

Completing a Water Act Application Wetland



Intended User: *Water Act* approval applicants

Overview

This quick reference guide (QRG) describes how to submit a [Water Act](#) application in OneStop for wetland approval.

This guide assumes the following:

- You have started an application and completed the General screens (Contact Information, Application Information, Proposed Activity, Additional Information, Activity Details).
- In the General – Activity Details screen, you have selected **Water Approval** as the application type in the Water Authorizations table and selected **Wetlands** as the application's purpose, which then generated an activity ID.

<input type="checkbox"/>	Application Type	Application Purpose	Activity ID
<input type="checkbox"/>	Water Approval	Wetlands	32543675

- You have completed the Water – General Application screen. See *Initiating a Water Act Application – General QRG*.

Water – Source

This screen does not apply to wetland activities. Click [Next >](#) to go to the Water – Additional Information screen.

Water – Additional Information

There are two associated activity formats for a wetland assessment:

Wetland Assessment and Impact Form (WAIF)

- For activities starting with **WAIF**, OneStop displays WAIF questions.

Wetland Assessment and Impact Report (WAIR)

- For activities starting with **WAIR**, OneStop displays WAIR questions.

1. Select the **associated activity** from the drop-down list.

WAIF - Access Class II, III and IV Roads with 100% Wetland Reclamation	WAIF - Water Production Wells
WAIF - Borrow pits 2500m3 or under	WAIF - Well Sites (In-situ, Oil and Gas) with 100% Wetland Reclamation
WAIF - Coal Exploration	WAIR - Access Class II, III and IV Roads
WAIF - Geotechnical Investigations (Drilling, Boreholes)	WAIR - Any Other Proposed Activity
WAIF - Incidental Activities (refer to parent disposition)	WAIR - Borrow pits greater than 2500m3
WAIF - Industrial Storage Sites with 100% Wetland Reclamation	WAIR - Industrial Storage Sites
WAIF - Oil Sands Exploration	WAIR - Railway Spur Line
WAIF - Pipeline related infrastructure outside pipeline right-of-way	WAIR - Reservoirs greater than 2500m3
WAIF - Railway Spur Line with 100% Wetland Reclamation	WAIR - Well Sites (In-situ, Oil and Gas)
WAIF - Reservoirs 2500m3 or under	
WAIF - Water Monitoring Wells, Experimental Wells, Observation Wells	

- Applicants must upload the proposed wetland locations as digital spatial data shapefiles. See *Importing Digital Spatial Data - Water Activities QRG*.

Attach and submit the wetlands shapefile. Files must be in .zip format.

WAIF – Wetland Assessment Impact Form: Steps 3 to 8 a)

- Click the **calendar field** and select the **desktop assessment date**.

- Click **Attach** to include a **WAIF desktop assessment report**.

- Enter the **name** of the individual who conducted the wetland assessment.

- Enter the **name** of the authenticating professional.

- Select the individual's **professional designation** from the drop-down list.

Import Data from .csv

- Click **Import Data from .csv** to upload data into the application. You may also download a template, enter data into the template, and upload the .csv file to OneStop.

Wetland Name	Dominant Wetland Class (AWCS)	ABWRET-D Value	Total Delineated Wetland Area (ha)	Temporarily Impacted Area
Wetland 1	Bog [B]-Shrubby [S]	B	10.0000	5.0000

Important
 The wetland name is populated from the shapefile. The remaining fields in the table can be populated with data from a .csv file or entered manually into the table.

The sum of each area (wetland, impacted, and loss) is also populated.

Total Wetland Area (Hectares)	10.0000	Total Impacted Area (Hectares)	5.0000	Total Wetland Loss (Hectares)	2.5000
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Manually Enter Data

You can manually enter data into the wetland information table using data from the .csv file.

- Select from options in drop-down lists or enter values in the appropriate fields in the information table.

Important
 As of May 29, 2018, ABWRET-D (Alberta Wetland Rapid Evaluation Tool) results must be obtained from the Government of Alberta (GoA), and a value of A, B, C, or D must be selected from the drop-down list.

WAIR – Wetland Assessment Impact Report: Steps 9 and 10

- Select **Yes** or **No**: Has a submission to GoA been completed and the ABWRET-A value returned?

Has a submission to GOA been completed and the ABWRET-A value returned? *

- The remaining WAIR requirements are similar to WAIF. See [WAIF – Wetland Assessment Impact Form](#) above for details. Complete the WAIR requirements and then proceed to **Step 11**.

- In the Impacts – Wetland Vegetation section, enter the **percentage of wetland** that impacts vegetation.

Impacts - Wetland Vegetation

Percentage of Wetland that will have vegetation impacted *

- Select the **associated activity** from the drop-down list.

Select Associated Activity *

- Compaction or Padding
- Excavation
- Removal or Full Strip

13. Select **Yes** or **No**: Will any rare species be impacted?

Will any rare species be impacted? *	Yes	No
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a) If **Yes**: Identify which **species** will be impacted in the space provided.

Which rare species will be impacted? *	
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b) If **No**: Proceed to the next step.

14. Enter **additional information** about wetland vegetation in the space provided.

Additional Information	
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15. In the Impact Wetland Soils section, select which type of **wetland soils** will be impacted: **Mineral** and/or **Organic**. Both soil types can be selected.

Impacts - Wetland Soils	
What type of wetland soils are impacted? *	<input type="checkbox"/> Mineral <input type="checkbox"/> Organic

16. Enter the **maximum depth** of soil disturbance in meters (m) in the space provided.

Maximum Depth of Soil Disturbance (m)	
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17. Enter any **additional information** to wetland soils in the space provided.

Additional Information	
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18. Select the development activity impact: **Groundwater** and/or **Surface Water**. Both types can be selected.

Impacts - Wetland Water and Hydrology	
Development Activity Impact *	<input type="checkbox"/> Groundwater <input type="checkbox"/> Surface Water

a) For **Groundwater**: Select **Yes** or **No** – Is there interaction with the groundwater recharge zone?

Is there interaction with the groundwater recharge zone? *	Yes	No
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b) For **Surface Water**: Select **Yes** or **No** – Will the drainage patterns be impacted?

Will the drainage patterns be impacted? *	Yes	No
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- i) If **Yes**: Enter the percentage of **drainage pattern** impacted in the space provided.

Percentage of drainage pattern impacted *	
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- ii) If **No**: Proceed to the next step.

19. Select **Yes** or **No** to the remaining questions in the section:

- a) Is there an impact to water levels?
- b) Is there an impact to water volume?
- c) Is there an impact to quality?

20. Enter any **additional information** about wetland water and hydrology in the space provided.

Additional Information	
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WAIR or WAIF Mitigation: Steps 21 to 26

21. Select the associated mitigation: **In-lieu Fee Payment, Permittee Responsible Replacement, Wetland Reclamation** or **Wetland Minimization**.

In-lieu Fee Payment	Permittee Responsible Replacement	Wetland Reclamation	Wetland Minimization
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22. For **WAIR activity**: Click Attach to include an **Avoidance Plan/Alternatives Assessment** when the space provided in Step 23 is not sufficient.

Attach Avoidance Plan/Alternatives Assessment *	Avoidance Plan.pdf
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23. Enter the **avoidance efforts** that were made to justify the impacts in the space provided.

Summarize avoidance efforts made and justify impacts *	
1000 characters remaining	

24. Enter the **proposal to minimize and reclaim impacts** to wetlands area and function in the space provided.

What is proposed to minimize and reclaim impacts to wetland area and function? *	
1000 characters remaining	

25. Based on the associated mitigation you selected above, click Attach to include the **In-lieu Fee Payment Agreement, Permittee Responsible Replacement Proposal, Wetland Reclamation Proposal or Wetland Minimization Proposal**.

26. For **In-Lieu Fee Payment**: The In-Lieu Fee Payment table shows the replacement cost whenever a wetland loss occurs. The Wetland Name, ABWRET-A Value, and Wetland Loss Area are populated from the Wetland Information Table.

Wetland Name	ABWRET-A Value	Wetland Loss Area (Hectares)	Replacement Area (Hectares)
Wetland C	B	1.0000	

Enter the **Replacement Area** in hectares, **Replacement Rate** in dollars per hectare and the **Replacement Cost** in dollars.

Replacement Area (Hectares)	Replacement Rate (\$/Hectares)	Replacement Cost (\$)

27. In the Key Wetland Dates section, click each calendar field, select the **start, and end dates** for the following: **Construction, Operations, and Estimated Reclamation**.



Tip

The construction start date and estimated reclamation end date is populated from information entered in the Water – General Application screen under Proposed Activity Dates. Return to that screen to make any changes to the construction start date or estimated reclamation end date.

Construction Start Date *	<input type="text"/>	📅
Construction End Date *	<input type="text"/>	📅
Operations Start Date *	<input type="text"/>	📅
Operations End Date *	<input type="text"/>	📅
Estimated Reclamation Start Date *	<input type="text"/>	📅
Estimated Reclamation End Date *	<input type="text"/>	📅

28. Select each **month** in which the wetland will be impacted during construction.

Months of the year the wetland will be impacted during construction?	JAN	FEB	MAR
	APR	MAY	JUN
	JUL	AUG	SEP
	OCT	NOV	DEC

29. Click  to save your entry.
30. Click the next water activity tab at the top of the screen or click  to proceed to the Confirmation screen and submit your application.