



CITY POLICY

No. O-34A

REFERENCE:

REGULAR COUNCIL MINUTES
11 DECEMBER 1995
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APPROVED BY:

CITY COUNCIL

DATE:

27 JULY 2015
(R167 RES.R15-1437)

HISTORY:

11 DEC 1995 (RES.95-4166)

**TITLE: MANUFACTURED HOME PARK REDEVELOPMENT AND
STRATA CONVERSION POLICY**

This Policy applies to all applications for development and/or redevelopment of a manufactured home park where existing manufactured homes are proposed to be displaced. This Policy also applies to all applications for conversion of a manufactured home park into a strata development.

1. The Affordable Housing Program outlined in this policy shall be considered to be in addition to any provincially mandated requirements, such as the provision of minimum notice of termination of a tenancy and financial compensation.
2. Notices to residents regarding the redevelopment or strata conversion proposal shall be provided to residents by the Proponent as soon as possible and not later than two weeks after an application is received by the City. The notice shall include a copy of this policy.
3. A Communications Plan acceptable to the City shall be provided by the Proponent to the City showing when and how residents will be notified of the application process steps.
4. Timely process updates shall be provided to residents by the Proponent, including notice of Council meetings related to the application, public hearing dates and methods for advising City staff and Council of resident concerns.
5. Demographic profiles, affordable housing preferences, assessment of home condition and potential/cost for relocation/reuse shall be provided by the Proponent to the City for each home on the application site, where available.
6. Comprehensive information on relocation options, such as alternative park locations and costs, market and non-market rental units in the area, shall be made available to residents by the Proponent.

* This policy is subject to any specific provisions of the Local Government Act, or other relevant legislation or Union agreement.

MANUFACTURED HOME PARK LOCATION CRITERIA No. O-34A(2)

7. An Affordable Housing Program shall be prepared by the Proponent for all residents. A range of options should be presented, which should include any or a combination of the following:
 - (a) A right of first refusal for park residents to purchase a housing unit or, in the case of a strata conversion, a strata lot within the new development, for rent or purchase at or below market value;
 - (b) As part of an affordable housing proposal, payment of all reasonable costs associated with relocating existing homes to an appropriate affordable location in the Lower Mainland.

Provision should be made in this option to cover additional costs associated for relocating non-CSA and older units in an acceptable state;
 - (c) As part of an affordable housing proposal, provision of reasonable compensatory payments to displaced tenants in addition to those mandated by the *Manufactured Home Park Tenancy Act* that may be used for affordable housing, along with reasonable disposal costs and moving expenses. Compensation should be based on the assessed value of the manufactured home;
 - (d) Reserving a proportion of the new units for affordable rental or market housing for the existing manufactured home park residents and the reimbursement of reasonable living and moving expenses. The allocation and cost of these units should be related to housing need and the income of the residents; and
 - (e) Other affordable housing options.
8. The Proponent may enter into a Housing Agreement acceptable to the City, as provided for in Section 905 of the *Local Government Act*, which is registered with the Land Title Office and will provide the City with complete documentation on the Affordable Housing Program. The proponent will provide a summary of the Affordable Housing Program and any Housing Agreements that describes the disposition of the affordable housing options provided to residents affected by the redevelopment or strata conversion for a staff report to Council on the proposal.

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