



State of Nevada
Department of Wildlife



Industrial Artificial Pond Permit Program

Application and Assessment Fee Form Instructions

PERMIT ISSUANCE PROCESS

Upon receipt of a properly completed application, the Department of Wildlife (NDOW) shall review the permit and make contact with the appropriate company contact person. Mortality prevention stipulations will be discussed with regard to the operation's particular requirements. A permit will be prepared and submitted within 30 working days to the company for signature by the designated responsible person. The permit shall be signed by the responsible person and returned, with full payment for the selected duration, to the issuing office of the Nevada Department of Wildlife. Upon receipt of the signed permit and payment, the regional manager of the issuing region will sign the permit and return it to the company. The fully signed and numbered permit with an attached NDOW Special License Permit is the official permit issued by the Department.

In addition to the annual permit fee of \$125, each permittee is required to pay an annual assessment per NAC 502.480. Assessment Fees range in cost from \$1,000 to \$10,000 per year and must be received by the Department on or before June 30th of each year.

PERMIT FEE

A separate permit shall be required for each separate operation (e.g., a heap leach and mill are considered separate operations) that has artificial or man-made bodies of water (pond). However, operations with multiple ponds (e.g., pregnant & barren process ponds at a heap leach facility) at a single facility may only require one permit. Permittees shall coordinate any questions with the appropriate regional mining biologist. Permits are issued for a period of one year or more. The cost cost is \$125.00 per year. Permits shall not be issued for a period in excess of 5 years. There is no cost to modify a permit during the life of the permit.

PERMIT APPLICATION and ASSESSMENT FEE CALCULATION INSTRUCTIONS

The IAP Permit Application is formatted as a fillable and savable PDF Form. Some features of the permit application require Acrobat Reader 11, or Acrobat Pro.

Step 1: Complete Permit Application.

1. Most of the items to be entered on the application are self-explanatory. For clarification, the following guidance is provided for certain sections.
 - a. PROJECT NAME: Please provide the Project Name.
 - b. FACILITY NAME: Please provide the Facility Name. This may differ from the Project Name. Multiple facilities may be included in one project and each facility may require a separate permit. For example, ABC Mine may have one permit for æ North Heap Leach area and one permit for a South Heap Leach area.
 - c. FACILITY ID: If this Facility has been issued a Mine ID, enter this ID here. If this is anew application, leave blank.

- d. LOCATION: Provide the County and Legal (Township, Range, Sections) location of the Facility.
 - e. PARENT COMPANY INFORMATION – Provide the name, address, Federal Tax ID, and contact information for the company which has immediate control of the operation; i.e., the company that will be writing paychecks. If a jointly controlled operation, list the company with major interest.
 - f. RESPONSIBLE PERSON INFORMATION - Provide the name, address and contact information of the person, residing in Nevada, to whom legal documents or summonses would be handed; i.e., facility operation manager, mine manager. The responsible person will also be required to sign the permit application, assessment fee calculation form, and final permit.
 - g. FACILITY CONTACT INFORMATION - Provide the name, address and contact information of the person to whom the Nevada Department of Wildlife should address questions during processing of this application. This should also be the primary point of contact for wildlife mortality issues, site compliance inspections and wildlife protective measures (i.e. environmental manager).
 - h. FACILITY DESCRIPTION – Please provide a brief description of the facility and its primary artificial water bodies. If this is one of multiple facilities present at a Project, please describe that as well.
 - i. TONS OF ORE FACILITY IS DESIGNED TO PROCESS PER YEAR – Enter the number of tons of ore this facility is designed to process per year. This should be based upon other permitting documents (e.g. Water Pollution Control Permit issued by NDEP, BLM Plan of Operations). Please submit supporting documentation to validate this figure. If there is a discrepancy between two or more other permitting documents, please provide an explanation.
2. Complete Table 1 of the Permit Application – Artificial Bodies of Water Associated with this Facility.
- a. Use a single row in the table for each artificial or artificially created body of water associated with the facility.
 - b. Completely fill out all requested information for each pond. Table 1 should include a record of *each* artificial or artificially created body of water associated with the permitted facility, including process and non-process bodies of water.
 - c. At the bottom of each page used for Table 1, calculate the subtotal amounts for the number of ponds and surface acres of ponds.

Step 2: Enter Facility Details into the Assessment Fee Calculation Form

1. If not already entered, type in the Facility Name and Facility ID – leave the SLAP # blank.
2. Select the appropriate drop-down (yes or no) for the question, “Is this facility in Permanent Closure based on NAC 502.482, Section 4?” If selected “yes,” each of the three Payment Tiers is listed as *Perm. Closure* and the Assessment Fee is \$1,000. No calculations are necessary. If selected “no,” continue filling out the Assessment Fee Form Table.

NAC 502.482, Section 4: “*Permanent closure*” means that time in the operating life of a facility when activities for the final stabilization of the facility or removal of chemicals or substances within or associated with an artificial or artificially created body of water are initiated and the body of water no longer poses a risk of death to wildlife.

3. Enter the number of tons of ore this facility is designed to process per year in the "Facility Details" column for Fee Schedule A in the Assessment Fee Calculation Table. If this facility does not process ore, enter "0". This number is also included on page 3 of the Permit Application.
4. Enter the total number of surface acres in artificial bodies of water associated with this permit in the "Facility Details" column for Fee Schedule B in the Assessment Fee Calculation Table. This number can be obtained by adding the "Surface Acres at Capacity" for each artificial body of water listed in Table 1, or by adding each of the page subtotals for Pond Acres.
5. Enter the total number of artificial bodies of water associated with this permit in the "Facility Details" column for Fee Schedule C in the Assessment Fee Calculation Table. This number can be obtained by counting the total number of bodies of water listed in Table 1, or by adding each of the page subtotals for Pond Count.

Step 3: Calculate the Payment Tiers and Assessment Fees

1. The Assessment Fee Calculation Form should automatically assign a Payment Tier and Assessment Fee for each general Fee Schedule based on the Facility Details. If the calculations do not automatically complete, or if you have printed the form and are completing it by hand, use the following Reference Table. The Payment Tier and corresponding Assessment Fees are listed on the left. The three columns on the right show the Facility Details (ore, pond acres, and number of ponds) that correspond to each Payment Tier/Assessment Fee.
2. For each Fee Schedule (A, B, and C) determine which Payment Tier (1, 2, 3, or 4) the specifications of the Facility fit based on the Reference Table and NAC 502.482.

Reference Table

<u>Payment Tier & Amount</u>	<u>Fee Schedule A</u>	<u>Fee Schedule B</u>	<u>Fee Schedule C</u>
	Number of Tons of Ore a Facility is Designed to Process Each Year	Maximum cumulative acres in artificial bodies of water associated with the facility	Maximum number of artificial bodies of water associated with the facility
Perm. Closure - \$1,000	Any Facility in Permanent Closure	Any Facility in Permanent Closure	Any Facility in Permanent Closure
Tier 1 - \$1,500	Less than 36,500 tons	Less than 5 total acres	Less than 25 bodies of water
Tier 2 - \$3,000	36,500 to 99,999 tons	5.0 to 10.0 acres	25 to 74 bodies of water
Tier 3 – \$6,000	100,000 – 499,999 tons	10.1 to 100 acres	75 to 150 bodies of water
Tier 4 - \$10,000	500,000 tons or more	100.1 acres or more	151 or more bodies of water

3. For Example:
 - a. If the facility is *designed to process* 200,000 tons of ore per year, that corresponds to Tier 3 / \$6,000 in Fee Schedule A
 - b. If the facility is designed to have 10.0 acres in water bodies, that corresponds to Tier 2 / \$3,000 in Fee Schedule B
 - c. If the facility is designed to have 2 total water bodies, that corresponds to Tier 1/\$1,500 in Fee Schedule C.

4. The Assessment Fee that is due is the single highest assessment fee that is applicable to the facility. Using the above example, the assessment fee would be \$6,000. Write this amount in the cell labeled “Annual Assessment Fee Obligation.”
 - a. Fee Schedule A = \$6,000 ← Highest applicable fee is the assessment owed.
 - b. Fee Schedule B = \$3,000
 - c. Fee Schedule C = \$1,000

Step 3: Sign the application and assessment fee form and submit the application.

1. The Responsible Person must sign and date the form.
2. Submit the permit application and assessment fee calculation form to the appropriate Nevada Department of Wildlife Regional Office.

For Permit Applications, submit the permit fee (\$125/year) with the application. Checks, cashier's checks, or money orders are acceptable. Cash is not. Completed applications and the permit fee should be mailed to the appropriate regional office, based upon which county the operation is located:

Nevada Dept. of Wildlife
Western Region Mining Biologist
380 West B Street
Fallon, NV 89406

(775-423-3171, ext. 227)

Nevada Dept. of Wildlife
Eastern Region Mining Biologist
60 Youth Center Road
Elko, NV 89801

(775-777-2300)

Nevada Dept. of Wildlife
Southern Region Mining Biologist
4747 Vegas Drive
Las Vegas, NV 89108

(702-486-5127)

Western Region Counties

Carson City
Churchill
Douglas
Humboldt
Lyon
Mineral
Pershing
Storey
Washoe

Eastern Region Counties

Elko
Eureka
Lander
White Pine

Southern Region

Clark
Esmeralda
Lincoln
Nye

3. Annual Assessments must be paid by all Permittees if they operated at any time in the 12-months preceeding June 30 of the current year. Annual assessment fees are based upon the Assessment Fee Calculation Form and must be paid to the Department of Wildlife prior to June 30 of each year. Checks, cashier's checks, electronic funds transfers, or money orders are acceptable. Cash is not. Assessment fees should be mailed to the Nevada Department of Wildlife State Office, not the Regional Offices.

Nevada Department of Wildlife
State Office, Habitat Division
c/o Habitat Division
6980 Sierra Center Parkway
Reno, NV 89511

(775-688-1568)