



COUNCIL POLICY

**Subject: Manufactured Home Park
Redevelopment**

Policy No: 07-121
Approved by Council: July 20, 1998
Revised by Council: February 11, 2008
Revised by Council: July 20, 2015

1. Purpose

- 1.1 To recognize the importance of manufactured home parks as a residential land use and provide information to owners of manufactured home parks subject to redevelopment concerning elements that they may wish to consider as part of a redevelopment application.

2. Background

- 2.1 Manufactured home living is a chosen lifestyle and a legitimate form of housing. Community and neighbourhood plans must consider the need for manufactured home parks as a residential land use.
- 2.2 Redevelopment of manufactured home parks will displace tenants. The *Manufactured Park Home Tenancy Act* sets out the obligations of an owner of a manufactured home park to their tenants where a tenancy is ended. Council believes that the needs of tenants and the changes to their lifestyles must be taken into account as part of the redevelopment plans for manufactured home parks.
- 2.3 The Housing Action Plan (Section 3.2.3 d) includes recommendations that the manufactured home policy be reviewed to minimize the impact on tenants from redevelopment and require consideration of additional compensation.

3. Related Policy

- 3.1 07-120

4. Policy

- 4.1 Notwithstanding the definition of “manufactured home park” in the *Manufactured Home Park Tenancy Act*, in this policy, “manufactured home park” means any parcel of land, upon which two or more manufactured homes, occupied for dwelling purposes, are located, including all buildings, structures or accessories used or intended to be used as equipment for such manufactured home park, but shall not include vehicle sales or other lands on which manufactured homes are manufactured or placed solely for the purposes of storage or inspection and sale.
- 4.2 Community and Neighbourhood Plans should consider the retention of existing manufactured home parks and designation of new sites for manufactured home parks where appropriate.

- 4.3 Where an existing manufactured home park is redeveloped, Council expects that the tenants of the manufactured home park will be treated in a fair and equitable manner. Redevelopment means any amendment of the Zoning Bylaw to allow development of a site currently used as a manufactured home park for another land use or housing form. Redevelopment also includes an application to convert the manufactured home park to a strata development.
- 4.4 Council will review redevelopment applications in light of all relevant circumstances and suggests owners of manufactured home parks consider the following measures related to communication, relocation plans and relocation assistance when submitting a redevelopment application. Council may consider this policy and any other material it considers relevant to its decision concerning redevelopment of a manufactured home park.
- 4.5 Clear communication between the owner of a manufactured home park and all occupants and tenants in the manufactured home park subject to a development application is vital. The owner should consider:
- notification of all occupants and tenants in the manufactured home park by individual written notices that an application has been submitted within one week of the submission of the application to the Township, and at least 60 days prior to the application's consideration by Council;
 - updates to tenants advising them of the status of the development application and important Council meeting dates related to it; and
 - preparation of a communication plan specifying how and when tenants would be informed of development and relocation plans.
- 4.6 It is recommended that the owner of a manufactured home park subject to a redevelopment application provide a Relocation Plan to accompany the Report to Council when the redevelopment application is presented for council consideration that includes:
- a demographic profile of the manufactured home park tenants and occupants;
 - a survey of the potential for moving manufactured homes;
 - a survey of the housing needs of the existing residents and tenants;
 - a review of potential housing opportunities for them; and
 - relocation assistance the owner of the manufactured home park will provide based on components of assistance (see Section 4.7), with flexibility to respond to different circumstances and needs of the tenants.
- 4.7 The owner of a manufactured home park, subject to redevelopment application, must consider assistance in addition to the provisions of the *Manufactured Home Park Tenancy Act* to dislocated tenants. Components of this assistance should include:
- provision of additional notice to end tenancy;
 - provision of affordable housing options on the same site, secured by a Housing Agreement;
 - provision of a right of first refusal to purchase units in the proposed new development (if it is residential) or another local residential development

prior to giving notice to tenants that they must vacate the manufactured home park site;

- unconditional compensatory payments that would provide tenants with equity to allow greater flexibility in their plans for relocation (e.g. a payment equivalent to the greatest of appraised, assessed and market value of manufactured home);
- arranging and paying for the disposal of manufactured home;
- payment of reasonable relocation costs;
- opportunities for purchase discounts on local dwelling developed by the applicant, including new units built on the subject site;
- advice on options for relocating in the local and regional context in regard to market housing, non-market housing and manufactured home park opportunities; or
- other forms of assistance.