

UTAH OPEN & PUBLIC MEETINGS ACT

UTAH CODE ANN. §§52-4-101
et seq.

52-4-104: “The presiding officer of the public body shall ensure that the members of the public body are provided with annual training on the requirements of this chapter.”

DECLARATION OF PUBLIC POLICY

- The Legislature finds and declares that the state, its agencies and political subdivisions exist **to aid in the conduct of the peoples' business.**
- It is the intent of the Legislature that the state, its agencies and its political subdivisions: (a) **take their actions openly;** and (b) **conduct their deliberations openly.**

WHO IS SUBJECT TO OPMA?

Any administrative, advisory, executive, or legislative body that:

- Was created by the Utah Constitution, statute, rule, ordinance or resolution;
- Consists of two or more persons;
- Expends, disburses, or is supported in whole or part by tax revenue; and
- Has authority to make decisions regarding the public's business.

WHAT IS A “MEETING?”

- “Meeting” means the **convening of a public body**, with a **quorum present**, including a workshop or an executive session whether the meeting is held in person or by means of electronic communications, for **the purpose of discussing, receiving comments from the public about, or acting upon a matter over which the public body has jurisdiction or advisory power, about, or acting upon a matter over which the public has jurisdiction or advisory power.**

“MEETING” DOES NOT MEAN?

- A chance meeting
- A social meeting
- Meeting of a legislative body with both legislative and executive responsibilities, when:
 - No public funds are appropriated
 - Meeting solely for discussion of administrative or operational matters

CAUTION: Do not use chance or social meetings to circumvent the OPMA!

ELECTRONIC MEETINGS

- Can meet by phone, computer or other electronic means:
 - Notice requirements still apply, that is, written notice posted at the anchor location.
 - Public must have a means to attend or participate.
 - Must have adopted an electronic meeting policy by rule, resolution, or ordinance.

CLOSED MEETINGS

- A MEETING CAN BE CLOSED TO DISCUSS:
 - An individual's character, professional competence, or physical or mental health.
 - Collective bargaining.
 - Pending or reasonably imminent litigation.
 - The purchase, exchange, lease or sale of real property, IF public discussion:
 - would disclose appraised or estimated value; or
 - would prevent completion of the transaction on the best possible terms;AND for **sales** of real property, IF:
 - the Council/RDA board previously gave public notice the property would be offered for sale; and
 - the terms of sale are publicly disclosed before approval.
 - Deployment of security personnel, devices or systems.
 - Investigative proceedings regarding allegations of criminal misconduct.

PROCESS TO CLOSE MEETINGS

- A Quorum must be present.
- Two-thirds of the body must vote to close the meeting.
- The body must first hold a public meeting with proper notice before entering into the closed meeting.
- The body must publicly disclose:
 - The vote (by name) of each member for or against entering into the closed meeting,
 - The reasons for holding the closed meeting,
 - Location of the closed meeting.

CLOSED MEETING NO-NOS

- You may NOT:
 - Approve any ordinance, resolution, rule, regulation, contract or appointment.
 - Interview a person to fill an elected position or mid-term vacancy.
 - Take any final action.
 - Final votes must be open and on the record.

NOTICE REQUIREMENTS

- Must be posted at the location where the meeting will be held.
- Must be published in at least one local newspaper.
- Must be posted to the “Utah Public Notice Website.”
- At least 24 hours prior to meeting post:
 - Agenda
 - Date
 - Time
 - Place

EMERGENCY MEETINGS

- The best notice practicable must be given.
- Must make an attempt to notify all of the members of the public body and a majority must approve the emergency meeting.
- The minutes must include a statement of the unforeseen circumstances that made the emergency meeting necessary.

MINUTES AND RECORDINGS

- Written minutes **and** a recording **must** be kept of **all open meetings**.
 - Recordings are not required for site visits or traveling tours.
- A recording **must** be kept of **all closed meetings** and detailed written minutes **may** be kept, except for:
 - A meeting closed to discuss the character, professional competence, or physical or mental health of an individual does not need to be recorded or written minutes kept, but the presiding person **must** sign a sworn statement.
 - A meeting closed to discuss deployment of security personnel, devices, or systems does not need to be recorded or written minutes kept, but the presiding person **must** sign a sworn statement.

AVAILABILITY OF RECORDS

- Written minutes shall be available to the public within a reasonable time after the end of the meeting; [pending minutes w/in 30 days; final minutes w/in 3 days of approval].
- Pending written minutes that are made available to the public shall be clearly identified as “awaiting formal approval” or “unapproved” or with some other appropriate notice that they are subject to change until formally approved;
- Requirement that a public body establish and implement procedures for approval of written minutes;
- Requirement that a recording of an open meeting must be available to the public for listening within three business days after the meeting;

REQUIREMENTS FOR WRITTEN MINUTES

- Minutes of ALL meetings **must** include:*
 - Date/time
 - Place of meeting
 - Names of all members present or absent
- Minutes of OPEN meetings **must** include:
 - Individual votes on each matter
 - The name of each person providing testimony or comments
 - Any additional information requested by a member
 - Substance of all matters proposed, discussed or decided^
 - Substance, in brief, of public testimony or comments^
- Recording or Minutes of CLOSED meetings **must** include:
 - The names of others present at the closed meeting, unless it infringes on the purpose of the closed meeting.

*If minutes of a CLOSED meeting are not kept, the recording must include these items.

^NEW CHANGE: These requirements may now be met by links to publicly available online video.

VIOLATIONS OF OPMA

- “In addition to any other penalty under this chapter, a member of a public body who intentionally violates...the closed meeting provisions of this chapter is guilty of a class B misdemeanor.”
- A court can also void any action taken in violation of the law.
- Sometimes a violation can be “cured” by discussing and taking a public vote in a subsequent open meeting.
- May have to pay court costs and attorneys fees

Common Violations Of OPMA

- Closing meetings without members of the body voting first in an open meeting to close the meeting
- Conducting a closed meeting for reasons other than those allowed by OPMA
- Taking official or final action in a closed meeting
- Failing to properly provide notice of a public meeting
- Failing to provide adequate notice of a public meeting



CITY COUNCIL

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Council Priorities Discussion

Work Session, January 8, 2019



DESIRED OUTCOMES

- Sufficient supply of affordable housing (for all income levels) for people desiring to live in Provo in the housing type they desire
- A mixture of housing types throughout the community, while respecting the unique character of the various areas of the City
- Reduced pressure on single family housing to be used as short-term housing
- Appropriate distribution/balance of housing types within neighborhoods, citywide, and regionally
- Life-cycle housing within neighborhoods - ability for residents to stay in the area they want to live, even as their housing needs change
- Workforce housing, jobs housing balance
- Diversification of household income within neighborhoods
- Reduced student turnover at local elementary schools
- Healthier mix of long and short term residents citywide and countywide
- Distribution of affordable housing throughout the County
- Higher median income to help overall affordability
- Assess housing needs using relevant, current data on demographics, and market conditions
- Sustainable development - connectivity to transportation, grocery stores, agricultural and open space preservation, etc.

PERFORMANCE INDICATORS

- Increased number of housing units by types, values, locality, and occupancy type
- Increased length of residency
- Increased percentage of single family households in houses built for family-occupancy
- Reduced student turnover at local elementary schools
- Higher resident satisfaction
- Higher median incomes



DESIRED OUTCOMES

- Align services with strategy and priorities
- Create a dashboard matching expenditures to desired outcomes
- Structurally Balanced Budget - balance projected long-term revenues and expenditures
- General Fund Capital Maintenance Funding - provide an appropriate level of capital maintenance funding for all city facilities
- Framework for Fee Structure and Evaluation of Fees - where appropriate, strive to have each service paid for by the users of the service
- Budgets reflect the progress and desired outcomes associated with the Municipal Council's and Mayor's priorities, and General Plan goals

PERFORMANCE INDICATORS

- Regular budget updates and interim reports that include actual FTEs, expenditures, and updated information on contributions to City Goals (follows Provo360 implementation). Examples include:
 - o Road maintenance ratings
 - o Number of new jobs
 - o Unemployment rate
 - o Numbers of rental dwelling licenses and short term rental licenses
 - o Numbers (by type and occupancy) of housing units
 - o Amount of retail space and percentage occupied
 - o Growth in sales tax dollars and commercial property taxes
 - o Budget accountability rate (percent of General Fund expenditure within budget)



DESIRED OUTCOMES

- Community well-being (demographics, workforce, household income)
- Stable, well-paid employment opportunities
- Retail opportunities that meet community desires
- Business attraction, business retention, and business creation
- Expanded relationship management (internal and external stakeholders)

PERFORMANCE INDICATORS

- Increased number of jobs and capital investment announced in the community
- Increased awareness measured by visits to the community economic development website and conversations with companies
- Increased household income
- Increased number and variety of retail opportunities
- Increased occupancy of retail and commercial space
- Increased sales tax and commercial property tax revenues



DESIRED OUTCOMES

- Enhanced enforcement efforts reduce financial incentives for violators and result in greater compliance
- Enhanced regulation and enforcement of rental dwelling licenses leads to greater compliance by landlords
- Increased regulation and enforcement of zoning disclosures and verifications leads to decline in overoccupancy/illegal rental market
- Adequate staffing and training of code enforcement personnel allows for timely and efficient enforcement efforts
- Increased communication with, and education of, residents leads to reduction in violations and better cooperation in enforcement efforts
- Engagement with stakeholders increases awareness, cooperation, and compliance
- Clarifying current zoning laws and advancing new ones results in a code that is clear and provides the tools enforcement officers need
- Develop a holistic approach to evaluating zoning enforcement solutions and progress

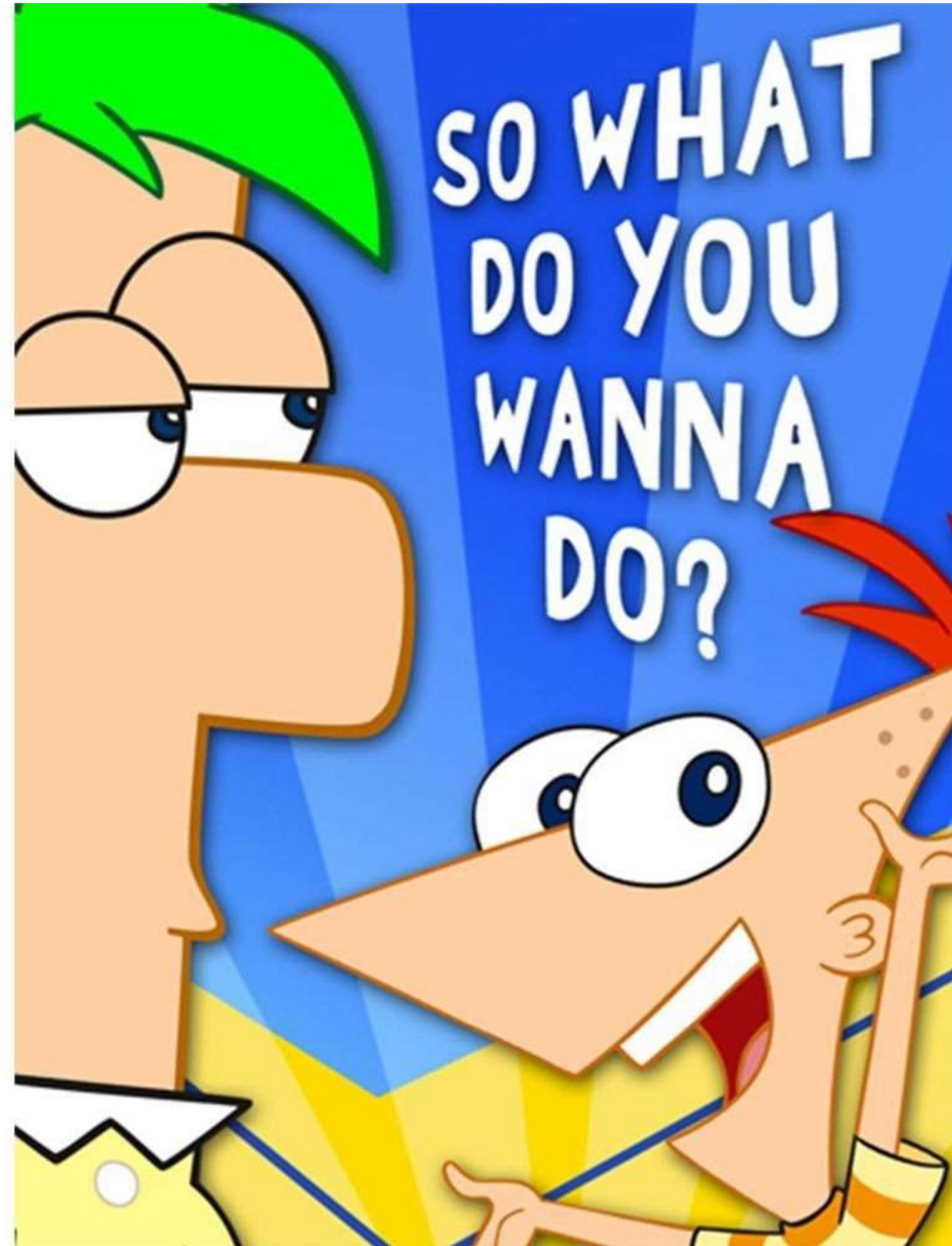
PERFORMANCE INDICATORS

- Reduced number of violations over time
- Zoning complaints resolved
- Increased number of rental dwelling licenses and short-term rental licensesd
- Reduced time required to inspect and resolve code violations
- Increased number of engagement opportunities
- Improved resident and business satisfaction with zoning compliance



CITY COUNCIL

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Council Committees and Board Assignments

Last Updated: January 3, 2019

City-Related Organizations

Council Members act as board members of several other city-related boards, including:

- The Redevelopment Agency of Provo
- The Municipal Building Authority
- The Board of Canvassers
- The Stormwater Special Service District Governing Board
- The Records Appeal Board

Other Boards, Committees and Liaisons

Individual Municipal Council members may be appointed to various other City boards, commissions, and committees, or act as a liaison to them.

Leadership Responsibilities (*first name is Chair, second name is Vice Chair)

Group	Appointed By	Current Appointment	Term	Term Expiration	Meeting Time
Municipal Council Leadership	Municipal Council	*Gary Winterton David Harding	1 year	January	Wed. 4pm
Executive Committee of the Provo Redevelopment Agency	Municipal Council	*David Knecht George Stewart Mayor Kaufusi	1 year	January	monthly 2nd Tuesday 4:00 pm
Municipal Building Authority Leadership	MBA Bylaws	Council Chair and Vice Chair	1 year	January	
Stormwater Service District	SSD Bylaws	Council Chair and Vice Chair	1 year	January	

Council Committees ([PCC 2.50.110](#)) (*first name is Chair, second name is Vice Chair)

Committee	Type	Councilors	Mission Statement
Policy Governance Committee	Standing, (standing but not active; committee may reconvene periodically)	*Gary Winterton David Harding	<i>Mission statement:</i> "The mission of the Policy Governance Committee is to examine existing and proposed policy and bring recommendations to the Council body relative to the vision and policy for the Council and Provo City."
Council Rules Committee	Standing	*David Sewell	<i>Mission Statement:</i> "The Rules Committee reviews Council rules and procedures and brings suggested improvements to the Council for consideration."
Council Budget Committee	Standing	Council committee of the whole	The mission of the Budget and Audit Committee is to objectively review and make recommendations to the City Council concerning:

Committee	Type	Councilors	Mission Statement
			<p>a) the City's annual budgets, which should be results-oriented and structurally balanced, have sustainable revenues, and promote cost effective management of programs and capital infrastructure;</p> <p>b) the City's financial reporting processes, standards, financial statements, and internal controls, as audited by the City's independent auditors; and</p> <p>c) specific assignments as requested or approved by the City Council.</p>
Housing Committee	Ad Hoc	*David Knecht Kay Van Buren George Handley	<p>The purpose of the Ad Hoc Housing Committee is to research best practices and make recommendations for:</p> <p>1. Understanding what characteristics meet the tenets of a balanced and healthy neighborhood that promote owner occupancy and long-term residency; and 2. How best to proactively address housing issues county-wide by engaging surrounding cities, the school board, housing advocates, and other experts.</p>
Impact Fee Review Committee		*Kay Van Buren Gary Winterton	
Neighborhood Program Review Committee	Ad Hoc	*David Knecht David Sewell	<i>Mission Statement:</i> "Perform a comprehensive review of the Neighborhood Program and recommend any changes based on how they will best help individual neighborhood organizations reach their full potential."
Neighborhood Advisory Board	Standing (see PCC 2.29)	*David Knecht	<i>Mission Statement:</i> "The Neighborhood Program is intended to provide advice and recommendations to the Municipal Council to aid them in their decision making, and to provide the citizens of Provo additional opportunities for input and feedback regarding land use decisions that affect their communities."
Development Approval Process Review Committee	Ad Hoc	*David Sewell David Knecht David Harding	Provo depends on developers to create our built environment, which in turn affects our quality of life and the vitality of our neighborhoods. An effective and efficient development approval process can attract high quality developments and enhance the city's property tax

Committee	Type	Councilors	Mission Statement
			<p>revenues.</p> <p>This committee will partner with the Administration to review the city's development approval process and create standards for desired outcomes and service levels. The recommended standards should inspire developer friendly attitudes and processes while preserving Provo's emphasis on citizen safety, neighborhood character, and city values. The resulting standards should also encourage citizen involvement and yield a process that quickly yet robustly evaluates the quality of a proposal and how it fits into Provo's vision. Process participants – including developers, city staff, neighborhood Chairs, and residents, will be invited to share experiences, lessons learned and best practices from other cities.</p>
Zoning Compliance Committee	Ad Hoc	*David Knecht David Sewell George Handley	Statement of purpose: To review recommendations from citizens and the Administration pertaining to zoning enforcement and compliance, and to advise the Council on how to move forward with those recommendations.

City Administrative Boards with Council Appointment

Board	Appointed By	Current Appointment	Term	Term Expiration	Meeting Time
Library Board - see PCC 2.26	Mayor with Council A&C	Vacant	3 years		4:00 on 2nd Wednesday
Provo Foundation - see PCC 2.34	Articles of Incorporation	Council Chair	1 year	January	As Needed

City Advisory/Policy Recommending Boards with a Council Appointment

Board	Appointed By	Current Appointment	Term	Term Expiration	Meeting Time
Student of Higher Education and Young Adult Advisory Board - see PCC 2.39	Municipal Council Chair	Inactive	2 years		Inactive Board

City Advisory/Policy Recommending Boards with a History of Council Liaisons

Board	Current Assignment	Meeting Time
Airport Board - see PCC 2.21	Gary Winterton	Quarterly on 2nd Tuesday 12:30
Arts Council – see PCC 2.22	David Sewell	
Energy Board - see PCC 12.01	Gary Winterton, George Stewart, George Handley	1st Monday 4:00
Transportation and Mobility Advisory Committee – see PCC 14.04B	George Handley	2nd Tuesday 12:30 pm
Parks & Recreation Board - see PCC 2.38	Gary Winterton, George Handley	3rd Thursday Monthly 12:00pm
Rock Canyon Advisory Committee	George Handley	
Sustainability Committee	George Handley	
Utah Valley Clean Air Task Force		
CDBG General Committee	David Harding	
CDBG Social Services Committee	David Harding, David Knecht?	

Joint Entity Boards

Board	Appointed By	Current Appointment	Term	Term Expiration	Meeting Time
South Utah Valley Solid Waste District (SUVSWD)	SUVSWD Bylaws	Wayne Parker, CAO			3rd Wed every other month
Utah Lake Commission	ULC Bylaws	Mayor Kaufusi?	4 years		4th Thurs each month 7:30 am
Utah Municipal Power Agency (UMPA) Board of Directors - see PCC 2.20.040(3)	Mayor with Council A&C	Mayor Kaufusi	4 years		4th Wednesday 6:00
Metropolitan Water Board - see PCC 2.20.040(1)	All Members Appointed by Council	Liaison: Kay Van Buren , Gary Winterton	6 years		Quarterly Sara Hubbs, provometrowater@gmail.com 801-465-5205
Provo Housing Authority* - see PCC 2.20.010	Mayor with Council A&C	George Handley			Monthly 3 rd or 4 th Wednesday at 4:15 PM

Non-City Boards with City/Council Appointments/Liaisons (by rule, tradition, or request):

Board	Appointed By	Current Assignment	Meeting Time
Downtown Provo, Inc.	(Liaison appointed by Council Chair)	Gary Winterton, David Harding	3 rd Wed monthly 8:00 am
Utah Lake Commission	Bylaws	Mayor Kaufusi	
Mountainland Association of Governments Executive Council	Bylaws	Mayor Kaufusi	Bylaws stipulate 4 th Thursday
ULCT Land Use Task Force	Bylaws	Council Executive Director or designee	
ULCT Legislative Policy Committee	Bylaws; City may have up to three but only one staff member	David Harding (assume Mayor and CAO are the other two)	Mondays (except holidays) at 12:00 pm during State Legislative Session

City Administrative and Quasi-judicial Boards without Council Appointment/Liaison
(Not Recommended)

- Board of Adjustment (Zoning) (see [PCC 14.05](#))
- Board of Appeals (Building Code) (see [PCC 2.20.010](#))
- Classified Civil Service Commission (see [PCC 2.20.010](#))
- Landmarks Commission (see [PCC 16.01](#))¹
- Planning Commission (see [PCC 14.04](#))¹
 - Design Review Committee (see [PCC 14.04A](#))
- Unclassified Civil Service Appeals Board ([PCC 2.20.010](#))

¹ These bodies also act as City Advisory/Policy Recommending Boards.

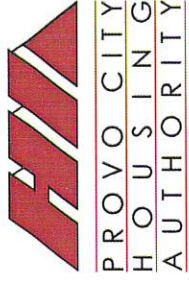


Zoning Compliance Strategic Plan

Adopted by the Provo City Council on April 18, 2017

Goal	Possible Legislative Actions	Possible Executive Actions
<p>1. Enhanced enforcement efforts reduce financial incentives for violators and result in greater compliance.</p> <p><i>Action</i> - Use additional resources, investigative methods, and enforcement tools to ensure that the cost of violating zoning laws outweighs possible financial benefits for violators.</p>	<p><input checked="" type="checkbox"/> Form Council Committee to evaluate and recommend enforcement improvements</p> <p><input checked="" type="checkbox"/> Gather citizen feedback on enforcement priorities</p> <p><input checked="" type="checkbox"/> Recommend to Council and Administration a strategic plan for code enforcement</p> <p><input type="checkbox"/> Implement recommended legislative changes and use budget and oversight powers to support efforts to enhance enforcement</p>	<p><input checked="" type="checkbox"/> Form inter-departmental task force to review and propose changes to code enforcement efforts and to consider and act on problematic cases</p> <p><input checked="" type="checkbox"/> Increase legal staff to handle the workload associated with enhanced enforcement efforts</p> <p><input type="checkbox"/> Evaluate additional tools and investigative methods for enforcement</p> <p><input type="checkbox"/> Use appropriate enforcement methods to increase cost of violations for those who may see it as “a cost of doing business”</p> <p><input type="checkbox"/> Report to Council Committee with proposed legislative changes</p>
<p>2. Enhanced regulation and enforcement of rental dwelling licenses leads to greater compliance by landlords.</p> <p><i>Action</i> - Create enhanced rental dwelling license regulations to put landlords on notice of requirements and expectations and increase enforcement efforts and prosecution of violations.</p>	<p><input type="checkbox"/> Review and implement recommended legislative changes regarding license requirements and procedures</p>	<p><input type="checkbox"/> Evaluate and revise requirements to obtain/maintain a rental dwelling license</p> <ul style="list-style-type: none"> Require that landlords have a contract with every adult tenant with license approval letter attached. Require contracts to be available to City upon request Require license approval letter to be displayed in rentals <p><input type="checkbox"/> Increase enforcement of license violations</p> <ul style="list-style-type: none"> Identify staff responsible for pursuing license violations <p><input type="checkbox"/> Involve public and partners in enforcement efforts</p> <ul style="list-style-type: none"> Database of licenses to aid public in reporting violations? Ask BYU to require married and grad students who do not live in BYU-approved housing to verify there is a license?

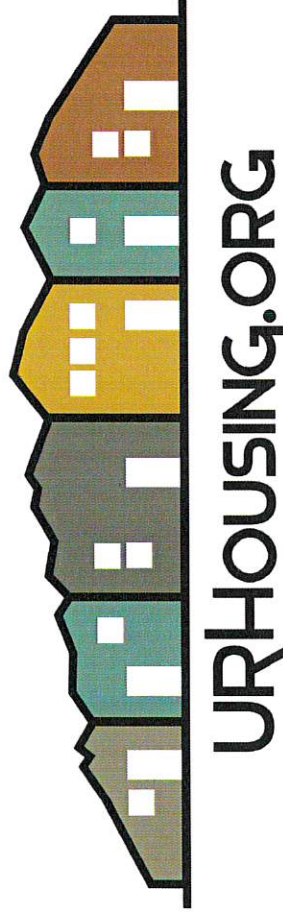
<p>3. Increased regulation and enforcement of zoning disclosures and verifications leads to decline in over-occupancy/illegal rental market.</p> <p><i>Action</i> - Use zoning disclosures and verifications, and enforcement efforts, to educate buyers, sellers, realtors, managers, etc. about legal uses to limit investor market in over-occupancy/illegal rental situations.</p>	<p><input type="checkbox"/> Revise zoning disclosure and verification legislation to ensure that buyers, sellers, realtors, landlords, and tenants are fully aware of legal uses</p> <ul style="list-style-type: none"> Require zoning disclosures be signed by buyers and filed with (or available to) the City 	<p><input type="checkbox"/> Increase availability/utility of zoning verifications</p> <ul style="list-style-type: none"> Reduced cost or free Public database? Add history of property (previous violations, uses, etc.) to verifications <p><input type="checkbox"/> Once passed, enforce laws requiring disclosure</p>
<p>4. Adequate staffing and training of code enforcement personnel allows for timely and efficient enforcement efforts.</p> <p><i>Action</i> - Review staffing levels and training of code enforcement personnel. Take appropriate action to increase where needed.</p>	<p><input type="checkbox"/> Ensure and approve adequate budget for enforcement officers and training</p>	<p><input type="checkbox"/> Review enforcement officer staffing and training and propose adequate budget</p> <p><input type="checkbox"/> Evaluate utility/effectiveness of uniforms for enforcement officers and take appropriate action</p> <p><input type="checkbox"/> Involve police officers in enforcement efforts where appropriate</p>
<p>5. Increased communication with, and education of, residents leads to reduction in violations and better cooperation in enforcement efforts.</p> <p><i>Action</i> - Increase community education about zoning laws and processes to encourage compliance and to improve enforcement efforts.</p>	<p><input type="checkbox"/> Support administration efforts through use of public engagement tools and budget</p>	<p><input type="checkbox"/> Educate residents about zoning requirements and their benefits</p> <p><input type="checkbox"/> Educate residents about enforcement process</p> <ul style="list-style-type: none"> Complaints are anonymous and not revealed to violator by City staff However, anonymity can make enforcement difficult or impossible <p><input type="checkbox"/> Provide feedback to complainants regarding enforcement efforts</p>
<p>6. Engagement with stakeholders increases awareness, cooperation, and compliance.</p> <p><i>Action</i> - Include relevant parties wherever appropriate throughout all efforts to improve compliance.</p>	<p><input type="checkbox"/> Consult stakeholders, such as neighborhoods, real estate professionals, BYU, etc. in crafting legislative solutions</p>	<p><input type="checkbox"/> Communicate with stakeholders about enforcement problems</p> <ul style="list-style-type: none"> For example, notify landlords, BYU, etc. each time police respond to a rental property
<p>7. Clarifying current zoning laws and advancing new ones results in a code that is clear and provides the tools enforcement officers need.</p> <p><i>Action</i> - Review current code and current enforcement efforts to identify needed changes and tools. Continue to review enhanced enforcement efforts to identify additional needed improvements.</p>	<p><input type="checkbox"/> Engage with administration to evaluate and implement legislation in support of this goal</p>	<p><input type="checkbox"/> Identify current code sections that need clarification</p> <ul style="list-style-type: none"> Definition of “visitor” <p><input type="checkbox"/> Evaluate current enforcement problems and propose legislation where new tools are needed</p>



Provo City Housing Authority

Board of Commissioners

Name	Appointment	Term
Douglas Gale	Chairman	6-30-20
Jonathan Kau	Vice-Chair	6-30-20
Buddy Richards	Commissioner	6-30-20
Craig Carlile	Commissioner	6-30-20
Lauren Manzione	Commissioner	6-30-20
George Handley	Commissioner	6-30-22
Lynette Hemsath	Resident Commissioner	6-30-22
Robert Vernon	Secretary	



Utah Regional Housing Board of Directors

Name	Appointment
Douglas Gale	Chairman
David Gardner	Director
Craig Carlile	Director
Kim Santiago	Director
Robert Vernon	Secretary



Affordable Housing Policy Discussion

Work Session, December 18, 2018



Housing Gap Coalition Resolution:

1. Seek to minimize barriers to the provision of housing opportunities for all incomes and life stages;
2. Review existing practices that would negatively impact housing affordability;
3. Plan and seek to allow significant housing opportunities near employment centers, public transportation, and other amenities;
4. Increase public and government awareness and understanding of the housing affordability needs of our city, region and state;
5. Think, and coordinate regionally, about local land use decisions;
6. Seek to align housing, infrastructure, and economic development efforts; and
7. Promote collaboration with other communities, elected officials, and stakeholders on additional solutions.



Housing Gap Coalition Resolution:

- Do nothing
- Reject the resolution
- Revise the Resolution
- Approve the resolution
- Approve a new resolution
- Affirm the UCLT resolution
- Research housing needs



WELCOME HOME

ULCT Resolution 2018-004:

1. Population growth and the housing gap

- engage with other stakeholders to formulate and consider state initiatives that facilitate the accommodation of population growth, and that enhance flexibility of other revenue tools.
- support expanding the use of accessory dwelling units where appropriate.
- review zoning ordinances, regulatory ordinances, and processes to facilitate additional housing units (i) where the infrastructure can support them, (ii) particularly near current and future transportation corridors, and (iii) in a manner that preserves local official decision-making.
- support efforts to inform residents about population growth and mitigate the impacts on their quality of life.



ULCT Resolution 2018-004:

2. Housing affordability

- support federal policies that could ease material and labor costs that impact housing prices.
- support other efforts to reduce costs of housing that are not tied to infrastructure.
- support state and local efforts to improve wage growth.

3. Affordable housing

- commit to examining their current housing stock by complying with HB 259 (2018) Moderate Income Housing Amendments to incorporate moderate income housing into their general plans.
- support state financial support and other incentives such as inclusionary zoning in certain areas to preserve or create affordable housing.



WELCOME HOME

HGC Resolution vs. Provo General Plan

Proposed Resolution	Provo City's Current Policies
Pledge of Support: We, as municipal leaders of Provo City, pledge to consider housing affordability issues with a regional perspective. That together with other Utah local governments and community stakeholders, Provo City will work towards the goal of housing affordability for all Utah residents, and we recognize our ability to implement various smart growth strategies to promote and maintain housing affordability.	<p>Conduct a comprehensive city-wide housing audit, including an analysis of housing available for very-low income residents, for both student and non-student populations. (General Plan 3.4.2.1)</p> <p>Make quality housing and services that are accessible to all segments of the population. (General Plan 3.4.4.4)</p> <p>Council Priorities 2018-2019, Affordable Housing</p>



WELCOME HOME

HGC Resolution vs. Provo General Plan

Proposed Resolution	Provo City's Current Policies
1. Seek to minimize barriers to the provision of housing opportunities for all incomes and life stages;	<p>Encourage such tools as community land trusts and inclusionary housing to ensure more stability in owner occupancy rates. (General Plan 3.4.1.14)</p> <p>Promote low cost land or subsidies in the form of reduced impact fees and down payment and financing assistance. (General Plan 3.4.2.6)</p> <p>Encourage home ownership and preservation through neighborhood based economic assistance programs. (General Plan 3.4.4.2)</p> <p>Make quality housing and services that are accessible to all segments of the population. (General Plan 3.4.4.4)</p> <p>Provo City will encourage the development of market-rate housing throughout the community, with special care and analysis being taken into consideration for the construction of tax-subsidized housing inventory. (General Plan 3.4.5.1)</p> <p>Provo City will set aside a reasonable and effective minimum of any new commercial or residential development for affordable housing units or redevelopment in the City (inclusionary zoning). (General Plan 3.4.5.7)</p> <p>Sufficient supply of affordable housing (for all income levels) for people desiring to live in Provo in the housing type they desire (Council Priorities, Affordable Housing Desired Outcomes)</p>



WELCOME HOME

HGC Resolution vs. Provo General Plan

Proposed Resolution	Provo City's Current Policies
2. Review existing practices that would negatively impact housing affordability;	<p>Conduct a comprehensive city-wide housing audit, including an analysis of housing available for very-low income residents, for both student and non-student populations. (General Plan 3.4.2.1)</p> <p>Promote low cost land or subsidies in the form of reduced impact fees and down payment and financing assistance. (General Plan 3.4.2.6)</p> <p>Provo City will encourage the development of market-rate housing throughout the community, with special care and analysis being taken into consideration for the construction of tax-subsidized housing inventory. (General Plan 3.4.5.1)</p> <p>Assess housing needs using relevant, current data on demographics, and market conditions (Council Priorities, Affordable Housing Desired Outcomes)</p>



WELCOME HOME

HGC Resolution vs. Provo General Plan

Proposed Resolution	Provo City's Current Policies
3. Plan and seek to allow significant housing opportunities near employment centers, public transportation, and other amenities;	<p>Consider amending zoning districts and regulations to encourage higher-density uses in proximity to major transportation facilities. Discourage high-density development where transportation facilities cannot be developed to provide an acceptable level of service commensurate with the high-density development proposed. (General Plan 1.4.13.5)</p> <p>Promote more walkability and access to mass transit by identifying areas that are best suited for mixed and higher density housing. (General Plan 3.4.6.5)</p> <p>Sustainable development – connectivity to transportation, grocery stores, agricultural and open space preservation, etc. (Council Priorities, Affordable Housing Desired Outcomes)</p>



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HGC Resolution vs. Provo General Plan

Proposed Resolution	Provo City's Current Policies
4. Increase public and government awareness and understanding of the housing affordability needs of our city, region and state;	<p>Conduct a comprehensive city-wide housing audit, including an analysis of housing available for very-low income residents, for both student and non-student populations. (General Plan 3.4.2.1)</p> <p>Assess housing needs using relevant, current data on demographics, and market conditions (Council Priorities, Affordable Housing Desired Outcomes)</p>

Proposed Resolution	Provo City's Current Policies
5. Think, and coordinate regionally, about local land use decisions;	<p>Disperse the increasing demand for affordable housing throughout the City and the County. (General Plan 1.4.3)</p> <p>Initiate actions necessary to encourage other cities within the county to accommodate a share of the rental housing market. (General Plan 1.4.3.1)</p> <p>Distribution of affordable housing throughout the County (Council Priorities, Affordable Housing Desired Outcomes)</p>



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HGC Resolution vs. Provo General Plan

Proposed Resolution	Provo City's Current Policies
6. Seek to align housing, infrastructure, and economic development efforts; and	<p>Encourage maximum buildout in existing higher-density areas (south of Brigham Young University and within the Central Business District) with adequate parking and infrastructure. (General Plan 1.4.3.6)</p> <p>Establish acceptable service levels for public infrastructure and limit growth to maintain those levels. (General Plan 1.4.3.7)</p> <p>Encourage development patterns that reduce land and development costs. (General Plan 3.4.4.3)</p> <p>Make quality housing and services that are accessible to all segments of the population. (General Plan 3.4.4.4)</p>



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HGC Resolution vs. Provo General Plan

Proposed Resolution	Provo City's Current Policies
7. Promote collaboration with other communities, elected officials, and stakeholders on additional solutions.	<p>Disperse the increasing demand for affordable housing throughout the City and the County. (General Plan 1.4.3)</p> <p>Initiate actions necessary to encourage other cities within the county to accommodate a share of the rental housing market. (General Plan 1.4.3.1)</p> <p>Provo City will work with major employers and BYU to discover the housing needs of existing employees, understand growth projections and find suitable housing options for young married students and post-graduate professionals. (General Plan 3.4.5.3)</p> <p>Provo City will seek cooperation with local businesses and non-profit organizations to provide critical assistance to poor and transient populations in our community to balance community health, employment, housing and safety issues. (General Plan 5.4.3.5)</p> <p>Distribution of affordable housing throughout the County (Council Priorities, Affordable Housing Desired Outcomes)</p>



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Moderate Income Housing Requirements – Existing and Proposed

Strategies already in state law	Proposed new strategies
Rezone for densities necessary to assure production of MIH	Create/allow/reduce regulations for accessory dwelling units (ADUs)
Facilitate rehabilitation or expansion of infrastructure to encourage construction of MIH	Allow for housing in commercial and mixed-use zones
Encourage rehabilitation of uninhabitable stock into MIH	Encourage higher density or MIH near mayor transit investment corridors
Consider subsidies to waive construction-related fees	Eliminate or reduce parking requirements in certain areas
Consider state/fed funds and incentives to promote construction of MIH	Allow for Single Resident Occupancy (SRO) developments
Consider UHC (Utah Housing Corporation), DWS (Department of Workforce Services), and AOG (Association of Governments) programs	Preserve existing MIH
	Consider services provided by a public housing authority
	Employ incentives for a developer to ensure long-term affordability (inclusionary housing/deed-restricted units)
	Other strategies to promote affordability



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HGC Resolution (Provo amendments):

SECTION 1. Pledge of support. We, as municipal leaders of Provo City, pledge to consider housing affordability issues with a regional perspective. That ~~Together~~ with other Utah local governments and community stakeholders, we ~~as a~~ Provo City are ~~committed to ensuring~~ will work towards the goal of housing affordability is attainable for all Utah residents, and we recognize our ability to implement various smart growth strategies to promote and maintain housing affordability.



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HGC Resolution (Provo amendments):

Section 2. Measures to be taken. ~~Within the context of worthwhile goals and purposes, the~~
~~eCity~~ pledges to adopt and implement measures that are designed to:

1. ~~M~~Seek to minimize barriers, including exercising restraint in impact and permit fee increases, to the provision of all housing and provides housing opportunities for all of incomes and life stages;
2. Review and reform existing practices, including zoning, impact and other fees, and other potential ~~impacts~~ that would negatively impact housing affordability;
3. Plan and seek to allow significant housing opportunities near employment centers, public transportation, and other amenities;
4. Increase public and government awareness and understanding of the housing affordability needs of our city, region and state;
5. Think, and coordinate regionally, about local land use decisions;
6. ASeek to align housing, infrastructure, and economic development efforts; and
7. Promote collaboration with other communities, elected officials, and stakeholders on additional solutions.



WELCOME HOME

Affordable Housing in Utah County:

- 29 of 47 affordable housing projects 61.7%
- 1,093 of 1,870 units 58.4%

are in Provo

Source: Utah Regional Housing as presented at the Utah Community Land Trust Symposium, December 6, 2018