

		POLICY AND PROCEDURE MANUAL	
Category: Land Use	Number: LAN.67(C)	MANUFACTURED HOME PARK REDEVELOPMENT TENANT ASSISTANCE POLICY	
Type:	Authority:	Approved By:	
<input checked="" type="checkbox"/> Policy <input type="checkbox"/> Procedure	<input checked="" type="checkbox"/> Council <input type="checkbox"/> Administrative	<input checked="" type="checkbox"/> Council <input type="checkbox"/> Chief Administrative Officer <input type="checkbox"/> Department Head	
Office of Primary Responsibility:			
Date Adopted: May 21, 2024	Council Resolution No: RC24-249	Date to be Reviewed: May 21, 2025	
Manner Issued: City Website, Pipeline, Email			

PURPOSE:

The Manufactured Home Park Redevelopment Tenant Assistance Policy is intended to supplement Provincial regulations (the Manufactured Home Park Tenancy Act) in providing assistance to tenants at risk of displacement due to the potential redevelopment of mobile home parks within the City of Mission. Compensatory measures outlined in this policy pertain to tenancy agreements where the mobile home pad is rented but the dwelling itself is owned by the tenant. This policy will be triggered by a rezoning application for the subject property.

POLICY:

Rezoning applications that propose the redevelopment of properties used as mobile home parks should include the following measures:

1. A Rezoning Application which must include:

- a. Proof of early and ongoing tenant notification of plans to redevelop the property, including a consultation meeting with existing tenants early in the process with opportunities for tenants to voice comments about the rezoning application.
- b. A Relocation Assistance Plan that includes:
 - i. A professional appraisal of the site's housing stock and its feasibility for relocation to a new site;
 - ii. A qualitative survey of residential housing preferences, an assessment of the ability of tenants to secure accommodation in the proposed new development; and
 - iii. Where residential development is proposed, affordable housing options on the subject site with opportunities for tenants to continue their tenancy there.
- c. A commitment to hire a qualified professional to assist tenants impacted by the rezoning application by:

- i. Identifying at least three satisfactory and comparable alternative housing options for each current tenant that are preferably in Mission;
- ii. Advocating on behalf of tenants in accessing available subsidies and programs;
- iii. Liasing with appropriate agencies; and
- iv. Providing updates to the municipality on the progress of the Relocation Assistance Plan.

2. Prior to proceeding forward to First Reading, the First Reading Report must include:

- a. Proof of all early and ongoing tenant communication, including minutes and tenant comment forms from the applicant-led consultation meeting;
- b. Where a tenant owns the housing unit, a commitment to provide compensation measures which will include but are not limited to:
 - i. The applicant assuming responsibility for the disposal of structures considered to be at the end of their useful life, or where the tenant chooses a different housing tenure;
 - ii. Compensation payments based on the greater of professionally appraised values, assessed values, or \$20,000;
 - iii. The right of first refusal for tenants wishing to purchase a unit in the proposed new development, with the compensatory amount being applied as a down payment to the fair market value on a new unit; and
 - iv. Two years eviction notice, effective from the date of Final Approval for the Rezoning Application.

3. Prior to Receiving Final Approval:

- a. Regular updates on the progress of the Tenant Relocation Assistance Plan are to be provided as the application progresses. Staff will evaluate the tenant assistance plan for compliance and its merits in meeting tenant needs, and will include this measure as part of the criteria for a favourable recommendation for Council's consideration.
- b. Prior to receiving Final Reading, the applicant must:
 - i. Demonstrate compliance with the conditions of the tenant relocation plan (have either completed these requirements or submitted securities in the amount of the required compensation measures to ensure honouring these commitments);
 - ii. Register on title a restrictive covenant giving tenants two years eviction notice effective from the date of Final Approval; and
 - iii. Demonstrate acceptance from tenants with regard to relocation packages.

*** END OF POLICY ***

>>>>
>>>>

RECORD OF AMENDMENTS/REVIEW

<u>Policy #</u>	<u>Date Adopted</u>	<u>Date Reviewed</u>	<u>Amended (Y/N)</u>	<u>Date Reissued</u>	<u>Authority (Resolution #)</u>