

Submission Checklist

Wetland Alteration Application



This checklist must accompany every application for a wetland alteration approval. If you require assistance with completing this form or preparing the information required in support of the application, contact your local NS ECC office to obtain a list of Wetland Evaluators. If an item is not provided, the submission will be considered incomplete unless justification is warranted.

Checklist applies to all Wetland Applications:

- ☐ Wetland Approval Application form
- ☐ Fees associated with application review must be paid in full to NS ECC
- ☐ Letter of Authorization (proof of ownership or permission)
- ☐ Mapping files in either SHP or KML format
- ☐ WESP-AC datasheets in XLS format (Excel file format)
- ☐ Wetland Alteration Application Report (submitted using provided template)

To be included in Wetland Alteration Application Report:

- ☐ Total delineated wetland area and area of the alteration (ha or m²)
- ☐ Site Photos
- ☐ Wetland Delineation datasheets
- ☐ WESP-AC functional assessment datasheets
- ☐ Results from WESP-AC Interpretive Tool
- ☐ ACCDC Results
- ☐ Avoidance/Minimization and Mitigation Measures
- ☐ Monitoring plan (if there are remaining portions of wetland area)
- ☐ Wetland compensation requirements stated, signed Letter of Understanding (LOU) or Letter of Intent (LOI) – Detailed compensations plans are to be completed within 6 months after wetland application is approved.

Rationale for any incomplete sections:

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It is an offense under Sections 158 (a) and 158 (b) of the Environment Act to provide false or misleading information. I certify all of the above required information has been submitted and complies with the requirements set out in the Environment Act and the Activities Designation Regulations, including design and construction requirements.

Applicant Section

Name: (print or type) _____

Date signed: (yyyy/mm/dd) _____

Signature: _____

Wetland Evaluator Section

(required as of July 1, 2021)

Name: (print or type) _____

Date signed: (yyyy/mm/dd) _____

Signature: _____