

**CITY OF TERRACE**

**BYLAW NO. 2099 – 2016**

**(CONSOLIDATED TO BYLAW NO. 2106-2016)**

**“A BYLAW TO REGULATE MANUFACTURED HOME PARKS  
WITHIN THE CITY OF TERRACE “**

**WHEREAS** Section 63 of the Community Charter, provides that Council may, for the protection of persons and property, regulate manufactured home parks within the City of Terrace.

**NOW THEREFORE** the Council of the City of Terrace, in open meeting assembled, enacts as follows:

**1. DEFINITIONS:**

*In this bylaw unless the context otherwise requires:*

**Accessory Addition** – means an addition not used as habitable space and includes vestibules, secondary landings and decks.

**Addition** - means any increase in gross habitable floor area of a dwelling unit.

**City** - shall mean the Corporation of the City of Terrace.

**Deck** – means an open uncovered structure adjacent to a manufactured home, with a walking surface or floor that is more than 0.6 m above grade or requires a building permit.

**Dwelling Unit** – means a self-contained residence, exclusively occupied by no more than one household and containing only one set of cooking facilities.

**Manufactured Home (Mobile)** - means a dwelling unit built under Canadian Standards Association (CSA) Standard Z240, whether ordinarily equipped with wheels or not, that is designed, constructed or manufactured to be moved from one place to another by being towed or carried. Mobile manufactured homes include single-wide and double wide mobile manufactured homes, but not modular homes built under Canadian Standards Association (CSA) Standard A277, travel trailers, recreational vehicles or campers.

**Manufactured Home (Modular)** – means a multiple section single family manufactured dwelling unit, factory built and certified to conform to Canadian Standards Association (CSA) Standard A277 and amendments thereto and is situated on a permanent foundation.

**Manufactured Home Park** - means a parcel on which two or more manufactured homes built under Canadian Standards Association (CSA) Standard Z240 may be installed and occupied as dwelling units.

**Manufactured Home Site** - means the land area, within a mobile home park parcel, allocated for the placement of one mobile home, and all permitted additions, with a landscaped yard and one paved vehicle parking space.

**Vestibule** - shall mean a roofed and walled shelter adjacent to and used as the primary entry to the manufactured home, but is not an addition to habitable living space.

**Secondary Landing** - means a structure, which may be roofed, constructed adjacent to and providing secondary entry to a manufactured home but has no walls.

## **2. MANUFACTURED HOME PARK PARCEL SIZE AND FRONTAGE**

- |                         |                                     |
|-------------------------|-------------------------------------|
| 1. Minimum parcel area  | 8,000 m <sup>2</sup> (0.8 hectares) |
| 2. Minimum parcel width | 36.0 m                              |

## **3. MANUFACTURED HOME PARK PARCEL MINIMUM SETBACK REGULATIONS:**

- |                              |       |
|------------------------------|-------|
| 3. Front parcel line         | 6.0 m |
| 4. Exterior side parcel line | 4.0 m |
| 5. Interior side parcel line | 4.0 m |
| 6. Rear parcel line          | 6.0 m |

**4. SITING REGULATIONS FOR MANUFACTURED HOMES (MOBILE) AND MANUFACTURED HOME SITES:**

1. *Site area: a minimum of 325 m<sup>2</sup> per manufactured home site*
2. *Site frontage per manufactured home site:*
  - a. *Rectangular spaces* *minimum 11.0 m.*
  - b. *Pan Handle spaces* *minimum of 6.0 m in the handle.*
  - c. *Wedge shaped spaces* *minimum of 6.0 m at the front of the site and a minimum average width of 11.0 m.*
3. *Site depth: a minimum of 25.0 m per manufactured home site*
4. *Setbacks for manufactured homes (mobile) in a manufactured home park:*
  - a. *Each manufactured home (mobile) and addition must be placed no closer than 5.5 m to another manufactured home (mobile).*
  - b. *Accessory additions to a manufactured home (mobile) must be no closer than 3.0 m from a manufactured home (mobile) on an adjacent manufactured home site.*
  - c. *A manufactured home (mobile) or addition must be no closer than 3.0 m to any internal road in a manufactured home park.*
5. *The maximum height of a manufactured home (mobile) shall be as per the City of Terrace Zoning Bylaw regulations for all manufactured home park zones.*

**5. GENERAL REGULATIONS – MANUFACTURED HOME PARKS**

1. *Approval:*
  - a. *The location, establishment, construction, alteration, expansion, operation or subdivision of a manufactured home park shall be in accordance with this bylaw, and all other applicable municipal bylaws or regulations.*

2. *Servicing:*

- a. *Each manufactured home park shall have its own water system supplied with water from the City water distribution system.*
- b. *Each manufactured home park shall have its own sewer system to discharge sanitary sewage into the City sewage disposal system.*

3. *Drainage:*

- a. *Each manufactured home park shall be designed to manage on-site surface water run-off as per the City of Terrace Subdivision and Development Bylaw Regulations.*

4. *Buffer Areas:*

- a. *Each manufactured home park shall have a buffer area between manufactured home spaces, abutting properties, public roads or rights of way and the top of bank of any water course or body of water. Buffer areas may be established in front, rear or side yards of manufactured home parks.*
- b. *A manufactured home park buffer area shall consist of a landscaped strip of land a minimum of 4.0 m in width. The buffer shall consist of a landscaped berm at least 4.0 m wide and 1.0 m high, or a decorative fence of maximum 1.85 m height combined with a minimum 4.0 m wide landscaped strip.*
- c. *No structures, except for fences and signs, shall be located in a manufactured home park buffer area.*

5. *Accessory Structures on Common Property*

- a. *As per the City of Terrace Zoning Bylaw one accessory structure, to a maximum gross floor area of 55 m<sup>2</sup>, shall be permitted for use as a park maintenance or service building.*
- b. *In addition to Section 5.5.a. an accessory structure on common property must be located no closer than 6.0 m to any dwelling unit or 3.0 m to an accessory structure and shall not be located in an amenity or buffer area and must comply with setback regulations in Section 3.*

6. *Recreation Facilities:*

- a. *Five percent (5%) of the area of a manufactured home park shall be provided and maintained as an amenity area for recreational use, such as playground and picnic area, for the manufactured home park occupants.*

- b. Amenity areas in a manufactured home park shall not include buffer areas, parking areas, roadways, manufactured home sites, storage areas or any building; except those buildings specifically designated for recreational facility use.*

*7. Interior Roads:*

- a. Roads inside a manufactured home park that provide access to manufactured home sites shall be surfaced as per Off-Street Parking Standards in the City of Terrace Zoning Bylaw.*
- b. Access to and from a manufactured home park shall have a minimum width of 7.0 m.*
- c. Roads within a manufactured home park shall have a minimum width of 7.0 m for two-way traffic and 4.0 m width for one-way traffic.*
- d. Cul-de-sac roads shall end with a paved turning circle with a minimum radius of 12.0 m.*

*8. Lighting:*

- a. Street lighting for a manufactured home park shall be installed and maintained to illuminate access driveways, internal road intersections, turning circles of dead end roads and any point where internal roads change direction 30 degrees or more.*

*9. Landscaping:*

- a. All parts of a manufactured home park not covered by buildings, structures, parking areas, roadways and manufactured home sites shall be landscaped and maintained to the standard set by the plans and specifications approved by the City of Terrace.*

*10. Signs:*

- a. Signage for a manufactured home park shall be installed according to regulations within the City of Terrace Sign Bylaw.*

**6. GENERAL REGULATIONS – MANUFACTURED HOMES AND MANUFACTURED HOME SITES**

*1. Approval:*

- a. Any person commencing any work related to the construction, installation, alteration, or demolition of a manufactured home in a manufactured home park shall have a valid Permit(s) for the work issued by the City of Terrace prior to commencing the work.*

- b. Any person occupying or using a manufactured home, or part of a manufactured home in a manufactured home park, shall have an Occupancy Permit issued by the City of Terrace.*

*2. Standard:*

- a. Each manufactured home (mobile) in a manufactured home park and any addition or alteration to a manufactured home (mobile) in a manufactured home park shall meet the Canadian Standards Association (CSA) Standard Z-240.*

*3. Location:*

- a. Manufactured homes (mobile) shall only be located on property zoned Manufactured Home Park in the City of Terrace Zoning Bylaw; except where the City of Terrace Policy R15 applies.*
- b. Not more than one manufactured home shall be located on each manufactured home site within a manufactured home park.*

*4. Servicing:*

- a. Each manufactured home in a manufactured home park shall be supplied with water from the municipal water distribution system via the manufactured home park system.*
- b. Each manufactured home in a manufactured home park shall be located no more than 100 m from a fire hydrant, as measured to the front entry of the dwelling as per the City of Terrace Subdivision and Development Bylaw.*
- c. Each manufactured home in a manufactured home park shall discharge sanitary sewage into the municipal sewage disposal system via the manufactured home park system.*
- d. Electrical services to each manufactured home and each manufactured home space shall be underground.*

*5. Additions to a manufactured home (mobile) in a manufactured home park:*

- a. Only additions that are certified as Canadian Standards Association (CSA) Standard Z-240 are permitted.*
- b. Additions shall be designed, constructed and painted or otherwise finished to complement the manufactured home.*

6. *Accessory Additions to a manufactured home (mobile):*
  - a. *Accessory additions shall require a building permit.*
  - b. *A vestibule shall be a maximum area of 4.5 m<sup>2</sup>.*
  - c. *A secondary landing shall be a maximum area of 2.35 m<sup>2</sup>.*
    - i. *Only one secondary landing is only permitted per manufactured home at either the entrance to a vestibule or a secondary entry.*
  - d. *An uncovered deck shall be a maximum area of 9.0 m<sup>2</sup>.*
  - e. *The total area of all accessory additions must not exceed 15.85 m<sup>2</sup>.*
  - f. *Accessory additions must be designed, constructed and painted or otherwise finished to complement the manufactured home.*
  
7. *Accessory Buildings/Structures for a manufactured home (mobile):*
  - a. *One accessory structure shall be permitted per manufactured home (mobile) on a manufactured home site*
  - b. *An accessory structure must not exceed 9.3 m<sup>2</sup> in floor area.*
  - c. *Accessory structures must be located within a manufactured home site area and be set back a minimum of 0.6 m from the manufactured home (mobile) or accessory addition on the manufactured home site and be a minimum of 3.0 m from any manufactured home (mobile) or accessory addition on an adjacent manufactured home site.*
  - d. *Accessory structures must not exceed 3.35 m in height.*
  - e. *Accessory structures must meet the setbacks required in Section 3.*
  - f. *Accessory structures must be designed, constructed and painted or otherwise finished to complement the manufactured home (mobile).*

## **7. OFF-STREET PARKING REGULATIONS FOR MANUFACTURED HOME PARKS**

1. *Off-street parking regulations shall be according to the City of Terrace Zoning Bylaw.*
2. *Each manufactured home site shall include a minimum of one 3.0 m x 7.3 m off-street paved parking space.*
3. *Dedicated off-street visitor parking in a manufactured home park must be clearly marked and provided at a minimum of 1 paved space for every 5 manufactured home sites.*

## **8. MANUFACTURED HOME STRATA DEVELOPMENTS REGULATIONS**

*The following regulations are in addition to the provisions elsewhere in this bylaw.*

*1. This section of the bylaw shall only apply to the following parcels;*

*Amended by  
#2106-2016*

*a. Strata Lots 1 to 41 and Common Property, Strata Plan PRS348, District Lot 368, Range 5 Coast District.*

*2. Permitted Uses:*

*Amended by  
#2106-2016*

- a. Manufactured Home (Mobile)*
- b. Manufactured Home (Modular)*
- c. Accessory structures*
- d. Additions*
- e. Accessory additions*
- f. A Conventional Site-Built Single Detached Dwelling shall be permitted only on Strata Lot 13, District Lot 368, Range 5, Coast District, Strata Plan PRS348 together with an interest in the common property in proportion to the unit entitlement of the strata lot as shown on Form V.*

*3. Manufactured home (modular) must be placed on a permanent foundation.*

*4. Site coverage must not exceed 40% per strata lot. Site coverage is the total combined area of a strata lot which is covered by all buildings and structures including covered decks.*

*5. Siting Regulations for dwelling units:*

- a. One dwelling unit per strata lot sited within the strata lot lines except as per Section 8.5.b*
- b. A single dwelling unit may be located on two strata lots provided the lots are registered to the same owner and a covenant is registered on the title of both lots stating the lots cannot be sold separately.*



- c. *Each dwelling unit must meet the following minimum setbacks:*
    - i. *From a dwelling unit* 5.5 m
    - ii. *Front strata lot line* 3.0 m
    - iii. *Rear strata lot line* 3.0 m
  - d. *A dwelling unit greater than 5.0 m in width must not exceed 6.0 m in height.*
  - e. *A dwelling unit 5.0 m in width or less must not exceed 5.0 m in height.*
6. *Additions to a manufactured home (mobile)*
- a. *Only additions to a manufactured home (mobile) that are certified as Canadian Standard Association Z-240 are permitted*
  - b. *Additions shall require a building permit*
7. *Additions to a manufactured home (modular):*
- a. *Additions shall require a building permit*
  - b. *Additions must be placed on a permanent foundation*
8. *Accessory additions to a manufactured home:*
- a. *Accessory additions shall require a building permit.*
  - b. *Accessory additions must be setback a minimum of 3.0 m from a lot line.*
  - c. *A vestibule shall be a maximum area of 4.5 m<sup>2</sup>.*
  - d. *A secondary landing shall be a maximum area of 2.35 m<sup>2</sup>.*
  - e. *Accessory additions shall be designed, constructed and painted or otherwise finished to complement the manufactured home.*
9. *Accessory Buildings/Structures on a strata lot:*

*In addition to the provisions in the City of Terrace Zoning Bylaw the following shall apply.*

- a. *One accessory structure with a maximum total floor area of 9.3 m<sup>2</sup> shall be permitted on a strata lot with a dwelling unit.*
- b. *One accessory structure may be located on a vacant adjacent strata lot subject to the following:*
  - i. *total floor area must not exceed 35.0 m<sup>2</sup>;*
  - ii. *both strata lots are registered on title to the same owner;*
  - iii. *a Section 219 Covenant is registered on the title of both lots requiring that the lots cannot be sold separately.*

- c. Accessory structures must be set back a minimum of 1.5 m from all strata lot lines*
- d. Accessory structures must be set back a minimum of 3.0 m from a dwelling unit on an adjacent strata lot; except where Sections 8.9.b.ii and 8.9.b.iii apply the setback may be a minimum of 1.5 m.*
- e. Accessory structures must not exceed 4.5 m in height.*
- f. Accessory structures shall be designed, constructed and painted or otherwise finished to complement the manufactured or modular home.*

*10. Accessory Structures on Common Property:*

- a. As per the City of Terrace Zoning Bylaw one accessory structure, to a maximum gross floor area of 55 m<sup>2</sup>, shall be permitted for use as a park maintenance or service building.*
- b. In addition to Section 8.10.a. an accessory structure on common property must be located on common property, a minimum of 6.0 m from any dwelling or 3.0 m from an accessory structure, cannot be located in an amenity or buffer area and must comply with setback regulations in Section 3.*

**9. ENFORCEMENT**

*1. Inspection*

*Subject to the provisions of the Community Charter, any official of the City of Terrace duly authorized by Council is hereby authorized to enter on or into property, in the case of an emergency or at all reasonable times, any day of the week, on any parcel that is subject to regulation under this Bylaw or for any matter which Council has exercised legislated authority to regulate, prohibit and impose requirements.*

## 2. Violations

*Every person who undertakes any of the following shall be deemed to be guilty, upon summary conviction, of an offense under this Bylaw:*

- a. Violates any of the provisions of this Bylaw;*
- b. Causes or permits any act or thing to be done in contravention or violation of any provisions of this Bylaw;*
- c. Neglects or omits to do anything required under this Bylaw;*
- d. Carries out, causes or permits to be carried out any development in a manner prohibited by or contrary to any provisions of this Bylaw;*
- e. Fails to comply with an order, direction or notice given under this Bylaw; or*
- f. Prevents or obstructs or attempts to prevent or obstruct the authorized entry of an officer onto a parcel under Section 9.1;*

## 3. Offences and Penalties

- a. This Bylaw may be enforced by means of a municipal ticketing information system.*
- b. Each day's continuance of an offence under Section 9.2 constitutes a new and distinct offense.*
- c. Every person who violates any provisions of this Bylaw or who suffers or permits any act or thing to be done in contravention of this Bylaw, or who refuses, omits, or neglects to fulfill, observe, carry out, or perform any duty of obligation imposed by this Bylaw is liable, to penalty and cost of prosecution.*
- d. Every person who commits an offence under Section 9.2 is liable on summary conviction to a fine not exceeding \$10,000 and the costs of prosecution, as provided for in the Community Charter.*

- 10.** *This bylaw repeals Mobile Home Park Bylaw No. 1322-1993; and amendments thereto.*

**11. This bylaw may be cited as “Manufactured Home Park Bylaw No. 2099-2016”**

*READ a first time this 9<sup>th</sup> day of November, 2015.*

*READ a second time this 9<sup>th</sup> day of November, 2015.*

*READ a third time this 14<sup>th</sup> day of December, 2015.*

*ADOPTED this 11<sup>th</sup> day of January, 2016.*

\_\_\_\_\_  
**Mayor**

\_\_\_\_\_  
**Clerk**