
TITLE: Sale of Usable Town Owned Lands
SECTION: Facilities Management
POLICY NO: 2300-01

APPROVAL DATE: _____ **CAO Signature:** _____

PURPOSE

To establish a policy on the sale of surplus usable Town owned land. For the purposes of this policy, Usable shall mean:

All Town owned property that meets the requirements of the Subdivision Bylaw, Municipal Planning Strategy and Land Use Bylaw, and is not required for Town use.

POLICY

The Town of Amherst shall make available for sale usable property which Council deems, from time to time, to be surplus to its needs.

Except in the case of properties located in the Industrial Zone, the sale of property will be undertaken by either public tender, public auction, commission arrangement with local real estate firms, and/or by the Town posting the property for sale. The minimum asking price to be stipulated will be based on the appraised value for the property, prepared by an appraiser licensed and certified to practice in Nova Scotia and will be approved by Council before the land is listed for sale.

Any sale at a price less than the asking price must receive prior Council approval and Council may consider any offer presented after public tender.

For sale by public auction, Council will set a minimum price.

Property sold on Town owned lands located in the Industrial Zone shall conform to the Industrial Park Land Sales Policy.

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ROLES AND RESPONSIBILITIES

Title/Role	Responsibilities
Director, Planning & Economic Development	Property sale facilitation

For Administrative Use Only:

VERSION LOG

Amendment Description	Policy Owner	Approved By	Approval Date
To add the stipulations that property sold on Town owned lands located in the Industrial Zone shall conform to the Industrial Park Land Sales Policy.	Fisher, Director of Planning and Economic Development	Council	

Minutes reference date: August 17, 1992: January 20, 1997 December 13, 1999 : October 24, 2005 September 25, 2006