

POLICY STATEMENT AND REGULATIONS

Policy Number 300.3

MANUFACTURED HOUSING COMMUNITY REDEVELOPMENT POLICY

POLICY OBJECTIVE

To provide Council with a comprehensive information package when considering an application to rezone an existing Manufactured Housing Community. The information package is intended to describe how displaced tenants are being notified and assisted by development proponents. The information contained in this policy is separate and may be additional to the provincial requirements under the Manufactured Home Park Tenancy Act.

POLICY

Prior to the application being presented to Council for initial consideration, staff is directed to seek information from the proponents and report to Council on the following:

1. *Details on the notice provided to tenants affected by any redevelopment of the manufacture housing community.*
 - a. Whether current manufactured housing tenants residing on the property under rezoning application have been advised by the property owner 30 days prior to Council first considering the application;
 - b. Whether this notice included the following information:
 - i. A copy of this policy;
 - ii. A description of the proposed application;
 - iii. A proposed schedule for the application process including proposed dates for
 1. meetings with tenants to describe the proposal,
 2. public meetings,
 3. public hearings,
 4. if approved, the date when the park must be vacated; and
 - iv. a timetable for each tenant to consider what relocation assistance or compensation is to be provided to each tenant affected by the application.
2. *Information on the manufactured housing community being considered for redevelopment.*
 - a. Profile of resident demographic characteristics such as general age (young families vs seniors), family size/structure, general income levels, housing needs/relocation option preferences, recognizing some of this data may only be gathered if tenants voluntarily provide information;
 - b. Number of manufactured homes that can be moved and relocated under current regulations
 - c. Number of manufactured homes that cannot be moved or relocated under current regulations;
 - d. Current rental rates on each manufactured home pad;
 - e. Terms of the current rental agreements in place
 - f. The current assessed value of each manufactured home

3. *Information on any relocation assistance or compensation plan available to each tenant that may include;*
 - a. How the disposal of manufactured homes that cannot be relocated will be dealt with;
 - b. How the relocation of manufactured homes to another manufactured housing community will be dealt with if possible;
 - c. What compensation is being considered;
 - d. Opportunities for first right of refusal to purchase, and/or purchase discounts, on local units developed by the applicant, including new units built on the subject site;
 - e. Affordable housing options for tenants to remain on the subject site; and
 - f. Advice on options for relocating in the local and regional area in regards to market housing, non-market housing, and other manufactured home park opportunities.

Prior to the public hearing on the rezoning application, staff is directed to seek information from the tenants concerning any relocation assistance or compensation being offered by the proponents and report to Council on the comments received. All comments received are to be forwarded to Council and to the proponents.

Nothing in this policy shall be taken to restrict or expand the obligations or authorities of Council in connection with any zoning amendment application. Specifically:

1. All applicants are entitled to a fair hearing before Council under general rules of procedural fairness;
2. There is no precondition of universal tenant acceptance of any relocation or compensation plan offered by an applicant; and
3. Council may consider matters contained in this policy along with any other material it believes to be relevant to its decision on any application and need not state its reason for support or refusal of any application.

Adopted: November 10, 2014