AGENDA
SUMMIT COUNTY HOUSING AUTHORITY
Wednesday, July 16, 2025

NOTICE is hereby given that the Summit County Housing Authority will meet at the anchor location of Sheldon Richins Auditorium 1885 W. Ute Blvd, Park City, UT 84098.

All times listed are general in nature and are subject to change by the Board Chair.

1. **Roll Call**

2. **Public Comment for Items Not on the Agenda**

3. **Work Session**
   - 4a.. Discussion and possible recommendation regarding primary residence designation for deed restricted affordable housing units.
     Presenters: Stephanie Poll, County Assessor, and Angelica Espinoza, Housing Navigator at Mountainlands Community Housing Trust.
     SR_7.16.25_Primary Designation_ALL.pdf
   - 4b.. Presentation from Heather Hogue, Continuum of Care Project Coordinator at United Way Utah County.
   - 4c.. Discussion and possible action regarding potential revenue sources for the Summit County Housing Authority and recommendation for the fiscal year 2026 budget.
     SR_7.16.25_Revenue and Budget.pdf
   - 4d.. Discussion and possible action regarding the creation of subcommittees to explore the feasibility of programmatic priorities determined by the Housing Authority.
     SR_7.16.25_Program Considerations.pdf
   - 4e.. Discussion and possible direction to staff regarding work product updates: affordable housing terms list, interactive map, and updates to Chapter 5 of the Snyderville Basin Development Code.
     SR_7.16.25_Work Product Updates.pdf
     Affordable Housing Terms.pdf

4. **Commissioner and Staff Comments**
   - 5a.. Staff Comment: Meeting schedule including November 5.
     SCHA_25.26_Meeting Dates.pdf

5. **Adjourn**

Individuals needing accommodations pursuant to the Americans with Disabilities Act regarding this meeting may contact Madlyn McDonough, Economic Development and Housing Department, at 435-615-3958 prior to the start of the meeting.

Staff Report

MEETING DATE: July 16, 2025

TO: Summit County Housing Authority

SUBJECT: Primary Residence Designation for Deed Restricted Affordable Housing

STAFF/PRESENTERS: Maddy McDonough
mmcdonough@summitcountyutah.gov
Stephanie Poll
spoll@summitcountyutah.gov
Angelica Espinoza
angelica@housinghelp.org

BACKGROUND INFORMATION

Residents of deed restricted affordable housing have expressed frustration regarding the policy and process for obtaining a primary residence designation on their property. Currently, when an ownership interest in a residential property changes, the property owner must submit an application for a "primary residence" designation. If an application is not submitted by November 30th, the property is taxed at a higher rate, as allowable in Utah State Code Annotated §§59-2-102 and 59-2-103.

Each year, the Assessor's office notifies taxpayers multiple times regarding their designation status, yet the Summit County Board of Equalization still fields many requests for discretionary abatement from property owners who have realized that their tax designation is not accurate. It seems apparent that some residents of deed restricted affordable housing may not understand the importance of the designation or perhaps misinterpret the primary residence requirement in their deed restriction as indication of their status.

This policy it outlined in Ordinance 787-A.

RECOMMENDATION

Staff recommends the Housing Authority review the attached ordinance, hear background information from Stephanie Poll, County Assessor, and Angelica Espinoza, Housing Navigator at Mountainlands Community Housing Trust, discuss the matter, and possibly make a recommendation to the County Council.

The Housing Authority should consider both the intent and the burden of the process.

It should be noted that because of issues with old deed restrictions, any change to the primary residence application process would exclude most units in Bear Hollow and Foxpoint.

SUMMIT COUNTY, UTAH

ORDINANCE NO. 787-A

AN ORDINANCE AMENDING ORDINANCE 787

RESIDENTIAL PROPERTY TAX EXEMPTIONS

WHEREAS, the Utah Constitution, Article XIII, Section 3 and Utah Code Annotated §§59-2-102 and 59-2-103 (as amended), allows for an exemption equal to a 45% reduction in the fair market value of residential property that is used as a "primary residence;" and

WHEREAS, the Utah Legislature enacted Utah Code Annotated §59-2-103.5 (as amended) establishing procedures for property owners to obtain a tax exemption for residential property and authorizing a county legislative body to adopt an ordinance for the allowance of a residential property tax exemption.

WHEREAS, Summit County has previously adopted such an ordinance, which is codified in Title 1, Chapter 12B, "Residential Property Tax Exemptions," of the Summit County Code setting forth the application process and procedures for allowing a primary residential property tax exemption;

WHEREAS, the Summit County Council last adopted changes to Title 1, Chapter 12, Article B by way of Ordinance No. 787, adopted on February 5, 2014; and

WHEREAS, the Summit County Council has determined that additional amendments are needed to Title 1, Chapter 12, Article B; and

WHEREAS, this Ordinance accordingly amends Summit County Code, Title 1, Chapter 12, Article B.

NOW THEREFORE, the County Legislative Body of the County of Summit, State of Utah, hereby ordains as follows:

Section 1: The Council hereby amends the Summit County Code, Title 1, Chapter 12, Article B in accordance with Exhibit A herein

Section 2: **Effective Date:** This Ordinance shall take effect fifteen (15) days after the date of its publication.

APPROVED, ADOPTED, AND PASSED and ordered published by the Summit County Council, this_26_ day of August, 2020

SUMMIT COUNTY COUNCIL

SUMMIT COUNTY, UTAH

____

By Council Chair

ATTEST:

SUMMIT COUNTY CLERK

COUNTY CLERKS SEAL
SUMMIT COUNTY
1854
STATE OF UTAH

Date of Publication 9/2, 2020.

Approved as to form
Summit County Attorney

By______________________

EXHIBIT A

ARTICLE B. RESIDENTIAL PROPERTY TAX EXEMPTIONS

1-12B-1: AUTHORITY AND PURPOSE:
1-12B-2: DEFINITIONS:
1-12B-3: APPLICATION:
1-12B-4: CRITERIA FOR RESIDENTIAL EXEMPTIONS
1-12B-5: PROCEDURE:

1-12B-1: AUTHORITY AND PURPOSE:

The Utah Constitution, Article XIII, Section 3 and Utah Code Annotated §§59-2-102 and 59-2-103 (as amended), allows for an exemption equal to a 45% reduction in the fair market value of residential property that is used as a "primary residence." The Utah Legislature enacted Utah Code Annotated §59-2-103.5 (as amended) establishing procedures for property owners to obtain a tax exemption for residential property and authorizing a county legislative body to adopt an ordinance for the allowance of a residential property tax exemption.

1-12B-2: DEFINITIONS:

A. "Domicile" means the place where a person has a true, fixed, permanent home and principal establishment, and to which place he/she has, when absent, the intention of returning. It is the place in which a person has voluntarily fixed the habitation of himself/herself and family, not for a mere special or temporary purpose, but with the present intention of making a permanent home.

B. "Household" means an association of persons who live in the same dwelling sharing its furnishings, facilities, accommodations, and expenses, and includes married individuals, who are not legally separated, who have established Domiciles at separate locations within the state. Married couples may only claim one property as a primary residence except where separate residences are maintained and occupied under a court approved separation agreement.

C. "Part-Year Residential Property" means property that is not residential property on January 1 of a calendar year but becomes residential property after January 1 of the calendar year.

D. "Primary Residence" means the location where Domicile has been established. It is the principal place where one (property owner or inhabitant) actually lives for one hundred eighty-three (183) or more consecutive calendar days during the calendar year as distinguished from a place of temporary sojourn.

1-12B-3: APPLICATION:

A. Application Required: An application for Primary Residence tax exemption is required when:

1. The specific residential property was ineligible for the tax exemption during the calendar year immediately preceding the calendar year for which the owner is seeking to have the tax exemption applied to the value of the residential property; or

2. An ownership interest in the residential property changes; or

3. The County Board of Equalization or County Assessor determines that there is reason to believe that the property no longer qualifies for the tax exemption in accordance with this Article and Utah Code Annotated §59-2-103 et. seq.

B. Time Limits for Filing Application: An applicant(s), who is the record owner or his/her representative, shall submit an application for a Primary Residence tax exemption on a form provided by the County Assessor no later than November 30th of the calendar year for which the owner seeks to obtain the residential exemption. The application shall be signed and dated by all owner(s) of record. Any misrepresentation on the application subjects the owner(s) to a penalty equal to the tax on the property's value.

C. Failure to File Timely Application: All applications for a residential exemption received after November 30th shall be denied for that tax year.

D. Part-Time Residential Property:

1. Before a tax exemption may be applied to the value of Part-Time Residential Property, owner(s) of the property shall file an application described in Section 1-12B-3 (A) above with the County Assessor prior to November 30th. The application shall include a statement that certifies:

a. the date the Part-Time Residential Property became residential property; and

b. that the Part-Time Residential Property will be used as residential property for one hundred eighty-three (183) or more consecutive calendar days during the calendar year for which the owner seeks to obtain the tax exemption.

E. No Longer Qualifying: If an owner no longer qualifies to receive a residential exemption authorized by this Article or Utah Code Annotated §59-2-103 et. seq. for the property owner's Primary Residence, the property owner shall file a written notification with the County Assessor that the property owner no longer qualifies to receive a residential exemption for the property owner's Primary Residence.

F. Ownership Change: When an ownership interest in residential property changes, the County Assessor will send out a courtesy notice to the new owner(s) (using the mailing address provided on the recorded instrument that changed ownership) notifying the new owner that they must apply and no longer qualify for the Primary Residence tax exemption. A new application as required under Section 1-12B-3(A) along with instructions will be included. Notwithstanding this subsection, the burden to file a timely application requesting a Primary Residence tax exemption always remains with the property owner and failure of the County Assessor to send a courtesy notice in no way relieves a property owner of their burden.

G. Audits: As part of the County Assessor's statutory duty to become fully acquainted with all property in the county, the County Assessor may periodically audit those properties which have been granted a Primary Residence tax exemption.

1. Audits Prior to May 22: Where the County Assessor determines, prior to May 22nd (the date on which the assessment roll closes), that sufficient evidence exists that a property no longer qualifies for the Primary Residence tax exemption, he/she shall make necessary changes to the tax roll prior to May 22nd of each year. The County Assessor will send a courtesy notice to the owner notifying them that the Primary Residence tax exemption has been removed from their property. A new application as required under Section 1-12B-3(A) along with instructions will be included.

2. Audits on May 22 and After: Where the County Assessor determines, on May 22nd (the date on which the assessment roll closes) or after, that sufficient evidence exists that property no longer qualifies for the Primary Residence tax exemption, he/she shall send a courtesy notice to the owner notifying them that their Primary Residence tax exemption status will be removed. A new application as required under Section 1-12B-3(A) along with instructions will be included. Any changes to the primary exemption status after the May 22nd assessment roll close date, shall be approved by the Board of Equalization.

H. Grandfather Provision: Property owners whose property was listed as of September 22, 1997, by the County Assessor as having a Primary Residence tax exemption shall not be required to file an application to continue its status. However, should ownership or the property inhabitant's status change or the property is otherwise discovered to not be used as a Primary Residence, the property shall no longer be considered exempt and an application under the provisions of this Article shall apply.

1-12B-4: CRITERIA FOR RESIDENTIAL EXEMPTIONS:

A. Primary Residence: In order to be considered for a Primary Residence tax exemption for the current tax year, the property must be used in the current calendar year as a Primary Residence.

B. Factors In Determining Primary Residence: The County Assessor and the Summit County Board of Equalization may refer to the Administrative Rules of the Utah State Tax Commission for guidance in reviewing the factors and evidence for determining whether an owner qualifies for a tax exemption based on Primary Residence.

C. Additional Information: The County Assessor or the Summit County Board of Equalization may request or collect information sufficient to verify the Primary Residence status of a property to determine if the property is entitled to the residential exemption.

D. Owner Occupied Property Not Required: To qualify for the Primary Residence tax exemption, a property need not be owner occupied. Apartments and other rental housing used as a Primary Residence of the occupant(s) may qualify for the Primary Residence tax exemption. Property used for transient residential use (motels, nightly rentals, condominiums used in rental pools, etc.) may not. Evidence that the property is regularly utilized for "nightly rentals", as that term is defined in Title 3 of this code, for a period greater than fourteen (14) calendar days in any calendar year, raises a rebuttable presumption that the property no longer qualifies for the Primary Residence tax exemption.

E. One Acre Limitation: No more than one (1) acre of land per residential dwelling unit on a single property parcel identification may qualify for a Primary Residence tax exemption.

F. One Exemption per Household: Except as provided in subsection G below, the residential property tax exemption is limited to one Primary Residence per Household.

G. Ownership Of More Than One Residence: An owner of multiple Primary Residences within Utah is allowed a residential exemption for: i) the Primary Residence of the owner; ii) each residential property that is the Primary Residence of a tenant; and iii) each residential property determined to be under construction per subsection H below.

H. Residential Property Under Construction: Before residential property under construction is allowed a residential exemption, owner(s) of the residential property shall sign and file with the County Assessor a written declaration that states under penalty of perjury that, to the best of each owner's knowledge, upon completion of construction or occupancy of residential property, the residential property will be used for residential purposes as a Primary Residence.

I. Multiple Use Property: A property with multiple uses such as a mix of residential and commercial may receive a partial exemption but it is presumed that the entire property is for non-residential purposes. This presumption may be rebutted by the filing of an application in 1-12B-3(A) annually, which includes evidence of Primary Residence of each qualifying resident. The County Assessor may require additional information as necessary to make a determination of the percentage of the property qualifying for the Primary Residence tax exemption.

1-12B-5: PROCEDURE:

A. Burden Of Proof: The residential exemption should not be granted without (a) clear and convincing evidence that the property serves as a Primary Residence; (b) the requirements outlined in Utah Code Annotated 59-2-103.5(1) have been met; and (c) the factors or objective evidence supplied by the applicant are sufficient to make a determination of Domicile. The burden of proof shall remain at all times with the applicant.

B. Determination by the County Assessor: After review of the application set forth in Section 1-12B-3(A), the County Assessor shall make a determination of whether the requirements for a Primary Residence exemption have been met and whether the factors or objective evidence determinative of Domicile are sufficient to approve the applicant's request. The County Assessor shall then make any necessary changes in granting or removing the exemption prior to the assessment roll close on May 22nd of each calendar year. Any such determinations made after the roll close will require the approval of the Summit County Board of Equalization for any changes made to the tax roll.

C. Appeal: Taxpayers may appeal determinations of the Summit County Board of Equalization regarding the Primary Residential exemption within thirty (30) days of notification to the Utah State Tax Commission, as provided by state law.

D. Conflicts: In the event of any conflict between this Article and state or federal law, the provisions of the latter shall be controlling.

Staff Report

MEETING DATE: July 16, 2025

TO: Summit County Housing Authority

SUBJECT: Revenue and Budget Request

STAFF/PRESENTERS: Maddy McDonough

BACKGROUND INFORMATION

During the June 13 Housing Authority Meeting, board members requested information on possible sources of revenue moving forward. The County Manager is supportive of the Authority and would like to see a proposal outlining requested revenue sources.

POSSIBLE REVENUE SOURCES

1. Negotiate and assume title for affordable units within planned developments, including but not limited to:
    a. Cline Dahle
    b. Dakota Pacific
    c. Gilmore

   Options: maintain ownership and rent to qualified renter or sell and utilize profits
2. Request a percentage of the sales price for affordable units bought and sold by the County.
    a. Two units available currently with a sales price of $225,000 and $404,016
3. Request fee in lieu payments be payable to the Housing Authority.
4. Application fee (nightly rental business license, building/planning, etc)
5. Budget request through County budget cycle
6. Purchase and rent or resell affordable or attainable units
7. Grants (would be project specific)
8. Donations
9. Other suggestions?

RECOMMENDATION

Staff recommends that the Housing Authority submit a request to the County Manager for the following, at a minimum:

- 50% of the sale price for resold units payable to the Housing Authority upon closing
- Fee in lieu payments be made directly to the Housing Authority

Additionally, the Housing Authority should provide a budget request for fiscal year 2026. The fiscal year 2025 allocation from the County was $250,000.

Staff Report

MEETING DATE: July 16, 2025

TO: Summit County Housing Authority

SUBJECT: Program Considerations

STAFF/PRESENTERS: Maddy McDonough

<u>BACKGROUND INFORMATION</u>

The scope of housing authority programs is broad, encompassing various initiatives aimed at improving housing conditions and fostering self-sufficiency. Programs can focus on community development opportunities for low-income families, the elderly, individuals with disabilities, those experiencing or at risk of homelessness, those who have experienced domestic violence, and others.

As part of its Strategic Plan creation, the Summit County Housing Authority needs to identify short and long terms goals in regard to program initiatives. The goal is to review a drafted Strategic Plan during the August 2025 meeting.

<u>PROGRAM CONSIDERATIONS</u>: This is by no means an exhaustive list and Board members are encouraged to come prepared to discuss other programming opportunities. Based on interest, the Board will assign subcommittee members to further research and explore programming options and feasibility.

1. Housing Assistance
    a. Housing Choice Vouchers: The Housing Choice Voucher (HCV) Program is the federal government's major program for providing housing assistance to over 2.3 million American families.
        i. The Housing Authority will need to apply to and be approved by HUD.
        ii. Need to operate for at least a year in the area as a Public Housing Authority.
    b. Local Housing Assistance: Local governments can establish and administer their own housing assistance programs.
        i. Rental Assistance: Rental assistance programs help low-income individuals and families afford housing by providing financial aid to cover rent and related expenses.
            1. Subsidized: The Housing Authority pays property owners the gap between what the occupant can afford and the cost of the unit.

        2. Emergency Assistance: Program to provide financial assistance to households facing eviction or housing instability due to financial hardship. Typically limited to a certain period of time.
    ii. Down Payment Assistance: Please review the example from Ogden.
    iii. Assistance for Homeowner Repairs, Maintenance, and HOA Increases: Often, residents of affordable housing face a hardship when large repairs are needed. This burden can impact property owners within or outside of HOAs.
        1. Park City is considering a program.
        2. Single Family Housing Repair Loans and Grants
        3. Orem City program

2. Deed Restricted Rental Units
    a. ADUs: One potential strategy is to incentivize the creation of deed restricted Accessory Dwelling Units (ADUs). The deed restriction could specify the terms and conditions of renting the unit, including a maximum AMI, minimum length of rent, and more. One incentive could be the Housing Authority paying the building permit fees for owners who have committed to the deed restriction.
    b. Workforce: Workforce housing is generally aimed at essential workers and middle-income earners such as teachers, nurses, firefighters, retail workers, and other professionals who play vital roles in the community but may struggle to find suitable housing near their workplaces. Many current deed restrictions mandate that at least one occupant of affordable units must be working a minimum of 30 hours per week for an organization physically located within Summit County in order to prioritize workforce housing.
        i. Context: Consider this article about a Vail workforce housing project
    c. Senior: Senior affordable housing may come in the form of properties or communities limited to individuals of a certain age. Alternatively, deed restrictions could have a provision stating that at least one occupant recently retired from a job in which he or she worked a minimum of 30 hours per week for an organization physically located within Summit County.
        i. Context: Consider this article from Aspen in 2017
    d. Build versus Convert: The Housing Authority could choose to focus on the construction of affordable units or focus on buying existing units and deed restricting them to be affordable moving forward, or both.
        i. Context: Consider this article regarding the affordability of housing in Aspen
        ii. Context: From Summit County, Colorado

3. Education and Advocacy
    a. At the August 2025 meeting, the Board will hear from a representative of the Summit County Communications and Public Engagement Department about ways in which the department can support education and advocacy related to affordable housing. This could include in person events, such as a speaker series or learning summit, online engagement via the Summit County website and social media, or ongoing editorials through print media.
        i. The Housing Authority has an option to submit an update and/or educational article to the monthly Summit County newsletter.

b. Please review the ongoing education effort from Park City, Mountainlands, and Habitat for Humanity. Members of the Board are encouraged to attend the July 15 education event if possible. Staff will be in attendance.
    i. July 16 at the Park City Library from 6:00 – 7:00pm.
c. Review education and advocacy materials from Utah Housing Coalition including at least one report of your choosing.
    i. Board members will briefly present on their chosen report (3 minute maximum).

4. Partnerships
    a. Continuum of Care (CoC): "The CoC Program is designed to assist individuals (including unaccompanied youth) and families experiencing homelessness and provide the services needed to help such individuals move into transitional and permanent housing, with the goal of long-term stability. More broadly, the CoC Program is designed to promote community-wide planning and strategic use of resources to address homelessness; improve coordination and integration with mainstream resources and other programs targeted to people experiencing homelessness; improve data collection and performance measurement; and allow each community to tailor its programs to the strengths and challenges in assisting homeless individuals and families within that community." (HUD Exchange)
    b. Non-Profits
        i. Peace House
        ii. Summit County Clubhouse
    c. Local employers
    d. Private developers
5. Area Median Income versus "Workforce Wage"
    a. As a reminder, federal and state funded programs and projects generally utilize and rely on AMI. Program and initiatives funded by the Housing Authority could utilize a different marker such as "workforce wage."
    b. Please review this article in TownLift.
    c. Please also review the MIT Living Wage Calculator for Summit County.

RECOMMENDATION

Staff recommends that the Housing Authority discuss the different programmatic options, including those presented by Board members, and vote to create a series of subcommittees. The purpose of each subcommittee will be to explore the programmatic feasibility and ensure a collective understanding of how to most effectively achieve the selected program priorities.

Staff Report

MEETING DATE: July 16, 2025

TO: Summit County Housing Authority

SUBJECT: Work Product Updates

STAFF/PRESENTERS: Maddy McDonough

BACKGROUND INFORMATION

During the June 2025 Housing Authority meeting, staff was directed to work on two initiatives: the creation of an affordable housing term list and the creation of an interactive map to better identify possible properties for affordable housing. Staff additionally began work on revisions to Chapter 5 of the Snyderville Basin Development Code which governs many decisions related to affordable housing in that area. Last,

UPDATES:

1. Terms List: Attached is a drafted list of terms and definitions related to affordable housing. The direction to staff was to define common terms so that members of the community and Housing Authority could understand the meaning of terms being used.
    a. Once finalized, this glossary could be added to the Summit County website.
2. Interactive Map: Trey Olson, GIS Specialist for the County, has developed a preliminary version of an interactive map that will show parcel ownership in addition to access to amenities, such as grocery stores and transit. The finalized version of this map will include a weighted system to prioritize parcels based on access and infrastructure.
    a. Please provide feedback to staff.
3. Chapter 5 Snyderville Basin Development Code: Staff is in the process of editing and updating Chapter 5.
    a. Please provide any feedback you have on the functionality of Chapter 5 to staff.

RECOMMENDATION

Staff requests feedback and further direction on the above-mentioned items.

Affordable Housing Terms

Draft: July 2025

Accessory Dwelling Unit (ADU)

A smaller, independent residential dwelling unit located on the same lot as a single-family home. More information. Most zones in Summit County limit the size of Accessory Dwelling Units to 1,000 square feet and require the recordation of a Restrictive Use Covenant.

Affordability Gap

The difference between the cost of housing and what low- and moderate-income households can afford.

Affordable Housing

Housing units built or operated under federal, state, or County government programs, including government ownership and subsidized financing; or by the private sector under a government requirement. Affordable housing programs are designed to serve people with varying incomes, typically up to 80 percent of the Area Median Income (AMI).

According to HUD, affordable housing is defined as housing where the gross housing costs, including utilities, do not exceed 30% of a household's gross monthly income.

Area Median Income (AMI)

Area Median Income (AMI) is calculated annually by the U.S. Department of Housing and Urban Development (HUD). The household income for the median/'middle' household in a given region. The middle or median income of an area is utilized to benchmark income levels and highlight the need for programs or services within a given community. The income benchmarks are calculated and adjusted based on family/household size. Therefore a single individual will have a lower income threshold than a family of 4.

General terms/definitions by income level:
Workforce or Attainable Housing = 81% to 120% AMI
Low to Moderate Income = 50% – 80% AMI
Extremely Low to Very Low Income = 30% – 50% AMI

Bond Financing

Involves state or local governments issuing bonds to raise money for building or rehabilitating affordable rental housing or providing low-cost mortgages. These bonds, often called housing bonds, are typically tax-exempt, meaning investors don't pay federal income tax on the interest they earn, which allows governments to borrow money at lower interest rates. This, in turn, reduces the cost of housing for low- and moderate-income individuals and families.

Brownfield

Abandoned, idled, and underused industrial and commercial facilities where expansion and redevelopment is burdened by real or potential environmental contamination.

Census Tract

A small, relatively permanent statistical subdivision of a county or statistically equivalent entity, delineated for data presentation purposes by a local group of census data users or the geographic staff of a regional census center in accordance with Census Bureau guidelines.

Clustered Development

An optional development technique under zoning and subdivision regulations that allows residential dwellings to be placed on smaller than usual lots that have been grouped or clustered in order to leave some land undivided and available as common area or open space.

Community Development Block Grant (CDBG)

A program that provides annual grants on a formula basis to states, cities, and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons.

The State of Utah Community Development Block Grant program provides grants to cities of fewer than 50,000 people and counties of fewer than 200,000. The purpose of the small cities program is "to assist in developing viable communities by providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low and moderate incomes."

Community Land Trust (CLT)

A non-profit organization that acquires and holds land, often in perpetuity, to provide permanently affordable housing. It separates the ownership of the land from the ownership of the structures built on it. This allows CLT's to offer homes at below-market prices and ensures that the affordability is maintained over time, often through mechanisms like long-term ground leases.

Cost Burdened

When a household spends more than 30% of its income on housing.

Density

A measure of the amount of development on a property. Density is often expressed as the number of residential units per acre of land (or another unit of measure), or the total amount of residential or commercial square footage on a property. When expressed as the ratio of residential or commercial square footage to square footage of lot area, it is called Floor Area Ratio (FAR).

Department of Housing and Urban Development (HUD)

An executive department of the U.S. federal government that provides housing support and promotes fair housing laws.

Easement

A contractual agreement to gain temporary or permanent use of, and/or access through, a property. Permanent easements should be shown on a subdivision record plat.

Fair Housing Act

1968 act (amended in 1974 and 1988) providing the HUD Secretary with fair housing enforcement and investigation responsibilities. A law that prohibits discrimination in all facets of the homebuying process on the basis of race, color, national origin, religion, sex, familial status, or disability.

Fair Market Rent (FMR)

Primarily used to determine payment standard amounts for the Housing Choice Voucher program, to determine initial renewal rents for some expiring project-based Section 8 contracts, to determine initial rents for housing assistance payment contracts in the Moderate Rehabilitation Single Room Occupancy program, and to serve as a rent ceiling in the HOME rental assistance program.

Gap Financing

Refers to short-term financing used to bridge the financial gap between the total cost of a project and the available funding, allowing developers to move forward with construction or rehabilitation of affordable housing units. This financing often comes in the form of loans or subsidies that cover the difference, enabling projects to proceed despite funding shortfalls.

Green Infrastructure

An approach to water management that protects, restores, or mimics the natural water cycle. The range of measures that use plant or soil systems, permeable pavement or other permeable surfaces or substrates, stormwater harvest and reuse, or landscaping to store, infiltrate, or evapotranspirate stormwater and reduce flows to sewer systems or to surface waters. More info from the EPA.

Homeless

A person who lacks a fixed and regular nighttime residence. The general public tends to think of “homeless” as persons living on the streets, whereas it can include persons living involuntarily with a friend or family member, living in a car, etc.—anyone without a fixed address.

HOME Program

Provides federal funding to state and local governments to create affordable housing for low-income individuals and families. This program supports a variety of activities, including new construction, rehabilitation of existing homes, and tenant-based rental assistance, with a focus on meeting local housing needs. At least 90% of the units assisted with HOME funds must be for households earning less than 60% of the area median income (AMI), with the remainder for those below 80% of AMI

Housing Choice Voucher

Previously known as Section 8, Housing Choice Voucher is a federal rental assistance program designed to help low-income families, the elderly, and people with disabilities afford safe and decent housing. It allows participants to choose their own rental units from the private market, and the voucher subsidizes a portion of the rent.

Housing First

An innovative approach to ending chronic homelessness in which people are provided rapid access to low-cost apartments, with vital medical, mental health and other support services available on site.

HTRZ

Stands for Housing and Transit Reinvestment Zone. It's a designation in Utah that allows local governments to use a portion of local tax revenue to support development near public transit stations. This initiative aims to encourage mixed-use development, increase affordable housing, improve air quality by reducing vehicle trips, and enhance transportation infrastructure.

Impact Fee

A charge collected to help pay the costs of providing public facilities in designated areas. The fee is generally collected at the time of building permit.

Inclusionary Zoning

A land-use policy that requires developers to include a certain percentage of affordable housing units in new residential developments. These affordable units are typically offered at below-market rates, either through rental or purchase options, to households with low or moderate incomes.

Infrastructure

The built facilities, generally publicly funded, that are required to serve a community's development and operational needs. Infrastructure includes roads, water supply systems, and sewer systems.

Intensity

The degree to which land uses generate traffic, noise, air pollution, and other potential impacts.

Land Use

The types of buildings and activities that exist in an area or on a specific site. Zoning regulates existing and future land uses.

Land Use Development and Management Act (LUDMA)

The governing law for municipalities in Land Use. Authorizes land use regulation to cityor county council. Mandates the creation of planning commission, land use authorities, appeal authorities, and land use general plan.

Low-Income Housing Tax Credit

A federal program that incentivizes developers to build or rehabilitate affordable rental housing for low-income individuals and families. It does this by providing a tax credit, typically claimed over a 10-year period, which reduces the developer's federal income tax liability. In return, developers agree to rent a portion of the units to low-income tenants for a specified period, usually 15 or 30 years.

Market Rate Rent

The prevailing monthly cost for rental housing. It is set by the landlord without restrictions.

Mixed Use Development

The integration of different, usually compatible or mutually supportive, land uses on a site. Uses may share parking and access.

Median Income

This is a statistical number set at the level where half of all households have income above it and half below it. The U.S. Department of Housing and Urban Development Regional Economist calculates and publishes this median income data annually in the Federal Register.

Metropolitan Planning Organization (MPO)

A federally mandated and federally funded transportation policy-making organization that is composed of representatives from local government and governmental transportation authorities. They were created to ensure regional cooperation in transportation planning. MPOs were introduced by the Federal-Aid Highway Act of 1962, which required the formation of an MPO for any urbanized area (UZA) with a population greater than 50,000. Federal funding for transportation projects and programs are channeled through this planning process. MPOs are meant to ensure that existing and future expenditures of governmental funds for transportation projects and programs are based on a continuing, cooperative, and comprehensive ("3-C") planning process.

Mountainland Association of Governments (MAG)

Designated as the Association of Governments for Summit, Utah, and Wasatch counties. Areas of emphasis include Informed Aging, Community & Economic Development and Planning for Growth.

Multi-Family Dwelling

A dwelling unit in a structure containing three (3) or more dwelling units sharing common horizontal floors/ceilings, but not including hotels and lodges.

Node

A physical focal point of a community activity, often an intersection of roads or a concentration of buildings.

Olean Walker Housing Fund (Utah)

The Olene Walker Housing Loan Fund (OWHLF) supports quality affordable housing options that meet the needs of Utah's individuals and families. We develop housing that is affordable for very low-income, low-income and moderate-income persons as defined by the Department of Housing and Urban Development (HUD). HUD updates program rent and income limits annually.

Overlay Zone

A mapped zone that imposes a set of requirements or restrictions in addition to those of the underlying zoning district (base zone). Land is developed under the conditions and requirements of both the base zone and the overlay zone.

Permanent Supportive Housing

A combination of affordable housing and support services designed to help individuals and families with disabilities or chronic illnesses, particularly those experiencing homelessness, live independently.

Public Housing

Housing owned and managed by a local housing authority, often with rent based on income.

Redevelopment/ Infill

This refers to the rules under which abandoned or underused property is redeveloped. This topic includes inner city redevelopment, single lot infill, and brownfields redevelopment, as well as the process for obtaining the state and local government authorization to proceed with such work.

Redlining

A discriminatory practice that consists of the systematic denial of services such as mortgages, insurance loans, and other financial services to residents of certain areas based on their race or ethnicity. Redlining disregards an individual's qualifications and creditworthiness to refuse such services solely based on residency in minority neighborhoods, which were also often deemed "hazardous" or "dangerous." In 1935, the Federal Home Loan Bank Board (FHLBB) asked the Home Owners' Loan Corporation (HOLC) to look at 239 cities and create "residential security maps" to indicate the level of security for real estate investments in each surveyed city. On the maps, the newest areas— those considered desirable for lending purposes—were outlined in green and known as “Type A.” These were typically affluent suburbs on the outskirts of cities. “Type B” neighborhoods, outlined in blue, were considered “Still Desirable,” whereas older “Type C” were labeled “Declining” and outlined in yellow. “Type D” neighborhoods were outlined in red and were considered the riskiest for mortgage support. These neighborhoods tended to be the older districts in the center of cities; often they were also African American neighborhoods.

More info, click here.
Redlining in Utah, click here.
Even more info: check out *The Color of Law* from the library at Kimball Junction.

Restrictive Use Covenant

A provision in a real property conveyance that limits the grantee’s use of the property. The beneficiaries of a restrictive covenant obtain rights from such covenants, and this may be the parties who agreed to the restrictive covenant or adjunct property owners who benefit from the restrictive covenant.

SRO

Single room occupancy units. The traditional SRO unit is a single room, usually less than 100 square feet, designed to accommodate one person. Amenities such as a bathroom, kitchen or common areas are located outside the unit and are shared with other residents. Often, SROs can be found in renovated hotels or motels.

Subsidized Housing

A type of affordable housing where the cost of rent is reduced, typically through government or private organization assistance, for low-income individuals and families. This assistance can come in the form of direct rent payments to landlords or through programs that calculate rent based on a tenant's income, often around 30% of their monthly income, with the subsidy covering the remaining cost.

Tax Increment Financing (TIF)

A land development financing tool to promote economic development at the local government level by earmarking property tax revenue from increases in assessed values within a designated district for the provision of infrastructure needed within that designated district.

Transfer of Development Right (TDR)

A zoning technique that conserves land by redirecting development that would otherwise occur on the land (the sending area) to a receiving area suitable for denser development. The technique operates so that owners in the sending area can be compensated for their redirected development rights. More.

Transitional Housing

A type of affordable housing that provides temporary shelter and supportive services to individuals and families experiencing homelessness, aiming to help them transition to permanent housing.

Transit-Oriented Development (TOD)

A transit-oriented development is a mixed-use community within a quarter-mile to half mile walking distance of a transit stop and commercial area. TODs have sufficient development density to support frequent transit service and a mix of residential, retail, office, and public uses in a walkable environment, making it convenient for residents and employees to travel by transit, bicycle, or foot.

Town Center

Town centers are similar to downtowns but generally feature less intense development and cover a smaller geographic area. They typically have high- to moderate-intensity residential development, including multi-family buildings and townhouses, and retail (existing or planned). Town centers share the following characteristics: a regional or neighborhood-serving retail node with housing and other uses; medium to high levels of pedestrian and bicyclist activity; medium levels of existing or planned transit service; a street grid that ties into the surrounding streets; continuous building frontage along streets, with some curb cuts; a mix of structured and underground parking as well as surface parking lots.

Vacancy Rate

The percentage of unoccupied units in a particular rental building or complex. A desirable low vacancy rate is generally considered to be 5% and factors for recently-vacated units beings prepared for the next occupants. Generally, in boom times, vacancy rates fall; while in recessions, vacancy rates rise. Low vacancy rates often are a signal for market providers to raise rents.

Workforce Housing

Housing that is typically intended to be affordable to households earning between 80 and 120 percent of the area-wide median income.

Summit County Housing Authority

2025/2026 Meeting Schedule

Published June 30, 2025

Date
July 16, 2025
August 20, 2025
September 17, 2025
October 15, 2025
November 5, 2025**
December 17, 2025
January 21, 2026
February 18, 2026
March 18, 2026
April 15, 2026
May 20, 2026
June 17, 2026
July 15, 2026

Unless agendized otherwise, meetings will be held from **10:00am to 12:00pm** in **Sheldon Richins Small Auditorium** (1885 W Ute Blvd, Park City, UT 84098).

Meetings will also be available via Zoom at:
https://summitcountyut.zoom.us/j/99284509551?pwd=VxX5pBAmVn74XSOMtonCK6BYRiXqqq.1

Meeting ID: 992 8450 9551
Passcode: 726024

** Please note that the November 2025 meeting breaks from the norm of meeting on the third Wednesday of the month.

Meetings in italics are tentative.