



# VILLAGE OF HAINES JUNCTION

## New Dwelling Construction Grant for Young Residents Policy Policy # 40-24

### **1** Purpose

The Village of Haines Junction recognizes that financial barriers to home ownership exist, particularly for young residents. The New Dwelling Construction Grant for Young Residents program will assist young Haines Junction residents 35 years old and under with offsetting the cost of building a new primary dwelling within the municipality. This program will increase housing supply and improve affordability for young people in our community.

### **2** Policy Statement

The New Dwelling Construction Grant for Young Residents program aims to assist young residents with construction of a new primary dwelling unit within the Village of Haines Junction by providing financial assistance for eligible projects. The goal of this policy is to support housing development while increasing affordability for young 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 **Dwelling Construction Grant** means financial assistance provided by the Village of Haines Junction to support young residents in the construction of new dwelling units.
- 3.2 **Dwelling Unit** means one or more rooms for the use of one household as a residence containing cooking, living, sleeping and sanitary facilities.
- 3.3 **Lottery** means a randomized selection process used to allocate Dwelling Construction Grant funds among eligible applicants who have met the necessary application criteria.
- 3.4 **Primary Residence** means the dwelling in which a person resides for at least 184 days of the calendar year.

### **4** Eligibility Criteria

- 4.1 The maximum eligible grant per applicant to construct a new dwelling unit will be \$25,000 per dwelling.
- 4.2 The property must be located within the municipal boundary of the Village of Haines Junction.
- 4.3 Applicants must be no older than 35 years of age by the time the Housing Accelerator Fund effective date of January 11, 2024
- 4.4 Applicants must own the property on which the housing development is to be constructed.
- 4.5 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.
- 4.6 The property and proposed development must comply with the Village's Official Community Plan,

Zoning Bylaw and the National Building Code.

- 4.7 An approved development permit must be issued for the proposed dwelling unit.
- 4.8 Applicants must be in good standing with the Village of Haines Junction.
- 4.9 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.
- 4.10 The new dwelling unit must be the primary residence of the applicant for at least 2 years once completed.
- 4.11 Applicants must provide proof of financing or a declaration that the applicant has the funds necessary to complete the project.

## **5 Application Guidelines and Procedures**

- 5.1 To receive a Dwelling Construction Grant as laid out in this policy, property owners must fill out the application form, 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 Dwelling Construction Grant applications must be accompanied by an approved development permit for a dwelling unit, along with other supporting information as requested in the application
- 5.3 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 development permit to undertake the project.
- 5.4 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.
- 5.5 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.
  - Other supporting documents and information as requested in the Dwelling Construction Grant application.

## **6 Application Review and Lottery 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 entered into a lottery to receive a Dwelling Construction Grant.
- 6.2 The Dwelling Construction Grant lottery draw will take place in Fall 2024. The Village will attempt to notify all applicants of the outcome of their application within 2 business days of the lottery closing. 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 \$250,000. If the amount requested through approved

applications does not exceed \$250,000 by the time of the lottery, the Village of Haines Junction reserves the right to disburse funding to approved applicants without a lottery process.

## **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 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 A Dwelling Construction Grant for more than one dwelling unit on a single lot is not permitted.
- 8.4 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.
- 8.5 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.
- 8.6 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.
- 8.7 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.
- 8.8 The Dwelling Construction Grant will cover up to 100% of actual, eligible costs, to the maximum amount of \$25,000.
- 8.9 The Dwelling Construction Grant cannot be used for the renovation of an existing dwelling unit, nor for landscaping or other improvements not directly related to the creation of a new dwelling unit.
- 8.10 Labour costs for work completed by the homeowner are not eligible for reimbursement.
- 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](mailto: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](http://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](mailto: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](mailto: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 #:** #40-24  
**EFFECTIVE DATE:** August 28, 2024  
**ADOPTED BY COUNCIL ON:** August 28, 2024  
**RESOLUTION #:** #246-24



  
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Bruce Tomlin – Mayor

  
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David Fairbank – CAO