



Policy Statement

Our development incentives will help to address the shortage of homes in our community, by creating, affordable and available housing options. People choose to live, work and play in the Village of Duchess and we commit to residential housing and development incentives to stimulate growth and help to limit the housing and rental shortage.

Purpose Statement

The Village of Duchess Council has looked at options that will activate new housing growth in the community and local economy over-time. It is important that our community has a complete housing stock to serve a diverse population.

The purpose of the development incentive is to:

1. To stimulate residential development in the Village of Duchess
2. To ensure there is quality housing options for people that choose to live and work in Duchess
3. To improve the housing market and the variety of housing stock in Duchess
4. To help solve the rental shortage in Duchess
5. To support local businesses and industry

Definitions

Chief Administrative Officer (CAO) – means the administrative head of the municipality.

Contracted Assessor – means the contracted entity that provides assessment services to the Village of Duchess.

Council – means the elected body of the Village of Duchess.

Land Use Bylaw – mean a bylaw passed by the municipality that governs the use of lands which is subject to change.

Tax Credit – means a non-cash value municipal tax credit that is non-transferrable and applied to a residential tax roll as a development incentive.

Village of Duchess- means the incorporated municipality of the Village of Duchess

Vacant Property – means a property that is not inhabited. It may be vacant, derelict, or abandoned.

Responsibility

It is the responsibility of the CAO to ensure this policy is implemented.



Clarifying items

1. This is a termed development incentive. The term begins at the date of this policy adoption and runs until December 31, 2026. Council of the Village of Dutchess may extend or shorten the length of this initiative should funding sources change.
2. To be eligible for a development incentive, the applicant must be in good financial standing with the Village. There can be no outstanding taxes or utilities on any other property owned within the Village of Dutchess. Development incentives are stackable. This means, one applicant may be eligible for Incentive 1 and incentive 2 or 3 and incentive 4.
3. A tax credit is non-transferrable and has no cash value. The tax reduction will stay with the property and not be transferred should a property be sold during the timeline for tax reduction. A tax credit will apply only to the municipal portion of the taxes.
4. The CAO shall administer and sign off on all development incentives. The CAO shall provide a written report to council each quarter related to the administration of this policy.
5. Incentives must be applied for by the owner of the property prior to obtaining a building permit.
6. Incentives will only be applied to the residential portion of a property that may also include a commercial portion.
7. Credits will be applied annually, following the tax rate bylaw being passed by Council. Credits will be applied to the Municipal tax rate only. Credits will be applied directly to the municipal tax roll and will not be paid out.



Incentive 1

The purpose of incentive #1, is to promote the sale of Village of Duchess owned properties.

1. This #1 incentive applies to the specific properties that are located below and have the corresponding legal description:
 - a. 409 Centre Street - 2-26-0712078
 - b. 501 Centre Street - 11-26-0712078
 - c. 505 Centre Street - 12-26-0712078
 - d. 24 Weinmeyer Way - 14-26-0712078
 - e. 32 Weinmeyer Way - 16-26-0712078

2. Council of the Village of Duchess has made a motion to reduce the price of these lots by 40%: GST will be added to the purchase price
 - a. 409 Centre Street - from 74,000 to **44,400 + GST**
 - b. 501 Centre Street - from 60,000 to **36,000 + GST**
 - c. 505 Centre Street - from 60,000 to **36,000 + GST**
 - d. 24 Weinmeyer Way - from 60,000 to **36,000 + GST**
 - e. 32 Weinmeyer Way - from 60,000 to **36,000 + GST**

3. An 18 month buy back option will be included in the offer to purchase. The buy back option will be at a reduced price of 20% less than the sale price of each individual lot. Plus GST
 - a. 409 Centre Street - 35,520 + GST
 - b. 501 Centre Street - 28,800 + GST
 - c. 505 Centre Street - 28,800 + GST
 - d. 24 Weinmeyer Way - 28,800 + GST
 - e. 32 Weinmeyer Way - 28,800 + GST

4. Each party will be responsible for their own legal costs associated with the purchase.

5. A Development application must be obtained with 6 months of the signing of the offer to purchase and a complete Building permit must be obtained within 18 months of the offer purchase date. Failure to meet these dates may result in the Village exercising the buy back option in point # 3.



Incentive 2

The purpose of incentive #2 is to promote residential building within the Village of Duchess.

1. Incentive #2 will be a flat rate tax credit in the amount of \$5000 that will be documented once a completed/signed building permit has been received by the Village of Duchess.
2. Incentive #2 will apply to the municipal portion of taxes due from the date of obtaining a building permit. (this incentive will not affect the portion that is due for education taxes and for seniors housing). It will be credited to the account annually after the tax rate bylaw has been passed and the assessment/tax notices have been finalized.
3. Incentive #2 will apply to any residential property within the Village of Duchess that is currently vacant or has an improvement that will be demolished to make way for new development.
4. All new builds must follow the Village of Duchess Land Use Bylaw # 482-19 .
5. To qualify for the 2nd year tax credit, all outstanding tax and utility amounts must be paid by the current years tax due date.
6. The applicant must obtain a development permit from the Village of Duchess and submit plans in accordance with the Land Use Bylaw
7. The applicant must obtain all discipline permits from Superior Safety Codes as a condition of the development permit relative to the development incentive.



Incentive 3

The purpose of incentive #3 is to promote the setup/placement of mobile homes in the existing areas that are zoned for them.

1. Incentive #3 will be specifically for Manufactured Homes (mobile homes, trailer homes)
2. The Tax incentives for Manufactured Homes will be a 2 year reduction of 50% of the municipal portion of taxes due upon completion of the installation of a Manufactured home in a Manufacture Home Park or on an owned lot. (this incentive will not affect the portion that is due for education taxes and for seniors housing)
3. To qualify for the 2nd year tax credit, all outstanding tax and utility amounts must be paid by the current years tax due date.

Incentive 4

The purpose of the accessory dwelling unit development incentive is to add to the residential housing stock, to promote infill development, and to provide a diverse range of housing options.

1. The accessory dwelling unit development incentive applies only to the residential districts as defined within the Village of Dutchess Land Use Bylaw 482-19. See Image 1 for examples of backyard suites.





2. The accessory dwelling unit must be on a permanent foundation.
3. The applicant must obtain a development permit from the Village of Duchesne and submit plans in accordance with the Land Use Bylaw relative to the accessory dwelling unit development incentive.
4. The applicant must obtain all discipline permits from Superior Safety Codes as a condition of the development permit relative to the accessory dwelling unit development incentive.
5. A tax credit shall be applied to the accessory dwelling unit at the point of occupancy. A point of occupancy is received in written form from Superior Safety Codes when a development is complete and ready for occupancy. A copy of the occupancy permit must be provided to the Village. The CAO will verify/certify the occupancy permit prior to applying the tax credit to the account. The tax credit is non-transferrable and has no cash value.
6. The tax credit is applied to the accessory dwelling unit as defined in Table 2.

Categories	Tax Credit Applied
New Build - Accessory dwelling unit	\$5,000
Building Conversion to Add a Compliant accessory dwelling unit	\$2,500

Table 2. Accessory dwelling unit Tax Credit

Supporting Plans

1. Village of Duchesne Strategic Plan 2023-2027
2. Municipal Development Plan 490-20
3. Land Use Bylaw 482-19

Attachments

1. BUILD Duchesne- Residential Housing Development Incentive - Application Forms

END OF POLICY