

MEMORANDUM



TO: Mayor and City Council

DATE: November 12, 2021

FROM: Duane Huffman, City Administrator

RE: **Annual Moderate-Income Housing Report**

Utah Code requires that the council annually:

- Update 5-year estimates of moderate-income housing needs UCA 10-9a-408 and 17-27a-408.
- Conduct a review of the moderate-income housing element and its implementation; and
- Report the findings for updated planning to the Housing and Community Development Division (HCDD) of the Utah Department of Workforce Services and their Association of Government or Metropolitan Planning Organization no later than December 1 of each year.
- Post the report on their municipality's website.

Included with this memo is proposed report that accomplishes these requirements. Upon review and approval, staff will submit the report to the state and post it on the city's website.



State of Utah
Department of Workforce Services
Housing & Community Development

ANNUAL MODERATE-INCOME HOUSING REPORTING FORM

Under the Utah Code, Municipal legislative bodies must annually:

- Update 5-year estimates of moderate-income housing needs UCA 10-9a-408 and 17-27a-408.
- Conduct a review of the moderate-income housing element and its implementation; and
- Report the findings for updated planning to the Housing and Community Development Division (HCDD) of the Utah Department of Workforce Services and their Association of Government or Metropolitan Planning Organization no later than December 1 of each year.
- Post the report on their municipality's website.

In accordance with UCA 10-9a-401 and 17-27a-401 municipalities that must report regularly are:

- Cities of the first, second, third, and fourth class (or have 10,000 or more residents).
- Cities of the fifth class:
 - Having an estimated population greater than or equal to 5,000 residents; **AND**
 - That are located in a county with a population greater than or equal to 31,000 residents.
- Metro Townships:
 - Having an estimated population greater than or equal to 5,000 residents;
 - Having an estimated population less than 5,000 **BUT** is located in a county with a population greater than or equal to 31,000 residents.
- Not a town with fewer than 1,000 residents.

To find out if your municipality must report annually, please visit:

<https://jobs.utah.gov/housing/affordable/moderate/reporting/>

For additional moderate-income housing planning resources:

<https://jobs.utah.gov/housing/affordable/moderate/index.html>

MUNICIPAL GOVERNMENT INFORMATION:

Municipal Government: West Bountiful City

Reporting Date: November 23, 2021

MUNICIPAL GOVERNMENT CONTACT INFORMATION:

Duane Huffman, City Administrator

Mayor's First and Last Name: Ken Romney

Mayor's Email Address: kenr@gramoll.com

PREPARER CONTACT INFORMATION:

Preparer's First and Last Name: Duane Huffman

Preparer's Title: City Administrator

Preparer's Email Address: DHuffman@wbcity.org

Preparer's Telephone: 801-292-4486 Extension: 117

When did the municipality last adopt moderate-income housing element of their general plan?

2020

Link to moderate-income housing element on municipality website:

https://media.rainpos.com/2706/2020_wb_mih.pdf

UCA 10-9a-403 (2)(b)(iii) and **17-27a-403 (2)(b)(ii)** requires municipalities to include three or more strategies in their moderate-income housing element of their general plan. In addition to the recommendations required under **10-9a-403 (2)(b)(iii)** and **17-27a-403 (2)(b)(ii)**, for a municipality that has a fixed guideway public transit station, shall include a recommendation to implement the strategies described in **10-9a-403 (2)(b)(iii)(G) or (H)** and **17-27a-403 (2)(b)(ii)(G) or (H)**. Municipalities shall annually progress on implementing these recommendations.

STRATEGIES

***** Repeat questions 1-5 for each strategy listed in the moderate-income housing element of the general plan. Include additional strategies on a separate document. *****

1. State strategy municipality included in the moderate-income housing element of its general plan below.

Create more flexibility for internal ADUs.

2. Please state the municipality's goal(s) associated with the strategy

Review and update the ordinance

3. What are the specific outcomes that the strategy intends to accomplish?

The past ADU ordinance was very restrictive. The update included eliminating renter restrictions, changed ADUs from conditional to permitted uses, added timeframes for owner absences, and reduced processing hurdles.

4. Please describe how the municipality has monitored its annual progress toward achieving the goal(s).

Through consistent placement of the item on planning commission and city council agendas until adoption.

5. In the boxes below, outline the following objectives associated with the goal(s) stated in item 2.
a. Please identify the key tasks of each stage needed to accomplish the goal(s) stated in item 2.

The update included creating a draft, holding a public hearing and several workshop discussions, a recommendation by the Planning Commission, and adoption by the City Council

- b. Please identify the primary parties that are responsible for completing the key tasks of each stage identified in item 5a.

Planning Commission and City Council

- c. Please describe the resources that the municipality must allocate to complete the key task of each stage identified in item 5a.

The ordinance update was adopted on July 20, 2021

- d. Please state specific deadlines for completing the key tasks of each stage identified in item 5a.

The ordinance update was adopted on July 20, 2021

- e. Which of the tasks stated in item 5a have been completed so far, and what have been their results?

Ordinance is complete and all steps were completed.

- f. How is the municipality addressing results described in 5e that deviate from the desired outcomes specified in item 3? What barriers has the municipality encountered during the course of implementation of said goals?

The original goal was accomplished. Understanding new state laws related to ADUs required additional time for the process.

- g. (Optional) Have you considered efforts to use a moderate-income housing set aside from a community reinvestment agency, redevelopment agency, or community development and renewal agency within your community.

Not for this goal.

PLEASE SUBMIT REQUISITE DOCUMENTATION FROM THE EVALUATION PERIOD THAT VALIDATES THE INFORMATION PROVIDED IN THIS REPORT.

Municipal legislative bodies are also required to review and submit the following:

UCA 10-9a-408(2)(i): *(data should be from validated sources, like US Census, with verified methodologies)*

- A current estimate of the city's rental housing needs for the following income limits:
 - 80% of the county's adjusted median family income -10
 - 50% of the county's adjusted median family income -20
 - 30% of the county's adjusted median family income -10

UCA 10-9a-103(41)(b): (data should be from validated sources, like US Census, with verified methodologies)

- An updated projection of 5-year affordable housing needs, which includes:
 - Projected growth of households (housing demand)
 - Projected housing stock (housing supply)
 - Projected median housing costs
 - Projected median household income

To complete the annual reporting requirements above, please download the state's FIVE YEAR HOUSING PROJECTION CALCULATOR: <https://jobs.utah.gov/housing/affordable/moderate/>

Submission Guidelines:

1. Moderate-income housing review reports are due on December 1 of each year.
2. Emails must include the following items as separate attachments:
 - An updated estimate of the municipality's 5-year moderate-income housing needs
 - A findings report of the annual moderate-income housing element review
 - The most current version of the moderate-income housing element of the municipality's general plan
 - Submitted moderate-income housing elements must include their adoption date on a cover page.
3. Acceptable electronic document formats include:
 - (a) DOC or PDF
4. Emails MUST be addressed to: dfields@utah.gov.

AOG Contact Information:

Bear River AOG 170 N Main Logan, Utah 84321 Phone (435) 752-7242	Six County AOG 250 North Main Street, Richfield, Utah Phone: (435) 893-0712	Uintah Basin AOG 330 East 100 South Roosevelt, UT 84066 Phone: (435) 722-4518
Five County AOG 1070 W 1600 S Saint George, Ut 84770 Phone: (435) 673-3548	Southeastern Utah AOG 375 South Carbon Avenue Price, UT 84501 Phone: (435) 637-5444	Wasatch Front Regional Council 41 N. Rio Grande Street, Suite 103 Salt Lake City, UT 84101 Phone: (801) 363-4250
Mountainland AOG 586 E 800 N Orem, UT 84097 Phone: 801-229-3800		

A proud partner of the  **americanjobcenter** network

Equal Opportunity Employer/Program

Auxiliary aids and services are available upon request to individuals with disabilities by calling 801-526-9240. Individuals who are deaf, hard of hearing, or have speech impairments may call Relay Utah by dialing 711. Spanish Relay Utah: 1-888-346-3162.



State of Utah
Department of Workforce Services
Housing & Community Development

ANNUAL MODERATE-INCOME HOUSING REPORTING FORM

Under the Utah Code, Municipal legislative bodies must annually:

- Update 5-year estimates of moderate-income housing needs UCA 10-9a-408 and 17-27a-408.
- Conduct a review of the moderate-income housing element and its implementation; and
- Report the findings for updated planning to the Housing and Community Development Division (HCDD) of the Utah Department of Workforce Services and their Association of Government or Metropolitan Planning Organization no later than December 1 of each year.
- Post the report on their municipality's website.

In accordance with UCA 10-9a-401 and 17-27a-401 municipalities that must report regularly are:

- Cities of the first, second, third, and fourth class (or have 10,000 or more residents).
- Cities of the fifth class:
 - Having an estimated population greater than or equal to 5,000 residents; **AND**
 - That are located in a county with a population greater than or equal to 31,000 residents.
- Metro Townships:
 - Having an estimated population greater than or equal to 5,000 residents;
 - Having an estimated population less than 5,000 **BUT** is located in a county with a population greater than or equal to 31,000 residents.
- Not a town with fewer than 1,000 residents.

To find out if your municipality must report annually, please visit:

<https://jobs.utah.gov/housing/affordable/moderate/reporting/>

For additional moderate-income housing planning resources:

<https://jobs.utah.gov/housing/affordable/moderate/index.html>

MUNICIPAL GOVERNMENT INFORMATION:

Municipal Government: West Bountiful City

Reporting Date: November 23, 2021

MUNICIPAL GOVERNMENT CONTACT INFORMATION:

Duane Huffman, City Administrator

Mayor's First and Last Name: Ken Romney

Mayor's Email Address: kenr@gramoll.com

PREPARER CONTACT INFORMATION:

Preparer's First and Last Name: Duane Huffman

Preparer's Title: City Administrator

Preparer's Email Address: DHuffman@wbccity.org

Preparer's Telephone: 801-292-4486 Extension: 117

When did the municipality last adopt moderate-income housing element of their general plan?

2020

Link to moderate-income housing element on municipality website:

https://media.rainpos.com/2706/2020_wb_mih.pdf

UCA 10-9a-403 (2)(b)(iii) and **17-27a-403 (2)(b)(ii)** requires municipalities to include three or more strategies in their moderate-income housing element of their general plan. In addition to the recommendations required under **10-9a-403 (2)(b)(iii)** and **17-27a-403 (2)(b)(ii)**, for a municipality that has a fixed guideway public transit station, shall include a recommendation to implement the strategies described in **10-9a-403 (2)(b)(iii)(G) or (H)** and **17-27a-403 (2)(b)(ii)(G) or (H)**. Municipalities shall annually progress on implementing these recommendations.

STRATEGIES

***** Repeat questions 1-5 for each strategy listed in the moderate-income housing element of the general plan. Include additional strategies on a separate document. *****

1. State strategy municipality included in the moderate-income housing element of its general plan below.

Employee Down Payment Assistance

2. Please state the municipality's goal(s) associated with the strategy

Explore financial options to provide assistance to employees for housing down payments

3. What are the specific outcomes that the strategy intends to accomplish?

Understand the viability of assisting employees in finding and affording housing

4. Please describe how the municipality has monitored its annual progress toward achieving the goal(s).

City has had discussions during 2021

5. In the boxes below, outline the following objectives associated with the goal(s) stated in item 2.
a. Please identify the key tasks of each stage needed to accomplish the goal(s) stated in item 2.

1. Find model that could work for our situation
2. Conduct a financial analysis of impacts on City budget
3. Understand implications of final policy.

- b. Please identify the primary parties that are responsible for completing the key tasks of each stage identified in item 5a.

City staff, planning commission, and city council.

- c. Please describe the resources that the municipality must allocate to complete the key task of each stage identified in item 5a.

The city is currently reviewing whether it will continue with this goal or set a new goal for 2022. This decision is targeted for February 28, 2022.

- d. Please state specific deadlines for completing the key tasks of each stage identified in item 5a.

The city is currently reviewing whether it will continue with this goal or set a new goal for 2022. This decision is targeted for February 28, 2022.

- e. Which of the tasks stated in item 5a have been completed so far, and what have been their results?

Work has been delayed due to staffing changes and the pandemic.

- f. How is the municipality addressing results described in 5e that deviate from the desired outcomes specified in item 3? What barriers has the municipality encountered during the course of implementation of said goals?

Staffing changes and the pandemic have limited the city's ability to move forward with this goal. The city will discuss whether it is reasonable to continue with this goal or shift to a different goal that could reasonably be accomplished and have positive impact.

- g. (Optional) Have you considered efforts to use a moderate-income housing set aside from a community reinvestment agency, redevelopment agency, or community development and renewal agency within your community.

If the city moves forward with this goal, this funding source will be a primary option.

PLEASE SUBMIT REQUISITE DOCUMENTATION FROM THE EVALUATION PERIOD THAT VALIDATES THE INFORMATION PROVIDED IN THIS REPORT.

Municipal legislative bodies are also required to review and submit the following:

UCA 10-9a-408(2)(i): (data should be from validated sources, like US Census, with verified methodologies)

- A current estimate of the city's rental housing needs for the following income limits:

○ 80% of the county's adjusted median family income	-10
○ 50% of the county's adjusted median family income	-20
○ 30% of the county's adjusted median family income	-10

UCA 10-9a-103(41)(b): (data should be from validated sources, like US Census, with verified methodologies)

- An updated projection of 5-year affordable housing needs, which includes:
 - Projected growth of households (housing demand)
 - Projected housing stock (housing supply)
 - Projected median housing costs
 - Projected median household income

To complete the annual reporting requirements above, please download the state's FIVE YEAR HOUSING PROJECTION CALCULATOR: <https://jobs.utah.gov/housing/affordable/moderate/>

Submission Guidelines:

1. Moderate-income housing review reports are due on December 1 of each year.
2. Emails must include the following items as separate attachments:
 - An updated estimate of the municipality's 5-year moderate-income housing needs
 - A findings report of the annual moderate-income housing element review
 - The most current version of the moderate-income housing element of the municipality's general plan
 - Submitted moderate-income housing elements must include their adoption date on a cover page.
3. Acceptable electronic document formats include:
 - (a) DOC or PDF
4. Emails MUST be addressed to: dfields@utah.gov.

AOG Contact Information:

Bear River AOG 170 N Main Logan, Utah 84321 Phone (435) 752-7242	Six County AOG 250 North Main Street, Richfield, Utah Phone: (435) 893-0712	Uintah Basin AOG 330 East 100 South Roosevelt, UT 84066 Phone: (435) 722-4518
Five County AOG 1070 W 1600 S Saint George, Ut 84770 Phone: (435) 673-3548	Southeastern Utah AOG 375 South Carbon Avenue Price, UT 84501 Phone: (435) 637-5444	Wasatch Front Regional Council 41 N. Rio Grande Street, Suite 103 Salt Lake City, UT 84101 Phone: (801) 363-4250
Mountainland AOG 586 E 800 N Orem, UT 84097 Phone: 801-229-3800		

A proud partner of the  **americanjobcenter** network

Equal Opportunity Employer/Program

Auxiliary aids and services are available upon request to individuals with disabilities by calling 801-526-9240. Individuals who are deaf, hard of hearing, or have speech impairments may call Relay Utah by dialing 711. Spanish Relay Utah: 1-888-346-3162.



State of Utah
Department of Workforce Services
Housing & Community Development

ANNUAL MODERATE-INCOME HOUSING REPORTING FORM

Under the Utah Code, Municipal legislative bodies must annually:

- Update 5-year estimates of moderate-income housing needs UCA 10-9a-408 and 17-27a-408.
- Conduct a review of the moderate-income housing element and its implementation; and
- Report the findings for updated planning to the Housing and Community Development Division (HCDD) of the Utah Department of Workforce Services and their Association of Government or Metropolitan Planning Organization no later than December 1 of each year.
- Post the report on their municipality's website.

In accordance with UCA 10-9a-401 and 17-27a-401 municipalities that must report regularly are:

- Cities of the first, second, third, and fourth class (or have 10,000 or more residents).
- Cities of the fifth class:
 - Having an estimated population greater than or equal to 5,000 residents; **AND**
 - That are located in a county with a population greater than or equal to 31,000 residents.
- Metro Townships:
 - Having an estimated population greater than or equal to 5,000 residents;
 - Having an estimated population less than 5,000 **BUT** is located in a county with a population greater than or equal to 31,000 residents.
- Not a town with fewer than 1,000 residents.

To find out if your municipality must report annually, please visit:

<https://jobs.utah.gov/housing/affordable/moderate/reporting/>

For additional moderate-income housing planning resources:

<https://jobs.utah.gov/housing/affordable/moderate/index.html>

MUNICIPAL GOVERNMENT INFORMATION:

Municipal Government: West Bountiful City

Reporting Date: November 23, 2021

MUNICIPAL GOVERNMENT CONTACT INFORMATION:

Duane Huffman, City Administrator

Mayor's First and Last Name: Ken Romney

Mayor's Email Address: kenr@gramoll.com

PREPARER CONTACT INFORMATION:

Preparer's First and Last Name: Duane Huffman

Preparer's Title: City Administrator

Preparer's Email Address: DHuffman@wbcity.org

Preparer's Telephone: 801-292-4486

Extension: 117

When did the municipality last adopt moderate-income housing element of their general plan?

2020

Link to moderate-income housing element on municipality website:

https://media.rainpos.com/2706/2020_wb_mih.pdf

UCA 10-9a-403 (2)(b)(iii) and **17-27a-403 (2)(b)(ii)** requires municipalities to include three or more strategies in their moderate-income housing element of their general plan. In addition to the recommendations required under **10-9a-403 (2)(b)(iii)** and **17-27a-403 (2)(b)(ii)**, for a municipality that has a fixed guideway public transit station, shall include a recommendation to implement the strategies described in **10-9a-403 (2)(b)(iii)(G) or (H)** and **17-27a-403 (2)(b)(ii)(G) or (H)**. Municipalities shall annually progress on implementing these recommendations.

STRATEGIES

***** Repeat questions 1-5 for each strategy listed in the moderate-income housing element of the general plan. Include additional strategies on a separate document. *****

1. State strategy municipality included in the moderate-income housing element of its general plan below.

Reduce Impact Fees for affordable housing

2. Please state the municipality's goal(s) associated with the strategy

Remove any impact fees for ADUs

3. What are the specific outcomes that the strategy intends to accomplish?

ADUs generally reflect a more affordable housing option. In addition to updating the city ordinance on ADUs, the city ensured that impact fees are not being charged for ADUs.

4. Please describe how the municipality has monitored its annual progress toward achieving the goal(s).

The goal is complete - no impact fees are charged for ADUs

5. In the boxes below, outline the following objectives associated with the goal(s) stated in item 2.
a. Please identify the key tasks of each stage needed to accomplish the goal(s) stated in item 2.

Review of impact fee codes and practices related to assessments on ADUs.

- b. Please identify the primary parties that are responsible for completing the key tasks of each stage identified in item 5a.

City staff and city council.

- c. Please describe the resources that the municipality must allocate to complete the key task of each stage identified in item 5a.

Task complete.

- d. Please state specific deadlines for completing the key tasks of each stage identified in item 5a.

Task complete.

- e. Which of the tasks stated in item 5a have been completed so far, and what have been their results?

The completed goal has helped make the possibility of ADUs a more affordable housing option.

- f. How is the municipality addressing results described in 5e that deviate from the desired outcomes specified in item 3? What barriers has the municipality encountered during the course of implementation of said goals?

No deviations

- g. (Optional) Have you considered efforts to use a moderate-income housing set aside from a community reinvestment agency, redevelopment agency, or community development and renewal agency within your community.

No

PLEASE SUBMIT REQUISITE DOCUMENTATION FROM THE EVALUATION PERIOD THAT VALIDATES THE INFORMATION PROVIDED IN THIS REPORT.

Municipal legislative bodies are also required to review and submit the following:

UCA 10-9a-408(2)(i): (*data should be from validated sources, like US Census, with verified methodologies*)

- A current estimate of the city's rental housing needs for the following income limits:

○ 80% of the county's adjusted median family income	-10
○ 50% of the county's adjusted median family income	-20
○ 30% of the county's adjusted median family income	-10

UCA 10-9a-103(41)(b): (data should be from validated sources, like US Census, with verified methodologies)

- An updated projection of 5-year affordable housing needs, which includes:
 - Projected growth of households (housing demand)
 - Projected housing stock (housing supply)
 - Projected median housing costs
 - Projected median household income

To complete the annual reporting requirements above, please download the state's FIVE YEAR HOUSING PROJECTION CALCULATOR: <https://jobs.utah.gov/housing/affordable/moderate/>

Submission Guidelines:

1. Moderate-income housing review reports are due on December 1 of each year.
2. Emails must include the following items as separate attachments:
 - An updated estimate of the municipality's 5-year moderate-income housing needs
 - A findings report of the annual moderate-income housing element review
 - The most current version of the moderate-income housing element of the municipality's general plan
 - Submitted moderate-income housing elements must include their adoption date on a cover page.
3. Acceptable electronic document formats include:
 - (a) DOC or PDF
4. Emails MUST be addressed to: dfields@utah.gov.

AOG Contact Information:

Bear River AOG 170 N Main Logan, Utah 84321 Phone (435) 752-7242	Six County AOG 250 North Main Street, Richfield, Utah Phone: (435) 893-0712	Uintah Basin AOG 330 East 100 South Roosevelt, UT 84066 Phone: (435) 722-4518
Five County AOG 1070 W 1600 S Saint George, Ut 84770 Phone: (435) 673-3548	Southeastern Utah AOG 375 South Carbon Avenue Price, UT 84501 Phone: (435) 637-5444	Wasatch Front Regional Council 41 N. Rio Grande Street, Suite 103 Salt Lake City, UT 84101 Phone: (801) 363-4250
Mountainland AOG 586 E 800 N Orem, UT 84097 Phone: 801-229-3800		

A proud partner of the  **americanjobcenter** network

Equal Opportunity Employer/Program

Auxiliary aids and services are available upon request to individuals with disabilities by calling 801-526-9240. Individuals who are deaf, hard of hearing, or have speech impairments may call Relay Utah by dialing 711. Spanish Relay Utah: 1-888-346-3162.



State of Utah
Department of Workforce Services
Housing & Community Development

ANNUAL MODERATE-INCOME HOUSING REPORTING FORM

Under the Utah Code, Municipal legislative bodies must annually:

- Update 5-year estimates of moderate-income housing needs UCA 10-9a-408 and 17-27a-408.
- Conduct a review of the moderate-income housing element and its implementation; and
- Report the findings for updated planning to the Housing and Community Development Division (HCDD) of the Utah Department of Workforce Services and their Association of Government or Metropolitan Planning Organization no later than December 1 of each year.
- Post the report on their municipality's website.

In accordance with UCA 10-9a-401 and 17-27a-401 municipalities that must report regularly are:

- Cities of the first, second, third, and fourth class (or have 10,000 or more residents).
- Cities of the fifth class:
 - Having an estimated population greater than or equal to 5,000 residents; **AND**
 - That are located in a county with a population greater than or equal to 31,000 residents.
- Metro Townships:
 - Having an estimated population greater than or equal to 5,000 residents;
 - Having an estimated population less than 5,000 **BUT** is located in a county with a population greater than or equal to 31,000 residents.
- Not a town with fewer than 1,000 residents.

To find out if your municipality must report annually, please visit:

<https://jobs.utah.gov/housing/affordable/moderate/reporting/>

For additional moderate-income housing planning resources:

<https://jobs.utah.gov/housing/affordable/moderate/index.html>

MUNICIPAL GOVERNMENT INFORMATION:

Municipal Government: West Bountiful City

Reporting Date: November 23, 2021

MUNICIPAL GOVERNMENT CONTACT INFORMATION:

Duane Huffman, City Administrator

Mayor's First and Last Name: Ken Romney

Mayor's Email Address: kenr@gramoll.com

PREPARER CONTACT INFORMATION:

Preparer's First and Last Name: Duane Huffman

Preparer's Title: City Administrator

Preparer's Email Address: DHuffman@wbcity.org

Preparer's Telephone: 801-292-4486 Extension: 117

When did the municipality last adopt moderate-income housing element of their general plan?

2020

Link to moderate-income housing element on municipality website:

https://media.rainpos.com/2706/2020_wb_mih.pdf

UCA 10-9a-403 (2)(b)(iii) and **17-27a-403 (2)(b)(ii)** requires municipalities to include three or more strategies in their moderate-income housing element of their general plan. In addition to the recommendations required under **10-9a-403 (2)(b)(iii)** and **17-27a-403 (2)(b)(ii)**, for a municipality that has a fixed guideway public transit station, shall include a recommendation to implement the strategies described in **10-9a-403 (2)(b)(iii)(G) or (H)** and **17-27a-403 (2)(b)(ii)(G) or (H)**. Municipalities shall annually progress on implementing these recommendations.

STRATEGIES

***** Repeat questions 1-5 for each strategy listed in the moderate-income housing element of the general plan. Include additional strategies on a separate document. *****

1. State strategy municipality included in the moderate-income housing element of its general plan below.

Preserve moderate income housing

2. Please state the municipality's goal(s) associated with the strategy

Assist a mobile home park with expansion and introduce housing options to commercial areas

3. What are the specific outcomes that the strategy intends to accomplish?

Assure continued operation/viability for the mobile home park in a UDOT controlled corridor near a freeway interchange.
Create a new ordinance to allow possibility of housing within commercial areas.

4. Please describe how the municipality has monitored its annual progress toward achieving the goal(s).

The mobile home park is still in operation after City coordination and collaboration.
The draft ordinance is in the adoption process.

5. In the boxes below, outline the following objectives associated with the goal(s) stated in item 2.
a. Please identify the key tasks of each stage needed to accomplish the goal(s) stated in item 2.

A series of meetings to review access solutions for mobile home park.
Consultants developed a draft, Planning Commission reviewed and modified the draft, a public hearing was held, and the City Council has reviewed the draft in a work session.

- b. Please identify the primary parties that are responsible for completing the key tasks of each stage identified in item 5a.

Consultants, City staff, Planning Commission, and City Council

- c. Please describe the resources that the municipality must allocate to complete the key task of each stage identified in item 5a.

Expanded access for the mobile home park were not possible, but the city continues to look for options and protect current access.
It is anticipated that the draft ordinance will be completed over the next few months

- d. Please state specific deadlines for completing the key tasks of each stage identified in item 5a.

Expanded access for the mobile home park were not possible, but the city continues to look for options and protect current access.
It is anticipated that the draft ordinance will be completed over the next few months

- e. Which of the tasks stated in item 5a have been completed so far, and what have been their results?

Effort is complete for the mobile home park, preserving affordable housing.
New draft overlay for housing in commercial zones should be adopted before the end of the year.

- f. How is the municipality addressing results described in 5e that deviate from the desired outcomes specified in item 3? What barriers has the municipality encountered during the course of implementation of said goals?

Fire code regulations, neighboring property owner, and geographic features stand in the way of expanding mobile home park, but the city was able to maintain current status.
No barriers have been encountered for draft ordinance

- g. (Optional) Have you considered efforts to use a moderate-income housing set aside from a community reinvestment agency, redevelopment agency, or community development and renewal agency within your community.

Not at this time

PLEASE SUBMIT REQUISITE DOCUMENTATION FROM THE EVALUATION PERIOD THAT VALIDATES THE INFORMATION PROVIDED IN THIS REPORT.

Municipal legislative bodies are also required to review and submit the following:

UCA 10-9a-408(2)(i): *(data should be from validated sources, like US Census, with verified methodologies)*

- A current estimate of the city's rental housing needs for the following income limits:

○ 80% of the county's adjusted median family income	-10
○ 50% of the county's adjusted median family income	-20
○ 30% of the county's adjusted median family income	-10

UCA 10-9a-103(41)(b): (data should be from validated sources, like US Census, with verified methodologies)

- An updated projection of 5-year affordable housing needs, which includes:
 - Projected growth of households (housing demand)
 - Projected housing stock (housing supply)
 - Projected median housing costs
 - Projected median household income

To complete the annual reporting requirements above, please download the state's FIVE YEAR HOUSING PROJECTION CALCULATOR: <https://jobs.utah.gov/housing/affordable/moderate/>

Submission Guidelines:

1. Moderate-income housing review reports are due on December 1 of each year.
2. Emails must include the following items as separate attachments:
 - An updated estimate of the municipality's 5-year moderate-income housing needs
 - A findings report of the annual moderate-income housing element review
 - The most current version of the moderate-income housing element of the municipality's general plan
 - Submitted moderate-income housing elements must include their adoption date on a cover page.
3. Acceptable electronic document formats include:
 - (a) DOC or PDF
4. Emails MUST be addressed to: dfields@utah.gov.

AOG Contact Information:

Bear River AOG 170 N Main Logan, Utah 84321 Phone (435) 752-7242	Six County AOG 250 North Main Street, Richfield, Utah Phone: (435) 893-0712	Uintah Basin AOG 330 East 100 South Roosevelt, UT 84066 Phone: (435) 722-4518
Five County AOG 1070 W 1600 S Saint George, Ut 84770 Phone: (435) 673-3548	Southeastern Utah AOG 375 South Carbon Avenue Price, UT 84501 Phone: (435) 637-5444	Wasatch Front Regional Council 41 N. Rio Grande Street, Suite 103 Salt Lake City, UT 84101 Phone: (801) 363-4250
Mountainland AOG 586 E 800 N Orem, UT 84097 Phone: 801-229-3800		

A proud partner of the  **americanjobcenter** network

Equal Opportunity Employer/Program

Auxiliary aids and services are available upon request to individuals with disabilities by calling 801-526-9240. Individuals who are deaf, hard of hearing, or have speech impairments may call Relay Utah by dialing 711. Spanish Relay Utah: 1-888-346-3162.

West Bountiful General Plan Update – November 19, 2019

VI. HOUSING

6.1 Background and Introduction

West Bountiful is a community made up of a mix of historic homes, middle class homes, new high-end developments, and a mobile home park. There are approximately 1610 occupied housing units for its 5700 residents located with easy access to I-15 and Legacy Parkway. Most residents commute to locations outside of the City for work and school, making West Bountiful largely a “bedroom community.” However, the City also has a strong retail component and is a regional retail destination for much of southern Davis County.

This section will address the current housing available in the City and evaluate compliance with affordable housing guidelines as set forth in Section 10-9a-403 of the Utah State Code

Vision

Residents of West Bountiful City value the rural and residential lifestyle of their community and the opportunity to remain in the City as lifetime residents. The City therefore encourages community development that provides a range of life-cycle housing and housing types.

Summary of Findings

The most recent analysis indicates that there currently exists a reasonable opportunity for individuals with moderate incomes to obtain affordable, quality housing in West Bountiful and that the City meets statutory requirements. Roughly estimated, the percentage of units affordable to moderate income households, those making 80 percent or less of Area Median Income (“AMI”) is 74 percent.

Opportunity for affordable housing comes mainly in the form of single-family dwelling units located throughout the City. Rental units are scarce, about 8% of total housing units. Due to the relatively small number of rental units, households that are unable to qualify for housing loans would have a more difficult time finding housing in West Bountiful.

Statistics in the most recent American Community Survey and current projections show that there is a variety of moderate-income housing options in West Bountiful, and this housing stock should be sufficient for the city's needs over the next five years. This stems from the city's older houses, and available affordable rental units, including a mobile home park.

6.2 Goals and Objectives

GOAL 1: Maintain the pleasing and well-kept appearance of all neighborhoods.

OBJECTIVE 1: Encourage well-maintained neighborhoods through community clean-up days, code enforcement, upkeep of vacant lots, and beautification awards and awareness.

GOAL 2: Allow housing that meets the demands of all stages of the life cycle, including starter and senior housing, where appropriate.

OBJECTIVE 1: Expand the range of existing housing available to accommodate the housing needs of a wider range of life stages which includes the development of starter and senior housing in appropriately zoned areas.

POLICY 1: A commodity is placed on ensuring that any multi-family housing and other higher-density projects occur at appropriate locations in the City, which is primarily along or near 500 South and 500 West along the shared borders with Bountiful and Woods Cross.

POLICY 2: Multi-family or townhome mixed-use development should be limited to locations that provide buffers between commercial and single-family residential areas.

POLICY 3: Continue to allow accessory dwelling units as a way to provide senior and starter housing.

6.3 Existing Conditions

The Median Income for West Bountiful based on the U.S. Census – 2012-2016 American Community Survey 5–year estimates, including benefits, is \$84,784. Moderate Income is 80% of the median or \$67,827. Based on an estimated 1610 occupied households, Table 6.1 below shows the percentage of households falling within different categories as compared to median income and moderate-income levels.

Affordability Analysis

Household Income

The average size of a household in West Bountiful is 3.59 persons; therefore, four has been used as the average family size in order to analyze the affordability of homes in the area. A family of four in West Bountiful would need to earn a minimum of \$67,827 a year in order to earn a moderate income (80 percent of the HUD median income).

Housing Affordability

Housing is considered affordable when no more than thirty percent (30%) of the gross monthly income is used to pay for housing costs including utilities. For a household making \$67,827 annually, the monthly housing costs cannot exceed \$1696 for the housing to be considered affordable. Table 6.1 identifies the percentage of households whose housing costs are less than the thirty percent income threshold. As shown in the table, seventy-four percent (74%) of the households in West Bountiful have an income equal to the moderate-income threshold whose housing costs fall within the affordability range.

TABLE 6.1 WEST BOUNTIFUL HOUSEHOLDS Median Income = \$84,784 Moderate Income = \$67,827 Occupied Housing Units = 1610				
% of Median	>30%	>50%	>80%	>100%
Income	(\$25,435)	(\$42,392)	(\$67,827)	(\$84,784)
% Households w/ Housing Costs	33%	45%	74%	75%
Source: U.S. Census – 2012-2016 American Community Survey 5-yr Estimate Moderate Income = 80% of Median Income				

Supply of Housing

The supply of residential housing in West Bountiful is identified by the price in Table 6.2. The largest proportion are owner-occupied, single family homes in a fairly even price range distribution from \$150,000 to \$500,000. There are 1282 single family homes in this price range (over 80 percent of the current stock).

Housing and Occupancy

Within West Bountiful's boundaries there were 1,610 occupied homes (2016 American Community Survey) of which 1470 are owner-occupied.

TABLE 6.2 Number of Owner-Occupied, Single-Family Homes in West Bountiful by Price Range			
From	To	# of homes	% of Total
\$ -	\$49,999.00	76	5%
\$50,000.00	\$99,999.00	11	1%
\$100,000.00	\$149,999.00	33	2%
\$150,000.00	\$199,999.00	307	21%
\$200,000.00	\$299,999.00	505	34%
\$300,000.00	\$499,999.00	470	32%
\$500,000.00	\$999,999.00	68	5%
\$1,000,000.00	+	0	0%
Total		1,470	100%

Costs of Housing

Single Family Home Market

In recent years, the housing market has been strong across most of the United States. A growing national economy is a significant contributing factor. In West Bountiful, the current housing trends include the construction of large houses on as small of property size allowable. The home size of new construction is also a reflection of the growing economy. In time of recession, there are fewer new home starts and the homes tend to be smaller than when the economy is thriving. The local housing market is also influenced by two significant factors which are increasing housing costs faster than the increasing cost of materials. An increasing population along the Wasatch Front is placing greater demands for additional housing units while available developable land continues to decrease. Also, West Bountiful's near proximity to the greater Salt Lake City metropolitan area. A regional concern is that increasing home prices are outpacing incomes which is putting pressure on housing affordability.

6.4 Tools and Implementation Strategies

The above analysis demonstrates that there is reasonable opportunity for moderate-income households to obtain quality housing in the City. The available affordable housing comes mainly in the form of single-family dwelling units, multi-family units, accessory dwelling units and mobile homes.

It is important for West Bountiful to consider a variety of housing types in the future in order to be able to meet the needs of a variety of residents, including special needs populations, elderly housing, and entry-level housing.

Special Needs

Affordable housing is an issue for persons with special needs as well as for the population at large. The lack of affordable housing, and particularly of affordable housing targeted to those at or below 50 percent of AMI, is a major cause of homelessness. Affordable housing targeted at very low-income households will be rental housing as many families with incomes at 30 to 50 percent of AMI simply cannot qualify for mortgages. Numerous Accessory Dwelling Units have been constructed to specifically address the needs of extended family members with special needs.

Elderly Housing

Many seniors prefer to live in the same community when circumstances require that they move out of their homes. At the present time, there is one community in West Bountiful that targets senior citizens.

Accessory Dwelling Units (ADUs)

Higher density brings down the cost of units by reducing the cost of land per unit. Higher density can take a variety of forms. West Bountiful has chosen to implement an accessory dwelling unit strategy over more traditional multifamily projects such as multistory apartment complexes

Accessory dwelling units (often termed “mother-in-law” apartments) have many benefits. In addition to providing affordable rental housing, they can allow first-time homeowners to gain access to homes that would otherwise be out of reach by renting out an additional unit. When homeowner’s income and/or need for more space increases, the accessory unit may no longer be needed as a rental. The homeowner can then expand into the space vacated by the former accessory unit. Accessory dwellings are a conditional use, and ordinances have been written allowing accessory units only with deed restrictions and designs that ensure these units are not easily adapted to a rental unit situation.

Impact fees have also been waived for ADUs.

Housing Resources and Programs

There are a variety of housing programs available to help maintain and increase the City’s present affordability. These programs are summarized as follows:

Preserving the Existing Stock

HOME, Investment Partnership Acts

THE HOME, Investment Partnership Acts were established to develop and support affordable rental housing and homeownership mainly through the rehabilitation of existing units rather than new construction targeting low and very low-income households. This grant program is flexible in allowing participating jurisdictions to decide the most appropriate use of money in their communities. The program requires that at least 90 percent of the rental assistance be targeted to households with incomes no higher than 60 percent of the area median. Participating jurisdictions are required to match 25 percent the federal funds used. This program is typically administered in conjunction with other non-profits. More information can be found at http://www.hud.gov/offices/cpd/affordable_housing/programs/home/index.cfm

HUD’s Title I program

“Insures loans to finance the light or moderate rehabilitation of properties... This program may be used to insure such loans for up to 20 years on either single- or multi-family properties. The maximum loan amount is \$25,000 for improving a single-family home.” More information can be found at http://www.hud.gov/offices/hsg/sfh/title/ti_home.cfm.

HUD’s 203k Rehab program

The borrower can get just one mortgage loan, at a long-term fixed (or adjustable) rate, to finance both the acquisition and the rehabilitation of a property.

To provide funds for the rehabilitation, the mortgage amount is based on the projected value of the property with the work completed, taking into account the cost of the work.

To minimize the risk to the mortgage lender, the mortgage loan (the maximum allowable amount) is eligible for endorsement by HUD as soon as the mortgage proceeds are disbursed, and a rehabilitation escrow amount is established. At this point the lender has a fully insured mortgage loan. More information can be found at <http://www.hud.gov/offices/hsg/sfh/203k/203kabou.cfm>.

Community Development Block Grant

The Community Development Block Grant (CDBG) program is a federal entitlement grant program for urban communities seeking to revitalize neighborhoods, improved community facilities, prevent and eliminate slums, aid low- and moderate-income families, and promote economic development. West Bountiful City participates with Davis County's administration of their CDBG program.

Special Needs

Utah Assistive Technology Foundation (UTAF) provides assistive devices and services, including home modifications to those who are disabled. The goal of UAFT is to assist those who are disabled in Utah to enhance their independence, education, employment and quality of life. Zions Bank provides zero interest loans for all approved UATF projects. UATF can be reached at (800) 524-5152.

Lifecare

Lifecare was established to maximize the independence of older people and people with disabilities by providing lawn care, yard clean up, and snow shoveling for County residents over the age of 60. They also coordinate a number of home repair and maintenance projects through their Volunteer Ventures program. Lifecare can be reached at (801) 978-2452.

Section 202 Loans for Housing the Elderly.

The HUD Section 202 program offers capital advances to finance the construction and the rehabilitation of structures to serve as supportive housing for very low-income elderly persons. It also provides rent subsidies to help make the projects affordable. If the project serves very low-income elderly persons for 40 or more years, the capital advance does not need to be repaid.

Davis County Aging Services

Davis County Aging Services is committed to promoting the dignity, self-determination, well-being, and contribution of older persons-both as individuals and within the context of their families and communities. We value people and respect their right to a quality of life. Davis County Aging Services will provide reasonable accommodations for customers with disabilities upon request. These services are funded in part by the Davis County Board of Commissioners and the Utah Department of Human Services. http://www.co.davis.ut.us/aging_services/default.cfm.

Home Ownership

West Bountiful will investigate implementing a mortgage assistance program for city employees, local first responders and similar public service occupations. The program can be modelled after Logan City's "Welcome Home Own in Logan" program. Logan's program is designed to encourage home ownership in Logan and is targeted to first-time homebuyers with incomes below 80 percent AMI. Assistance comes in the form of \$5,000 subsidy, which can be used to pay for down payment and/or closing costs. If the home is owner-occupied for five years, the subsidy is fully forgiven. Although not currently available, in the past, the purchaser has also received a grant of \$600 to be used for miscellaneous expenses incident to first-time homeownership.

Community Development Corporation of Utah (CDC)

Community Development Corporation of Utah (CDC) provides neighborhood homeownership for those shut out of the housing market, and market rate buyers. The Affordability Project is an innovative initiative designed to reduce the cost of homes in all phases of development and construction to serve those families that are hardest to serve- those with very low incomes and/or those with special needs. Through the Neighborhood Home Ownership program, the CDC builds new homes and rehabilitates existing housing then works with interested low-income homebuyers to help them qualify to purchase these homes. The CDC also administers federally funded loan/grant down payment assistance programs in various areas. The goal of the program is to assist eligible homebuyers to purchase single-family homes with help of down payment and closing costs assistance.

The CDC also administers a home improvement program for income eligible homeowners, whose homes are in need of repairs and need help financially to get the work done. Homeowners must simply submit an application to access this program. CDC also maintains a materials and supplies warehouse to help low-income families. All materials are donated or purchased at cost and are available to any sponsored CDC client. CDC can be contacted at (801) 994-7222. The warehouse can be contacted at (801) 487-6275.

Habitat for Humanity

Habitat for Humanity provided housing for people who are inadequately housed and who lack the resources to improve their situation through conventional means. Habitat does not charge interest on the loans, and the monthly mortgage payments are lower than standard mortgage loans. Habitat for Humanity can be contacted at (801) 463-0554.

Utah Housing Corporation ("UHC")

Utah Housing Corporation ("UHC") is a public corporation that assists in the creation of affordable housing opportunities for lower and moderate-income households across the state. UHC offers a number of loan programs for first-time and low or moderate –income homebuyers to consider when applying for a home loan. Utah Housing Corporation can be contacted at (801) 902-8200. UHC programs are as follows:

- FirstHome is a home ownership assistance program offered by the Utah Housing Corporation (UHC). First-time homeowner loans are available at below-market interest rates for qualifying applicants. The maximum purchase price may not exceed the price and income limits set by UHC.
- FirstHome Plus is another homeownership assistance program offered by the Utah Housing Corporation. The CHAMP loan offers down payment and closing cost assistance in the form of a second mortgage.
- CROWN is a lease-to-own program developed by the Utah Housing Corporation (UHC) to bring home ownership within reach of very low-income households that are willing to make a long-term commitment to the community. Cities and counties cooperate with UHC to make land available to construct homes. UHC then leases these homes to those households within the 50 to 55 percent of AMI range. CROWN creates permanent home ownership opportunities by utilizing Low Income Housing Tax Credits to construct new, affordable single-family detached or attached homes. Lease payments last until the fifteen-year tax credit period expires. At this point, residents have the option of purchasing the home at a very attractive price through a low-interests UHC mortgage loan. The qualified low-income residents who become homeowners through the CROWN program are also eligible to receive training in the areas of housekeeping, home maintenance, and basic budgeting.
- The Utah Housing Corporation also sponsors other specialized programs including the REACH and ECHO programs, both of which construct new modest homes for low and moderate-income persons.

Subsidized and Special Needs Housing Database

The Utah Department of Community Development manages the Utah Subsidized and Special Needs Housing Database, which is an easy to use resource that helps individuals and families identify the availability of different kinds of rental housing depending upon their specific needs. All multiple-family rental housing that has reduced rents is listed (by location and type) and will show the rent as a percent of income. The database will also show the number of currently vacant apartments at each listed property. The database can be accessed at the following address:

<http://webapps.dced.utah.gov/shod/execute/search;jsessionid=6CBA6B65E2CA32F1076D841C8FF99EF5>

Other Resources for Affordable Housing Development

Low Income Housing Tax Credits ("LIHTC")

The federal government has developed a program to encourage the construction, rehabilitation and preservation of rental housing for very low, low and moderate-income households. This program makes approximately \$4.3 million available annually to the State of Utah. The LIHTC program is administered by the Utah Housing Corporation (UHC), which determines the amount of tax credit available to applicant projects and operations and on the percentage of the project that will be restricted to low income tenants. The program limits rents on the units and also limits the incomes of the tenants. The UHC establishes maximum rents in accordance with HUD standards. Projects receiving LIHTC must maintain the status as low-income project for a minimum of 15 years.

The LIHTC program provides a credit equal to nine percent of the construction cost for new construction or substantial rehabilitation for projects which do not use other federal assistance and a four percent credit for acquisition of existing projects and for those projects which use other federal subsidies (CDBG excluded). Credits are claimed annually for ten years. The credits may be used by the owner of the property or sold through syndication.

Olene Walker Housing Loan Fund

The Olene Walker Housing Loan Fund is comprised of state appropriations and federal funds to provide loans at below-market interest rates for the construction of affordable housing. The majority of projects built using this fund are multi-family. While the majority of the fund is used for loans, a small amount of the fund is available for grants.

