

**REGIONAL DISTRICT OF NORTH OKANAGAN
MANUFACTURED HOME COMMUNITY
BYLAW NO. 1447, 1997**

CONSOLIDATED FOR CONVENIENCE

This document is an office consolidation of the above-noted Bylaw and includes the amendments listed below. This Bylaw has been consolidated for convenience and is intended for information and reference purposes only. This document is not the official version of the Bylaw. Be advised that plans, pictures, other graphics or text in the official version may be missing or altered in this consolidated version. Where accuracy is critical, please contact the Corporate Services Department at the Regional District of North Okanagan.

TEXT AMENDMENTS

Bylaw No.	Adopted	Amendment
2744, 2018	May 16, 2018	– Removes references to specific fees and directs to Bylaw No. 2677

**MANUFACTURED HOME
COMMUNITY BYLAW**

(As Amended)

Regional District of North Okanagan
Development Services
November 26, 1997

*Regional District of North Okanagan
Development Services
9848 Aberdeen Road
Vernon, B.C.
V1B 2K9*

Preface Note

This consolidated bylaw is published for convenience only and because bylaw amendments may occur from time-to-time, persons wishing the most current bylaw or to see the original bylaw should consult with the Regional District of North Okanagan.

This consolidated bylaw includes the following bylaw and amendment bylaws:

Bylaw No. 2744, 2018

TABLE *of* CONTENTS

DIVISION

ONE	Definitions
TWO	Implementation and Administration
THREE	Applications, Approvals and Permits
FOUR	General Provisions
FIVE	Development Standards
SIX	Servicing and Safety Standards

SCHEDULES

“A”	Application for a Permit for a Manufactured Home Community
“B”	Permit for a Manufactured Home Community

REGIONAL DISTRICT *of* NORTH OKANAGAN

**Manufactured Home
Community Bylaw No. 1447, 1997**

*A Bylaw to regulate the
establishment, extension, design, maintenance and
servicing of manufactured home communities.*

WHEREAS the Municipal Act, RS Chap. 323 1996 under Section 799 provides that Regional Districts may, by bylaw, establish , regulate and enforce extended services established pursuant to sections 692 to 699 of the Municipal Act;

AND WHEREAS the Municipal Act, RS Chap. 323 1996 under Section 694 provides that a Regional Board may for the health, safety and protection of persons and property, by bylaw, regulate the construction and layout of manufactured home communities and specify facilities required therein; regulate the maintenance of manufactured home communities; prescribe conditions generally governing the issue and validity of permits, inspection of works, buildings and structures; and, provide for the levying and collecting of permit fees and inspection charges;

AND WHEREAS the Regional Board, by resolution No. 522/94, has requested a review and update of the “*Regional District of North Okanagan Mobile Home Park Bylaw No. 302, 1979*”;

NOW THEREFORE the Regional Board of the Regional District of North Okanagan in open meeting assembled enacts as follows:

Division One - Definitions

- 101. In this Bylaw, any words importing the masculine gender shall include the feminine gender and vice versa.
- 102. Unless defined in this Bylaw, definitions of the *Regional District of North Okanagan Zoning Bylaw No. 725, 1986* shall apply.

Terms

- 103. Unless the context otherwise requires, the following definitions will apply in this Bylaw:

Accessory Residential Building means a separate and detached building or structure, the use or intended use of which is ancillary to or customarily associated with that of a principal residence situated on the same site including garages, workshops, sheds and similar structures.

Addition means a site-built or premanufactured structure attached to, or forming part of, a residence or other building or structure including an attached and enclosed garage, an open carport, enclosed habitable room(s) or or premanufactured tag(s), a porch, awning, sunroom, unenclosed shelter, deck and similar structures.

Agent means a person authorized by a property owner as his representative.

Approval means approval in writing.

Authority having Jurisdiction means the Regional Board or an agent thereof, and/or any other Federal or Provincial body having authority over the subject that is regulated.

BC Building Code means British Columbia Regulation 1485/92, and amendments thereto, entitled “The British Columbia Building Code 1992” and adopted pursuant to section 740 of the Municipal Act, which includes “The British Columbia Plumbing Code 1992.”

Buffer Area means a visual or physical separation or barrier from adjacent, incompatible uses and may include a building-free landscaped, fenced or screened area.

Building Inspector means the Chief Building Inspector, Building Inspector, and Plan Checker for the Regional District.

CAN/CSA-A277 (dated 1990 or later) means an approved certification procedure for factories manufacturing modular, mobile and panelized homes. It provides for the certification and auditing of the plant quality program as well as in-plant inspection and certification of the individual homes.

CAN/CSA-Z240 MH Series (dated 1986 or later) means a series of seven standards that define, specify and certify the vehicular, structural, heating/cooling and plumbing requirements for mobile home sections as well as the installation requirements for gas-burning and oil-burning appliances within or adjacent to mobile homes.

CAN/CSA-Z240.10.1 (dated 1994 or later) means the support requirements for a manufactured home that has been designed and constructed using longitudinal floor beams and includes requirements for site preparation, skirting, foundations, anchorage, and connections of multiple-section units.

Community Sewer System means a system of works for the collection, treatment, and disposal of liquid waste which is approved by BC Environment pursuant to *the Waste Management Act* or by the Ministry of Health pursuant to the *Health Act* and which is owned, operated, and maintained by:

- (a) an Improvement District under the *Water Act* or the *Municipal Act*; or
- (b) a Municipality, a Regional District, or a Greater Board; or
- (c) an agency of Her Majesty the Queen in Right of Canada or of the Province of British Columbia.

Community Water System means a system of works for the collection, distribution, and disposal of potable water which is approved by the Ministry of Health and is owned, operated, and maintained by:

- (a) an Improvement District under the *Water Act* or the *Municipal Act*; or
- (b) a Municipality, a Regional District, or a Greater Board; or
- (c) an agency of Her Majesty the Queen in Right of Canada or of the Province of British Columbia.

Director of Development Services means the Director of the Development Services, the Senior Planner or the Long Range Planner of the Regional District.

Dwelling means a manufactured building used for human habitation which conforms to either the CAN/CSA-A277 standard (dated 1990 or later) or the CAN/CSA-Z240-MH Series standard (dated 1986 or later).

Dwelling, Multiple-section means a manufactured home built in two or more pieces meant to be fastened together on the site to produce one (1) contiguous detached dwelling unit intended to accommodate only one (1) family.

Dwelling, Single-section means a detached dwelling unit factory-built in one complete piece and intended to accommodate only one (1) family.

Dwelling Unit means one (1) or more rooms used for the residential accommodation of only one (1) family where such room or rooms contain or provide for the installation of sleeping facilities, sanitary facilities, and only one (1) kitchen.

Lot means a parcel of land legally surveyed as a separate and distinct parcel on a subdivision plan, bareland strata plan or certificate of title filed in the Land Title Office pursuant to the *Land Title Act*.

Manufactured Home means either a mobile home or a modular home.

Manufactured Home Community means a residential development on a lot under single ownership on which manufactured homes are located on limited term rental sites, which sites are not registered in the Land Title Office pursuant to the *Land Title Act*.

Mobile Home means a dwelling unit which is completely constructed in a factory on a steel sub-frame to which wheels may be attached for transportation to the site and which conforms to the CAN/CSA-Z240-MH Series standard (dated 1986 or later).

Modular Home is a manufactured home conforming to the CAN/CSA-A277 standard (dated 1990 or later) and the BC Building Code.

Owner means the owner of the manufactured home community or his agent, lessor, manager, or operator.

Regional Board means the governing and executive body of the Regional District.

Regional District means the Regional District of North Okanagan as incorporated pursuant to the *Municipal Act*.

Rental, limited term means the renting or leasing of land for terms less than three (3) years at one time for which payment of fees is made on a monthly basis.

Site means a piece of land that has been marked on the ground by iron pins or wooden stakes and shown on a monumented site plan but is not a legally subdivided lot registered in pursuant to the *Land Title Act*.

Tenant means any person who inhabits a dwelling unit in a manufactured home community.

Division Two - Implementation and Administration

Short Title

- 201.** This Bylaw may be cited for all purposes as the “Manufactured Home Community Bylaw 1447, 1997.”

Force and Effect

- 202.** Upon adoption, this Bylaw shall take force and affect all land within Electoral Areas “B”, “C”, “D”, “E”, and “F” of the Regional District.
- 203.** The issuance of a permit and the review and approval of the plans made under this Bylaw do not constitute a representation or warranty that this Bylaw has been complied with.

Schedules

- 204.** The following schedules are attached hereto and form part of this Bylaw:
- (1) Schedule “A” Application for a Permit for a Manufactured Home Community
 - (2) Schedule “B” Permit for a Manufactured Home Community

Metric Dimensions

- 205.** All units of measure contained in this Bylaw are metric standards. All imperial measurements in parenthesis are approximate equivalents and are provided for convenience only; they have no legal status in this Bylaw.

Severability

- 206.** If any section, subsection, sentence, clause or phrase of this Bylaw is for any reason held to be invalid by any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Bylaw.

Prohibitions

- 207.** No manufactured home community shall be used, occupied, established, constructed, extended, altered, demolished or operated in contravention of the provisions of this Bylaw, the *BC Building Code*, the *Municipal Act*, or any other applicable bylaw or Provincial statute.

- 208.** No person shall construct or layout a manufactured home community or any part of a manufactured home community without being in possession of a valid and subsisting permit for that purpose issued pursuant to the provisions of this Bylaw.
- 209.** No person shall construct or layout a manufactured home community or part of a manufactured home community in a manner not authorized or in a manner prohibited by the provisions of this Bylaw.
- 210.** No person shall submit false or misleading information in relation to an application for a permit for a manufactured home community.
- 211.** No person shall modify any description, specifications or plans that were the basis for the issuance of a permit nor do any work that is in variance with the description, plans or specifications for which a Manufactured Home Community Permit has been issued unless the variation has been reviewed and approved in writing by the Director of Development Services.
- 212.** No person shall interfere with or obstruct the entry of the Director of Development Services, Building Inspector or any other designated Regional District employee on the land or into buildings while acting in the conduct of administration and enforcement of this Bylaw.

Exclusions

- 213.** A manufactured home community existing at the time of adoption of this Bylaw may continue to operate even though it may not be in conformity with the provisions of this Bylaw but any new construction, layout, or provision of facilities must be in conformity with the provisions of this Bylaw.

Administration

- 214.** The Director of Development Services or such other officer appointed by the Regional Board shall administer the provisions of this Bylaw.
- 215.** The Director of Development Services, Building Inspector or any other employee lawfully designated by the Regional District to act on behalf of the Regional District may enter upon any real property at any reasonable time for the purpose of inspecting, administering or enforcing any part of this Bylaw.
- 216.** The Director of Development Services may, upon written notification to a permit holder, revoke a permit issued under this Bylaw if:
- (1) the permit was issued in error;
 - (2) the permit was issued under incorrect information provided by the owner, agent, or a registered professional; or

- (3) there is a violation of this Bylaw, the *BC Building Code*, the *Municipal Act* or any other Provincial statute or bylaw enacted in the relevant jurisdiction.
- 217.** Prior to revoking a permit, the Director of Development Services shall, in writing, notify the owner that an error or violation has occurred and provide the owner with a reasonable amount of time to rectify the situation.
- 218.** Every person shall be deemed to be guilty, upon summary conviction, of an offence under this Bylaw who:
- (1) violates any of the provisions of this Bylaw;
 - (2) causes or permits any act or things to be done in contravention or violation of any of the provisions of this Bylaw;
 - (3) neglects or omits to do anything required under this Bylaw;
 - (4) carries out, causes or permits to be carried out any development in a manner prohibited by or contrary to any of the provisions of this Bylaw;
 - (5) fails to comply with an order, direction or notice given under this Bylaw;
or
 - (6) prevents or obstructs or attempts to prevent or obstruct the authorized entry of the Director of Development Services, the Building Inspector or other lawfully designated employees of the Regional District onto property.
- 219.** Each day during which a offence is continued shall be deemed to constitute a new and separate offence; except where the Court otherwise orders.
- 220.** Any person who contravenes the provisions of the Bylaw commits an offence and is liable on summary conviction to a penalty as provided for in the *Offence Act* not to exceed \$2,000.00 and six months imprisonment and costs as determined by the Court.
- 221.** The Director of Development Services shall keep records of applications, permits, plans and associated documentation in connection with the administration of this Bylaw. Such records shall be available for viewing by the owner and tenants of the manufactured home community.

Division Three - Manufactured Home Community Permit**Application**

- 301.** Every person shall make application, obtain and hold a valid and subsisting Manufactured Home Community Permit before establishing, altering, or expanding a manufactured home community.
- 302.** An “Application for a Permit for a Manufactured Home Community” pursuant to Schedule “A” of this Bylaw shall be submitted and shall include supplementary information, documents and fees as prescribed on Schedule “A” or as required by the Director of Development Services.
- 303.** The Director of Development Services may, with reason, require that the applicant:
- (1) provide topographic survey information;
 - (2) conduct inspections and soil tests on the lot and in the vicinity of the lot of the proposed manufactured home community;
 - (3) provide a professional geotechnical report on the effect of the proposed development on soil stability, normal grades, and natural growth;
 - (4) provide a professional geotechnical report on the effect of changing the moisture content of the soil or groundwater levels and conditions;
 - (5) provide a professional hydrogeologist report on the depth and extent of flooding and the likely frequency of it occurring;
 - (6) provide profiles of every new roadway shown on the plan and such topographical details as may indicate the engineering problems to be dealt with in opening up the roads shown upon the plan;
 - (7) provide a professional impact assessment by a qualified Planner or Architect indicating the effect the proposed manufactured home community will have on the surrounding natural and/or built environment including impacts on school, transportation, policing and fire protection services.
- 304.** No application to expand an existing manufactured home community or establishing a new manufactured home community shall be accepted for processing unless it includes all documents, information and fees required by this Bylaw.

Fees

- ~~**305.** Each application submitted for a permit to expand an existing manufactured home community, to establish a new manufactured home community, or to reconsider a previously rejected application shall be accompanied by an application fee of \$175.00 plus \$10.00 for each proposed dwelling unit.~~

305. *Each application for a permit to expand an existing manufactured home community, to establish a new manufactured home community, or to reconsider a previously rejected application shall be accompanied by an application fee in accordance with the Regional District of North Okanagan Development Application Procedures and Administrative Fees Bylaw No. 2677, 2018 and amendments thereto.*

(Bylaw 2744, 2018)

306. Each application for renewal of an expired Manufactured Home Community Permit shall be accompanied by an application fee of \$45.00.

306. Where a manufactured home community is developed in phases, each phase shall be treated as a new and separate application for the purpose of calculating the fees payable.

307. The Director of Development Services shall not refund any portion of the fees paid for a Manufactured Home Community Permit application.

309. Separate additional fees for the construction or placement of individual buildings, structures or dwelling units may be required as provided for in the *RDNO Building Bylaw*.

Approval, Review, and Issuance

310. The Director of Development Services is authorized to review applications and issue Manufactured Home Community Permits in accordance with this Bylaw.

311. An application for a manufactured home community permit shall not be reviewed by the Director of Development Services unless it meets the submission requirements of this Bylaw and is accompanied by the fees prescribed in this Bylaw.

312. The Director of Development Services shall not issue a Manufactured Home Community Permit until:

- (1) approval of the rezoning of the property has been granted by the Regional Board;
- (2) completed plans and specifications have been submitted to the Director of Development Services;
- (3) a sewage disposal system has been approved and issued by the authority having jurisdiction;
- (4) a Highway Access Permit has been approved and issued by the authority having jurisdiction;

- (5) the water supply and distribution system has been approved and issued by the authority having jurisdiction; and
 - (6) a garbage disposal method has been approved by the authority having jurisdiction.
- 313.** The Director of Development Services may withhold issuance of a Manufactured Home Community Permit until there is compliance with all bylaws, statutes, regulations, covenants, permits and development agreements or any other contract or agreement governing the construction and layout of the proposed manufactured home community.
- 314.** The Director of Development Services shall examine each complete application for a permit and shall notify the applicant, in writing, within sixty (60) days, either that the permit is issued, with or without conditions, or that it is refused.
- 315.** If the application for a manufactured home community permit is refused, the Director of Development Services shall notify the applicant, in writing of the precise reason(s) for refusal.
- 316.** A reproduction of the approved monumented site 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.

Expiration

- 317.** A Manufactured Home Community Permit shall have expired if:
- (1) construction has not commenced within twelve (12) months;
 - (2) construction has been substantially discontinued for a period of one year;
 - (3) the Director of Development Services has revoked the permit as provided in this Bylaw; or
 - (4) the Owner has requested that the Permit be cancelled.
- 318.** Work under a revoked permit shall not be commenced or recommenced until a new permit has been issued and the fee paid according to the requirements of this Bylaw.

Occupancy

- 319.** No person shall cause or allow any part of a manufactured home community to be occupied until advised in writing by the Director of Development Services and the Building Inspector.
- 320.** The Building Inspector may withhold permission to occupy certain sites while giving permission to occupy certain other sites where there is cause to believe that

the applicant is not completing certain portions of the development according to previously approved permits.

Other Permits

- 321. A separate Building Permit for the construction or placement of individual buildings, dwelling units, and/or structures (including any works or structures associated with the community water and community sewer systems) shall be provided for in the *RDNO Building Bylaw*.
- 322. A tenant or resident of a manufactured home community shall obtain and submit written approval from the owner of the manufactured home community and shall submit such approval concurrent with the application for a Building Permit for the placement of a dwelling, building, structure, sign, or commencing construction of additions on a site.

Appeals and Variances

- 323. Amendments or relaxation of setbacks or specifics regarding the placement and installation of individual dwelling units on a site may be available through the Board of Variance where the amendment falls within its jurisdiction.
- 324. Appeals for rejected Manufactured Home Community Permits shall be made after sixty (60) days from the notification of refusal and only if new information has been received.

Division Four - General Provisions

401. Every part of the land area to be included in a manufactured home community shall be contiguous with any or all other parts of the land.
402. Every part of a site within a manufactured home community shall be contiguous.
403. Buildings or structures adjacent to or bounding on a lake, a river, or any other watercourse shall conform to the requirements, including amendments, of the *Regional District of North Okanagan Floodplain Management Provisions Bylaw No. 847, 1989*, the *Regional District of North Okanagan Zoning Bylaw 725, 1986*, and all regulations imposed by the Ministry of Environment and any other authorities having jurisdiction.
404. No dwelling shall be located in a manufactured home community other than on an approved site.
405. Each site shall be clearly and permanently identified and marked flush to the ground with metal posts or rods at least one (1) cm in diameter and fifty (50) cm in length by a professional surveyor.
406. No more than one (1) dwelling unit shall be permitted on each approved site.
407. All buildings and structures, dwellings and additions thereto shall conform to the *BC Building Code*, the *CSA A277-92*, or the *CSA Z240 MH-86* standards.
408. All connections to services shall be in accordance with requirements of the *BC Building Code* and all applicable local government requirements.
409. Foundations for all buildings and structures shall conform to the *BC Building Code* or the Canadian Standards Association *Z240.10.1-94* standards for “*Site Preparation, Foundations and Anchorage*”.
410. The occupancy of any building or structure, including additions, shall not take place until an Occupancy Permit has been issued by the Building Inspector pursuant to the *Regional District of North Okanagan Building Bylaw No. 1090, 1992*, and amendments thereto.
411. Display homes for sale within the manufactured home community shall be permitted only if installed on sites in accordance with this Bylaw.
412. The owner shall install and maintain all internal roadways, vehicular traffic and speed limit signs for the safety of residents and visitors pursuant to the requirements of the Regional District.

Required Services and Facilities

413. The following services and facilities shall be required within a manufactured home community:

- (1) street name, directional and traffic signs;
- (2) a community water system;
- (3) a community sewer system;
- (4) a storm water management system;
- (5) storage and/or utility buildings and structures;
- (6) street lighting for manufactured home communities located within existing street lighting specified areas or for manufactured home communities containing fifty (50) or more dwelling units;
- (7) a screened storage compound for tenants capable of housing recreation vehicles, boats, and the like;
- (8) an outdoor recreation area for tenants;
- (9) visitor parking lots.

Division Five - Development Standards

Site Orientation

- 501.** Sites shall be laid out such that they provide opportunities to orient the exterior wall with the greatest aggregate area of openings (i.e. window, doors, etc.) of individual dwelling units towards the south-east, south, or south-west.
- 502.** Where a site is adjacent to a public road right-of-way, the length dimension of the individual sites should be parallel to the internal access road with driveway access from the internal access road.

Additions, Accessory Structures, and Fencing

- 503.** Detached accessory structures and attached additions to either the dwelling or accessory structure shall require written approval from the owner or owner's agent, which approval shall be submitted concurrent with the application for a Building Permit.
- 504.** All attached additions, porches, sun and rain shelters, garages or carports shall be factory premanufactured units or of an equivalent quality and shall be pre-finished or painted so that the design and construction shall complement the principal dwelling.
- 505.** Fencing shall not be placed anywhere on a site unless required for buffering or screening pursuant to this Bylaw or as may be approved by the Director of Development Services.

Recreation Areas and Open Space

- 506.** The owner of a manufactured home community shall provide a minimum of eight percent (8%) of the gross lot area for playground, park, sports, games and similar recreational uses as common recreational open space for the use and enjoyment of tenants. Open space and recreational facility requirements are to be satisfied on site within the development.
- 507.** Where only one outdoor recreation area is proposed, it shall be centrally located so as to be readily accessible to each tenant.
- 508.** Sites, buffer areas, storage compounds, street and roadway rights-of-way, parking areas or other areas required utility easements within the development area shall not be considered as forming any portion of the recreational or open space requirement.

- 509.** Small recreational areas and open spaces shall be connected to the internal street and walkway systems of the manufactured home community and such areas and spaces may be provided in one or more convenient and accessible locations.
- 510.** The required recreation area may include steep hillside(s) or natural watercourses(s) provided that:
- (1) not less than fifty percent (50%) of the recreation area shall be level or open playing fields in a location convenient and accessible to all tenants; and
 - (2) any hillside or natural watercourse to be included in the recreation area is left in its natural state, or authorized improved state, and has potential for tenant enjoyment and is physically accessible to the tenants by walking.
- 511.** For the purpose of calculating and satisfying recreational and open space requirements, any indoor recreational space fully developed in a manufactured home community or recreational centre shall be counted as triple its actual total floor area. Any common outdoor recreational facility such as a swimming pool, tennis courts, shuffle boards, lawn bowling, or putting greens, barbecue patio, etc. may be counted as double its actual surface area, subject to the approval of the Director of Development Services.
- 512.** Outdoor recreational areas shall be landscaped with indigenous plant materials for shade, privacy and visual enjoyment if not left in their natural state.

Storage Compounds

- 513.** One or more separate storage compounds shall be provided within a manufactured home community for the storage of boats, travel trailers, recreation vehicles, motor toboggans, non-licensed motor vehicles or other large items or equipment owned by the tenants which are not appropriate to store on a site.
- 514.** The storage compound shall provide a minimum of 30 m² (322 ft²) for every three dwelling units.
- 515.** The storage compound shall be screened from public view by fencing or landscaping.
- 516.** Landscape screening consisting of a solid 2.5 m (8.202 foot) fence or wall, which shall be uniformly painted and well maintained and not used for advertising or display purposed or for the posting of notices, or a compact evergreen hedge not less than 2 m (6.562 feet) in height, maintained in good condition at all times, shall be provided along all sides of the storage compound area. Other natural screening may be used subject to the approval of the Director of Development Services.

- 517. Only communal buildings owned by the owner of the development shall be constructed in the storage compound.
- 518. No outdoor open spaces or storage compounds shall be used for the wrecking or storage of derelict automobiles, trucks, tractors, machinery, lumber, inflammable debris or other unused items or equipment which may have the appearance of public nuisance or junk.

Buffer Areas, Screening and Perimeter Fences

- 519. Buffer areas, screening and perimeter fences shall be required adjacent to a major highway, adjacent to water bodies or watercourses, and adjacent to industrial, commercial or agricultural land uses.
- 520. Buffers and screening, if required, may include fences, berms, walls, natural vegetation, landscaping or any combination thereof, sufficient to reduce the noise, light, vibration, smell or other negative impacts emanating from the adjacent conflicting land use.
- 521. Where deemed necessary by the Director of Development Services, buffer areas shall be restricted to a maximum width of 8.0 metres (26.25 feet) adjacent to a highway or 4.5 metres (14.8 feet) elsewhere. The buffer width requirement may be reduced or eliminated by the use of berms, walls, fences or dense landscape screening, or combination thereof, subject to the approval of the Director of Development Services.
- 522. Buffer areas required for noise attenuation or visual screening shall not be included in the required amount of recreational and open space.
- 523. Buffer spaces shall not be used for storage compounds, roadways, dwelling sites or community/recreational centres.
- 524. Buffer spaces shall be landscaped and may be used for perimeter pedestrian walkways, fencing, underground utilities or signs, subject to the approval of the Director of Development Services.
- 525. Buffer areas adjacent to agricultural land uses shall conform to the requirements of the “Landscape Buffer Specifications” published by the Agricultural Land Commission.
- 526. Buffer areas adjacent to a major public highway shall consist of vegetation that provides adequate screening from the visual traffic and the noise.

Community Mail Boxes

527. Where required, the siting and construction of community mail boxes shall be approved by the authority having jurisdiction.
528. A community mail box site shall contain a garbage container and provision for two (2) automobiles to idle or park.

Walkways and Sidewalks

529. Where public open space, recreation areas, neighbourhood services or public schools exist contiguous or adjacent to a manufactured home community, a hard surfaced walkway a minimum 1.5 metres (4.9 feet) in width shall be provided to facilitate access from the manufactured home community to said facility.
530. Walkways shall be required for direct access to recreation or multi-purpose service centers if roadways are not direct.

Standards for Manufactured Homes, Foundations and Home Installations

531. Manufactured Homes shall be certified by Canadian Standards Association as having been built in a factory which has been certified as meeting the CSA A277-92 approved procedure. Modular homes shall contain a CSA “Modular Home” label and Mobile Homes shall contain a “Mobile Home” label.
532. Installation and foundation requirements for manufactured homes and additions shall meet either the CAN/CSA Z240.10.1 standard, or the *BC Building Code*.
533. Foundations for accessory buildings exceeding 10 m² (107.6 ft²) in size shall meet the requirements of the *BC Building Code*.
534. Wheels, hitches and other running gear shall be removed within thirty (30) days of the installation of the manufactured home.

Skirting and Ventilation of Crawl Space

535. Skirting shall be installed within thirty (30) days of the installation of a manufactured home and shall comply with standards set out in the CSA Z240.10.1 standards.
536. At least one access panel of not less than 500 x 700 mm (20 x 28 inches) shall be provided in the skirting for periodic inspections and maintenance of services. The panel shall be located close to sewer and water connections.

- 537.** Skirting shall be factory prefabricated or of equivalent quality and shall be prefinished or painted so that the design and construction shall complement the manufactured home.
- 538.** Year round ventilation of the crawl space shall be provided according to the standards set out in the CSA Z240.10.1 standards. Crawl space ventilation shall be provided by the installation of screened louvres or grills of at least 0.1 m² of unobstructed venting for each 50 m² (1 ft² for each 500 ft²) of floor area of the home.

Division Six - Servicing and Safety Standards

Entrances and Internal Streets

- 601.** Road access to the manufactured home community shall be approved and permitted by the authority having jurisdiction prior to issuance of a Manufactured Home Community Permit.
- 602.** All manufactured home communities shall have at least one (1) direct primary access to an existing public highway approved by the Ministry of Transportation and Highways and constructed to their standards.
- 603.** A secondary access from a public highway should be provided for emergency access to any manufactured home community containing more than fifty (50) dwelling units. The Director of Development Services when considering local topography, feasibility and practicality will decide the secondary access (if any) that is to be provided.
- 604.** All sites, storage compounds, recreation areas and service buildings, as well as other communal facilities shall be accessed by an internal street system of minor roadways and/or collector streets.
- 605.** The primary entrance and internal street system shall conform to the following minimum standards for right-of-way widths and pavement widths:

	Right-of- Way Width (minimum)	Paved Width (minimum)	Road Length (maximum)
Primary Entrance		11 m	15 m
Internal Collector Roads	10 m	8.2 m	---
Internal Access Roads,			
one-way road	10 m	4.3 m	250 m
two-way road	10 m	6.7 m	250 m
back lane	4 m	---	250 m
cul-de-sac	14 m radius	12.5 m radius	150 m
dead-end road	as above	as above	150 m

- 606.** Streets and roadways shall be adapted to the natural topography of the lot and shall have gradients and intersections in accordance with sound engineering and safe design standards. In no case shall road or lane gradients exceed an average of twelve percent (12%) over that particular road.

- 607. Roadways and lanes shall be well drained and well maintained in such a manner as to render them free from dust at all times.
- 608. A manufactured home community which adjoins, abuts or faces an area in which curbs, gutters and piped storm drainage are required should have curbs, gutters and piped storm drainage installed along all roadways where feasible.

Street Lighting

- 609. Street lighting shall be provided for all manufactured home community proposals located within a street lighting specified service area or where a manufactured home community contains fifty (50) or more dwelling units.
- 610. Where street lighting is required or proposed for new manufactured home communities, all street light fixtures and appurtenant facilities shall be installed and approved in accordance with the requirements of the Provincial Electrical Inspector and connection to an electrical supply shall be in accordance with the requirements of the BC Hydro and Power Authority.
- 611. Owners proposing to install ornamental street lighting shall be required to establish a specified area through the Regional District to provide for the future maintenance and service of the street lighting system.
- 612. Where required, adequate street lighting shall be designed by a Professional Engineer and installed and energized prior to the issuance of any Occupancy Permit(s) by the Director of Development Services.
- 613. Street lighting shall be installed and maintained to adequately illuminate the traveled portion of the roadway including all intersections, the turning circle of cul-de-sacs, and point at which an internal roadway changes direction 30 degrees or more, and any off-street visitor parking areas.

Road Naming and Numbering

- 614. All internal streets should be named, which name shall be approved by the Regional District, and street signs shall be provided by the owner of the manufactured home community that meet the Ministry of Transportation and Highways road sign standard.
- 615. Individual dwelling units should be numbered with a clear and consistent numbering system that is visible and legible by emergency vehicles.

Parking

- 616.** The number of on-site parking stalls per rental site may be reduced to one (1) if one (1) other tenant parking stall is provided in a communal parking lot.
- 617.** A minimum of one (1) stall per five (5) dwelling units shall be provided for visitor parking.
- 618.** Parking shall not be permitted on major roads, within cul-de-sacs or on back lanes and shall be permitted on one side only on internal access roads within the manufactured home community.
- 619.** Communal parking lots may be soft surfaced using gravel or interlocked, open paving stones.
- 620.** Licensed or unlicensed vehicles shall not be parked on any roadway, lane, or any other area not designated as vehicle parking areas.
- 621.** Designated parking lots with stalls for visitors, tenants, or a combination of visitor and tenants shall be permitted provided:
- (1) they are located a minimum of 3.5 metres (11.5 feet) and a maximum of 30 metres (98.43 feet) from the residence or building they are intended to serve; and
 - (2) the perimeter of the parking lot adjacent to any site is screened with an evergreen hedge not exceeding 1.2 m (3.94 feet) in height.

Water Supply and Distribution

- 624.** The owner of a manufactured home community shall provide a community water system to furnish a constant supply of safe and potable water as approved by the authority having jurisdiction.
- 625.** The proposed water supply and distribution system shall be designed by a Professional Engineer, licensed to practice in British Columbia, and installed in accordance with the regulations and the appropriate authorities having jurisdiction pursuant to:
- (1) the *Health Act* and the *Water Utilities Act*; or
 - (2) the *Health Act* and the *Water Act*, or Part 25 of the *Municipal Act*, within an Improvement District; or
 - (3) the *Health Act* and the *Municipal Act*, when a Regional District has an applicable bylaw setting out the terms and conditions of any extension to its community water system.

- 626.** The design of the community water system shall be approved by the authority having jurisdiction prior to issuance of the Manufactured Home Community Permit.
- 627.** The community water system shall be constructed according to the approved design and certified by a Professional Engineer. Construction, installation, and certification shall be at the owner's expense.
- 628.** Where the manufactured home community is located within an established water utility area, the water works shall have a capacity to deliver not less than 2,500 litres (550 imperial gallons) per day, per site of potable water per day shall be distributed to each dwelling unit.
- 629.** Where the community water system is located within a fire protection district, the water supply works shall have a capacity to deliver not less than 1,818 litres (400.0 imperial gallons) of water per minute over a continuous period of time of not less than two (2) hours, and the water system shall include water mains having a diameter of not less than 150 mm (5.905 inches).
- 630.** No above ground portion of any structure or facility used for the purpose of providing water to the development may be located closer than 8.0 metres to a rental site or recreation/community facility.
- 631.** Upon completion of construction, the owner of the development shall provide to the approving authorities as-built drawings of the water system, certifying the constructed quality of the works, signed and sealed by a Professional Engineer.

Sewage and Waste Water Disposal System

- 634.** The owner of a manufactured home community shall provide for the disposal of all waste water and of all body wastes that are generated within the manufactured home community by causing all sewage and wastewater to be discharged into a community sewer system in compliance with the *Health Act* and the *Waste Management Act*, and where applicable in accordance with either:
- (1) the Water Act or the Municipal Act when an Improvement District has an applicable bylaw pursuant to the Water Act; or
 - (2) the Municipal Act, when a Regional District has an applicable bylaw setting out the terms and conditions of any extension of its community sewer system.
- 635.** The proposed sewage and waste water disposal system design shall be approved by the appropriate Provincial Ministry or Ministries having jurisdiction prior to issuance of a Manufactured Home Permit.

- 636.** The sewage and waste water disposal system shall be constructed according to the approved design and certified by a Professional Engineer. Construction, installation, and certification shall be at the owner's expense.
- 637.** No part of any above ground structure or disposal field for the purpose of sewage or waste water disposal may be closer than 8.0 metres to a dwelling site or community/recreation facility.
- 638.** No part of any sub-surface disposal field or structure shall be located under any structure or building, roadway, parking area, walkway or foot path within the development.
- 639.** Upon completion of construction, the owner of the development shall provide to the Director of Development Services as-built drawings of the sewage and waste water disposal system with the constructed quality of the works certified by a Professional Engineer.

Solid Waste Disposal

- 642.** The owner of a manufactured home community shall arrange for the collection and disposal of all household garbage or refuse within the development to the satisfaction of the approving authority.
- 643.** Where an approved *Solid Waste Management Plan* and/or an approved recycling program is in place, the owner shall comply with local plans and programs and applicable bylaws.
- 644.** Portable or temporary garbage containers shall be conveniently located and maintained to the satisfaction of the authorities having jurisdiction and the Regional District.
- 645.** Where such garbage or refuse collection sites are of a permanent nature they shall be screened from public view by 1.8 metre high solid fencing and/or landscaping.

Drainage

- 646.** No person shall locate or extend a manufactured home community on a site that is not well drained and is at all times free of stagnant pools.
- 647.** The owner of a manufactured home community shall provide a drainage collection and disposal system designed and construction approved by a Professional Engineer which:
- (1) may consist of a surface drainage and/or underground piped system;

- (2) shall use culverts and/or catch basins to collect drainage and direct it away from roadway surfaces, recreational areas and residential sites; and
- (3) shall direct the drainage to an outfall drywell or a disposal facility.

Fire Protection

- 648.** Where fire flows and servicing are reasonably obtainable, than the owner of a manufactured home community shall provide fire hydrants so that all buildings and structures are located within 90 metres of each hydrant, as measured along the street frontage.
- 649.** Hydrants shall not be located more than 180 metres apart and shall be installed in accordance with the requirements of the Fire Prevention Officer.

Other Utilities

- 650.** All shallow underground utilities must be designed to the specifications of, and approved by, the authority having jurisdiction.

651. Gas System:

- (1) If a natural gas distribution system for the development is provided, it shall be the owner's responsibility to ensure that it is approved by the Provincial Gas Inspector or his representative.
- (2) It shall be the responsibility of the owner of the dwelling to ensure that natural gas supply to his/her dwelling is approved by the Provincial Gas Inspector or his representative.
- (3) It shall be the responsibility of the owner of the dwelling to ensure that the installation and maintenance of appliances fueled by flammable liquids or compressed gases, and transportation, distribution and storage of such fuels for an individual dwelling shall be in accordance with safety standards and procedures as approved by the Provincial Gas Inspector from time to time.

652. Electrical System:

- (1) It shall be the owner's responsibility to ensure that the electrical distribution system is approved by the Provincial Electrical Inspector.

653. Underground wiring:

- (1) All wiring including electrical, telephone and cable shall be installed underground.

654. Solid Fuel Appliances:

- (1) It shall be the responsibility of the owner of the dwelling to obtain approval by the approving authority for the solid fuel burning appliances in dwelling units.

655. Inflammable Liquids:

- (1) The storage and disposal of inflammable liquids shall be in accordance with the regulations of the *Fire Services Act* or the *Gas Act*, as the case may be.

656. Outdoor Fires:

- (1) Outdoor burning for recreational purposes shall only be permitted in structures specifically designed for that purpose and pursuant to local bylaws in effect.

657. Hydro:

- (1) Hydro service shall be provided underground for all manufactured home communities and shall be installed and approved in accordance with the authority having jurisdiction.

Repeal

- 658.** The *Regional District of North Okanagan Mobile Home Park Bylaw No. 302, 1979*, as amended, is hereby repealed.
-

This bylaw shall apply to Electoral Areas "B", "C", "D", "E", and "F" of the Regional District of North Okanagan as defined in the Letters Patent, and amendments thereto.

READ A FIRST TIME this 26th day of November, 19 97.

READ A SECOND TIME this 26th day of November, 19 97.

READ A THIRD TIME this 25th day of February, 19 98.

RECONSIDERED, FINALLY PASSED, AND ADOPTED this 25th day of February, 19 98.

Earl Shipmaker
Chairperson

~~RM~~
Secretary

Schedule "A"

Regional District of North Okanagan

9848 Aberdeen Road Vernon, BC V1B 2K9

**Application for a Permit for a Manufactured Home
Community**

File No. _____

Date _____

Pursuant to the "Regional District of North Okanagan Manufactured Home Community Bylaw No. 1447, 1997" I, being the owner or the agent of the owner of the real property listed below, hereby make application for a Manufactured Home Community Permit.

Property Owner's Name:

(individual owner, corporate entity, etc.)

Property Owner's Mailing Address:

(P.O. Box, address, city, postal code)

Property Owner's Contact Numbers:

(home phone, work phone, fax, email, etc.)

Consultant:

(Planner, Architect, Engineer, Surveyor or Designer)

Consultant's Mailing Address:

(P.O. Box, address, city, postal code)

Consultant's Contact Numbers:

(home phone, work phone, fax, email, etc.)

Type of Work Proposed:

(new development, expansion, alteration, renewal)

Number of Sites:

(proposed, existing)

Legal Description of Development Property:

(lot, plan, section, etc.)

Street Address of Development Property:

(location & road name)

Electoral Area of Development Property:

(B, C, D, E, or F)

I agree to provide the following documentation as listed below and any additional information as may be required by the Regional District to complete this application.

1. A monumented site plan submitted in duplicate and drawn and sealed by a registered professional surveyor, to suitable large scale, showing the number, locations, designation, and dimensions of all proposed dwelling sites and on-site parking areas, buffer areas (if any), walkways, open space and recreation areas, indoor community/recreation centre (if any), recreation vehicle storage compound, refuse or garbage collection area, visitor parking areas, and roadways and other circulation systems.
2. A plan(s) submitted in duplicate to a suitable large scale, showing:
 - (a) a north arrow and the notation of all scales used on maps, plans or detailed drawings;
 - (b) the area and metric dimensions of the parcel of land;
 - (c) the existing topography of the lot with contour intervals of one metre or less in all areas of proposed development and contour intervals of 2 to 5 metres in areas of steep slopes;
 - (d) the location of all watercourses or water frontage within and adjacent to the lot;
 - (e) existing land uses, roads, buildings, structures, utilities, rights-of-way, sewage disposal and water services within and adjacent to the lot;
 - (f) existing trees (if any), and rock outcrops (if any), cliffs or other significant and natural features within and adjacent to the lot;
 - (g) the location and elevation details of all proposed earth work, grading, excavations, and/or fills required to achieve new grades for roads, dwelling sites, landscaped areas, recreation facilities, or drainage;
 - (h) the location and details of all proposed landscaping plans including berms and buffers (if any), trees and shrubs, ground covers, water features, walkways, fences or retaining walls.
3. Detailed Servicing Plans and Specifications submitted in duplicate and drawn and sealed by a registered professional engineer, to suitable large scale, showing:
 - (a) the location and details of the proposed source of water, treatment or storage facilities, water distribution lines and outlets, and fire protection system as required by the Ministry of Health and/or other fire protection agencies or authorities;
 - (b) the location and details of all proposed connections to the sewer, sewer lines, and sub-surface disposal field(s) (if any), or other private sewage treatment plants and disposal methods as required by the Provincial Ministries having jurisdiction.
 - (c) the location, grades, dimensions and other details of all proposed access roads, entrance gates (if any), internal collector or minor roads, lanes;
 - (d) the location of all site drainage and storm drainage systems.
4. Evidence of Potable Water Supply and registered and approved community water supply and distribution system.
5. Sewage Disposal Permit from either the Ministry of Health or BC Environment as applicable.
6. Highway Access Permit from the Ministry of Transportation and Highways permitting access onto a public road.
7. Certificate of Title not more than thirty (30) days old.
8. Covenants, Easements, Notices or other legal documents that may be registered against the property.

Schedule "B"

Regional District of North Okanagan
9848 Aberdeen Road Vernon, BC V1B 2K9

Permit for a Manufactured Home Community

File No. _____

Date Granted _____

Pursuant to the Regional District of North Okanagan Manufactured Home Community Bylaw No. 1447, 1997, a permit is hereby granted to:

Type of Permit (establish, alter or expand)

a manufactured home community on:

Legal Description (lot, plan, section, etc.)

Site Address (civic number and road name)

This permit is issued subject to conformance to the attached plan and the following conditions and/or submissions:

I hereby agree to indemnify and save harmless the Regional District of North Okanagan against all claims, liabilities, judgments, costs, and expenses whatsoever kind which may occur against the said Regional District in consequence of, and incidental to, the granting of this permit. I further agree to conform to all requirements of the statutes and bylaws in force in the Regional District of North Okanagan.

Name of Applicant (Please Print)

Signature of Applicant

I hereby certify this to be a true and correct copy of Schedule "B" attached to and forming part of the "Regional District of North Okanagan Manufactured Home Community Bylaw No. 1447, 1997".



Secretary