

# **The Corporation of the Township of Wollaston**

## **By-law 38-17**

Being a by-law to licence recreational vehicles and tents  
in the Township of Wollaston

WHEREAS Section 164 of the Municipal Act, 2001 as amended, authorizes the municipality to prohibit or licence trailers (recreational vehicles) located in the municipality;

AND WHEREAS, the Council of the Corporation of the Township of Wollaston deems it to be in the public interest to license and regulate recreational vehicles and tents and to suspend any such licence in order to provide for the health and safety of the public;

NOW THEREFORE the Council of the Corporation of the Township of Wollaston enacts as follows:

### **1. DEFINITIONS**

For the purpose of this By-law the following definitions shall apply:

1. "**Camping**" means establishing temporary accommodation for eating and/or sleeping. Presence of food and utensils for cooking, a campfire and/or a tent or recreational vehicle shall be prima facie proof of camping.
2. "**Recreational Vehicle**" means a structure designed to provide temporary living accommodation for travel, vacation, or recreational use, and to be driven, towed or transported. Living accommodations may include sleeping, kitchen, bathroom, and system for fresh and waste water, 110/12V electricity, propane, heating, air conditioning, and entertainment. Such structures include motorized recreational vehicles such as motorhomes and camper vans, towable recreational vehicles such as travel trailers and folding camping trailers, and Park Model trailers and recreational units.
3. "**Tent**" means every kind of temporary shelter for sleeping that is not permanently affixed to the site and that is capable of being easily moved.

### **2. RECREATIONAL VEHICLES**

1. In a Residential First Density (R1) or Residential Second Density (R2) zone, no more than one recreational vehicle shall be permitted to be parked or stored on a lot, if the lot is developed with a permitted residential use. No recreational vehicles may be parked on vacant lots in these zones.
2. No recreational vehicle shall be used for the occupancy, sleeping, eating or living accommodation, temporary or otherwise, of any person or persons within the Township of Wollaston for a period in excess of seven days in one year unless one or more of the following apply:
  - a. Recreational vehicles shall be permitted in tent and trailer parks located on lands zoned Recreational/Resort Commercial (RRC).
  - b. Recreational vehicles may be used for a temporary residential use on a lot for the purpose of providing accommodation while construction of a principal building on the same lot is being undertaken provided that a building permit has been issued and is in effect for the lot on which construction is taking place.
  - c. Recreational vehicles shall be permitted where a recreational vehicle licence has been issued for a lot.

### **3. RECREATIONAL VEHICLE LICENCE APPLICATION**

1. Recreational vehicle licences shall not be issued for properties within the Residential First Density, Residential Second Density zones.
2. Recreational Vehicles should be set back a minimum of 20 metres (65.6 feet) from all lot lines and set back a minimum of 30 metres (98.4 feet) from any waterbody/watercourse. Recreational Vehicles should be located such that they are not visible from any adjacent lands which are not occupied by the owner of such lands.

This provision will be considered on a case by case basis by Wollaston Council before the issuance of a licence. Wollaston Council may decide to allow for exceptions to the setbacks or visibility standards, if no objection has been received from adjoining landowner (s) affected by the exception.

3. Every applicant for a license to occupy a recreational vehicle shall apply in writing and the application shall include:
  - a) Property owners name and contact information
  - b) A site plan showing the location where the recreational vehicle is to be placed on the lot, including distance from the side, rear and front yards and, if applicable, the distance from any waterbody or watercourse.
  - c) Detailed description of the recreational vehicle including length, colour, model number, license plate number or vehicle identification number
  - d) What provisions have been made for water, grey water, sewage and garbage disposal. What provisions, if any, have been made for heat and electricity.
  - e) The expected length of time the recreational vehicle is to be occupied
  - f) Copies of the approvals required from other authorities under all other legislation
  - g) Such other information necessary to properly consider the application
4. Upon receipt of application, abutting land owners will be notified by the Township and have 20 days to comment on the application before permission is actually granted. If the application includes a variance from the setbacks or visibility standards, the details of this shall be made clear in the notice letter.
5. It is the responsibility of the Council of the Township of Wollaston to approve the issuance of a recreational vehicle licence, unless otherwise delegated by resolution.
6. If a licence is approved, the licensee shall pay a licence fee as set out in Schedule "A".
7. No licence fee shall be charged in respect of a recreational vehicle assessed under the Assessment Act
8. Every licence obtained under this paragraph shall expire on the 31st day of December in the year of which it was issued or upon the expiration of the period of time for which it was issued, whichever first occurs

#### **4. CAMPING**

1. No person shall camp on land owned or occupied by the Township of Wollaston, except with the express written permission of Council.
2. No tent shall be used for the purpose of camping within the Township of Wollaston for a period in excess of seven days in one year unless one or more of the following apply:
  - a. Tents shall be permitted in tent and trailer parks located on lands zoned Recreational/Resort Commercial (RRC).
  - b. Tents shall be permitted where a tent licence has been issued for a lot.

#### **5. TENT LICENCE APPLICATION**

1. A tent licence shall not be issued for properties within the Residential First Density, Residential Second Density zones.
2. Tents should be set back a minimum of 20 metres (65.6 feet) from all lot lines and set back a minimum of 30 metres (98.4 feet) from any waterbody/watercourse. Tents should be located such that they are not visible from any adjacent lands which are not occupied by the owner of such lands.  
This provision will be considered on a case by case basis by Wollaston Council before the issuance of a licence. Wollaston Council may decide to allow for exceptions to the setbacks or visibility standards, with the signed consent of adjoining landowner (s) affected by the exception indicating no objection to the trailer placement.
3. No tent larger than 10 square metres (107.6 square feet) will be permitted.
4. No more than four tents shall be permitted to be erected on lot, if the lot is developed with a permitted residential use. No more than two tents shall be permitted to be erected on a vacant lot.

5. Every applicant for a tent licence shall apply in writing and the application shall include:
  - a. Property owners name and contact information
  - b. A site plan showing the location where the tent is to be placed on the lot, including distance from the side, rear and front yards and, if applicable, the distance from any waterbody or watercourse.
  - c. What provisions have been made for water, grey water, sewage and garbage disposal. What provisions, if any, have been made for heat and electricity.
  - d. The expected length of time the tent is to be occupied.
  - e. Copies of the approvals required from other authorities under all other legislation
  - f. Such other information necessary to properly consider the application
6. Upon receipt of application, abutting land owners will be notified by the Township and have 20 days to comment on the application before permission is actually granted.
7. It is the responsibility of the Council of the Township of Wollaston to approve the issuance of a tent licence, unless otherwise delegated by resolution.
8. If a licence is approved, the licensee shall pay a licence fee as set out in Schedule "A".
9. Every licence obtained under this paragraph shall expire on the 31st day of December in the year of which it was issued or upon the expiration of the period of time for which it was issued, whichever first occurs

#### **6. ENFORCEMENT**

1. A Municipal Law Enforcement Officer, Chief Building Official, Police Officer or other duly appointed individual shall enforce the provisions of this By-law.
2. The enforcement officer may at all reasonable times enter onto land, including buildings for the purpose of carrying out an inspection to determine whether or not the provisions of this By-law are being complied with, whether a condition of a license is being complied with or whether an Order of the Court is being complied with.
3. The enforcement officer may suspend or revoke a licence where the licensee has failed to comply with the requirements of this by-law or other applicable by-laws of the Township. The enforcement officer may also suspend or revoke a licence on the grounds of disruptive or disrespectful conduct of any person enjoying the benefits of the recreational vehicle or tent licence.

#### **7. PENALTY**

1. Any person who contravenes any of the provisions of this Bylaw, including default in payment, shall be guilty of an offence shall be liable to the fines and penalties prescribed by the Provincial Offences Act, and each day of contravention shall constitute a separate offence

Passed this 10<sup>th</sup> day of October, 2017.

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Graham Blair, Reeve

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Jennifer Cohen, Clerk

The Corporation of the Township of Wollaston  
By-law 38-17  
Schedule "A"  
Licencing Fees for Recreational Vehicles and Tents

**Recreation Vehicle Licence Fees:**

Waterfront Lot

Trailer length up to and including 26'	\$500.
Trailer length over 26'	\$700.

Non-waterfront Lot

Trailer length up to and including 26'	\$400.
Trailer length over 26'	\$500.

**Tent Licence Fees:**

Waterfront Lot

Per tent	\$200.
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Non-waterfront Lot

Per tent	\$100.
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Fees may be reconsidered by Council on a case-by-case basis.

The Corporation of the Township of Wollaston  
Recreational Vehicle Licence Form  
Schedule B to By-Law 38-17

Name of Applicant: \_\_\_\_\_  
Address of Applicant: \_\_\_\_\_  
Phone number: \_\_\_\_\_

Address of Site: \_\_\_\_\_  
Applicant's interest in Land (owner, tenant, lease): \_\_\_\_\_  
Dimensions of Land:  
frontage: \_\_\_\_\_ depth: \_\_\_\_\_ area: \_\_\_\_\_

Detailed description of Recreational Vehicle:  
length: \_\_\_\_\_ colour: \_\_\_\_\_ model #: \_\_\_\_\_  
licence plate: \_\_\_\_\_ VIN #: \_\_\_\_\_  
What provisions have been made for:  
Septic/black water: \_\_\_\_\_  
\_\_\_\_\_  
Grey water: \_\_\_\_\_  
Drinking water: \_\_\_\_\_  
Garbage disposal: \_\_\_\_\_  
Electricity, if applicable: \_\_\_\_\_  
Heat, if applicable: \_\_\_\_\_  
Expected dates of occupancy: \_\_\_\_\_  
A site plan of property should be attached showing the following (where applicable):  
 Property dimensions  
 The position of the tent or recreational vehicle on the site including setbacks from all lot boundaries, roadways and waterbody or watercourse  
 Location of septic system  
 Location of well  
 Parking spaces  
 Driveway  
 Fire pit  
If applicable, please attach approved permit from Crowe Valley Conservation Authority.

I confirm that the information provided on this application form is true to the best of my knowledge and belief.

I agree to comply with the provisions of By-law 36-14.

Date: \_\_\_\_\_ Signature of Applicant: \_\_\_\_\_

Approved by the Council of the Township of Wollaston on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

Signature of Issuing Official: \_\_\_\_\_

The Corporation of the Township of Wollaston  
Recreational Vehicle Licence Set Fine Schedule  
Schedule C to By-Law 38-17  
Part 1 Provincial Offences Act

	Column 1 Short Form Wording	Column 2 Provision creating or defining offence	Column 3 Set Fine
1.	<b>Unauthorized use of recreational vehicle</b>	<b>2.2</b>	<b>\$300.00</b>
2.	<b>Unauthorized use of tent</b>	<b>4.2</b>	<b>\$250.00</b>

Note: the general penalty provision for the offences listed above is section 7.1 of by-law 36-14, a certified copy of which has been filed.