

THE CORPORATION OF THE MUNICIPALITY OF FRENCH RIVER

OFFICE CONSOLIDATION

BY-LAW 2021-51

**BEING A BY-LAW TO LICENSE TRAVEL TRAILERS
IN THE MUNICIPALITY OF FRENCH RIVER
(as amended by By-law 2025-26 - June 4, 2025)**

WHEREAS the *Municipal Act*, S.O. 2001 as amended, Section 164 authorizes a municipality to pass by-laws to license travel trailers;

AND WHEREAS Section 429 of the Municipal Act 2001, S.O., as amended provides that a municipality may designate an offence as a continuing offence and provide for a minimum and maximum fine for each day or part of a day that the offence continues;

NOW THEREFORE the Municipality of French River enacts the following:

SECTION 1 - TITLE AND APPLICATION

- 1.1 This By-law shall be cited as the “Travel Trailer License By-law”.
- 1.2 This by-law does not apply to:
 - a) *Assessed Trailers* as defined in Section 2.2; and
 - b) *Travel Trailers* located in *Campgrounds* as defined in Section 2.4.
- 1.3 This By-law applies to any *travel trailer*, even if the *travel trailer* was placed on the property prior to the date of the enactment of this By-law.
- 1.4 Every instance of offence committed under this By-law shall constitute a separate offence. Each day that a contravention of this By-law continues constitutes a separate and distinct offence.

SECTION 2 - DEFINITIONS

In this by-law:

- 2.1 **APPLICANT** means a *person* applying for a *licence* under the requirements of this by-law.
- 2.2 **ASSESSED TRAILER** means any trailer legally located on a property and that is assessed under the Assessment Act, as amended.
- 2.3 **CALENDAR YEAR** means a one-year period that begins on January 1 and ends on December 31 based on the commonly used Gregorian calendar.

- 2.4 **CAMPGROUND** means a commercial establishment described in, and permitted in accordance with the Zoning By-law, as amended, which is used for seasonal recreational activity as grounds for camping, and wherein camping in *travel trailers* is permitted.
- 2.5 **CHIEF BUILDING OFFICIAL (CBO)** means the person appointed by *Council* of the *Municipality* under the Building Code Act, S.O. 1992, c 23, as amended, or the person who is appointed to act in that capacity during his or her absence.
- 2.6 **CLERK** means the Clerk of the *Municipality* or any other person designated to perform the duties of Clerk for the *Municipality*.
- 2.7 **COUNCIL** means the elected Council of the Municipality of French River.
- 2.8 **GREY WATER** means wastewater of domestic origin that is derived from fixtures (sinks, tubs, showers etc.,) other than from sanitary units (toilets, urinals, etc.).
- 2.9 **LICENSE or LICENCE** means licensing or a *licence* issued under this by-law by the *Municipality* for the authorized use of a *travel trailer* to be used between May 1st and November 30th in the same *calendar year*.
- 2.10 **MOBILE HOME** means any dwelling unit that is designed to be made mobile and constructed or manufactured to provide a permanent residence, but does not include a *modular home*, dwelling, *travel trailer*, tent trailer, *park model trailer* or motor home otherwise designed.
- 2.11 **MODULAR HOME** means a dwelling unit constructed in accordance with the Ontario Building Code and composed of components substantially assembled in a manufacturing plant and transported to the building site of final assembly on a permanent foundation, but does not include a *mobile home*, *park model trailer* or *travel trailer*.
- 2.12 **MUNICIPALITY** means the Corporation of the Municipality of French River and shall be defined as the lands and premises within the corporate limits.
- 2.13 **MUNICIPAL LAW ENFORCEMENT OFFICER (MLEO)** means the officer in charge of the by-law enforcement of the *Municipality* or his or her authorized subordinates or assistants.
- 2.14 **PARK MODEL TRAILER** means a recreational unit constructed to CSA Standard Z-241 that is built on a single chassis mounted on wheels, is designed to allow relocation from time to time, is designed as living quarters for seasonal camping between May 1 and October 31 and may be connected to those utilities necessary for operation of installed fixtures and appliances, but does not include a *travel trailer*, *mobile home* or *modular home*. Any *park model trailer* shall conform to the relevant sections of the Ontario Building Code.
- 2.15 **PERMANENT BASIS** means either year-round occupancy or occupancy by *persons* who do not maintain a usual or normal place of residence elsewhere.
- 2.16 **PERSON** means an individual, a corporation, a tenant, an association, a chartered organization, a firm, a partnership, an agent or trustee and the heirs, executors or other legal representatives of a *person* to whom the context can apply according to law.

- 2.17 **PUBLIC HEALTH SUDBURY AND DISTRICT** is the authority having jurisdiction of *sewage* and *grey water* systems for all municipalities within the District of Sudbury.
- 2.18 **SEWAGE** means wastewater of domestic origin that may contain excrement and is derived in whole or in part from sanitary unit fixtures (toilets, urinals, etc.).
- 2.19 **STORED TRAVEL TRAILER** means any *travel trailer* located on a property only for the purpose of storing such *travel trailer* for *use* at any location other than the property upon which it is stored.
- 2.20 **TRAILER PARK** means any land in or upon which any travel or tent trailer is used or intended to be used for temporary human occupation by the travelling public, and shall not include a mobile home park.
- 2.21 **TRAVEL TRAILER** means any vehicle so constructed that it is suitable for being attached to a motor vehicle for the purpose of being drawn or is propelled by a motor vehicle and is capable of being used for the living, sleeping, or eating accommodation of *persons* on a temporary, transient or short-term basis, even if the vehicle is jacked up or its running gear is removed. Examples include but are not limited to a tent trailer, a camper trailer, a recreational trailer, a fifth wheel, a bus converted into a motor home, a motor home, a truck camper, but does not include a *mobile home*, *modular home* or *park model trailer*.
- 2.22 **USE** shall mean to temporarily occupy a *travel trailer* for the purposes of non-commercial human habitation which includes living and/or sleeping and/or eating and/or using sanitary facilities and/or accommodation within the *travel trailer* for any period of time;
- 2.23 **VACANT LAND** means any parcel or combination of parcels of real property without industrial, commercial, or residential buildings.

SECTION 3 - PROHIBITIONS

- 3.1 No *person* shall *use* a *travel trailer* unless description in this section.
- 3.2 No *person* shall *use* or allow a *travel trailer* to be *used* for longer than 14 cumulative days in a *calendar year* within the *Municipality* unless the *person* has first obtained a *licence* under the provisions of this By-law or is exempt from licensing as per Section 4. For clarity, the requirement to obtain a *licence* applies to *travel trailers* which were located on a property prior to the date of passage of this By-law.
- 3.3 A *licence* issued pursuant to this by-law authorizes the *use* and maintenance of a *travel trailer* for temporary accommodations only. The issuance of a *licence* does not grant the licensee the authority to occupy the *travel trailer* on a *permanent basis*. Without limiting the generality of the foregoing, no *person* shall occupy or permit to be occupied a *travel trailer* during the period ending November 30th of a *calendar year* and commencing May 1st of the following *calendar year*.

- 3.4 No *person* shall construct or erect or allow the construction or erection of an enclosure, roof-over, permanent canopy, extension, sunroom addition or other structure, or a patio, stairs, or walkway that is permanent in association with or connected to a *travel trailer*. This prohibition does not apply to a deck that complies with all of the following:
- 3.4.1 The total area does not exceed 10 m²;
 - 3.4.2 No portion of the deck is more than 60 cm above grade;
 - 3.4.3 No portion of the deck is attached to the *travel trailer*;
 - 3.4.4 The deck does not have the effect of rendering the *travel trailer* as a permanent structure on a lot; and
 - 3.4.5 The deck complies with the set-backs as described in the *Zoning By-law*, as amended.
- 3.5 The presence of one or more *stored travel trailers* on a conveyable parcel would not preclude the issuance of a *licence* for a *travel trailer*.
- 3.6 No person shall *use* or allow a travel trailer to be *used* on any *vacant land* except where exempted under Section 4 of this By-law.
- 3.7 No person shall connect a travel trailer to an existing *grey water* or sewage system without receiving authorization from the *Public Health Sudbury and District* or allow an unauthorized connection to an existing *grey water* or sewage system.
- 3.8 No *person* shall dispose or allow the disposal of *grey water* or *sewage* or allow *grey water* or *sewage* to be disposed of from a *travel trailer* except in at least one or a combination of the following:
- i) a certified *grey water* or *sewage* system;
 - ii) an accredited dumping facility;
 - iii) with a service provider; or
 - iv) from a certified portable receptacle
- 3.9 No *person* shall transfer a *licence* from one *travel trailer* to another.
- 3.10 No *person* shall fail to display proof of licensing after it has been obtained.
- 3.11 No *person* shall knowingly provide false information on the application for *licence*.
- 3.12 No *person* shall hinder or obstruct an *MLEO* or and other *persons* designated to enforce the laws of the *Municipality* who is attempting to enforce this By-law.
- 3.13 No *licence* shall be issued under this By-law if the application for the *licence* would be in contravention of any other applicable By-law of the *Municipality* or any applicable Federal or Provincial law or regulation.
- 3.14 The issuance of a *licence* is not intended and shall not be construed as permission or consent by the *Municipality* for the holder of the *licence* to contravene or to fail to observe or comply with any law of Canada, Ontario or any By-law of the *Municipality*.

- 3.15 The owner of the property upon which a licensed travel trailer is to be located shall consent to its placement on the property in writing if they are not the owner of the travel trailer.

SECTION 4 - LICENCE EXEMPTIONS

- 4.1 **VACANT LAND** - Travel trailers are not permitted to be used on any vacant land except in the following instances:
- 4.1.1 **Exemption with building permit (no licence required)** - Where the owner of land has obtained a building permit for the construction of a permitted structure, and that owner wishes to *use a travel trailer* for temporary accommodation while constructing such structure, the owner may apply for permission to do so and be exempted from the requirement to obtain a *licence* under this By-law. The *Municipality* may grant such exemption on the condition that the owner enter into an agreement with the *Municipality* which, among other things, provides for the removal or licensing of the *travel trailer* if permitted by this by-law at a fixed time or upon completion of the structure, whichever event occurs first.
- 4.1.2 **Exemption for land preparation and development (licence required)** - Where the owner of land intends to obtain a building permit, but must first prepare the lot for construction (removal of trees, grading, driveway installation, etc.) and that owner wishes to use a travel trailer for temporary accommodation while preparing the lot for construction, the owner may apply for permission to do so by obtaining a license under this By-Law. The Municipality may grant this licence on the condition that the owner enter into an agreement with the Municipality which, among other things, provides for the removal or licensing of the travel trailer if permitted by this By-Law at a fixed time or upon the issuance of a building permit, whichever event occurs first.
- 4.2 *A stored travel trailer shall not require a licence.*
- 4.3 *An assessed travel trailer shall not require a licence.*
- 4.4 *A travel trailer used or stored in a campground or trailer park shall not require a licence.*
- 4.5 *A travel trailer used for up to, but not exceeding 14 cumulative days in a calendar year on permitted zones as per the provisions of Schedule “A” of this by-law shall not require a licence.*

SECTION 5 - LICENCE APPLICATION AND FEES

- 5.1 All applications for a *travel trailer licence* shall be made to the *Municipality* upon the form(s) prescribed by the *Chief Building Official* (attached as reference to this By-law as Schedule “D”) and shall include the submissions referenced therein, including payment of the Licence Fee as prescribed in the *Municipality’s Fees and Related Charges By-law*, as amended from time to time.

- 5.2 The *Municipality* may issue an Annual Licence. This *licence* authorizes the *use* of a *travel trailer* or *travel trailers* upon a property between May 1st and November 30th in that *calendar year* on properties that allow such licence as listed in Schedule “A” of this by-law.
- 5.3 All Annual Licences expire on November 30th in the year specified on the *licence*.
- 5.4 The *Municipality* may issue a Special Occasion Licence. Schedule “A” Section 7 of this by-law describes this *licence* and Schedule “A” details the zones that are allowed to apply for these licences.
- 5.5 All Special Occasion Licences expire on the date specified on the licence.
- 5.6 Licences shall be displayed in or upon the *travel trailer* in a place that can be seen easily from the outside of the *travel trailer*.
- 5.7 No *licence* shall be issued:
- 5.7.1 unless the *travel trailer* for which such *licence* is issued is located in compliance with the setback requirements for a *travel trailer* as described by Schedule “A” of this by-law. For greater certainty, any *travel trailer* located on any land prior to the passing of this By-law which is not in compliance with this by-law may not be *licensed* unless the *travel trailer* is re-located and brought into compliance with this By-law;
 - 5.7.2 for *travel trailer use* on *vacant land* unless allowed by Section 4 of this by-law;
 - 5.7.3 where there exist any prohibited decks, porches, entry stairs, sunrooms, roofed enclosures, or similar structures which are to be or are attached to a *travel trailer* or located adjacent to a *travel trailer*;
 - 5.7.4 if the information provided on the application does not satisfy the *Chief Building Official* or designate that all required provisions have been met; or
 - 5.7.5 if written permission has not been obtained from the property owner if the *applicant* is not the owner of the property.
- 5.8 A *licence* may be revoked if;
- 5.8.1 it is determined that the *licence* was issued based on mistaken, false or incorrect information;
 - 5.8.2 if the owner of the property owner revokes their permission in writing;
 - 5.8.3 if the owner or the property or the owner of the *travel trailer* contravenes any provision of this By-law or any other Municipal, Provincial or Federal Law related to the *travel trailer* or its *use*;
 - 5.8.4 if upon inspection, the site is found to be of an unsightly or unacceptable appearance;

- 5.8.5 if upon inspection the trailer is found to be decrepit, unsafe, or unsightly in appearance;
 - 5.8.6 if upon inspection the travel trailer is found not to be respecting setbacks set out in this By-Law; or,
 - 5.8.7 if the *licence* was issued in error.
- 5.9 If a *licence* is revoked, there will be no refund of licensing fees.

SECTION 6 - ADMINISTRATION AND ENFORCEMENT

- 6.1 The administration of this By-law is delegated to the *Chief Building Official* or designate. The *Chief Building Official* or designate shall have the authority to issue *licences* under this by-law; notwithstanding the foregoing, the *Clerk*, at his/her discretion, may refer applications to *Council*.
- 6.2 The enforcement of this By-law is delegated to *Municipal Law Enforcement Officers (MLEO)* and other *persons* designated to enforce the laws of the *Municipality*.
- 6.3 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 as amended.
- 6.4 Each day that a contravention of this By-law continues shall constitute a separate offence.
- 6.5 Every *person* who provides false information in any application for a *licence* under this By-law or in an application for a renewal of a *licence* is guilty of an offence.
- 6.6 Where a conviction is entered under this section, in addition to any other remedy or any penalty provided by law, 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.
- 6.7 If the *Municipality* is satisfied that a contravention of this by-law has occurred, the *Municipality* 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 *travel trailer* to discontinue the contravening activity.
- 6.8 Any *person* who contravenes an order made under Section 6.7 is guilty of an offence.
- 6.9 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, as amended.
- 6.10 A municipal employee, staff *person*, agent or contractor hired by the *Municipality*, accompanied by any *person* under his or her direction, may enter onto any land where a *travel trailer* is *used* or believed to be *used* in contravention of this By-law for the purposes of carrying out an inspection pursuant to subsection 436 (1) of the Municipal Act, 2001, as

amended, and shall have all powers of inspection set out in subsection 436(2) of the Act, as amended.

6.11 Every *person* who contravenes any provision of this By-law is liable for an Administrative Monetary Penalty (AMP) in lieu of prosecution and fine, pursuant to section 434.1 of the Municipal Act, 2001, as amended.

6.12 At the discretion of the *MLEO* or other *persons* designated to enforce the laws of the *Municipality* any *person* who breaches any provision of this By-law may be issued an Administrative Monetary Penalty (AMP) Notice in an amount not to exceed \$500.00.

6.12.1 The AMP Notice shall include the following information:

- (i) the name of the *person* contravening this By-law;
- (ii) the particulars of the contravention;
- (iii) the amount of the AMP and the date payment is due;
- (iv) a statement that if the AMP is not paid that it shall constitute a debt owed to the *Municipality* that may be collected in any manner permitted by law, including adding it to the Tax Roll of the *person* and being collected in the same manner as real property taxes.

6.12.2 The AMP Notice may be served in the same manner as an order under this By-law. Upon receipt of the AMP Notice, the *person* named in the Notice shall pay the prescribed amount to the *Municipality* within fifteen (15) days.

6.12.3 Where an AMP is paid in full within fifteen (15) days of receipt, no prosecution shall be initiated against that *person* for the same offence.

6.12.4 Where an AMP is not paid in full within fifteen (15) days of receipt, a further late payment charge shall be levied in accordance with *Municipality's* Fees and Charges By-law.

6.12.5 The *Municipality* may collect any unpaid AMP from the *person* named in the AMP as a debt owed to the *Municipality* in any manner permitted by law. In addition to any other collection method, the *Municipality* may add the amount owing to the tax roll of the *person* named in the AMP Notice and collect the amount in the same manner as real property taxes.

6.13 At the discretion of the *MLEO* or other *person* or other *person* designated to enforce the laws of the *Municipality*, any *person* who breaches any provision of this By-law may be issued an order to remove a *travel trailer* if it is not in compliance with this By-law.

6.13.1 The *MLEO* may make an order, sent by both registered or regular pre-paid mail to the last known address of the owner of the land, requiring the owner or occupant within the time specified in the order to remove any *travel trailers* or structures that contravene this By-law.

- 6.13.2 Where an owner or occupant fails to comply with an order issued under this By-law within the time specified for compliance, the officer may, with such assistance by others as may be required and upon reasonable notice, clean, clear or remove from the land any *travel trailer* or structure that is in contravention of this By-law.
- 6.13.3 The *Municipality* shall recover all costs and expenses associated with actions taken and work done under this By-law in a manner provided by statute, whether by action or by adding the cost to the tax roll and collecting the cost in the same manner as the taxes.

SECTION 7 - SEVERABILITY

- 7.1 Should a court of competent jurisdiction declare a part or whole of any provision of this By-Law to be invalid or of no force and effect, the provision or part is deemed severable from this By-Law, and it is the intention of *Council* that the remainder survive and be applied and enforced in accordance with its terms to the extent possible under law.

SECTION 8 - SCHEDULES

- 8.1 Schedules “A”, “B” & “C” shall be deemed to form part of this by-law.
- 8.2 Schedule “D” is attached as reference.

SECTION 9 - AUTHORITY

- 9.1 Any and all By-laws inconsistent with this By-law are hereby repealed.
- 9.2 This By-law shall come into effect on the date of the third reading and it being passed.

READ A FIRST AND SECOND TIME this 15th day of September, 2021.

READ A THIRD TIME AND FINALLY PASSED this 6th day of October, 2021.

SCHEDULE “A”
TO BY-LAW 2021-51 - Travel Trailer License By-law
MUNICIPALITY OF FRENCH RIVER

REQUIRED SETBACKS FOR SPECIFIC ZONING

- 1) Waterfront Residential Zones
 - 1.1) Annual Licence permitted.
 - 1.2) Up to 14 days in a *calendar year* – no permit required.
 - 1.3) Special Occasion Licence permitted (see Section 7 of this schedule).
 - 1.4) Number of Trailers allowed to be permitted: 1 *travel trailer* maximum.
 - 1.5) Required Setbacks: as per Municipal Zoning By-law for Dwellings.
 - 1.6) Maximum lot coverage (all structures): as per Municipal Zoning By-law.

- 2) Rural Zones
 - 2.1) Annual Licence permitted.
 - 2.2) Up to 14 days in a *calendar year* – no permit required.
 - 2.3) Special Occasion Licence permitted (see Section 7 of this schedule).
 - 2.4) Number of Trailers allowed to be permitted: 2 *travel trailers* maximum.
 - 2.5) Required Setbacks: as per Municipal Zoning By-law for Accessory Buildings.
 - 2.6) Waterfront (if present) 20 m or 23 m if the shore allowance is not owned.
 - 2.7) Maximum lot coverage (all structures): as per Municipal Zoning By-law

- 3) Residential Rural Zones
 - 3.1) Annual Licence permitted.
 - 3.2) Up to 14 days in a *calendar year* – no permit required.
 - 3.3) Special Occasion Licence permitted (see Section 7 of this schedule).
 - 3.4) Number of Trailers allowed to be permitted: 2 *travel trailers* maximum.
 - 3.5) Required Setbacks: as per Municipal Zoning By-law for Dwellings.
 - 3.6) Waterfront (if present) 20 m or 23 m if the shore allowance is not owned.
 - 3.7) Maximum lot coverage (all structures): as per Municipal Zoning By-law

- 4) Residential One (R1) containing a Single-Family Dwelling as the only occupancy. Not allowed on properties that contain multiple occupancies.
 - 4.1) Annual Licence not permitted.
 - 4.2) Up to 14 days in a *calendar year* for 1 *travel trailer* maximum – no permit required.
 - 4.3) Special Occasion Licence permitted (see Section 7 of this schedule).
 - 4.4) Required Setbacks: as per Municipal Zoning By-law for Dwellings.
 - 4.5) Waterfront (if present) 20 m or 23 m if the shore allowance is not owned.
 - 4.6) Maximum lot coverage (all structures) as per Municipal Zoning By-law.

- 5) Open space properties (OS)
 - 5.1) Annual Licence not permitted.
 - 5.2) Up to 14 days in a *calendar year* – not permitted.
 - 5.3) Special Occasion Licence permitted (see Section 7 of this schedule).

- 6) Institutional properties (I1)
 - 6.1) Annual Licence not permitted.
 - 6.2) Up to 14 days in a *calendar year* – not permitted.
 - 6.3) Special Occasion Licence permitted (see Section 7 of this schedule).

7) Special Occasion Licence:

An application for the short-term allowance of more *travel trailers* than are typically allowed by this by-law for special occasions (ex. family gatherings, weddings, baseball tournaments, horse shows, fairs, etc.) shall be made available at the Municipal Office. The power to grant this exemption from the number of *travel trailers* be given to the *Chief Building Official* or designate.

The intent of this allowance would be so that the *Municipal Law Enforcement Officer* could be made aware of where gatherings are happening and to educate and inform residents of the need to be respectful, how to dump waste, and to address safety concerns.

Written permission from the property owner shall be required as part of the application. The property owner shall be held responsible for all legal infractions that occur during the time that *travel trailers* are authorized to be *used* on the property.

It is to the discretion of the *Chief Building Official* or designate that the application for such a Special Occasion Licence may be brought before *Council* for approval.

8) Building Permit Licence Exemption:

Application can be made for any zone.

Where the owner of land has obtained a building permit for the construction of a permitted structure, and that owner wishes to use a travel trailer for temporary accommodation while constructing such structure, the owner may apply for permission to do so and be exempted from the requirement to obtain a license under this By-Law. The Municipality may grant such exemption on the condition that the owner enter into an agreement with the Municipality which, among other things, provides for the removal or licensing of the travel trailer if permitted by this By-Law at a fixed time or upon completion of the structure, whichever event occurs first.

9) Vacant Land Preparation Licence

Application can be made for any zone.

Where the owner of land intends to obtain a building permit, but must first prepare the lot for construction (removal of trees, grading, driveway installation, etc.) and that owner wishes to use a travel trailer for temporary accommodation while preparing the lot for construction, the owner may apply for permission to do so by obtaining a license under this By-Law. The Municipality may grant this license on the condition that the owner enter into an agreement with the Municipality which, among other things, provides for the removal or licensing of the travel trailer if permitted by this By-Law at a fixed time or upon the issuance of a building permit, whichever event occurs first.

SCHEDULE “B”
TO BY-LAW 2021-51 - Travel Trailer License By-law
MUNICIPALITY OF FRENCH RIVER

TRAVEL TRAILER LICENCING POLICY

All property owners or travel trailer users who have been granted permission to use travel trailers are required to follow the standards set in the “Travel Trailer License By-law”.

The Municipal Law Enforcement Officer will act not only on written complaints but will use a common-sense approach to the application of the Travel Trailer License By-law.

When a complaint is received, an Officer will investigate to determine if a violation exists. This by-law will not be used to resolve issues between neighbors. If a violation is found, the officer can issue fines, an Administrative Monetary Penalty Notice or an Order advising the owner of the violation and requiring that it be remedied within a specified time period. As the complaints and the investigations become more numerous, past practice data as well as the consistent application of the policy will become more evident and will act as a guide in the application of the by-law.

This by-law has been put in place with the intention of protecting our environment by assuring that waste is properly disposed of and setting proper setbacks from waterways, to ensure that travel trailers are placed in areas that will not affect neighbours, to set safety standards for electrical and fire protection and to allow for enjoyment of our beautiful area.

Please be aware that if you are using a travel trailer in our area, you are also subject to other by-laws including but not limited to Noise, Parking, Animal Control and Open-Air Burning. Please be respectful of your neighbours while visiting our area.

If you have any questions, please do not hesitate to inquire with our staff.

This information is for convenience and quick reference only. For specific information, contact the Municipal Law Enforcement Officer at the Municipal Office.

SCHEDULE “C”
TO BY-LAW 2021-51 - Travel Trailer License By-law
MUNICIPALITY OF FRENCH RIVER

PART 1 – PROVINCIAL OFFENCES ACT FINES

ITEM	COLUMN 1 Short form wording	COLUMN 2 Provision creating or defining offence	COLUMN 3 Set fine
1	Using a trailer without a licence.	3.2	400.00
2	Allowing a trailer to be used without a licence.	3.2	400.00
3	Use a trailer on prohibited dates.	3.3	300.00
4	Allow a trailer to be used on prohibited dates.	3.3	300.00
5	Constructing an unauthorized structure.	3.4	300.00
6	Allowing an unauthorized structure.	3.4	300.00
7	Use a trailer on a vacant lot.	3.6	500.00
8	Allow a trailer to be used on a vacant lot.	3.6	500.00
9	Unauthorized connection to septic or greywater.	3.7	500.00
10	Allowing an unauthorized connection to septic or grey water.	3.7	500.00
11	Improper disposal of grey water or sewage.	3.8	500.00
12	Allowing improper disposal of grey water or sewage.	3.8	500.00
13	Unauthorized transfer of a licence.	3.9	200.00
14	Failure to display a licence.	3.10	100.00
15	Providing false information on licence application.	3.11	100.00
16	Obstruct person designated to enforce this bylaw.	3.12	300.00

Note: The general penalty provision for the offences listed above is Section 6.3 of the By-law 2021-51, a certified copy of which has been filed.

**SCHEDULE “D”
TO BY-LAW 2021-51 - Travel Trailer License By-law
MUNICIPALITY OF FRENCH RIVER**

APPLICATION FOR TRAVEL TRAILER LICENCE

(Complete and attach all information prior to submitting this application)

1. Applicant Information

Name:	
Mailing Address:	
Phone Number:	
Email:	

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

2. Property Information

Property Owner:	
Civic Address:	
Roll Number:	
Zoning:	

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 ‘Access Permit’ must be applied for and approved, prior to submitting this application.

3. Travel Trailer Information:

Make & Model:			
Serial Number or VIN:			
Licence Plate:			
Length:		Colour:	

Note: Please attach four pictures of trailer if already located on the property (One of each side of trailer).

4. Annual Licence Fee

Applications received prior to April 1st will be eligible for the early licence fee set out in in the Municipality's Fees and Charges By-law.

- \$ 400.00 Applications received on or after April 1
- \$ 400.00 Vacant Land Preparation License (requires Agreement with Building Department)
- \$ 320.00 Applications received before April 1
- \$ 300.00 Applications renewed on or after April 1
- \$ 200.00 Applications renewed before April 1
- No Fee – Building Permit Licence Exemption – Building Permit No. _____
- No Fee – Special Occasion Exemption Request
 - Name of event, site plan and description of event required,
 - Written permission from property owner and time period of event required.

5. Service Information

Sewage and Grey Water:

Will the travel trailer be connected to an existing sewage disposal system on the property?

Yes *If yes, an approval from the Public Health Sudbury and Districts is required.

No

Will a grey water pit be utilized?

Yes *If yes, an approval from the Public Health Sudbury and Districts is required.

No

Will the site be serviced with an outhouse?

Yes *If yes, an approval from the Public Health Sudbury and Districts is required.

No

If the travel trailer is not connected to a holding tank or sewage disposal system, or is not serviced by a grey water pit or outhouse, you may be asked to provide the following on site:

_____ Dumping receipts from an accredited dumping facility or service provider

_____ Confirmation of the use of a certified portable receptacle

Electrical:

Will the travel 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 travel trailer will have a direct connection to the electricity distribution system (i.e. not an extension cord plugged into an outlet.)

Fire Safety:

For occupancy, the travel trailer will be required to have a working smoke and CO monitor and a fire extinguisher. Using extension cords as a power source is not allowed.

6. Required Submissions

- Site Plan** - a drawing showing the location or proposed location of the travel trailer in relation to the boundaries of the property and including all existing buildings, sewage systems, wells, and watercourses/waterbodies. Such drawing shall include property dimensions, the position of the travel trailer on site including setbacks from all lot boundaries, existing buildings, well, septic system, parking spaces, driveway, fire pit and watercourses/waterbodies.
- Proof of Property Ownership** - if required under Section 2 above.
- Pictures** - as required under Section 3 above.
- Permits/Approvals** - referenced in Section 5 above if applicable.
- Licence Fee** - as required under Section 4 above.

Applicant Signature:		Date:
Property Owner Signature:		Date:

FOR OFFICE USE ONLY	
Permit #	Date Issued:
Inspection Date:	Issued by: