

# Amenity Ground Sales

## **Application to Purchase Amenity Ground owned by West Lothian Council for a Garden Extension**

Property Management and Development,  
Finance and Property Services,  
West Lothian Council ,  
West Lothian Civic Centre,  
Howden South Road,  
Livingston,  
EH54 6FF

01506 281836

Propertymanagement @westlothian.gov.uk

**West Lothian Council will give consideration to selling small areas of amenity land adjoining owner/occupier property, for the extension of the owner's garden.**

## **Step 1**

In the first instance, if you are unsure if West Lothian Council is the landowner, please telephone Property Management and Development on 01506 281836, and we will check this for you.

***We will not be able to advise you, at this stage, whether your application is likely to be successful, as we will have to consult other Council services.***

You may also want to contact the Council's Development Management Service, as planning permission for change of use will be required.

## **Step 2**

If we do own the land and you want to proceed with an application, you should complete this form and return it, with an initial non-returnable administration fee of £120, including VAT. Please send your application and fee to the address shown overleaf. Further fees will be applicable in the event that the sale is agreed.

With your application form you should provide a sketch showing the location and approximate size of the land you wish to purchase.

## **Step 3**

Once your application is received a council officer will visit the site, and will consult with other Council services to ascertain whether the land can be sold to you.

***Please note that, in order to protect the rights of other property owners or occupiers, the Council will not sell land adjacent to a neighbouring property, where this is likely to be detrimental to the amenity of that neighbouring property.***

## **Step 4**

If we are happy to sell you the land we will send you a provisional offer. The purchase price of the land is £100 per square metre. You will also be liable for our internal fees of £320 (including VAT), which will include the preparation of a Deed Plan. You will also have to pay the Council's legal costs, which will be dependent upon the amount of work involved.

**Since the purchase of property is a serious undertaking, you are strongly recommended to take appropriate legal advice. You will of course be responsible for your own legal fees.**





## APPLICATION TO PURCHASE ADDITIONAL AMENITY LAND OWNED BY WEST LOTHIAN COUNCIL

Name .....

Address .....

.....

Contact Telephone Number.....

Purpose for which land will be used e.g: garaging, garden extension

.....

I would ask you to consider my application to purchase this land and I enclose a cheque for £120 payable to West Lothian Council as a non-returnable administration fee.

Signed ..... Date.....

### Sketch Plan

***Please return this form to:***

***Property Management and Development, Finance and Estates, West Lothian Council , West Lothian Civic Centre,  
Howden South Road, Livingston EH54 6FF***