



WESTBANK FIRST NATION POLICY MANUAL

SUBJECT: **MANUFACTURED HOME PARK
REDEVELOPMENT**

Purpose of this Policy

To provide tenants and landlords with clarity regarding Westbank First Nation ("WFN") requirements for landlords who wish to terminate tenancies in manufactured home parks ("MHPs") as a result of a proposed MHP redevelopment.

Statement of Policy

The requirements of this policy are in addition to any requirements imposed by the WFN *Residential Premises Law 2008-03* as amended or replaced from time to time.

All definitions found within the WFN *Residential Premises Law 2008-03* apply to this policy. As well, in this policy, "landlord" includes a developer acting on behalf of, or with the cooperation of, a landlord.

Procedure

A landlord who submits a rezoning or development permit application to WFN for an existing MHP which will result in the termination of existing tenancies in the MHP must, at the landlord's cost:

1. Prepare a Communication Plan to be delivered to all tenants within 30 days of the development permit application or zoning application - whichever comes first - being submitted. At a minimum, this plan must include:
 - a. a copy of the rezoning application or development permit application and the proposed timing of redevelopment;
 - b. any proposed tenant financial assistance for relocation, home assessment, and home disposal;
 - c. a list of local and regional affordable market and non-market housing options including other manufactured home parks that will allow for the relocation of existing manufactured homes;
 - d. an outline of tenants' rights, and the landlord's obligations under the WFN *Residential Premises Law*;



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- e. a copy of this policy; and
 - f. an invitation for the tenants to express their concerns in writing to WFN Chief and Council.
2. Prepare and submit a Redevelopment Proposal to WFN Chief and Council at the time of an application for rezoning or a development permit application. This proposal must include at a minimum:
- a. a description of the existing state of housing in the park including:
 - i. the number of manufactured homes that are certified for relocation and the state of their physical condition (i.e. a determination, at the landlord's cost, by a third party qualified professional);
 - ii. the number of manufactured homes that are not certified for relocation;
 - iii. the current pad rental rates on each manufactured home;
 - iv. the terms of the current rental agreements in place;
 - v. the current assessed value of each manufactured home; and
 - vi. details on any relocation assistance or compensation being offered by the landlord to each tenant being affected by the application .
 - b. a conceptual plan of the new land use proposed for the site, including any plans for affordable housing;
 - c. a plan to provide existing tenants with a right of first refusal on purchasing a new residence that may be proposed on the landlord's property;
 - d. A plan to provide regular updates to WFN staff regarding the status of landlord and tenant communications; and
 - e. A commitment by the landlord to provide, prior to adoption of a rezoning application or the approval of a development permit application, a report indicating that the requirements of this policy and any other requirements under WFN law or policy have been met.



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3. Prepare a Tenant Financial Assistance & Relocation Plan and deliver a copy to all tenants at the time that a Notice to End Tenancy is delivered in accordance with the *WFN Residential Premises Law*.

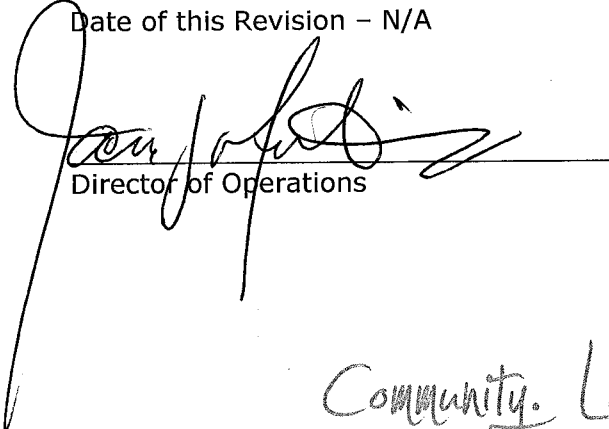
This plan must include at a minimum:

- a. the right of first refusal for displaced tenants to purchase new housing proposed for the site; and
- b. a commitment by the landlord to negotiate in good faith with tenants in an attempt to make arrangements for the transport and relocation of those manufactured homes which are fit to be transported. If a suitable space cannot be found within the region and/or the manufactured home is deemed by a qualified professional to be unfit for transport, the manufactured home owner will be required to remove their manufactured home from the park. Any manufactured home left in the MHP beyond the final date for removal will be disposed of in accordance with the requirements of the *WFN Residential Premises Law*.

Date of Original Policy – October 19, 2009

Date Policy was last reviewed – October 19, 2009

Date of this Revision – N/A


Director of Operations


Date

Community. Leadership. Pride.