

MOBILE HOME PARK REDEVELOPMENT TENANT ASSISTANCE POLICY

The following is a Council policy to address the displacement of tenants through the rezoning and redevelopment of mobile home parks. The policy is meant to provide tenants with the opportunity for greater notification and assistance from development proponents than is currently required under the *Manufactured Park Home Tenancy Act*.

The applicant shall:

- **notify existing tenants of plans for redevelopment; and**
- **communicate with and formulate a relocation assistance program for existing tenants** according to the following guidelines.

I. Communication of Plans for Redevelopment

1. At the pre-application stage, the applicant should notify in writing all tenants that plans for redevelopment are being made and that a relocation assistance program is part of these plans. Notices should also be posted on communal notice boards and facilities in the mobile home park. Copies of these communications shall be submitted with the application for the development and will be attached to the report that is forwarded to Council.
2. The applicant shall formulate a plan for communicating the relocation assistance program with existing residents. The communication plan should provide tenants with information that will assist them in making plans for alternative living arrangements. Proponents should provide updates to resident as the process progresses, including when the application for redevelopment is considered at Committee of the Whole, Council meetings, and Public Hearings.

II. Relocation Assistance Program

1. Content

The relocation assistance program shall:

- a. Include a profile of resident demographic characteristics such as age, family size/structure, general income levels, housing needs/relocation option preferences, where this information is attainable;
- b. Include a profile of mobile home condition and potential for moving and re-use of homes, where this information is attainable;
- c. Be flexible and multi-dimensional by including various options and components in order to respond to different tenant characteristics, needs and preferences;

II. Relocation Assistance Program

- d. Components may include, in addition to the statutory requirements under the *Manufactured Home Park Tenancy Act*:
- i. Arranging and paying for the disposal of mobile homes;
 - ii. Unconditional compensatory payments of a value that would provide tenants with some amount of equity and greater flexibility in their plans for relocation (e.g. a payment equivalent to the assessed value of the mobile home). This would be in addition to the mandatory payment under the *Manufactured Home Park Tenancy Act*;
 - iii. Opportunities for first right of refusal to purchase and purchase discounts on local units developed by the applicant, including new units built on the subject site;
 - iv. Advice on options for relocating in the local and regional context in regards to market housing, non-market housing, and mobile home park opportunities.

Where plans for redevelopment include a residential component, one of the program components shall be an affordable housing option for tenants to remain on the subject site. The applicant will be required to enter into a Housing Agreement to secure any low-cost housing options offered to existing residents as part of new development on the site. As per the *Local Government Act*, a Housing Agreement must be registered on title;

- e. Include a status report on the implementation of the program, indicating preferred options for the tenants.

III. Timing

The applicant shall formulate, communicate, and begin implementing components of the program as soon as possible after plans for redevelopment are made. The relocation assistance plan shall be submitted with the development application.

IV. Evaluation and Securing of the Plan

City staff will evaluate the proposed relocation assistance program in conjunction with the redevelopment application to ensure that it meets the objectives of this policy. Staff will include this information in the development application evaluation report that is forwarded to Council for its consideration of the application, along with any other documentation relating to the program.