



Commercial/Industrial Lease, Licence, or Permit Application

Land Administration Client Service Standards Summary

The Department of Lands (Lands) manages, administers, and plans for the sustainable use of public land in the Northwest Territories in a fair and transparent manner that reflects the interests of the people of the Northwest Territories. This includes appropriate consultation with Indigenous governments and Indigenous organizations, where necessary.

The Department of Lands operates within the central belief that land management and administration is a core public good and critical asset that needs to be effectively and efficiently managed.

Our Services

Commercial/Industrial Lease, Licence, and Permit applications are complex processes involving ongoing engagement with multiple parties to ensure proper land management.

If you are considering applying for any Commercial/Industrial dispositions, please contact the Department of Lands 9-12 months prior to your intended commencement date. This will ensure your application is addressed both efficiently and appropriately.

Program Services and Client Service Standards

Commercial/Industrial Lease, Licence, Quarry Permit, or Inuvialuit Region Land Use Permit Application

- You will receive a verbal or written acknowledgment of your application within 2 business days of Lands receiving the documents.
- Your application will be reviewed for up to 30 business days to check for completeness. During this period, Lands is reviewing the submitted documents and the requirements for the application. A Lands representative will contact you if further information is required. The application may be deemed complete or rejected at this stage.

- Most applications, including all new applications, require Aboriginal consultation and an internal review. This process takes a minimum of 90 calendar days. A Lands representative will contact you to confirm that your application was deemed complete and that this process has been started.
- Development of Commercial/Industrial Leases and Licences involves a complex review and drafting process that could require additional follow-up or review time. There is no defined timeline for this process as the length of time required for follow-up or additional review will depend on the specific details of the application. The Department will ensure all follow-up and reviews happen in a timely manner. A Lands representative will provide regular updates.
- If you disagree with a decision, you have the right to appeal within 30 calendar days after the decision is made.
- A Lands representative can provide you with information on the appeal process.

Appeals

- An internal review of the appeal will be conducted by the Director of Land Administration of the Department of Lands.
- You will receive a written appeal decision from the Director of Land Administration within 20 business days of filing your appeal.

Contact information:

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