

**COWICHAN VALLEY REGIONAL DISTRICT****BYLAW NO. 275****(As Amended by Bylaw No. 1254)**

BYLAW NO. 275 – CVRD MOBILE HOME PARK, 1978**CONSOLIDATED FOR CONVENIENCE ONLY**

The amendment bylaws listed below have been incorporated into enactment Bylaw No. 275 for convenience purposes only. Persons making use of the consolidated version of Bylaw 275 are advised that it is not a legal document and that for the purpose of interpreting and applying the law, the original bylaws must be consulted. Certified copies of the original bylaws are available through the Corporate Secretary's Office.

AMENDMENT BYLAW

636
543
1254

EFFECTIVE DATE

May 12, 1982
May 14, 1980
January 24, 1990

COWICHAN VALLEY REGIONAL DISTRICT

BYLAW NO. 275

A Bylaw to regulate the establishment, extension design, and servicing of mobile home parks, pursuant to Section 714 (1) of the *Municipal Act*.

1. TITLE

- 1.1 This bylaw may be cited for all purposes as the "Cowichan Valley Regional District Mobile Home Park Bylaw No. 275, 1976."

2. APPLICATION

- 2.1 This bylaw shall be applicable to all land contained within the boundaries of all Electoral Areas within the Cowichan Valley Regional District.

3. DEFINITIONS

- 3.1 In this bylaw, unless the context otherwise requires,

"addition(s)" means a building(s) or structures(s) attached to or separate from a mobile home for the storage, garage, carport, porch, or similar use normally associated with residential use (#543 – May 14, 1980);

"approved" means approval in writing;

"buffer area" means the buffer area described in Section Eleven;

"carport" means a structure where a roof is supported by four or more posts and no walls are constructed between the posts (#543 – May 14, 1980);

"community water system" means a system of waterworks which is owned, operated, and maintained by an Improvement District under the *Water Act* or the *Municipal Act*, or a Regional District or which is regulated under the *Water Utilities Act*;

"floor area" means an area on any story of a building or mobile home that is occupied or intended for occupancy, but does not include exists, attics, or crawl or duct spaces;

"Medical Health Officer" means the Medical Health Officer appointed under the *Health Act* for the territorial jurisdiction of the area in which a mobile home park is located;

"mobile home" means a structure manufactured as a unit, intended to be occupied year round in a place other than that of its manufacture, designed for dwelling purposes, is completely self-contained, and includes flush toilet, bath or shower, requiring only connection of utilities and some incidental assembly. This definition does not include those dwellings that have been designed to propel themselves or be classed as motor homes or travel trailers;

“mobile home area” means that part of a mobile home park used primarily for installed mobile homes, including permissible additions, and which is not used for buffer area, roadways, owners residential plot, the procuring and treatment of water, collective sewage treatment, effluent disposal from a collective sewage treatment plant, garbage disposal, or service buildings;

“mobile home park” means a residential use of a lot on which are located two or more mobile homes, and which is governed by the Cowichan Valley Regional District Mobile Home Park Bylaw No. 275, 1976, but specifically excludes campsites as defined by the Campsite Regulations of the B.C. *Health Act*;

“mobile home site” means an area of land for the installation of one mobile home and situated within a mobile home area;

“owner” means an owner, agent, lessor, or manager of, or any person who operates a mobile home park;

“potable water” means water which is drinkable and usable for culinary purposes as a result of being free of pathogenic organisms (or their indicators), toxic substances, objectionable taste, odour, and colour, and other undesirable physical chemical and biological characteristics;

“Regional District” means the Cowichan Valley Regional District;

“roadway” means an allowance within a mobile home park, part or all of which is made suitable for normal vehicular use so vehicles can gain access to abutting sites;

“service building” means a building housing any toilet, bathing or other sanitation facilities, laundry or clothes drying facilities.

4. PROHIBITIONS

- 4.1 No mobile home park shall be established, extended, or operated contrary to the provisions of this bylaw.

5. ADMINISTRATION

- 5.1 The Building Inspector(s) or such other person appointed by the Board of the Cowichan Valley Regional District shall administer this bylaw.
- 5.2 Persons appointed under subsection 5.1 may enter any mobile home park at any reasonable time for the purpose of administering or enforcing this bylaw.
- 5.3 Prior to any works or construction commencing on a mobile home park, a building permit shall be obtained pursuant to the CVRD Building Bylaw, and any other applicable legislation (#636, May 12, 1982).

6. VIOLATIONS

- 6.1 It shall be unlawful for any person to cause, suffer, or permit the establishment, extension, or operation of a mobile home park in contravention of this bylaw or otherwise to contravene or fail to comply with this bylaw.
- 6.2 It shall be unlawful for any person to prevent or obstruct any official appointed under subsection 5.1 from carrying out his duties under this bylaw.

7. PENALTY

- 7.1 Any person who violates the provisions of this bylaw by default, neglect, refusal, or failure to comply with any of its provisions shall be guilty of an offence against this bylaw and shall be liable upon summary conviction to a penalty not exceeding \$1,000.00 and not less than \$100.00 therefore.

8. SEVERABILITY

- 8.1 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, such decision shall not affect the validity of the remaining portions of this bylaw.

9. GENERAL PROVISIONS

- 9.1 No person shall:
- a) locate, establish, construct, alter, subdivide, or operate a mobile home park; or
 - b) cause or allow a mobile home to be parked or to remain in a mobile home park in contravention of this bylaw.
- 9.2 No person shall establish, construct, alter, or subdivide a mobile home park until written approval of plans and specifications is received from the person appointed under Section Five to administer this bylaw.
- 9.3 Written approval under subsection 9.2 shall not be given until a sewage disposal permit has been issued and water supply/source system has been proven as outlined in Section 711(i)(f) of the *Municipal Act*, meets Cowichan Valley Regional District standards and has been approved by authority having jurisdiction (Bylaw #543 – May 14, 1980).
- 9.4 No person shall locate a mobile home park:
- a) except in areas of land free of stagnant pools and that are graded for rapid drainage;
 - b) within 30 metres (100 feet) of the natural boundary of the sea or lake;
 - c) within 30 metres (100 feet) of the natural boundary of any water course or community water well (#543 – May 14, 1980);
 - d) on any site lower than 60 centimeters (2 feet) above the one in two hundred year flood level where it can be determined, or if not, not less than 4.5 metres (15 feet) above the natural level of a lake, and any other watercourse, nor less than 3 metres (10 feet) above the natural boundary of the sea in the immediate flood hazard area.

- 9.5 However, notwithstanding Section 9.4(c)(d), the setback required may be incorporated as a portion of the required buffer area for the mobile home park (#543 – May 14, 1980).
- 9.6 Every part of the land included in a mobile home park should be contiguous with some one or more other parts of the land.
- 9.7 The plumbing and building in any mobile home park including alterations shall comply with the bylaw or regulations in force in the Cowichan Valley Regional District in which the mobile home park is situate.
- 9.8 No mobile home shall be located elsewhere in a mobile home park other than on a mobile home site.
- 9.9 No more than one mobile home shall be located in a mobile home site.
- 9.10 All mobile homes, while installed in a mobile home park, shall be secured by anchoring to comply with the National Building Code to meet earthquake standards and maximum wind loads for the particular mobile home park area.
- 9.11 No person shall connect a mobile home to a plumbing system in a mobile home park unless the plumbing system is designed and is in accordance with Canadian Standards Association standards for mobile homes which include:
- a) a trap for each fixture, and
 - b) each trap being vented.
- 9.12 No person shall dispose of garbage or refuse or any sort of waste except in accordance with the arrangements made by the owner of the mobile home park, and approved by the Medical Health Officer, and the appropriate authority having jurisdiction.
- 9.13 A copy of the plan required in Section 10(e) and a copy of this bylaw shall be posted prominently and permanently in a protected place in each mobile home park or made readily available upon request for the reference of the residents (#543 – May 14, 1980).
- 9.14 In mobile homes located in a mobile home park:
- a) the installation and maintenance of all oil burners and oil burning equipment and appliances using flammable liquids as fuel;
 - b) the storage and disposal of flammable liquids and oils;
 - c) the installations, maintenance, carriage, and use of compressed gas systems;
- shall be in accordance with the regulations of the *Fire Marshall Act*.
- 9.15 The minimum parcel size required for a mobile home park shall be a minimum of 2 hectares (5 acres) (#543 – May 14, 1980).
- 9.16 The maximum number of mobile home sites shall:
- a) comply with the electoral area zoning bylaw, or
 - b) be a maximum of 15 (6) times the number of useable hectares (acres) contained in the entire mobile home park.

- 9.17 The minimum area of each mobile home site shall be not less than:
- 325 square metres (3500 sq. ft.) for spaces intended for single wide mobile homes, but in no case shall the width of the space be less than 12 metres (40 ft.);
 - 460 square metres (5000 sq. ft.) for spaces intended for double wide mobile homes, but in no case shall the width of the space be less than 14.5 metres (48 ft.)
 - In the case of a mobile home site abutting a cul-de-sac, the minimum frontage shall be 7.6 metres (25 ft.) and the minimum site area shall be as required in (a) & (b) above.
- 9.18 A valid access permit must be obtained from the Ministry of Transportation and Highways for access onto any public highway with such access being for the safe purpose of allowing entry to and access from the mobile home park (#543 – May 14, 1980).
- 9.19 The internal street system within a mobile home park shall be as follows:

	<u>R/W Width Minimum *</u>	<u>Pavement Width</u>
Collector streets	12 metres (40 ft.)	7 metres (24 ft.)
Minor streets	9 metres (30 ft.)	6.5 metres (22 ft.)

*Minimum right-of-way width may have to be increased on the need for surface drainage and space for sewer installations.

- 9.20 A mobile home park shall not include a mobile home sales area or other lands on which mobile homes are placed for the purpose of sale, storage, or inspection.
- 9.21 At least one open communal storage site having a surface area of a minimum average of 27 square metres (300 sq. ft.) for each mobile home site will be located within each mobile home park. The communal storage site shall be located in a section of the park where it will not create a nuisance as to site, sound, or smell, be adequately landscaped, provide adequate security, and not be located in or on any buffer or recreation area. No buildings or structures, other than a carport, shall be constructed in the open communal storage site. Not more than fifty percent (50%) of the communal storage site may be developed with carports (#543 – May 14, 1980).
- 9.22 Metric units are used for all measurements in this bylaw. The approximate equivalent of those units in currently used units of Canada measure (feet, gallons, etc.) are shown in brackets following each metric measurement and such bracketed figures are included for convenience only and do not form part of this bylaw.
- 9.23 Notwithstanding the siting provisions of this bylaw, any building or structure which has been sited in accordance with the provisions of the zoning bylaw in force at the time of the issuance of the building permit for that building or structure shall be considered to conform to the provisions of this bylaw, but all extensions or modifications to such building or structure shall conform to the provisions of this bylaw.

10 PLANS AND SPECIFICATIONS

- 10.1 All applications for approval of plans and specifications shall be made in writing and contain:
- the name and address of the applicant;

- b) the intended use of the land;
- c) a popularly understandable description of the location of the land and the legal description of the land on which the proposed mobile home park is to be constructed, altered, or extended;
- d) where the water to be provided does not come from a community water distribution system,
 - i. 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;
 - ii. a certificate signed by the Medical Health Officer stating that the water from the source indicated on the map is potable and that the location and extent of the areas proposed for sewage disposal, waste water disposal, and garbage disposal indicated on the map meet with his approval;
 - iii. that approval be obtained from the Environmental Engineering Division, Ministry of Environment for the proposed waterwork systems (#543 – May 14, 1980).
- e) two complete and legible sets of plans to suitable large scale showing:
 - i. the area dimensions and legal description of the parcel of land;
 - ii. the dimension and location of the buffer area;
 - iii. the number, location, dimensions, and designation of all mobile home areas, the location and dimensions of all roadways, the owner's residential plot (if any) and if included any amenity or recreation area;
 - iv. the dimensions and location of all service buildings, the owners residence, and other structures;
 - v. the internal layouts of all service buildings and other structures apart from the owner's residence;
 - vi. the location and details of the source of water, treatment plants, water distributing lines and outlets as required by CVRD water standards;
 - vii. 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 as required by the Ministry of Health;
 - viii. the location of all on-site garbage and refuse disposal areas;
 - ix. a north arrow and notation of the scales used;
 - x. existing topography of the site.

11 BUFFER AREA

- 11.1 Every mobile home park shall have immediately within all its boundaries a buffer area a minimum of 7.5 metres (25 ft.) in depth within which:
- a) no recreation, amenity, or service areas, except for waterfront recreation or amenity areas, may be located;
 - b) no mobile home area nor an owner's residential plot may be located;
 - c) no building or structure may be erected or placed, except a sign as indicted in Section 11.1(d) which may only be placed within 7.5 metres (25 ft.) of any highway, a fence, or a wall;
 - d) one sign located in a buffer zone shall not be lower than a minimum of 2.5 metres (9 ft.) to grade, exceed 4.75 metres (16 ft.) maximum height, exceed 3 square metres (32 sq. ft.) cannot be flashing, rotating or over public property;
 - e) no garbage disposal area and no part of any private sewage disposal system other than such parts of such system as may be under ground, shall be located;
 - f) no services to the mobile home park shall be located in the buffer area except for a well and associated pumping facilities (excluding a reservoir) (#543 – May 14, 1980).

- 11.2 The only roads permitted in the 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 mobile home park. No road shall traverse the buffer area and give direct access from any public highway to any mobile home site.
- 11.3 Where a mobile home park is separated from neighbouring property by a body of water, then notwithstanding 11.1:
- a) for the purpose of establishing the buffer area, the mobile home park boundary shall be deemed to be the property line except when part of the legal parcel of land includes a water area and in such cases it is to be the natural boundary of the sea, lake or any other water course;
 - b) a building or buildings to house boats or dressing rooms may be located on land adjoining waters that are suitable for small boat navigation at low water. In no case shall the buildings be located within 7.5 metres (25 feet) of any property line. Said buildings shall comply to Section 9.4 of this bylaw.
- 11.4 The owner of a mobile home park shall provide within the mobile home park one or more recreation areas, protected from automobile traffic and having a total area of at least ten percentum (10%) of the mobile home park. The buffer strip and street right-of-way shall not be included in calculating the recreation area to be provided.
- 11.5 Recreation areas may be provided with suitable playground equipment that is maintained by the Mobile Home Park owner (#543 – May 14, 1980).
- 11.6 All recreation areas and other ground area in the mobile home park other than mobile home pads, roadways, and parking areas shall be suitably landscaped and maintained.
- 11.7 When a mobile home park adjoins property which is zoned for residential use, the buffer area immediately adjacent to such property shall be screen planted and landscaped in accordance with approved plans. The said screen planning shall be adequate to maintain the privacy of the adjacent properties.
- 11.8 The buffer area adjacent to any highway shall be landscaped or otherwise beautified to provide an attractive appearance from said highways(s).

12 PLACEMENT OF MOBILE HOMES

- 12.1 Within a mobile home site, no part of any mobile home, permissible addition, or accessory building shall be (#543 – May 14, 1980):
- a) on land that is not level and kept free from drainage from adjacent land;
 - b) closer than 1.5 metres (4.92 feet) from one side parcel line or mobile home site side boundary, nor 3.0 metres (9.84 feet) from the opposite side parcel line or mobile home site side boundary;
 - c) within 1.5 metres (5 ft.) of any buffer area (#636, May 12, 1982);
 - d) 6 metres (20 ft.) from the roadway allowance with a minimum setback of 6 metres (20 ft.) from all flanking roadways (#543 – May 14, 1980);
 - e) that all mobile homes, additions, and accessory buildings shall be 6 metres (20 feet) from any mobile home park boundary (#543 – May 14, 1980).

- 12.2 The maximum site coverage for a mobile home and additions to it shall not cover more than thirty-five percent (35%) of the mobile home site. For the purposes of this section, site coverage shall be based on the projected area of the outermost walls of any buildings, including open vestibules. Provided however steps and eaves may be excluded.
- 12.3 One level easily accessible car parking space shall be provided within the designated mobile home site. In addition, for every four mobile homes, one additional parking space shall be provided.
- 12.4 Skirting:
- a) skirting shall be permitted, but only if an easily removable access panel of a minimum width of 1.2 metres (4 ft.) provides access to the area enclosed by the skirting, and that the skirting shall be of well painted timber or metal construction.
 - b) skirtings shall be installed within 30 days of installation of a mobile home on a mobile home site.
- 12.5 All foundations for the support of mobile homes shall be designed and installed in accordance with the National Building Code.

13 OWNER'S RESIDENTIAL PLOT

- 13.1 An owner's residential plot shall be permitted within a mobile home park if the area of this plot is:
- a) not less than 695 square metres (7500 sq. ft.) where the residence is connected to a community sewer or the approved sewage disposal system of the mobile home park, or
 - b) where it is not connected with a sewer or the proposed sewage disposal system of the mobile home park, not less than 695 square metres (7500 sq. ft.) plus the area required for an approved sewage disposal system.
- 13.2 The owner's residential plot shall abut a roadway of a minimum right-of-way width of 12 metres (40 ft.)

14 SERVICE BUILDINGS

- 14.1 In a mobile home park the owner shall provide a service building equipped with flush type fixtures and other sanitary facilities as required in this bylaw.
- 14.2 Service building shall:
- a) be located at least 6 metres (20 ft.) and not more than 60 metres (200 ft.) from any mobile home space;
 - b) be of a permanent construction and adequately lighted and landscaped;
 - c) have walls, floors, and partitions that can be easily cleaned and will not be damaged by hosing, netting, or disinfecting;
 - d) have all rooms well ventilated with all openings effectively screened;
 - e) be constructed in accordance with the National Building Code.
- 14.3 Laundry facilities where required shall:
- a) be provided in the ratio of one laundry unit for every 30 mobile home spaces, and shall be in a separate room of a service building or in a separate building. A laundry

- unit shall consist of not less than one clothes washing machine and one clothes dryer in working order;
- b) have at least one double laundry tub;
- c) provide at least one toilet and hand basin in the service building containing laundry facilities.

15. WATER SUPPLY

- 15.1 The owner of a mobile home park shall supply the Cowichan Valley Regional District with proof of adequate water quantity and quality. This will include reports of all 24 hour pump tests, accredited well drillers certification, along with the Ministry of Health certification as to the quality of water and approval from the Environmental Division, Ministry of Environment (#543 – May 14, 1980).
- 15.2 The owner of a mobile home park shall provide a water supply system to furnish a constant supply of potable water that is at a minimum pressure of 220 kilopascal (32 pounds per square inch) at all outlets. Such a water system shall be designed in accordance with the plumbing regulations or with the bylaws or regulations in force in the Cowichan Valley Regional District in which the park is situate (#543 – May 14, 1980).
- 15.3 Potable water shall be distributed to:
 - a) each service building;
 - b) each space that is designated for a mobile home;
 - c) hydrants.
- 15.4 Each water distribution branch line serving a space designated for the use of a mobile home shall have a minimum diameter of 0.019 metres (3/4 inch).
- 15.5 The owner of the mobile home park shall provide as-built drawings of the water system within the mobile home park to the Superintendent of Public Works, CVRD.

16 SEWER SYSTEMS

- 16.1 The owner of a mobile home park shall provide for disposal of all waste water and of all body wastes that are generated within the mobile home park by providing a sewer system connected to all plumbing fixtures and sewer laterals in the mobile home park. This sewer system shall be engineered and designed in accordance with the plumbing regulations or with the corresponding bylaws or regulations in force in the Cowichan Valley Regional District in which the park is situate. The design and installations of a private sewage disposal system shall be subject to the approval of the Medical Health Officer or the authority having jurisdiction.
- 16.2 In each space designated for the use of a mobile home a sewer lateral shall terminate above the surrounding grade and said sewer shall be 0.102 metres (4 inches) in diameter up to and including the clean out. This terminus shall be a 0.102 metre (4 inch) approved gas tight fitting with threaded and quick change adaptor couplers not requiring any special tools or knowledge to make the connection, designed and installed to receive sewage discharge from a mobile home drain that slopes constantly at a minimum of 0.635 centimetres per metre (1/4 inch per foot) from the mobile home. Each terminus fitting shall be protected at grade and shall be enacted in a concrete pad

measuring not less than 0.102 metres (4 inches) in thickness and 0.45 metres square (18 inch square).

- 16.3 A cleanout shall be installed wherever a sewer line changes direction more than 450 seconds (45 degrees). All outdoor cleanouts shall be approved type plugs that shall be accessible, their position shall be indicated on the ground. All parts of any cleanout extension shall terminate at a protected location in a concrete pad.

17 SEWAGE DISPOSAL

- 17.1 The owner of a mobile home park shall provide for the disposal of all sewage and waste water from a sewer system by causing the sewer to discharge into a public sewer or into a private disposal system designed in accordance with the plumbing regulations and engineered design with the corresponding bylaws or regulations in force in the Cowichan Valley Regional District. The design and installation of a private sewage disposal system shall be subject to the *Health Act* or *Pollution Control Act* as the case may be.
- 17.2 No part of the septic tank or sub-surface disposal field or other disposal plant shall be located under any road, or parking area, or footpath within the mobile home park.

18 GARBAGE DISPOSAL

- 18.1 The owner of a mobile home park shall:
- provide for the disposal of all garbage in fly tight metal containers in ample number at convenient locations, or by equivalent method;
 - maintain the containers so that they shall not become foul smelling, unsightly, or a breeding place for flies;
 - store and dispose of garbage or refuse in accordance with the Cowichan Valley Regional District bylaws and regulations.

19 FIRE PROTECTION

- 19.1 Portable fire extinguishers of a type approved by the Fire Marshall shall be kept in all service buildings and in all other locations specified by the Fire Marshal, and shall be maintained in good operating condition by the Owner of the mobile home park.
- 19.2 Hydrants for fire protection shall be provided and located within 90 metres (300 ft.) of each mobile home area. Hydrants shall not be more than 180 metres (600 ft.) apart and be installed in accordance with the appropriate engineering specifications.

20 SUPERVISION AND REPORTING

- 20.1 The Owner shall maintain all equipment, service buildings, and common areas in or on the mobile home park in a clean, safe, and sanitary condition.
- 20.2 The Owner shall take adequate steps to exterminate vermin and keep the mobile home park free therefrom.
- 20.3 Every mobile home park shall be kept free of inflammable debris and rubbish at all times.

- 20.4 The Owner shall report the installation of each mobile home with the exception of skirting to the authority having jurisdiction over mobile home parks.
- 20.5 The Owner shall not permit the storage of boats, travel trailers, and other similar equipment, and non-licenced motor vehicles within a mobile home space and ensure the storage of such items in a communal storage area as specified in Section 9.21.
- 20.6 Licenced motor vehicles shall not be parked on any roadway or area except where designated as car parking spaces. The Owner shall be responsible to enforce this provision.
- 20.7 The Owner of a mobile home park shall install and shall maintain on all roadways in the mobile home park, signs limiting the speed of vehicular traffic in the area to 8 kilometres per hour (5 miles per hour).
- 20.8 The Building Inspector is authorized and directed to make inspections of the mobile home parks in the Cowichan Valley Regional District in order that he may ensure that the mobile home parks are being established, developed, supervised, maintained, and operated in accordance with the provisions of this bylaw.
- 20.9 The Owner shall not operate a mobile home park by discriminating between mobile homes and different manufacturers.
- 20.10 The Owner shall restrict the use of the mobile home park to mobile homes and their occupants and shall exclude all other forms of mobile accommodation from the mobile home park.
- 20.11 The Owner shall ensure that a mobile home is connected to all utilities as soon as it is practical after the mobile home is located in a mobile home area and prior to occupancy.
- 20.12 No mobile home site or park shall be used for the wrecking or storage of derelict automobiles, tractors, machinery, or as junk yard.

Read a first time this 12th day of January , 19 77

Read a second time this 12th day of January , 19 77

Read a third time this 12th day of October , 1977

Received the approval of the Lieutenant Governor in Council

this 14th day of February , 1978

Reconsidered, adopted, and finally passed this 22nd day

of February , 19 78


Chairman


Secretary-Treasurer