



**Regional District of Central Kootenay  
MANUFACTURED HOME PARKS BYLAW No.  
1082, 1995**

**CONSOLIDATED FOR CONVENIENCE  
ONLY AND HAS NO LEGAL SANCTION**

**Adopted June 17, 1995**

**REGIONAL DISTRICT OF CENTRAL KOOTENAY  
MANUFACTURED HOME PARKS BYLAW No. 1082, 1995**

**THIS CONSOLIDATED COPY IS FOR CONVENIENCE ONLY AND HAS NO LEGAL SANCTION**

**LIST OF AMENDMENTS TO REGIONAL DISTRICT OF CENTRAL KOOTENAY MANUFACTURED HOME PARKS BYLAW No. 1082, 1995 UP TO (see date at bottom of last page of amendments) WHICH ARE INCLUDED IN THIS CONSOLIDATED VERSION OF THE BYLAW**

<b>Bylaw No. File No.</b>	<b>Adopted</b>	<b>Amendment</b>	<b>Purpose</b>
1297	June 20, 1998	- Amend Section 4 definitions - Amend Subsection 9.5 – 1-4 - Amend Subsection 9.6 – 1-7	Update Bylaw
2018	March 19, 2009	Amend Sections 5.1, 5.2, 5.3	Include language to allow enforcement of violations under the Municipal Ticketing Information Utilization Bylaw.

**March 19, 2009**

**REGIONAL DISTRICT OF CENTRAL KOOTENAY**  
**BYLAW NO. 1082**

**A BYLAW TO REGULATE THE CONSTRUCTION, LAYOUT AND FACILITIES OF  
MANUFACTURED HOME PARKS, PURSUANT TO SECTION 734(1)(i) OF THE  
MUNICIPAL ACT**

**NOW, THEREFORE**, the Board of the Regional District of Central Kootenay in open meeting assembled enact as follows:

**1. TITLE**

This Bylaw may be cited as the "Regional District of Central Kootenay Manufactured Home Parks Bylaw No. 1082, 1995".

**2. APPLICATION**

This Bylaw shall apply to all electoral areas in the Regional District of Central Kootenay.

**3. REPEAL**

Regional District of Central Kootenay Mobile Home Parks Bylaw No. 229, 1978, and all amendments thereto are hereby repealed.

**4. INTERPRETATION**

In this Bylaw, unless the context otherwise requires:

1. **"Accessory buildings or structures"** means a building or structure which is incidental and subordinate to the use of the principal building or structure on the same site.
2. **"Ancillary Building"** means a building for the common use of the tenants and includes recreation buildings, laundry and other service facilities;
3. **"Application"** means an application for a permit or approval required by this Bylaw;
4. **"Approval"** means approval in writing;
5. **"Carport"** means an open poled roof type structure adjoining a manufactured home and has three fully open sides;
6. **"Chief Building Inspector"** means the Chief Building Inspector appointed from time to time as such by the Board of the Regional District of Central Kootenay and any person appointed to assist him;

7. **“Deck”** includes a sundeck and means a raised, open, unroofed platform adjoining a dwelling or recreational vehicle;
8. **“Dwelling”** means a building or structure designed or used as a place of residence by one or more families;
9. **“Floor Area”** means an area of a manufactured home that is occupied or intended for occupancy but does not include exits or attic, crawl or duct spaces;
10. **“Interior side lot line”** means the lot line or lines, not being the front or rear lot line, common to more than one lot or to the lot and a lane;
11. **“Manufactured Home”** means any structure, 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, and to provide a dwelling house or premises;
12. **“Manufactured Home Park” (“MHP”)** means a parcel of land which has been planned and improved to provide sites, services and/or amenities for the placement and occupation for non-transient residential purposes for 3 or more manufactured homes in exchange for payment of a fee or rental to the owner;
13. **“Manufactured Home Site”** means an area of land for the installation of one (1) manufactured home with permissible additions and associated private area;
14. **“Manufactured Home Pad”** means that portion of a manufactured home site, designated, designed and prepared for the support of a manufactured home and may contain service connections;
15. **“Natural Boundary”** means the visible high watermark of any lake, river, stream or other body of water where the presence and action of the water are so common and usual, and so long continued in all ordinary years, as to mark upon the soil of the bed of the lake, river, stream, or other body of water, a character distinct from that of the banks thereof, in respect to vegetation, as well as in respect to the nature of the soil itself, as defined in Section 1 of the *Land Act*, and includes the edge of dormant side channels of any lake, river, stream, or other body of water, and marshes;
16. **“Owner”** means an owner, agent, lessor, or manager of, or any person who operates, a manufactured home park;
17. **“Park”** means a manufactured home park;
18. **“Permit”** means a Manufactured Home Park Permit issued under this Bylaw;
19. **“Potable Water”** means water which is approved for drinking purposes by the Ministry of Health;
20. **“Rear lot line”** means the lot line opposite to, and most distant from the front lot line, or where the rear portion of the lot is bounded by intersecting side lot lines, the rear lot line shall be deemed to be the point of such intersection;
21. **“Recreational Vehicle”** means a vehicle, trailer, coach, housecar, structure or conveyance designed to travel or to be transported on the highway and constructed or equipped to be used as a temporary living or sleeping quarters;

22. **"Regional Board"** means the Regional Board of the Regional District of Central Kootenay;
23. **"Roadway"** means an allowance within a manufactured home park, part or all of which is made suitable for normal vehicular use so vehicles can gain access or egress to abutting manufactured home sites;
24. **"Sundeck"** means a raised, open, unroofed platform adjoining a manufactured home;
25. **"Tenant"** means the owner or occupier of a manufactured home in a park;
26. **"Watercourse"** means any natural or man-made depression with well defined banks and a bed 0.6 metres (2 ft.) or more below the surrounding land serving to give direction to a current of water at least six (6) months of the year or having a drainage area of two (2) square kilometres (.77 miles<sup>2</sup>) upstream of the point of consideration.

## 5. GENERAL ADMINISTRATION

### 5.1. Administration

The Senior Building Official, Bylaw Enforcement Officer and such other persons appointed by the Board of the Regional District of Central Kootenay is hereby authorized to administer and enforce this Bylaw and to enter, at all reasonable times, on any property to inspect and determine whether all regulations, prohibitions, and requirements of this Bylaw are being met.

### 5.2 Violation

- (1) Any person who:
  - Violates any of the provisions of this Bylaw commits an offence;
  - Causes or permits any act or thing to be done in contravention or violation of any of the provisions of this Bylaw;
  - Neglects or omits to do anything required under this Bylaw;
  - Carries out, causes, or permits to be carried out any use, construction or subdivision in a manner prohibited by or contrary to any of the provisions of this Bylaw;
  - Fails to comply with an order, direction or notice given under this Bylaw; or
  - Prevents or obstructs or attempts to prevent or obstruct the authorized entry of a bylaw enforcement officer onto property;Will be guilty, upon summary conviction, of an offence under this Bylaw.

### 5.3 Penalty & Offence

- (1) Any person who violates bylaw provisions may, on summary conviction, be liable to a minimum penalty of not less than two hundred dollars (\$200.00), plus the cost of prosecution, pursuant to the Offence Act of British Columbia;
- (2) Penalties will double upon the third and subsequent offences;

- (3) The penalties imposed under this section are a supplement and not a substitute for any other remedy to an infraction of this bylaw;
- (4) Penalties are subject to the conditions of the RDCK Municipal Ticket Information Utilization Bylaw No. 1907, 2007.
- (5) Each day's continuance of an offence under this bylaw constitutes a new and distinct offence.

#### **5.4 Units of Measure**

- (6) All units of measure contained in this bylaw are metric standards. The approximate imperial measurement equivalents are provided for convenience only.

#### **5.5 Severability**

- (1) If any section, subsection, sentence, clause, or phrase of this bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid part or parts may be severed from the remaining portions of this bylaw without affecting the validity of the remainder.

### **6. GENERAL PROVISIONS**

#### **6.1. Prohibitions**

- (1) No person shall locate, establish, construct, alter, extend, expand, subdivide or operate a manufactured home park without obtaining a permit issued in accordance with this bylaw.
- (2) No person shall cause or allow a manufactured home to be located or to remain in a manufactured home park in contravention of this bylaw.
- (3) No person shall occupy a manufactured home in a manufactured home park as a residence or office unless its construction and facilities meet the standards specified in this bylaw.

#### **6.2. Existing Manufactured Home Parks**

- (1) Subject to subsection (2), the provisions of this bylaw do not apply to a manufactured home park or any part of a manufactured home park existing prior to the day this bylaw comes into force.
- (2) No person shall be compelled to upgrade an existing manufactured home park to the standards of this bylaw; but any repair, extension, addition or alteration of or to a manufactured home, building or structure within a manufactured home park, or to the manufactured home park itself, shall comply with this bylaw.

- (3) This bylaw applies to the expansion of an existing manufactured home park whether or not the existing manufactured home park conforms to this bylaw.

### **6.3 Application, Plans and Specifications**

- (1) Application for a Manufactured Home Park Permit shall be made:
- (a) by the Owner;
  - (b) to the Chief Building Inspector;
  - (c) on a form provided by the Chief Building Inspector in substantially the form set out in Schedule A.
- (2) The application shall contain:
- (a) a map showing the location of the source of the proposed water supply, and the location and extent of the area proposed for sewage disposal, waste water disposal, and garbage disposal; and
- (3) two full sets of working drawings to scale showing:
- the metric area dimensions and legal description of the parcel of land;
  - the metric dimensions and location of the buffer area;
  - the number, location, metric dimensions, and designation of all manufactured home sites, and location and dimensions of all roadways, the Owner's residential site (if any), and, recreation area;
  - the metric dimensions and location of all ancillary buildings, the Owner's residence, and other structures;
  - the internal layouts of all service ancillary buildings and other structures, apart from the Owner's residence;
  - the location and details of the source of water, water treatment plants, water distribution lines and outlets;
  - the location and details of all connections to the sewer, sewer lines, septic tank(s) and subsurface disposal field, or other private sewage treatment plants and disposal methods;
  - the location and details of all on-site garbage and refuse disposal areas;
  - a north arrow and notation of the scales used;
  - a general landscaping plan for the site;
  - all water courses or water-frontage within or adjacent to the land concerned;
  - the relationship of the proposed manufactured home park to adjacent property and roads;
  - where an addition to a manufactured home park is being considered, a plot plan showing the relationship of the addition to existing manufactured home sites.

**6.4. Fees**

- (1) Each application submitted for a permit to establish a new manufactured home park or for expansion of an existing manufactured home park shall be accompanied by an application fee of One Hundred Dollars (\$100.00) for the first manufactured home site and Twenty-Five Dollars (\$25.00) for each additional manufactured home site shown in the manufactured home park plan.
- (2) Permits for the construction of buildings, structures or placement of manufactured homes in a manufactured home park are required under and fees are prescribed in the Building Bylaw in effect from time to time in the Regional District of Central Kootenay.

**6.5. Procedure**

- (1) The Chief Building Inspector is authorized to issue permits in accordance with this bylaw and to revoke any permit issued in error or on the basis of incorrect information.
- (2) An application for a permit shall not be considered by the Chief Building Inspector unless it meets the requirements of section 6.3 and is accompanied by the fees prescribed in section 6.4.
- (3) No permit shall be issued until:
  - (a) approval of the plans and specifications submitted under section 6.3 has been given by the Chief Building Inspector;
  - (b) a sewage disposal permit has been issued;
  - (c) a highways access permit has been issued;
  - (d) the water supply and system and garbage disposal method has been approved by the authority having jurisdiction.
- (4) The Chief Building Inspector may require the applicant:
  - (a) to provide additional relevant information, including but not limited to topographic and soil condition data;
  - (b) to conduct inspections and soil tests on the site and in the vicinity of the site of the proposed manufactured home park.
- (5) If the application for a manufactured home park permit is refused, the Chief Building Inspector shall notify the applicant in writing of the reasons for refusal.
- (6) The approved manufactured home park plan shall be attached to the permit and form a part of and be enforceable under this bylaw in the same manner as the permit;
- (7) If, after the issuance of a permit, construction of the manufactured home park is not commenced within six (6) months from the date of issuance of the permit, or if, for any cause other than weather conditions, strikes or lockouts, the work



is not carried on continuously and in good faith, the permit may be revoked by the Chief Building Inspector.

- (8) Work under a revoked permit shall not be commenced until a new permit has been issued and the fee paid according to the requirements for new permits.

#### **6.6. Posting Plan**

- (1) A copy of the plan and specifications required in section 6.3(3) and a copy of this bylaw shall be posted prominently and permanently in the manufactured home park office for the reference of existing and prospective residents.

#### **6.7. Building Permit**

- (1) A tenant of a manufactured home shall first obtain a letter of permission from the Owner and then a building permit from the Chief Building Inspector before placing a manufactured home or commencing construction of additions, including separate buildings or structures, on a manufactured home site.

#### **6.8. Reporting**

- (1) The Owner shall report the installation or replacement of permitted additions in the manufactured home park, with the exception of skirtings, to the Chief Building Inspector.

### **7. MANUFACTURED HOME PARK DESIGN AND LAYOUT STANDARDS**

#### **7.1 Permitted Uses**

- (1) Within a manufactured home park only the following may be located:
  - (a) manufactured homes;
  - (b) one (1) dwelling unit for the accommodation of the Owner, which may be a manufactured home;
  - (c) recreation areas;
  - (d) identification signs;
  - (e) common storage area for the storage of recreational vehicles, boats, etc.; and
  - (f) buildings or structures ancillary to the above.

#### **7.2. Signs**

- (1) Identification signs to a maximum height of two (2) metres (7 ft.) above ground and to a maximum area of three (3) square metres (32 ft<sup>2</sup>) may be located at the principal entrance to the site.

- (2) The location of signs shall, where applicable, be governed by the *Highways Act* and Regulations, and the British Columbia Building Code.

**7.3. Site Area**

- (1) The minimum site area for a manufactured home park is 0.8 hectares (2 acres).
- (2) All parcels or parts of land included in a manufactured home park shall be contiguous.

**7.4. Density**

- (1) The maximum density for a manufactured home park is 20 manufactured home units per hectare.
- (2) All parcels or parts of land included in a manufactured home park site shall be contiguous.

**7.5. Buffer Areas**

- (1) To provide a buffer area, manufactured home sites shall be located not less than 7.5 metres (25 ft.) from that boundary of the park abutting a public street or highway and not less than 4.5 metres (15 ft.) from the remaining boundaries of the park.
  - (a) The buffer areas required under this section shall be suitably landscaped.
- (2) The following are not permitted within a buffer area:
  - (a) required recreation or service areas designated under section 7.7 and section 8;
  - (b) buildings or structures, except a sign permitted by section 7.2;
  - (c) garbage disposal areas;
  - (d) private sewage disposal system, other than the underground part of the system; and
  - (e) vehicle parking area(s).
- (3) Except where danger is involved, no plant material may be removed nor may any substance of which land is composed be deposited or removed from a buffer area except as a part of a recognizable beautification scheme.
- (4) The only roads permitted in a buffer area are those which cross it as close to right angles as practicable and connect directly with the road system contained within the remainder of the manufactured home park.
  - (a) No road shall traverse a buffer area and give direct access from a public highway to a manufactured home site.

- (5) Where a manufactured home park is separated from neighbouring property by a body of water, then notwithstanding subsection (1):
- (a) the manufactured home park boundary shall be deemed to be the centre line of that body of water; and
  - (b) a building or buildings to contain boats or dressing rooms may be located on land adjoining waters that are suitable for small boat navigation at low water, so long as the buildings are not within 7.5 metres (25 ft.) of any other boundary.

#### **7.6. Parking**

- (1) A minimum of one (1) level easily accessible parking space shall be provided on each manufactured home site. An additional parking space for each manufactured home shall be provided somewhere within the manufactured home park.
- (2) Parking spaces shall be free of mud, be graded for proper drainage and be paved or dust free.

#### **7.7. Recreation Areas**

- (1) Not less than five (5) percent of the gross site area of the manufactured home park shall be devoted to recreational uses by manufactured home occupants, and shall be in a convenient and accessible location.
- (2) For the purpose of calculating recreational space requirement, any indoor recreational space provided shall be counted as double its actual area and credited towards this requirement.
- (3) The recreation areas shall not include buffer areas, parking areas, ancillary buildings, manufactured home sites, driveways and storage areas.
- (4) In manufactured home parks where more than 1000 square metres (11,000 ft<sup>2</sup>) of recreation space is required, two (2) or more recreational areas may be provided.
- (5) Recreation areas in the manufactured home park, except indoor recreation facilities, shall be of a grass or asphalt surface and shall be properly landscaped.

#### **7.8. Hazard Lands**

- (1) Despite any other provisions of this bylaw, no building or structure, (except fences or signs or water related structures or buildings such as pumphouses and boathouses) shall be constructed, reconstructed, altered, moved or extended with the underside of the floor system of any area used for habitation, business, or storage of goods damageable by floodwaters, or, in the case of a manufactured home, the ground level on which it is located,

- (a) lower than 0.6 metres (2 ft.) above the two hundred year flood level where it can be determined, or, if not determined,
  - (b) less than three (3) metres (10 ft.) above the natural boundary of any nearby watercourse or lake or within 7.5 metres (25 ft.) of the natural boundary of a lake, or
  - (c) within 30 metres (100 ft.) of the natural boundary of any nearby watercourse or source of water supply excluding wells.
- (2) Where landfill is used to achieve the required elevation, no portion of the landfill slope shall be closer than the prescribed setback distance(s) from the natural boundary, and the face of the fill slope shall be adequately protected against erosion from floodwaters.
- (3) With the approval of the Deputy Minister of Environment, or his Designate, these requirements may be reduced.
- (4) Despite subsections (1), (2) and (3) any development shall comply with the requirements of any applicable Regional District of Central Kootenay Floodplain Management Bylaw adopted pursuant to section 969 of the *Municipal Act*.

## **8. MANUFACTURED HOME PARK SERVICING**

### **8.1. Access**

- (1) No manufactured home park shall be established or extended unless the highway access to the manufactured home park is approved by the authority having jurisdiction.

### **8.2. Roadways**

- (1) All manufactured home sites, owner's residential site, storage areas and service buildings as well as other facilities, where access is required, shall have access by internal *roadways*.
- (2) Minimum roadway width requirements shall be as follows (\*Note: These minimum's are insufficient to allow for fee simple lots or strata title lots):
- (a) Access to and from a manufactured home park shall have a minimum surfaced width of 5.5 metres (18 ft.) and right of way of 12 metres (40 ft.).
    - (i) No parking shall be allowed on the access road.
  - (b) Collector or distributor roads:
    - (i) with parking on both sides shall have a minimum surfaced width of ten (10) metres (30 ft.) and a right of way of 12 metres (40 ft.).
    - (ii) with parking on one side shall have a minimum surfaced width of eight (8) metres (26 ft.) and a right of way of 12 metres (40 ft.).

- (iii) with no parking shall have a minimum surfaced width of 5.5 metres (18 ft.) and a right of way of 12 metres (40 ft.).
- (c) Minor roadways:
  - (i) cul-de-sacs and two-way minor roads shall have a minimum surfaced width of five (5) metres (16 ft.) and a right of way of 12 metres (40 ft.).
  - (ii) one-way minor roads shall have a minimum surfaced width of 4.3 metres (14 ft.) and a right of way of 12 metres (40 ft.).
  - (iii) one-way minor roads shall not exceed 150 metres (492 ft.) in length.
  - (iv) cul-de-sacs shall not exceed 90 metres (295 ft.) in length.
  - (v) parking shall not be permitted in minor roadways, except in dust free or surfaced parking bays.
- (3) All roads in the manufactured home park shall be surfaced, well drained and maintained.
- (4) Dead end roads and cul-de-sacs shall have a turning circle right of way at the dead end with a radius of at least 12 metres (40 ft.).
- (5) Roads shall be adapted to the topography, and shall have suitable gradient for safety of traffic.

### **8.3. Ancillary Buildings**

- (1) Ancillary buildings shall:
  - (a) be located at least 4.5 metres (15 ft.) from any manufactured home site.
  - (b) where toilet facilities are required, have separate facilities for males and females, one of which is for the physically challenged; and
  - (c) not exceed a height of six (6) metres (20 ft.).

### **8.4. Water Supply**

- (1) The manufactured home park owner shall supply water within the manufactured home park subject to the following requirements:
  - (a) Water distribution systems shall be designed in accordance with the current Ministry of Health requirements.
  - (b) The finished water quality shall meet the Canadian Drinking Water Guidelines.
  - (c) All surface sources, shallow wells (i.e. less than 15 metres) and other high risk sources must be disinfected in accordance with the Ministry of Health Safe Drinking Water Regulations.

- (d) The water system shall be capable of supplying, at peak demand, 4091.4 litres (900 lgal.) per day and capable of delivering such water at volumes up to 22.73 litres(5 lgal.) per minute per connection.
- (e) Potable Water shall be distributed to:
  - (i) each ancillary building, if required;
  - (ii) each manufactured home site;
  - (iii) stand pipes or hydrants, if required; and
  - (iv) all hose bibs.
- (f) Finished water storage shall be provided on the basis of 2273 litres (500 lgal.) per connection.
- (g) A construction permit must be obtained from the Ministry of Health prior to the construction or alteration of a proposed water system.
- (h) Each water distribution branch line serving a manufactured home site shall have a minimum diameter of 19 millimetres (.75 inches).

#### **8.5. Sewer Systems**

- (1) The owner of a manufactured home park shall provide for the disposal of all domestic sewage generated within the manufactured home park by providing a sewer system connected to all plumbing fixtures and sewer laterals in the manufactured home park.
- (2) The owner of a manufactured home park shall cause the sewer system to discharge into a public or into a private sewage disposal system.
- (3) The design and installation of a private sewage disposal system shall conform to the requirements of the *Health Act* or the *Waste Management Act* as the case may be.
- (4) For the purpose of determining underground sewer drainage lines, each manufactured home lot shall be considered as having a hydraulic load of 16 fixture units.

#### **8.6. Garbage Disposal**

- (1) The owner of a manufactured home park shall dispose or arrange for disposal of all garbage and refuse.
- (2) If the owner of a manufactured home park establishes one (1) or more depots within the park for the collection of garbage and refuse he shall:
  - (a) provide fly-tight metal containers in ample number;
  - (b) maintain the containers so that they shall not become foul-smelling, unsightly, or a breeding place for flies, and

- (c) if garbage is to be disposed of on the site, the methods and locations shall be in accordance with the *Waste Management Act*.

### **8.7. Street Lighting**

- (1) Street lighting shall be installed and maintained to adequately illuminate the travelled portion of the roadway at the following locations:
  - (a) the intersection of access roads and public highways;
  - (b) all internal intersections;
  - (c) the turning circle of cul-de-sacs; and
  - (d) any point at which an internal roadway changes direction 30 degrees or more.

### **8.8. Other**

- (1) The owner shall maintain all park equipment in the manufactured home park in a clean, safe, and sanitary condition.
- (2) Every manufactured home park shall be kept free of inflammable debris and rubbish at all times.
- (3) Fires shall be made only in stoves, incinerators, or other structures designed for that purpose.
- (4) If no approved fire hydrant is available to provide protection, a minimum of one (1) stagnant water supply at a minimum of 15,539 litres (6000 lgal) shall be provided on site in order to be accessed in case of emergency for fire protection purposes on properties serviced by Fire Protection. The owner shall be responsible for snow removal and policing parking in the areas to assure access.

## **9. MANUFACTURED HOME SITE REQUIREMENTS**

### **9.1. Manufactured Homes Per Site**

- (1) No more than one (1) manufactured home shall be located on a manufactured home site.
- (2) Notwithstanding subsection (1), no more than one (1) unoccupied manufactured home for every ten (10) manufactured home sites in a park may be located in a designated storage area.

### **9.2. Owner's Residential Site**

- (1) An owner's residential site shall be permitted within a manufactured home park if the area of the site is not less than 325 square metres (3500 ft<sup>2</sup>) when the residence is a manufactured home unit and 550 square metres (5920 ft<sup>2</sup>) when the residence is a conventional dwelling unit.

- (2) An owner's residential site shall include sufficient area to provide one (1) off street parking space for owner's use and minimum of two (2) parking spaces for visitors and customers.

### **9.3. Site Requirements**

- (1) The minimum area for a manufactured home site shall be 370 square metres (3983 ft<sup>2</sup>).
- (2) The minimum frontage of each manufactured home site abutting an internal roadway right of way shall be 13.5 metres (45 ft.) except in the case of a manufactured home site abutting a cul-de-sac or a panhandle manufactured home site in which cases minimum frontage shall be six (6) metres (20 ft.).
- (3) Each manufactured home site shall be clearly marked off by suitable means.
- (4) All manufactured home sites shall:
  - (a) be drained properly;
  - (b) be clearly numbered; and
  - (c) have a clearly discernible manufactured home pad of compacted gravel or surfaced with asphalt or concrete pavement.
- (5) The manufactured home and additions to it, exclusive of a carport and uncovered sundeck, shall not cover more than 40 percent of the manufactured home site upon which it is situated.

### **9.4. Construction Standards**

- (1) No person shall install a manufactured home in a manufactured home park unless
  - (a) it meets or exceeds the requirements of the British Columbia Building Code or qualifies for exemption from that Code, and
  - (b) is installed in accordance with that Code.
- (2) Skirtings shall:
  - (a) be installed within 60 days of installation of a manufactured home on a manufactured home pad, and
  - (b) have two (2) easily removable access panels of a minimum width of 1.2 metres (4 ft.), one providing access to the area enclosed by the skirting for inspecting or servicing the service connections to the manufactured home, and one access panel shall be located close to the point at which the services are located under the manufactured home; and the other shall provide access to the area enclosed by the skirting for storage;
  - (c) be factory prefabricated or of equivalent quality and shall be painted or prefinished so that the design and construction complement the main structure;



- (d) have a minimum of one (1) screen opening for each 50 square metres (530 ft<sup>2</sup>) and each with minimum area of 0.1 square metres (1 ft<sup>2</sup>) for the purpose of providing cross ventilation beneath the manufactured home. In no case shall there be fewer than two (2) screen openings.

#### **9.5. Setbacks and Height**

- (1) No manufactured home or addition to a manufactured home shall be located within 4.5 metres (14 ft.6 in.) of an adjacent manufactured home or addition;
- (2) No part of a manufactured home, or an addition to it, or accessory structure shall be located;
  - (a) within 2 metres (6 ft. 6 in.) of an internal access road right of way or a common parking area; and
  - (b) within 1.5 metres (5 ft.) of the rear or side lines of a manufactured home site.
- (3) No buildings or structure in a manufactured home park shall exceed 7.5 metres (25 ft.) in height.
- (4) Notwithstanding Section 9.5(1), the minimum setback of a carport on a manufactured home site shall be 3 metres (10 ft.) to an adjacent manufactured home or addition.

#### **9.6. Additions**

- (1) Additions to a manufactured home, exclusive of a carport or sundeck, shall not be larger in area than 50 percent of the floor area of the manufactured home.
- (2) All attached or accessory structures such as porches, sunrooms, additions and storage facilities shall be factory prefabricated units or of an equivalent quality and shall be painted or pre-finished so that the design and construction complement the main structure.
- (3) All attached or accessory buildings or structures shall require a building permit unless otherwise exempted by the provisions of this bylaw.
- (4) A building permit is not required for the construction of a deck where the entire top surface of the deck is .6 metres (2 ft.) or less above the adjacent ground level.
- (5) A deck that complies with the provisions of subsection (4) hereof may be located on any portion on a Manufactured Home Site, with the following exceptions.

- (a) a deck shall not be located within 2 metres (6 ft. 6 in.) of an internal access road right-of-way or a common parking area;
  - (b) a deck shall not be located within 1.5 metres (5 ft.) of the rear or side lot line of a Manufactured Home Site.
- (6) Sundecks which are higher than .6 metres (2 ft.) shall be considered as an addition and shall therefore comply with section 9.5(1).
- (7) No additions shall exceed the height of the manufactured home to which they are added.

**9.7. Accessory Structures**

- (1) No more than one accessory structure larger than 11 square metres (118 ft<sup>2</sup>) shall be permitted on each manufactured home site.

**READINGS, APPROVAL AND ADOPTION**

READ A FIRST TIME this 13th day of May, 1995.

READ A SECOND TIME this 13th day of May, 1995.

READ A THIRD TIME this 13th day of May, 1995.

RECONSIDERED AND ADOPTED this 17th day of June, 1995.

**ADOPTED** this 17th day of June, 1995.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary

I hereby certify that this is a true and correct copy of the **Regional District of Central Kootenay Manufactured Home Parks Bylaw No. 1082, 1995.**

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 19 .

\_\_\_\_\_  
Secretary



**REGIONAL DISTRICT OF CENTRAL KOOTENAY**

**SCHEDULE 'A' TO BYLAW NO. 1082, 1995**  
**APPLICATION FOR MANUFACTURED HOME PARK PERMIT**

\_\_\_\_\_  
Property Owner's Name

\_\_\_\_\_  
Authorized Agent

\_\_\_\_\_  
Address of Property Owner

\_\_\_\_\_  
Address of Agent

\_\_\_\_\_  
City/Town/Village

\_\_\_\_\_  
City/Town/Village

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Postal Code

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Telephone Number

**IF MORE THAN ONE OWNER, PLEASE LIST ON SEPARATE SHEET.**

**1. Full legal description of property:** \_\_\_\_\_  
\_\_\_\_\_

**2. Location of property (ie., road name or commonly used name of area):** \_\_\_\_\_

**3. Complete where applicable:**

ARCHITECT, ENGINEER, OR DESIGNER \_\_\_\_\_

mailing address: \_\_\_\_\_

telephone number: \_\_\_\_\_

ENGINEER (water, sewer and drainage): \_\_\_\_\_

mailing address: \_\_\_\_\_

telephone number: \_\_\_\_\_

LAND SURVEYOR: \_\_\_\_\_

mailing address: \_\_\_\_\_

telephone number \_\_\_\_\_

**4. Class of Work:**

NEW PARK       ADDITION TO PARK       ALTERATION TO EXISTING PARK

**5. Description of Development:**

Area of Property: \_\_\_\_\_ hectares.

Number of Existing Mobile Home Sites: \_\_\_\_\_

Number of Proposed Mobile Home Sites: \_\_\_\_\_

**TOTAL SITES:** \_\_\_\_\_

**6. The applicant must provide the following as part of this application:**

- (a) A map showing the location of the source of the proposed water supply, and the location and extent of the area proposed for sewage disposal, waste-water disposal, and garbage disposal; and
- (b) Two full sets of working drawings to scale showing:
- the metric area dimensions and legal description of the parcel of land;
  - the metric dimensions and location of the buffer area;
  - the number, location, metric dimensions and designation of all manufactured home sites, and location and dimensions of all roadways, the owner's residential plot (if any), and recreation area;
  - the metric dimensions and location of all ancillary buildings, the owner's residence, and other structures;
  - the internal layouts of all service ancillary buildings and other structures, apart from the owner's residence;
  - the location and details of the source of water, treatment plants, water distribution lines and outlets;
  - the location and details of all connections to the sewer, sewer-lines, septic tank(s) and sub-surface disposal field, or other private sewage treatment plants and disposal methods;
  - the location and details of all on-site garbage and refuse disposal areas;
  - a north arrow and notation of the scales used;
  - a general landscaping plan for the site;
  - all water courses or water frontage within or adjacent to the land concerned;
  - the relationship of the proposed manufactured home park to adjacent property and roads;
  - where an addition to a manufactured home park is being considered, a plot plan showing the relationship of the addition to existing manufactured home site.

7. The applicant shall retain a Professional Engineer to design services and specifications for water and sewer services.

8. The applicant shall obtain all the necessary approvals from outside agencies as part of this application.

**(OFFICE USE ONLY)**

**SPECIAL APPROVALS:**

**Approved**

**Not Approved:**

Medical Health Officer

Private Water Supply:

\_\_\_\_\_

\_\_\_\_\_

Sewage Disposal:

\_\_\_\_\_

\_\_\_\_\_

Waste Water Disposal:

\_\_\_\_\_

\_\_\_\_\_

Ministry of Environment

Community Water Supply

\_\_\_\_\_

\_\_\_\_\_

Highways

Road Access:

\_\_\_\_\_

\_\_\_\_\_

Local Improvement District:

\_\_\_\_\_

\_\_\_\_\_

Fire Inspector: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Board of Variance:

\_\_\_\_\_

\_\_\_\_\_

Planning Department:

\_\_\_\_\_

\_\_\_\_\_

**TOTAL FEES:** \_\_\_\_\_

**CONDITIONS OF PERMIT:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date Application Received: \_\_\_\_\_

Date Application Approved: \_\_\_\_\_

Approved for Issuance by: \_\_\_\_\_

Date Application Denied: \_\_\_\_\_

Application Denied by: \_\_\_\_\_