

THE CORPORATION OF THE TOWNSHIP OF RYERSON

BY-LAW # 24 - 2024

BEING A BY-LAW TO LICENSE TRAILERS IN THE TOWNSHIP OF RYERSON

WHEREAS the *Municipal Act*, S.O. 2001 as amended, Section 164 authorizes a municipality to pass By-laws to License Trailers;

AND WHEREAS the Township of Ryerson Zoning Bylaw #56-14, known as the Comprehensive Zoning By-law; Section 3.30, prohibits the use of tents, trailers, and recreational vehicles for permanent or temporary human habitation except in specified circumstances as outlined therein;

NOW THEREFORE the Council for The Corporation of the Township of Ryerson hereby enacts as follows:

SECTION 1 – TITLE AND APPLICATION

- 1.1 This By-law shall be cited as the ‘Trailer License’ By-law.
- 1.2 The Licensing provisions enacted by this By-law do not apply to:
 - a) Assessed Trailers as defined in Section 2.7
 - b) Trailers located in Trailer Camps, Commercial as defined in Section 2.4
 - c) A Stored Trailer as defined in Section 2.6
 - d) A Trailer or Park Model Trailer used during the construction of a dwelling on a lot.
- 1.3 This By-law applies to any Trailer, even if the Trailer was placed on the property prior to date of enactment of this By-law.

SECTION 2 – DEFINITIONS

- 2.1 **TOWNSHIP** – means The Corporation of The Township of Ryerson and shall be defined as the lands and premises within the corporate limits.
- 2.2 **TRAILER** – means any vehicle so constructed that it is suitable for being attached to a motor vehicle for the purpose of being drawn, is propelled by the motor vehicle, or is a Self-Propelled Camping Unit and is capable of being used for the living, sleeping, or eating accommodation of any person(s). Without limiting the generality of the foregoing this includes a Park Model Trailer, a tent Trailer, a camper Trailer, a recreational Trailer, a fifth wheel, a bus converted into a motor home, a motor home, and/or a truck camper but does not include a mobile home or accessory building or structure for use as defined in the Township of Ryerson Comprehensive Zoning By-law.
- 2.3 **TRAILER, PARK MODEL** – means a manufactured building under the Ontario Building Code O. Reg. 332/12 Section 9.38 “Park Model Trailers” which has been designed and constructed in conformance with the standards of CSA- Z241 “Park Model Trailers”, and which is used as a recreational vehicle or building that meets the following criteria:
 - a) Built on a single chassis mounted on wheels; and
 - b) Designed to facilitate relocation from time to time; and
 - c) Designed as living quarters for seasonal camping which may be connected to utilities necessary for the operation of installed fixtures and appliances; and
 - d) Built with a gross floor area, including lofts, not exceeding 50 square metres (538 sq. ft.) when in the set-up mode; and
 - e) Built with a width greater than 2.6 metres (8.5 feet) in transit mode.
- 2.4 **TRAILER CAMP, COMMERCIAL** – means any land in or upon which any Trailer or tent is used or intended to be used for human occupation on a temporary or seasonal basis and shall not include mobile homes or Park Model Trailers.

- 2.5 **SELF-PROPELLED CAMPING UNIT** – means a motor vehicle designed, equipped, and used for overnight sleeping accommodation and that includes built-in facilities for sleeping, cooking and refrigeration.
- 2.6 **STORED TRAILER** – means any MTO plated Trailer located on a property for the purpose of storing such Trailer.
- 2.7 **ASSESSED TRAILER** – means any Trailer legally located on a property and that is assessed under the *Assessment Act*.
- 2.8 **PERMANENT BASIS** – means either year-round occupancy or occupancy by persons who do not maintain elsewhere a usual or normal place of residence.
- 2.9 **OCCASIONAL USE** – means used for temporary accommodation not to exceed 3 weeks within one year.

SECTION 3 – LICENSE AND REGULATIONS

- 3.1 No person shall use or permit to be used a Trailer, on lands that are not permitted under the current Comprehensive Zoning By-law for the Township, unless such Trailer is Licensed under this By-law. For clarity, pursuant to Section 1.3 of this By-law, Trailers which were located on property prior to the date of passage of this By-law are required to obtain a Trailer License.
- 3.2 A License issued pursuant to this By-law authorizes the use and maintenance of a Trailer for temporary accommodation, for a period of up to five (5) years on the same property. The issuance of a License does not grant the Licensee the authority to occupy the Trailer on a Permanent Basis. In furtherance of the foregoing, no person shall occupy or permit to be occupied a Trailer during the period commencing December 1st of a calendar year and ending April 30th of the following calendar year.
- 3.3 Notwithstanding article 3.2, upon request, the Clerk of the Township of Ryerson may extend the 5-year period as long as the Trailer License – Extension fee, as per the Fees and Charges By-law, is paid to the Township, the property taxes on the property are in good standing, and there are no outstanding contraventions for the property under the Trailer License By-law, Property Standards By-law, or the Ontario Building Code Act.
- 3.4 A Trailer License shall only be issued in accordance with this By-law for properties located in the Rural (RU) or Limited Services Residential (LR) Zones as outlined in the Comprehensive Zoning By-law.
- 3.5 The issuance of a License is not intended and shall not be construed as permission or consent by the Township for the holder of the License to contravene or to fail to observe or comply with any law of Canada, Ontario, or any By-law of the Township.
- 3.6 A maximum of one (1) Trailer Licensed under this By-law is permitted on a single vacant parcel of land.
- 3.7 The owner of the property upon which the Trailer is to be located shall consent to its placement on the property, in writing.
- 3.8 Structures may be added to, or adjacent to, a Trailer if constructed in compliance with the Ontario Building Code Act and either under the authority of a building permit issued by the municipality or has been inspected and approved by the Chief Building Official of the municipality.
- 3.9 Heat sources and appliances must be compliant with appropriate standards, including but not limited to the ESA, WETT, and TSSA.
- 3.10 No Trailer shall be licensed unless it is connected to or served by a sewage system that is constructed, operated, and maintained as per part 8 of the Ontario Building Code Act and enforced by North Bay Mattawa Conservation Authority, unless the Trailer contains an integral holding tank to be emptied at a facility licensed by the Ministry of the Environment.

SECTION 4 – LICENSE APPLICATION AND FEES

- 4.1 All applications for such License shall be made to the Township of Ryerson upon the prescribed form and shall include the submissions referenced therein, including payment of the License fee required as per the Township's current 'Fees and Charges' By-law.
- 4.2 No License shall be issued, unless:
 - a) The Trailer for which such License is issued is located in compliance with the setback requirements for a dwelling unit as prescribed by the Township's 'Zoning' By-law, for the zone in which it is located.
- 4.3 The Township may issue the following class of Licenses:
 - a) Annual License – this License authorizes the placement of the Trailer upon a property for a complete calendar year or any portion thereof, and its occupancy between May 1st and November 30th in the calendar year;
 - b) Monthly License – This License authorizes the placement of the Trailer upon the property for a minimum of one month, up to a maximum of three months.
- 4.4 Licenses shall be displayed in or upon the Trailer in a location easily visible from the outside of the Trailer.
- 4.5 All annual Licenses expire on December 31st of the calendar year issued, and all monthly Licenses expire on the date specified in the License.
- 4.6 All Licenses issued in accordance with subsection 3.3 of this By-law shall be an Annual License.

SECTION 5 – ADMINISTRATION AND ENFORCEMENT

- 5.1 The administration and enforcement of this By-law is delegated to the Clerk, Treasurer, Chief Building Official, By-law Officer, Fire Chief, or designate for the Township of Ryerson. The Clerk or designate shall have the authority to issue permits under this By-law; notwithstanding the foregoing, the Clerk, in his/her discretion, may refer applications to Council.
- 5.2 Any Person who contravenes any provision(s) of this By-law is guilty of an offence and upon conviction is liable to a fine as provided for in the Provincial Offences Act.
- 5.3 Each day that a contravention of this By-law continues may constitute a separate offence.
- 5.4 Every person who provides false information in any application for a License under this By-law, or in an application for a renewal of a License, is guilty of an offence.
- 5.5 Where a conviction is entered under this section, in addition to any other remedy or any penalty provided, the court in which the conviction was entered, and any court of competent jurisdiction, thereafter, may make an order prohibiting the continuation or repetition of the offence by the person convicted.
- 5.6 If the Township is satisfied that a contravention of this By-law has occurred, the By-law Officer may make an order requiring the person who contravened this By-law or who caused or permitted the contravention, or the owner or occupier of the Trailer, to discontinue and/or remove the contravening activity.
- 5.7 Any person who fails to comply with an order made under subsection 5.6 is guilty of an offence.
- 5.8 Every contravention of this By-law may be restrained by application at the instance of a taxpayer or of the Municipality in accordance with the provisions of the *Municipal Act*, 2001.
- 5.9 A Township employee, staff person, agent, or contractor hired by the Township, accompanied by any person under his or her direction, may enter onto any land that is used or believed to be used in contravention of this By-law for the purposes set out in subsection 436 (1) of the *Municipal Act*, 2001 and shall have all powers of inspection set out in subsection 436 (2) of the Act.

5.10 Any Trailers used, maintained, or located in contravention of this By-law shall be ordered to be removed from the lot, at the expense of the owner of the lot. Failure to remove any Trailers from a lot within the time prescribed by the By-law Officer may result in the removal of said Trailer by the Township, at the expense of the owner of the lot.

SECTION 6 – REPEAL, VALIDITY AND EFFECTIVE DATE

- 6.1 If any section, clause, or provision of this By-law is for any reason declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of the By-law as a whole or any part thereof other than that section, clause, or provision so declared to be invalid and it is hereby declared to be the intention that all remaining sections, clauses or provisions of the By-law shall remain in full force and effect until repealed, notwithstanding that one or more provisions thereof shall have been declared to be invalid.
- 6.2 The Clerk of the Township of Ryerson is hereby authorized to make any minor modifications or corrections of an administrative, numeric, grammatic, semantic or descriptive nature or kind to the by-law and schedule(s) as may be deemed necessary after the passage of this by-law, where such modifications or corrections do not alter the intent of the by-law.
- 6.3 This By-law repeals By-law #05-08 and any other By-laws heretofore passed that are in contravention of this By-law.
- 6.4 This By-law shall come into effect July 01, 2024.

Read in its entirety, approved, signed
and the seal of the Corporation affixed
thereto and finally passed in open
Council this 30th day of April, 2024

Original Signed by George Sterling

MAYOR

Original Signed by Nancy Field

CLERK

Application for Trailer License

(Complete and attach all information prior to submitting)

(Information noted with an asterisk is optional subject to “Notes” set out below)

1. Application Information

Name: _____

Mailing Address: _____

Phone Numbers: (____) _____ - _____ Email: _____

Note: If Applicant is not the registered owner of the property, the Applicant must have the owner’s consent to apply for such License.

Note: A phone number may be a permanent “landline” or cellular number.

2. Property Information

Property Owner: _____

Civic Address: _____

*Roll Number: _____

*Proof of Ownership: Attach copy of parcel register or deed

Note: If no civic address has been assigned for this property, one must be applied for prior to submitting this application.

Note: If a new entranceway or where substantial changes to an existing entranceway are required or proposed, an ‘Entrance Permit’ must be applied for and approved, prior to submitting this application.

Note: Either the MPAC Roll Number must be included, or Proof of Ownership must be attached.

3. License Requested

Annual ☐ Monthly ☐

If monthly is selected, please provide consecutive months below (Maximum of three months).

4. Service Information:

Will the Trailer be connected to a sewage disposal system that exists on the property?

Yes ☐ No ☐

If yes, please provide the following:

Sewage System Building Permit or Certificate of Approval which indicates that connection of Trailer to such system has been approved.

Will a grey water pit be utilized?

Yes ☐ No ☐

Will the site be serviced with an outhouse?

Yes ☐ No ☐

If the property is not serviced by a holding tank, an onsite sewage disposal system, or is not serviced by a grey water pit and outhouse, the applicant may be required to provide dumping receipts from an accredited dumping facility or receipts from a septic tank cleaning company, if requested.

Will the Trailer be directly connected to electrical services?

Yes ☐ No ☐

If yes, please provide the Electrical Safety Authority approval for connection. This requirement only applies if the Trailer will have a direct connection to the electricity distribution system (i.e. not an extension cord plugged into an outlet.)

5. Required Documents:

- | | | | |
|-----------------------------|--------------------------|--------------------------------------|--------------------------|
| Completed Application | <input type="checkbox"/> | Sewage System Permit | <input type="checkbox"/> |
| Proof of Property Ownership | <input type="checkbox"/> | Electrical Safety Authority Approval | <input type="checkbox"/> |
| Civic Address | <input type="checkbox"/> | Sketched Site Plan | <input type="checkbox"/> |
| Entrance Permit | <input type="checkbox"/> | Application Fee | <input type="checkbox"/> |
| Pictures | <input type="checkbox"/> | | |

6. Applicable Fee (as per “Fee and Charges By-law)

7. Method of Payment (Canadian funds only):

Cheque or cash only for in-person applications submitted. If you are applying by mail, a cheque for the exact amount, payable to The Municipal Corporation of the Township or Ryerson.

_____	_____
Applicant Signature:	Date:

_____	_____
Property Owner Signature:	Date:

If the property owner and applicant are the same, please sign in both locations.