

# PRIORS HALL PARK

Urban&Civic

Phased Extraction of Minerals- Planning Application

January 2021

## Application Forms & Certificates

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**TOWN AND COUNTRY PLANNING ACTS  
PART I FORM**

For MPA Use Only
Application No _____
Date Received _____

*Application for planning permission for mineral extraction and/or waste disposal including all ancillary facilities and operations (5 completed copies of this form should be submitted)*

1. Applicant		Agent (if appropriate)	
Name	Mr Mike Nelson Urban & Civic Corby Ltd	Name	Helen Armes
Address	1 The Courtyard, Barnwell Gardens Priors Hall Park Corby NN17 5EB	Address	David Lock Associates 50 North Thirteenth Street Central Milton Keynes MK9 3BP
Tel No.		Contact Name	
Fax No.		Tel No.	
		Fax No.	

2. Application Site	
i) Title of development:	<b>Phased extraction of limestone and re-use on site to facilitate the development of Priors Hall Zones 2 &amp; 3 urban extension (outline application reference 19/01219/OUT ENC and 19/00351/OUT CBC)</b>
ii) Location and address of site:	<b>Priors Hall Park Corby</b>
iii) Present use(s) of land and buildings:	<b>Agriculture / vacant</b>
iv) Previous uses of the site (if known):	<b>Agriculture / former quarry (Zone 2)</b>
v) Total application area:	<b>6.78 hectares</b>
vi) Grid Reference (e.g. SP 7514, 6521):	<b>SP923917 E 492388 N 291765</b>

**The application area must be outlined in red on the Ordnance Survey based site and location plans.**

3. Type of Application	
i) State whether the application is for:	
a. An extension in area to an existing permitted site	No
b. An extension in time of an existing permission	No
c. Modification of a condition (other than the end date)	No
d. A new site	Yes

ii) If the answer to a, b or c is Yes please state the previous:	
a. Permission No.:	
b. Decision Date:	

c. No.(s) of Condition(s) requiring modification:	
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iii. Brief description of the development (Additional information should be included in the Supporting Statement or by Environmental Assessment where appropriate: 'Phased extraction of limestone and re-use on site to facilitate the development of the Priors Hall Zones 2 and 3 urban extension (outline application reference: 19/01219/OUT and 19/00351/OUT). Works to comprise: <ul style="list-style-type: none"> <li>• removal and temporary storage of overburden;</li> <li>• extraction of limestone;</li> <li>• processing of minerals on site to form appropriately sized/ quality building material;</li> <li>• temporary construction compound;</li> <li>• backfilling of extraction zones to original levels with engineered fill, overburden and excess clay from earthworks surcharge process elsewhere on site.'</li> </ul>
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<b>4. Site Ownership</b>			
i. Surface land owner:		ii. Mineral owner (If different from i. and appropriate)	
Name:	Urban & Civic	Name:	
Address:	50 New Bond Street London W1S 1BJ	Address:	
iii. What is the applicant's interest in the application site:		Owner	
If other please specify:			
iv. Applicant's interests in land adjoining the application site:			
<b>If the applicant has an interest in adjoining land then the area must be outlined in blue on the Ordnance Survey based site and location plans.</b>			

<b>5. Highway Access</b>			
i. Is there an existing means of access to the site?		Yes	
If Yes, please state:	a. Width: c.10 metres b. Details of construction: Haul route via causeway from Zone 1		
ii. Is a new access to be constructed or an existing access altered?		No	
If Yes, please state:	a. Proposed width: metres b. Proposed access specification:		

<b>6. Environmental Effects of the Proposal</b>			
i. Is an Environmental Statement attached?		No	
ii. Does the site affect any of the following designations?		Yes	
a. Scheduled Ancient Monument b. Listed Building c. Site of Special Scientific Interest d. Nature Reserve / SNCV e. Public Right of Way			
If Yes, please describe briefly (and detail on a separate plan:		Please see Planning Statement and accompanying reports.	

<b>7. Application Checklist</b>
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Have you (please check box):	
i. Completed and signed this Part I Form?	<input checked="" type="checkbox"/>
ii. Completed and signed the appropriate Part IV, Part V, Part VI and/or Part VII Form(s)?	<input checked="" type="checkbox"/>
iii. Completed, signed and served the appropriate ownership certificates and notices?	<input checked="" type="checkbox"/>
iv. Included a supporting statement?	<input checked="" type="checkbox"/>
v. Included the appropriate technical and environmental information/reports?	<input checked="" type="checkbox"/>
vi. Included the plans and drawings required	<input checked="" type="checkbox"/>

**I hereby apply for planning permission in respect of the above particulars and attached plans, drawings and statements.**

Signed \_\_\_\_\_

On behalf of Urban & Civic

Date:13/01/2021



**TOWN AND COUNTRY PLANNING ACTS  
PART IV FORM  
EXTRACTION OF MINERALS**

For MPA Use Only
Application No _____
Date Received _____

*Additional information required if the application is for the extraction of minerals by opencast methods*  
**(5 completed copies of this form should be submitted)**

**SITE DETAILS AND PLAN REQUIREMENTS**

1. Total area of land covered by the application (including all storage and stockpile bunds, the haul route and access to public highway and other ancillary operations and structures):  
  
6.78 hectares **(Edge this area in red on the plan.)** Plan Ref: UAC047-052 Rev G
2. Type(s) of mineral to be extracted: Limestone
3. Proposed area(s) of mineral extraction: 4.2 hectares

**Please detail on plan including areas in the application from which minerals have previously been extracted.** Plan Ref: 2564-114

**TECHNICAL DETAILS AND PLAN REQUIREMENTS**

4. (a) Estimated thickness of topsoil: Refer to section metres  
(b) Estimated thickness of subsoil: Refer to section metres  
(c) Estimated thickness of overburden: Refer to section metres
5. Level of existing water table in land in relation to the existing surface level: N/A metres

**Please details 4 and 5 in cross-section form.** Plan Ref: Shadbolt Section Line 1

6. Present contours of the application site and surrounding land: Plan Ref: 019934-RPS-MI-XX-DR-C-0710

**OPERATIONAL DETAILS AND PLAN REQUIREMENTS**

7. Method, direction, estimated rate of working and phasing of working.  
  
**Please detail in plan form and describe in written statement supporting application.** Plan Ref: N/A - both extraction areas to be worked within the next twelve months following application approval.
8. Estimated maximum depth of working below existing ground level: 8 metres  
  
**Please detail in cross-section form.** Plan Ref: 019934-RPS-MI-XX-DR-C-0780
9. (a) Estimate of total quantity of mineral to be extracted: 59,202 m<sup>3</sup> 94,723 (based on volume to weight multiplier of 1m<sup>3</sup>:1.6 tonnes) tonnes

- 10. (b) Estimate of net saleable mineral to be extracted: 0 m<sup>3</sup> 0 tonnes  
 (a) Estimate of annual quantity of mineral to be extracted: 59,202 m<sup>3</sup> 94,723 tonnes  
  
 (b) Estimate of annual quantity of saleable minerals: 0 m<sup>3</sup> 0 tonnes
- 11. Estimated life of workings: 1 years 0 months
- 12. Proposed starting date of workings if consent is given: ASAP following grant of consent
- 13. Method of transport to and from workings:
  - (a) Type of HGV's to be used (and maximum laden weights and no. of axles of lorries):  
 All material to be used on site & transported around by Volvo A30G (Moxy) which has a 29 tonne capacity and weights 52 tonnes when fully laden (3 axels)
  - (b) Total average daily HGV movements (in and out of site equals two movements):  
 Up to 40 internal (within site) movements per working day using a Moxy
  - (c) Identify on plan the highway route to be used to (and from) primary road network and describe in written statement.

Plan Ref: UAC047-052 Rev G

Written Statement Ref: Planning Statement

- 14. Anticipated market / end use of mineral : For use in construction of roads within Priors Hall Zones 2 and 3

**ANCILLARY OPERATION / PLAN REQUIREMENTS**

- 15. Position and nature of any fixed plant that is proposed to be erected: **Please detail on plan.** Plan Ref: N/A

- 16. Is it proposed to erect any temporary buildings on site? No

**If yes, please provide details of location, size, materials, colours in and include drawings of elevations, on plan and describe in written statement.**

Plan Ref:

Written Statement Ref:

**RESTORATION, LANDSCAPING AND AFTERCARE**

- 17. Method, direction, phasing and timescale of restoration / backfilling.

**Please detail on plan and describe in written statement. If materials need to be imported on the site then please complete Part V Form.**

Plan Ref:

Written Statement Ref: Restoration and Aftercare Statement

- 18. Landscaping proposals

**Please detail on plan and describe in written statement. If you require advice on this matter please contact the County Planning Authority.**

Plan Ref: N/A

Written Statement Ref: Restoration and Aftercare Statement

- 19. Aftercare proposals / Future land use of site.

**A detailed statement of a five year aftercare programme will need to be submitted to the County Planning Authority if consent is given for the application.**

Plan Ref: N/A      Written Statement Ref: Restoration and Aftercare Statement and Planning Statement

Signed

on behalf of Urban & Civic

Date 13.01.2021



**TOWN AND COUNTRY PLANNING ACTS  
PART VI FORM  
MINERALS RELATED DEVELOPMENT**

For MPA Use Only
Application No _____
Date Received _____

*This form should be completed (in addition to the Part I application form and any other relevant forms) for proposals covered by Schedule 1 (1) (b) (e) (f) and (g) of the Town and Country Planning Act 1990. That is, it should be completed for proposals involving use of land, or the erection of an building, plant or machinery, on land for the carrying out of any process for the preparation or adaptation for sale of any mineral or the manufacture of any article from a mineral on land on or adjacent to a mineral working or connected to it by private means of transport. It should also be completed for any proposed use of land for any purpose in connection with the transport by rail or water of aggregates or any buildings, plant or machinery proposed to be used in connection with them or utilising minerals. Finally, it should be used for any proposal on any land for the erection of any building, plant or machinery which it is proposed to use for the manufacture of cement. This form should only be completed where planning permission is required. **Please read the accompanying guidance notes at the end of this form before completing these questions.***

A6.1 (i) Summarise the buildings, plant and machinery to be erected or use proposed, the processes proposed and the products to be made: Temporary construction compound - likely there will be a small mobile OASIS welfare unit which will be utilised by up to 5 daily working operatives.

A6.2 Proposed duration of use or operation:

(i) is it to be permanent? No

(ii) If yes, specify type and storage method:

A6.3 (i) Maximum height of any buildings, plant as measured from existing ground level: 3m metres

(ii) Maximum height of stockpiles or storage facilities for processed material as measured from existing ground level: N/A metres

A6.4 Plant capacity:

	Tonnes per hour	Tonnes per year
Estimated normal capacity of plant	p to 1,000 tonnes per day	Up to 200,000 tonnes per year (200 working days)
Estimated maximum capacity of plant	Up to 1,000 tonnes per day	Up to 200,000 tonnes per year (200 working days)

A6.5 Source of water (if any) to be used in process: None required

A6.6 Details of waste arising from processes:

(i) Nature of wastes: No arisings will be removed from site, all to be used as backfill



- (ii) Estimated annual quantity produced: N/A m<sup>3</sup>
- (iii) Describe what will happen to any wastes produced. N/A

A6.7 In the case of proposals in or adjacent to existing or proposed quarries, what minerals and other materials, and what quantities (tonnes per year) will be:

- (i) Imported from outside the quarry (describe the method of transport as well): 0
- (ii) Won from the quarry: 0

A6.8 In the case of proposals at, or adjacent to, existing or proposed rail head deposits what minerals and other materials, and in what quantities (tonnes per year) will be imported:

- (i) By rail to the site: 0
- (ii) By road to the site: 0

A6.9 Summarise method(s) of transportation of processed materials from the proposed site: No material to be taken to or from site - all to be used internally as part of the Priors Hall urban extension

A6.10 (i) Is it proposed to use an existing means of access to the application site? Yes

(ii) If Yes, summarise the access details: Access into the site via the existing causeway haul route from Zone 2, then using existing haul routes internally within Zone 2 and 3

A6.11 (i) Are new access arrangements to be constructed or alterations to existing access proposed? No

(ii) If Yes, summarise the proposals:

A6.12 Heavy Goods vehicle generation (daily):

	Average (daily)	Maximum (daily)
Estimated number of loaded vehicles likely to enter the site	0	0
Estimated capacity of loaded vehicles entering the site	0	0
Estimated number of loaded vehicles likely to leave the site	0	0
Estimated capacity of loaded vehicles leaving the site	0	0

A6.13 (i) Summarise routes to be used to and from the primary road network and show on plan: Access from the site to the public highway for site operatives / vehicles via causeway and then onto the Gretton Road to the adopted highway at Birchington Gate

(ii) Proposed methods to be used to control transport imports: N/A

A6.14 In the case of buildings give the floor space in square metres:

Existing: 0 m<sup>2</sup>

Proposed: 0 m<sup>2</sup>

A6.15 Describe measures for controlling noise and methods of noise monitoring (as relevant): Refer to Noise Impact Assessment

- A6.16 Describe proposed measures for controlling and suppressing dust and minimising spread of minerals and waste onto the public highway: Refer to Dust Impact Assessment
- A6.17 (i) Will any hazardous materials be used or stored on site? No
- (ii) If yes, specify type and storage method:
- A6.18 (i) Outline any measures to control water pollution: Refer to Code of Construction Practice  
(ii) State the measures to be taken to prevent the spillage or seeping of fuel oils during delivery, storage and handling on site: N/A
- A6.19 State whether any processes are to be registered under Part A and B of the Environmental Protection Act 1990 and describe the nature of these operations: Yes - the contractor MAPA has obtained the relevant permit - issued 23/06/20. The brief description of the plant regulated by this permit is as follows - the crushing, grinding or other size reduction, with machinery designed for that purpose of bricks, tiles and concrete or any designated mineral. Also screening of demolition material prior to crushing and any other pretreatment activity, and the screening of the product. Described under Schedule 1, Part 2, Chapter 3, Section 3.5, Part B (a), (c) and (d) of the EP Regs.
- A6.20 For any buildings give details of colour and type of materials for:
- |   |     |
|---|-----|
| (i) Walls                                 | N/A |
| (ii) Roofs                                | N/A |
| (iii) Windows                             | N/A |
| (iv) Doors                                | N/A |
| (v) Means of enclose (e.g. fencing/walls) | N/A |
- A6.21 For any plant give details of their proposed colour(s): Yellow & green

Signed

on behalf of Urban & Civic

Date 13/01/2021

## **GUIDANCE NOTES FOR MINERALS RELATED DEVELOPMENT (MRD)**

**A6.1-9** For this section it is preferable that answers are amplified in both supporting statements and plans to give planning officers to full appreciation of the purpose and likely planning implications of the proposed development.

**A6.10-13** Much of this section is designed for road transport with the exception of A6.8(i). Please indicate details of other rail or water transport in an additional statement and plans including details of access, parking and vehicle movement on site.

For road transport, a supporting plan showing the traffic levels along the proposed routes for laden and unladen lorries is particularly helpful. For other modes, applicants should provide details of the tonnages likely to be moved, the range of market destinations, and the timing of movements.

Where there is a need for highway improvements to be carried out as a consequence of the proposed development, applicants will normally be required to undertake these at their own expense or reimburse the Highway Authority for the cost of undertaking such improvements. Such improvements will need to be implemented before development starts. If the proposal is likely to generate significant amounts of heavy vehicle traffic and/or heavy vehicles would use roads of poor construction, width or alignment, applicants are strongly advised to contact the appropriate Highway Authority. Highway Objections may be overcome by routing vehicles on specific roads. You may be asked to enter a formal agreement to secure that routing or submit a routing scheme which would be controlled by a planning condition.

**A6.14** The site plan should clearly show which are existing and which proposed buildings.

**A6.15** Information should be given on measures taken for controlling noise (e.g. screening bunds, acoustic cladding etc.). Where minerals related development (MRD) is on a proposed or existing mineral extraction site the information provided on noise in that application should include the MRD.

Where the MRD is on a site which has noise controls by planning condition, information should be given to show that those controls will not be breached.

Where the MRD is not on a noise controlled site and is within 200 metres of a noise sensitive building, applicants should provide details of noise levels at these properties or areas scheduled for development. Proposed methods for noise monitoring and measures for controlling noise should be specified. The case officer may ask for noise level and control information for MRD greater than 200 from noise sensitive buildings if it appears that the MRD is potentially very noisy. A need for this information can be established at a pre-application meeting.

Information on noise is best submitted in a supporting statement but may be included on the form.

Advice on noise control can be obtained from the Environmental Health Officer in the relevant District Council.

- A6.16** Applicants should state methods to control and suppress dust from the operations including how dust is to be prevented from contaminating vehicle circulation areas.
- A6.17** Applicants who are uncertain whether or not the materials in the proposal involves the use and storage of hazardous materials should contact the Health and Safety Executive.
- For materials which may create a hazard, applicants should indicate the hazardous materials, what special consideration will need to or has been given to the siting of development which involves the use of such materials, and how the material is intended to be stored. Further guidance can be obtained from DoE Circular 11/92 on the Planning (Hazardous Substances) Act 1990, brought into force on 1<sup>st</sup> June 1992. Further advice may be obtained from the Health and Safety Executive.
- A6.18** Where relevant, applicants should give an outline of proposed measures to control potential pollution to protect ground water. In particular, measures to control wastes and waste water are needed.
- A6.19** To be completed as relevant.
- A6.20** For buildings that are intended to be permanent the County Council will expect them to be of permanent design.
- A6.21** Where MRD is in the countryside plant will be expected to be located to reduce visual impact and to be coloured so that it blends in with the surrounding landscape as far as possible. In urban areas the MRD should be coloured to blend in with surrounding industrial buildings and should meet the policies of the district local plan in this matter.

# CERTIFICATE OF OWNERSHIP

## TOWN AND COUNTRY PLANNING GENERAL DEVELOPMENT ORDER 1995

## TOWN AND COUNTRY PLANNING ACT 1990

### CERTIFICATE UNDER ARTICLE 7

Important Note: This certificate is for use with applications and appeals for planning permission (Articles 12A and 12C(1) of the Order). One of Certificates A, B, C or D must be completed together with the Agricultural Holdings Certificate.

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#### CERTIFICATE A

I certify that:

On the day 21 days before the date of the accompanying application/appeal + nobody, except the applicant/appellant + was the surface and mineral owner\* of any part of the land to which the application/appeal + relates.

Signed

on behalf of (a) Urban & Civic

Date 13/01/2021

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#### CERTIFICATE B

I certify that:

I have/The applicant has/The appellant has + given the requisite notice to everyone else who, on the day 21 days before the date of the accompanying application/appeal +, was the surface and mineral owner\* of any part of the land to which the application/appeal + relates.

Owner's Name \*

Address at which notice was served

Date of Service

Signed

On behalf of (a)

Date

+ Delete where appropriate.

\* "Owner" means a person having a freehold interest or a leasehold interest the unexpired term of which is not less than seven years, or in the case of development consisting of the winning and working of minerals, a person entitled to an interest in a mineral in the land (other than oil, gas, coal, gold or silver).

(a) Name of applicant if you are acting as the applicant's agent.

**CERTIFICATE C**

I certify that:

I/The applicant/The appellant + cannot issue a Certificate A or B in respect of the accompanying application/appeal +.

I have/The applicant has/The appellant has + given the requisite notice to the persons specified below being persons who on the day 21 days before the date of the application/appeal + relates.

Owner's Name *	Address at which notice was served	Date of Service
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I have/The applicant has/The appellant has + taken all steps open to me/him/her + to find out the names and addresses of the other owners\* of the land, or of part of it, but have/has + been unable to do so. These steps were as follows:-

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Notice of the application/appeal +, as attached to this Certificate has been published in the (b)

on (c)

Signed

On behalf of (a)

Date

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**CERTIFICATE D**

I certify that:

I/The applicant/The appellant + cannot issue a Certificate A or B in respect of the accompanying application/appeal +.

I have/The applicant has/The appellant has + taken all steps open to me/him/her + to find out the names and addresses of the other owners\* of the land, or of part of it, but have/has + been unable to do so. These steps were as follows:-

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Notice of the application/appeal +, as attached to this Certificate has been published in the (b)

(c)

Signed

On behalf of (a)

Date

- + Delete where appropriate
- (a) Name of applicant if you are acting as the applicant's agent.
- (b) Name of newspaper circulating in the area where the land is situated.
- (c) Date of publications (which must be not earlier than 21 days before the date of the application or appeal).

# AGRICULTURAL HOLDINGS CERTIFICATE

(e)

## TOWN AND COUNTRY PLANNING GENERAL DEVELOPMENT ORDER 1995

## TOWN AND COUNTRY PLANNING ACT 1990

## CERTIFICATE UNDER ARTICLE 7

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Of the following alternatives one must form part of Certificates A, B, C or D. If the applicant is the sole agricultural tenant \*\* he or she must delete the first alternative and insert "not applicable" as the information required by the second alternative.

+ None of the land to which the application/appeal + relates is, or is part of an agricultural holding.

OR

~~+ I have/The applicant has/The appellant has + given the requisite notice to every person other than my/him/her self who on the day 21 days before the date of the application/appeal + was a tenant\*\* of an agricultural holding on all or part of the land to which the application/appeal + relates, as follows:-~~

~~Tenants Name \*\*~~

~~Address at which notice was served~~

~~Date of Service~~

Signed

On behalf of (a) Urban & Civic

Date 13/01/2021

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+ Delete where appropriate.

\*\* "Tenant" means a tenant of an agricultural holding any part of which is comprised in the land.

(a) Name of applicant if you are acting as the applicant's agent.

# NOTICE FOR SERVICE ON OWNERS AND/OR TENANTS

(f)

TOWN AND COUNTRY PLANNING DEVELOPMENT ORDER 1995

TOWN AND COUNTRY PLANNING ACT 1990

## NOTICE UNDER ARTICLE 7 OF APPLICATION FOR PLANNING PERMISSION

(To be served on an owner(s)\* and/or tenant(s)\*\* or published in a newspaper).

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Proposed development at (a)

### I give notice that (b)

is applying to Northamptonshire County Council, for planning permission to (c)

Any owner(s)\* of the land or tenant(s)\*\* who wish to make representations about this application should write to the County Council at Development Liaison & Regulations, Planning, Transportation & Environment, Services Northamptonshire, PO Box 221, John Dryden House, 8-10 the Lakes, Northampton NN4 7DE (d)

\* "Owner" means a person having a freehold interest or a leasehold interest, the unexpired term of which is not less than seven years, or in the case of development consisting of the winning or working of minerals, a person entitled to an interest in a mineral in the land (other than oil, gas, gold or silver).

\*\* "Tenant" means a tenant of an agricultural holding any part of which is comprised in the land.

Signed

on behalf of (e)

Date

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### ***Statement of Owners' Rights***

The grant of planning permission does not affect owners' rights to retain or dispose of their property, unless there is some provision to the contrary in an agreement or in a lease.

### ***Statement of Agricultural Tenants' Rights***

The grant of planning permission for non-agricultural development may affect agricultural tenants' security of tenure.

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Insert:

- (a) Address or location of proposed development.
- (b) Applicant's name.
- (c) Description of proposed development.
- (d) Date giving a period of 21 days or more beginning with the date of service, or 14 days or more beginning with the date of publication of the notice (as appropriate).
- (e) Name of applicant if you are acting as the applicant's agent.



## OWNERSHIP CERTIFICATE

Your planning application must be accompanied by ONE of the following certificates AND an Agricultural Holding Certificate.

Certificate A: Must be signed and dated if you own all of the land to which the application relates (the site outlined in red).

Certificate B: Must be completed, signed and dated if you do not own all of the land to which the application relates and you have notified all other owners of land that may be concerned.

You must serve notice that you are making a planning application on the other owners of the land.

The Certificate must clearly show their names and addresses and the date on which they were served notice (Notice may be served using "Notice Under Article available from the Planning Department).

Certificate C: Must be completed, signed and dated if you do not own all of the land, you have notified some of the other owners but have been unable to notify other owners of the land. You must specify those upon whom you are served notice and describe the steps undertaken to try to identify and notify the others.

You must also publish a notice of the application in a local paper stating that the application has been made and certify that you have done this. (The form of notice, "Notice Under Article is available from the Planning Department.)

Certificate D: Must be completed, signed and dated if you do not own all of the land and you have been unable to identify or notify any of the other owners. You must specify the steps undertaken to try to identify and notify the other owners, publish a notice in the paper and certify that you have done this.

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PLEASE NOTE: The most common Certificates required to accompany applications for planning permissions are A and B. If neither of these apply to your particular case, or you require assistance, please contact Development Liaison and Regulations (01604 236638).

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AGRICULTURAL HOLDING CERTIFICATE: In addition to the Certificate of Ownership you must complete and sign an Agricultural Holding Certificate.  
If none of the land constitutes an agricultural holding delete the second statement and sign and date the certificate.  
If the land forms part of an agricultural holding delete the first statement, specify any tenants names, and sign and date the Certificate.  
If the applicant is the sole owner/tenant of the holding enter "Not applicable" under "Tenant Name" and sign and date the Certificate.

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REMEMBER: YOUR APPLICATION WILL BE INVALID UNLESS ACCOMPANIED BY THE APPROPRIATE CERTIFICATE.  
IT IS AN OFFENCE TO ISSUE A CERTIFICATE WHICH IS FALSE OR MISLEADING IN A MATERIAL PARTICULAR.