



Non-Commercial/Non-Industrial Lease, Licence, or Inuvialuit Region Land Use Permit Applications

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.

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

Apply for a Non-Commercial/ Non-Industrial Lease, Licence, or Inuvialuit Settlement Region Land Use Permit.

If you are considering applying for a disposition, or need assistance making a payment, please contact Lands at your earliest convenience to understand what is required to meet your request. This will ensure your transaction is addressed both efficiently and appropriately.

Program Services and Client Service Standards

Non-Commercial/Non-Industrial Lease, Licence, 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 15 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.

NON-COMMERCIAL/NON-INDUSTRIAL LEASE, LICENCE, OR INUVIALUIT REGION LAND USE PERMIT APPLICATIONS

- 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.
- Additional review time may be required if concerns are raised during the consultation and review process. A Lands representative will provide an update every 30 days following the original 90-day period.
- Drafting of the tenure instrument will be completed within 15 business days of the completion of Aboriginal Consultation and the internal review.
- 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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