Department of Environment Permit Application Guide

Provisional Permit:

The provisional permits deal with alterations (activities) that pose a potentially low level of environmental risk and can typically be carried out with a standard set of conditions of approval. The process time for a provisional permit can be up to ten (10) days.

Standard Permit:

The second type of permit available is the standard permit, which is intended for projects of a more significant nature and potentially represents a higher risk to the environment. These projects require a more comprehensive review and the establishment of site/project specific conditions of approval. The process time for a standard permit can be up to eight (8) weeks.

What you will need in order to submit an application:

- Project location - You will be able to use a map interface, but a Property Identification Number (PID) or coordinates will help in zooming in on your project location. You can find your PID on your property tax bill.
- Full description of the project
- Drawings/Sketches (fully dimensioned)
- Photos of the project area
- Letter of consent from the property owner (if you are not the legal owner)
- Method of payment (debit or credit card)*
- If you have printed photos, maps, letters, or other documents to support your application and are not able to submit (upload) them electronically, you may mail or deliver them in person to your regional office, quoting your application reference number that you will receive at the end of the application process.
Application Website:

https://www.elgegl.gnb.ca/WAWAG/en/Home/Site

Signing in as a guest is the easiest way to process an application.

Applicant information must be filled out each time when signing in as a guest.

Fill in the required contact information. Adding an email address helps if you want to receive a copy of the permit via email. This will also speed up the process of receiving the permit, as the issuance office will email a copy of the approved permit.
Step one:

Click new permit application (working within 30 meters of a watercourse or wetland.

Select from the Following Tasks:

- New Permit Application
- Renew or
- Certification Multiple Permit Application
- Continue a Saved Application

Disclaimers:

Approval from the Department of Natural Resources, Crown Lands Branch, may be required for any proposed work or activities adjacent to, or within, inland or tidal waters. It is your responsibility to contact the Crown Lands Information Line at 1-800-312-5600 prior to the commencement of the project.

Responsibility for any action arising from any watercourse and wetland alteration shall be borne by the Permittee and no liability shall be incurred by the Minister or the Department of Environment and Local Government. This permit does not exempt or exclude the Permittee from the provisions of any Act of the Legislature of New Brunswick or of Canada to serve as a legal defense to any action commenced by landowners who are adversely affected by the alteration(s).

Step two:

Enter PID number, click on map to pinpoint project location.
Step three:

Answer the general questions listed. The answers to your questions will dictate what alterations you are permitted.

**Note:** The list of eligible alterations is reduced significantly when selecting “Yes” for working in a Provincially Significant wetland, working within 30m of a Provincially Significant wetland, and/or in a wetland depicted on the mapping.
Step four:

Select alterations to be carried out at the site location. Each alteration selected costs $10/application. Timber harvesting and Temporary Bridges are the most common alterations for forestry operations.

Temporary Bridge

The installation of temporary bridges that are pre-fabricated or constructed on site and provide access across a watercourse for a limited portion of the year. The components of the temporary bridge structure spanning the watercourse cannot remain in place between March 20th and May 31st.

Timber Harvesting

Partial timber harvesting of up to 30% of the merchantable trees within 30 meters of the shoulder of the bank of a watercourse or the edge of a wetland.
Step five:

Answer the alteration questions.

Answering “No” to the below questions continues this application as a Provisional Permit (up to 10 days to process).

Answering “Yes” to one of the below questions changes the application into a Standard Permit (up to 8 weeks to process)
Step six:
Upload supporting documentation.

A letter of consent from the property owner and an attached document providing a full description of the project are two mandatory pieces of information for a temporary stream crossing and timber harvesting permit. **If a multi-year permit is desired, specify in the project description.**

Step seven:
Confirm application and submit payment ($10.00/ activity).

A representative from Department of Environment will respond with any questions if additional information is required.

The permit is emailed to the applicant if an email address is provided, and mailed to the applicant as well.

Paying online will help speed up the process.