



City of Prince Albert

RPT 2024-216

TITLE: First Time Home Buyer Program Application – 428 13th Street West

DATE: July 11, 2024

TO: City Council

PUBLIC: X

INCAMERA:

RECOMMENDATION:

That the First Time Home Buyer Program Application for Tara Peterson, for the purchase of 428 13th Street West, be approved for \$5,000.

EXECUTIVE SUMMARY:

The Community Development Department is in receipt of a First Time Home Buyer Application from Tara Peterson, requesting \$5,000 in funding, which is to be applied to the down payment and closing costs for the purchase of 428 13th Street West. The Application meets the program's terms and requirements, and Administration recommends that it be approved.

BACKGROUND:

At the City Council meeting held on January 24, 2022, City Council approved the First Time Home Buyer Program, which is a Housing Reserve program designed to provide funding to first time home buyers to cover a portion of the purchase costs. More specifically, the program provides a grant of up to \$5,000 to pay for:

- part of the required down payment and closing costs,
- part of an immediate, significant home repair, or
- a combination of the closing costs and a significant home repair.

The details of the program are provided in the attached "*Schedule A*".

Four (4) applications have been approved under this program to date and this is the first application submitted in 2024.

PROPOSED APPROACH AND RATIONALE:

In this case, the First Time Home Buyer Program application is intended to cover half of the minimum required down payment (5% of the value of the purchase price) and all required closing costs, to a maximum of \$5,000. Based on the purchase price of the home, \$125,000, and the value of the closing costs, the applicant is applying for a grant of \$5,000. The applicant will be responsible for the remaining balance, which is just under \$3,500.

At this time, the applicant has provided all of the required documentation, they have taken possession of the home and are in the process of closing out the purchase process.

Because the First Time Home Buyer Program application complies with all the conditions outlined in Schedule A, and as the application aligns with the purpose of the program, approval is recommended.

CONSULTATIONS:

The Community Development Department has been in contact with the applicant throughout the review process to ensure that they are aware of municipal requirements, processes, and options to manage expectations and timelines.

COMMUNICATION AND/OR ANNOUNCEMENT PLAN:

Administration will notify the applicant of City Council's decision. If approved, the funding will be provided directly to the applicant's financial institution or lawyer.

BUDGET/FINANCIAL IMPLICATIONS:

The First Time Home Buyer Program is funded through the Housing Reserve. Five grants of up to \$5,000 each can be approved annually, and this is the first application that the City has received this year. To date, the projected balance of the Housing Reserve is \$275,660.

OTHER CONSIDERATIONS/IMPLICATIONS:

There are no Policy, Privacy, Legal, Safety, and Environmental Implications.

STRATEGIC PLAN:

The approval of this First Time Home Buyer application is supported by the strategic priority of building a robust economy, as outlined in the City of Prince Albert Strategic Plan, 2023-2025. By focusing on population growth, the City of Prince Albert is creating an opportunity to support property and housing options.

OFFICIAL COMMUNITY PLAN:

As per Section 6.4.1 of the City of Prince Albert's Official Community Plan, this First Time Home Buyers Program Application can be considered as a collaborative approach to aid the financial constraints of housing access.

PUBLIC NOTICE:

Public Notice pursuant to the Public Notice Bylaw No. 24 of 2015 is not required.

ATTACHMENTS:

1. Schedule A

Written by: Darien Frantik, Planner

Approved by: Director of Community Development Department & City Manager