

Town of Rocky Mountain House

Building & Moving a Manufactured Home into Town



Information Bulletin
JANUARY 2025



I have a ready-to-move home, modular or manufactured home that I would like to move into Rocky Mountain House. What do I need to do?

Summary



Manufactured Homes as defined in the *Land Use Bylaw*

A residential building containing one Dwelling Unit built in a factory environment in one or more sections and intended to be occupied in a place other than where it was manufactured. These can include but are not limited to; ready-to-move (RTM), mobile home, manufactured home, modular home, double wide manufactured home, etc.

All manufactured homes in the Town of Rocky Mountain House are subject to regulations under the Town of Rocky Mountain House [Land Use Bylaw](#), and require :

A development permit

ensures that the manufactured home meets the Town of Rocky Mountain House's [Land Use Bylaw](#) requirements.

A building permit*

ensures that the manufactured home meets provincial building code requirements.

A separate gas, electrical or plumbing permit

may be required depending on renovation work and servicing that will be going into the manufactured home. These are issued through [JJJ Inspections Ltd.](#)

**Before purchasing a manufactured home. Make sure the CSA number is visible on the manufactured home. The building inspector needs to know the number before they can issue a building permit. If there is no CSA number on the manufactured home, the inspector may have to do a pre-inspection on the home off-site before it can be moved into Town.*

If you're considering moving a manufactured home onto a vacant parcel that is zoned for a residential district that is not a Manufactured Home district, the development authority will want to see what the manufactured home will look like before deciding on the permit. *Manufactured Homes are discretionary uses under most of the residential zoned districts in Town, are subject to a 21-day appeal period and there are specific zoning regulations for manufactured homes outside of manufactured home (MH) district.*



Contact Us

Planning & Community Development Department

Email: PlanningDept@trmh.ca

Phone: 403-847-5260

www.rockymtnhouse.com

Process & Timeline



Please Note

1	Submit <u>development permit</u> and <u>building permit</u> applications.	<p>The applications will need:</p> <ul style="list-style-type: none"> • Signature of registered landowner. • Copy of title for the land, 30 days old or less. • Site plan drawing that shows where the manufactured home is going, including dimensions, setback distances, height, etc. Please include information on eaves and overhangs, decks or additions that will be on the manufactured home. • Floorplan drawing of the manufactured home. Drawing must include entrances and exits, windows, bedrooms, kitchen, washrooms, etc. • Information on Make/Model of Unit, Manufacturer, Year Built, CSA Label No., Alberta Labour Label No. • Elevation drawings (what the manufactured home will look like from all directions - north, south, east and west). Drawings or photos of the manufactured home will work. The manufactured home company you're buying the home from may have a product sheet that will also work. • Copy of Alberta New Home Warranty (on manufactured homes that were built from February 1, 2014, to present day). • Applicable fees. Please refer to the Town's Fees, Rates and Charges Bylaw at www.rockymtnhouse.com/p/bylaws.
2	Permit approval process.	<ul style="list-style-type: none"> • Development and building permit applications can take approximately 2-3 weeks to approve. • An incomplete application may delay the permit approval process. Please ensure the required information is submitted. • All development permits are subject to a 21-day appeal period from adjacent landowners and affected parties.

Regulations



Manufactured Home District (MH) General Regulations:

- Minimum Manufactured Home Floor Area: 55.0 sq. m (592.0 sq. ft)
- Maximum Building Height: 10.0 m (32.8 ft)
- Skirting and any attached structure shall match the exterior finish of the Manufactured Home. The Manufactured Home Park operator shall ensure that each Manufactured Home is levelled, blocked, and skirted, and all equipment used in the transportation of the Manufactured Home removed within thirty (30) days of being placed on a site.
- Maximum Parcel Coverage: 60% including all covered structures.



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Regulations



If the manufactured home will be moved to a manufactured home park with defined lot boundaries, the setbacks are:

- Exterior Side Setback: 3.0 m (9.8 ft)
- Front Setback: 4.5 m (14.8 ft)
- Rear Setback: 4.5 m (14.8 ft)
- Side Setback: 1.25 m (4.1 ft)

If the manufactured home will be moved to a manufactured home district (MH) without defined lot boundaries, the setbacks are:

- 4.5 m (14.8 ft) from another Manufactured Home.
- 7.0 m (23.0 ft) from any parcel boundary.
- 3.0 m (9.8 ft) from any internal road or common parking area.
- 1.5 m (4.9 ft) from any side Manufactured Home site boundary.
- 4.5 m (14.8 ft) from any rear Manufactured Home site boundary.

A Manufactured Home in all Districts, excepting thereout a Manufactured Home District or Future Development District, must have:

- The external appearance of a Manufactured Home shall be acceptable to the Development Authority, having regard to compatibility with other buildings in the vicinity.
- A minimum roof pitch of 4:12 (rise:run);
- A roof surface of wood or asphalt shingles, clay or concrete tiles, slates, or wood shakes;
- A minimum roof overhang or eaves of 0.40 m (1.3 ft) from each external wall;
- A maximum length to width ratio of 2.5:1;
- A minimum width of 6.09 m (20.0 ft) measured from external wall surface to external wall surface; and
- A permanent foundation consisting of a basement, crawl space, or slab on grade.

Development Officer Tips



Before moving your manufactured home into the Town, pull a copy of title on the property and ask the manufactured home park for their internal regulations. *Some manufactured home parks may have their own regulations on design and appearance for manufactured homes (building material, siding, fence material, etc.) as well as other regulations (e.g. no home-based businesses allowed or limited to certain types, etc.). Some manufactured home parks may be part of a Condominium Association which have their own board and internal regulations.*

Before moving your manufactured home into the Town, contact the Town's Engineering & Operations Department. *Road closure permits may be required as well as an Oversize and Overweight Permit through the Province of Alberta, if the transportation route involves a Provincial Highway. Engineering & Operations can be contacted at 403-845-3220 or operations@trmh.ca. Information on Oversize and Overweight Permits can be viewed at www.eservices.alberta.ca/oversize-and-overweight-permits.html.*

Contact the Planning & Community Development Department at any time.

Planning & Community Development is happy to assist in explaining the various permit requirements and how they relate to moving a manufactured home into the Town of Rocky Mountain House.



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