



VILLAGE OF HAINES JUNCTION

Dwelling Construction Grant Policy

Policy # 46-25

1 Purpose

- 1.1 The Village of Haines Junction recognizes that financial barriers to home ownership and the development of affordable housing exist, particularly for young residents and below median income households. This program will increase housing supply and improve affordability for people in our community.

2 Policy Statement

- 2.1 The Dwelling Construction Grant has three streams:
 - The Homeowner stream aims to assist residents with the construction of a new primary residence.
 - The Affordable Rental stream aims to assist developers with the construction of new affordable rentals, including secondary suites and the conversion of existing “in-law suites” to permitted secondary suites.
 - The Developer stream aims to assist local developers with the construction of new homes for sale.
- 2.2 All streams will support housing development within the Village of Haines Junction while increasing affordability for residents and targeting the development of smaller dwelling units. This policy outlines the criteria, incentives and guidelines for accessing this grant funding.

3 Definitions

- 3.1 **Affordable Rental** means rent below the most recent median monthly rent as per the most recent Yukon Bureau of Statistics Yukon Rent Survey (see table *Median rent, total units and vacancy rate (for all buildings with rental units), by size and community*).
- 3.2 **Dwelling Construction Grant** means financial assistance provided by the Village of Haines Junction to support construction of new dwelling units.
- 3.3 **Dwelling Unit** means one or more rooms for the use of one household as a residence containing cooking, living, sleeping and sanitary facilities.
- 3.4 **Primary Residence** means the dwelling in which a person resides for at least 184 days of the calendar year.
- 3.5 **Secondary Suite** means a self-contained, accessory dwelling unit in any physical arrangement and includes garden suites.
- 3.6 **Yukon Resident** means a person who makes Yukon their permanent and principal home for at least 90 days prior to the application submission deadline.
- 3.7 **Good Standing** means a person who is in compliance with all Village of Haines Junction bylaws and policies and who does not have any outstanding amounts owing to the Village of Haines

Junction in unpaid fines, fees, charges or taxes.

4 Eligibility Criteria

- 4.1 The property must be located within the municipal boundary of the Village of Haines Junction.
- 4.2 Applicants must own the property on which the housing development is to be constructed.
- 4.3 If the applicant is in an Agreement for Sale with the Yukon Government for a vacant lot, they may also be eligible for the grant.
- 4.4 The property and proposed development must comply with the Village's Official Community Plan, Zoning Bylaw and the National Building Code.
- 4.5 An approved development permit must be issued for the proposed dwelling unit.
- 4.6 Applicants must be in good standing with the Village of Haines Junction.
- 4.7 Property taxes for the property must be paid in full and the property must have no other outstanding financial claims upon it by the Village of Haines Junction.
- 4.8 Applicants must provide proof of financing or a declaration that the applicant has the funds necessary to complete the project.
- 4.9 Even where permitted by bylaw, the new dwelling unit may not be used as a short-term rental accommodation for at least 2 years once completed.
- 4.10 The new dwelling unit must meet the following design criteria
 - 4.10.1 Maximum size
 - Bachelor or 1-bedroom 84 m² (904.17 ft²) GFA
 - 2-bedroom 120 m² (1291.67 ft²) GFA
 - 3-bedroom 140 m² (1506.95 ft²) GFA
 - 4.10.2 Modest design features
 - Maximum 1 car garage
 - Maximum 3 bedrooms
- 4.11 Homeowner stream
 - 4.11.1 The new dwelling unit must be the primary residence of the applicant for at least 2 years once completed.
 - 4.11.2 This opportunity is restricted to Yukon residents.
- 4.12 Affordable Rental stream
 - 4.12.1 Applicants must make the dwelling unit available at an affordable rental rate for a period of ten (10) years from the date of occupancy. Applicants must accept any reasonable rental request from a prospective tenant.
 - 4.12.2 This opportunity is restricted to local developers. Applicants must reside within the Municipality of Haines Junction or within the regional catchment / surrounding communities (e.g. Pine Lake Subdivision, Nygren Subdivision, the Agriculture Subdivision at Pine Lake, or on the Haines Road).

4.13 Developer stream

4.13.1 This opportunity is restricted to local developers. Applicants must reside within the Municipality of Haines Junction or within the regional catchment / surrounding communities (e.g. Pine Lake Subdivision, Nygren Subdivision, the Agriculture Subdivision at Pine Lake, or on the Haines Road).

5 Application Guidelines and Procedures

- 5.1 To receive a Dwelling Construction Grant as laid out in this policy, applicants must fill out the application form, provide a complete statutory declaration, provide a complete project proposal (affordable rental stream only), provide an approved development permit for the intended use of the funding, provide estimated costs for the project and attach all necessary documentation.
- 5.2 Applications for the Dwelling Construction Grant will be accepted for projects that were started after the Housing Accelerator Fund effective date of January 11, 2024. The project start date will be determined by the issuance of the building permit to undertake the project.
- 5.3 **Any developments for which funding is provided for must be completed by July 11th, 2027.** At the discretion of the Village of Haines Junction, developments only partially completed prior to the deadline may be eligible for prorated funding.
- 5.4 An application will be considered complete when the following documents and requirements have been met:
 - A completed and signed Dwelling Construction Grant application form.
 - An approved Development Permit issued by the Village of Haines Junction.
 - A completed project proposal (affordable rental stream only)
 - Other supporting documents and information as requested in the Dwelling Construction Grant application.

6 Application Review and Grant Award Process

- 6.1 Once an application is deemed complete it will be reviewed and if approved by the Village of Haines Junction, as described in Section 5, the Applicant will be eligible to receive a Dwelling Construction Grant.
- 6.2 The Dwelling Construction Grant application period will take place in Spring 2026. Grants will be awarded on a “first come, first served” basis. The Village will attempt to notify all applicants of the outcome of their application within 5 business days of the submission deadline. Successful applicants will have 10 business days to notify the Village of their intention to accept the grant. If the funds are turned down or that time has elapsed without communication from the applicant, the Village will then offer the grant to subsequent applicant(s) on the waitlist.
- 6.3 The funding allocated for this project is \$350,000.

7 Disbursement of Funds

- 7.1 Dwelling Construction Grant funds will be disbursed in two installments: 75% of the grant will be paid upon the satisfactory completion of framing and insulation inspection, and the remaining 25% once construction has been completed all required final inspection reports confirm compliance with governing codes and legislation. All Dwelling Construction Grant cheques will be made payable to the applicant.

8 Implementation of Policy

- 8.1 Applications must comply with the Village's Official Community Plan, Zoning Bylaw, policies and other bylaws.
- 8.2 Homeowner stream
- 8.2.1 Applicants must use the dwelling unit as their primary dwelling for a minimum of two years after the completion of the unit. This time will be calculated from the final payment of the grant or from the dates of final permits being closed, whichever is the latest. Applicants who receive a Dwelling Unit Construction Grant and do not use the dwelling unit as their primary residence for a minimum of two (2) years will be required to repay a proportionate amount of the grant for the period that the dwelling unit was not used as their primary residence. Failure to make the repayment will result in the amount being added to the following year property taxes.
- 8.3 Affordable Rental stream
- 8.3.1 Applicants who receive a Dwelling Construction Grant and do not make the dwelling unit available for rent at an affordable rate for a period of ten (10) years from the date of occupancy and/or accept a reasonable rental request from a prospective tenant will be required to repay a proportionate amount of the grant for the period that the dwelling unit was not available for rent at an affordable rate. Failure to make the repayment will result in the amount being added to the following year property taxes.
- 8.4 Developer stream
- 8.4.1 Applicants who receive a Dwelling Construction Grant to develop a unit for sale and do not make the dwelling unit available for sale immediately after the date of occupancy and/or accept a reasonable offer to purchase from a prospective purchaser will be required to repay the grant amount. Failure to make the repayment will result in the amount being added to the following year property taxes.
- 8.5 To receive the first disbursement of funds, the applicant must provide a cost breakdown, pictures, and proof that the framing and insulation inspection has been passed.
- 8.6 To receive the last disbursement of funds, the application must provide a final cost breakdown, pictures and proof that construction is complete. Final inspection reports will be required.
- 8.7 If a development or building permit is revoked, cancelled, voided or amended to be outside of the eligibility criteria, the Dwelling Construction Grant will be considered invalid. A new application may be submitted in such cases.
- 8.8 All applicants will sign a declaration that the unit they are constructing with the Dwelling Construction Grant are not intended to be used for short term rentals.

- 8.9 The Dwelling Construction Grant will cover up to 100% of actual, eligible costs, to the maximum amount of \$25,000.
- 8.10 The Dwelling Construction Grant cannot be used for the renovation of an existing dwelling unit, **except in the case of converting existing unpermitted suites into permitted dwelling units**, nor for landscaping or other improvements not directly related to the creation of a new dwelling unit.
- 8.11 Receiving a Dwelling Construction Grant under this policy does not preclude an applicant from applying for and receiving different grants, subsidies or loans provided by the Village or other organizations.

9 General Information

- 9.1 Applications can be obtained by the Village of Haines Junction by email at projects@hainesjunction.ca, in person at the Village Office located at 178 Backe Street, Haines Junction or on the Village website at www.hainesjunction.ca.
- 9.2 Completed application forms are to be returned to the Village of Haines Junction in person, by email to projects@hainesjunction.ca, or by regular mail.
- 9.3 Questions about the application can be directed to Lianna Grice, Project Manager and Asset Manager, projects@hainesjunction.ca.
- 9.4 Upon approval the applicant will be notified and forwarded a copy of the application and approval conditions.

10 Term of Agreement

- 10.1 **The term of a Dwelling Construction Grant agreement cannot exceed July 11th, 2027.**
- 10.2 Terms of the agreement will be reviewed on a yearly basis. Should no action be taken toward fulfilling the agreement by the applicant (e.g., no development activity), the Village of Haines Junction reserves the right to revoke the agreement with written notice.

POLICY TITLE:	Dwelling Construction Grant
POLICY #:	#46-25
EFFECTIVE DATE:	March 11, 2026
ADOPTED BY COUNCIL ON:	March 11, 2026
RESOLUTION #:	#57-26

Diane Strand– Mayor

David Fairbank – CAO