outline for Management Plans](#)

If applicable, reference 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:

**1. NAME AND CONTACT INFORMATION – APPLICANT**

Applicant's Name:			
Position:			
Mailing Address:			
Community:		Telephone:	
Prov/Terr:		Email:	
Postal Code:		Other:	

**2. NAME AND CONTACT INFORMATION – APPLICANT'S HEAD OFFICE**

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

Name:			
Mailing Address:			
Community:			
Prov/Terr:		Telephone:	
Postal Code:		Email:	
Field Supervisor:		Other:	

**3. NAME AND CONTACT INFORMATION – CONTRACTORS AND SUB-CONTRACTORS**

Please include relevant names, responsibilities, and contact information. An additional table should be added for each contractor and subcontractor.

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

**4. LOCATION OF ACTIVITIES**

Maps and Geographic Information System (GIS) Data: Attach a map to your Application Package indicating the locations of proposed activities, including waste deposits, watercourses, and water sources. Provide latitude and longitude geographic coordinates of project features, and the maximum and minimum project boundary in degrees, minutes, seconds, or decimal degrees. Attach GIS data to your Application Package, if applicable. Refer to the MVLWB [Guideline for Geographic Information Systems \(GIS\) Submission Standard](#) 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:	
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**5. ELIGIBILITY**

Please refer to section 18 of the Mackenzie Valley Land Use Regulations. Use an “x” to indicate which one applies.

18(a)(i):		18(a)(ii):		18(a)(iii):		18(b):	
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**6. RIGHTS AND/OR CONTRACTS TO SUPPORT ELIGIBILITY**

Please contact federal, territorial, and Aboriginal 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 your activities; include these to your Application Package (e.g. rights, permits, licences, etc.).

**7. PERMIT TYPE AND CRITERIA**

Please refer to sections 4 and 5 of the Mackenzie Valley Land Use Regulations. Use an “x” to indicate which permitting criteria apply:

Type A				Type B				Type C	
4(a)(i):	<input type="checkbox"/>	4(b)(i):	<input type="checkbox"/>	5(a)(i):	<input type="checkbox"/>	5(b)(i):	<input type="checkbox"/>	(SLWB and WLWB only):	<input type="checkbox"/>
4(a)(ii):	<input type="checkbox"/>	4(b)(ii):	<input type="checkbox"/>	5(a)(ii):	<input type="checkbox"/>	5(b)(ii):	<input type="checkbox"/>		
4(a)(iii):	<input type="checkbox"/>	4(b)(iii):	<input type="checkbox"/>	5(a)(iii):	<input type="checkbox"/>				
4(a)(iv):	<input type="checkbox"/>	4(b)(iv):	<input type="checkbox"/>	5(a)(iv):	<input type="checkbox"/>				
4(a)(v):	<input type="checkbox"/>			5(a)(v):	<input type="checkbox"/>				
				5(a)(vi):	<input type="checkbox"/>				

**8. PROJECT DESCRIPTION**

Please include your project description in your Application Package, or for small-scale projects, describe your proposed activities in the grey field provided below. Include the elements identified in subsection 19(3) of the Mackenzie Valley Land Use Regulations, the name and type (e.g., lake, river) of water source(s), and the purpose and quantity of water to be used (rates, volumes (m<sup>3</sup>/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.

**9. CAMP**

Please 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.

**10. ROADS AND ACCESSES**

Please include 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	<input type="checkbox"/>	Use an “x” to indicate if the route has been laid out or ground-truthed.	Yes	<input type="checkbox"/>
	No	<input type="checkbox"/>		No	<input type="checkbox"/>

**11. WASTE MANAGEMENT METHODS**

Please use the grey fields below to provide or reference the following information:

Waste Management Plan: Include your 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 Waste Management Plan](#).

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

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.

**12. EQUIPMENT**

Please identify the types of equipment proposed to be used.

Number	Type/Description	Size (weight in tonnes)	Proposed use

**13. FUEL**

Please identify all fuel types proposed to be used.

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

**14. METHODS OF FUEL TRANSFER**

Please describe the proposed methods to transfer fuel.

**15. SPILL CONTINGENCY PLAN**

Please include your Spill Contingency Plan in the Application Package, if applicable, or for small-scale projects, provide relevant details in the grey field provided below. An example of a Plan can be found in the INAC [Guidelines for Spill Contingency Planning](#).

**16. PROPOSED TIME SCHEDULE**

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. Refer to subsections 26(5) and (6) of the Mackenzie Valley Land Use Regulations; indicate the term requested.

Start Date:		Completion Date:	
Term of Permit Requested:			

**17. POTENTIAL ENVIRONMENTAL IMPACTS OF THE PROJECT AND PROPOSED MITIGATIONS**

Please use the grey field below to provide or reference the following information:

Preliminary Screening: Describe all potential impacts and proposed mitigations. This information is used for the preliminary screening of potential impacts from the project and/or to develop conditions for the land use permit. Please indicate whether any of the mitigation measures have been developed as a result of input from affected parties. Additional guidance is provided in [Appendix B of the MVLWB Guide to the Land Use Permitting Process](#), the [Mackenzie Valley Review Board Environmental Impact Assessment Guidelines](#), and the [Mackenzie Valley Review Board Socio-Economic Impact Guidelines](#). Alternatively, if you are seeking an exemption from preliminary screening, provide supporting rationale.

Wildlife Management and Monitoring Plan: Applicants are encouraged to contact the Wildlife Division of the Government of the Northwest Territories – Environment and Natural Resources, prior to applying, to determine whether a Wildlife Management and Monitoring Plan may be needed.

## 18. CLOSURE AND RECLAMATION

Please use the grey field below to provide or reference the following information:

Closure and Reclamation Plan: Describe your plans for closure and reclamation, including any temporary closure(s) and seasonal shutdowns. Include your Closure and Reclamation Plan in your Application Package, if applicable, or for small-scale projects, describe the proposed activities in the grey field provided below. Please also refer to the MVLWB/AANDC [Guidelines for the Closure and Reclamation of Advanced Mineral Exploration and Mine Sites in the Northwest Territories](#).

Closure Cost Estimate: Prepare a [Closure Cost Estimate](#) and include it in your Application Package. Applicants are encouraged to contact the Board, 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](#). If your Application is submitted concurrently with a Water Licence Application, please ensure water- and land-related activities and liabilities are provided.

## 19. ADDITIONAL SUPPORTING INFORMATION

Please 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](#), 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](#).

Land Use Planning: Please contact the applicable Land Use Planning Board or Tłı̄chǫ Government to discuss conformity with the relevant land use plan(s). Attach your Land Use Plan Conformity Table that demonstrates 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 Sahtu Land and Water Board. Other applicants are strongly encouraged to include TEK/TK.

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

**20. FEES**

Please refer to section 20 of the Mackenzie Valley Land Use Regulations.

Type of Fee	Amount (\$)
Application fee:	
Land-use fees (for federal areas only):	
<b>Total Fees:</b>	

**21. SIGNATURE**

Applicant's Name (print) or Company Name	Position (print)

Signature	Date

Please submit completed applications to the Regulatory Manager or Executive Director at the respective Land and Water Board ([www.mvlwb.com](http://www.mvlwb.com), [www.wlwb.ca](http://www.wlwb.ca), [www.slwb.com](http://www.slwb.com), [www.glwb.com](http://www.glwb.com)).