



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: Park City Municipal Corporation

Reporting Date: November 19, 2020

MUNICIPAL GOVERNMENT CONTACT INFORMATION:

Mayor's First and Last Name: Andy Beerman

Mayor's Email Address: andy.beerman@parkcity.org

PREPARER CONTACT INFORMATION:

Preparer's First and Last Name: Rhoda Stauffer

Preparer's Title: Affordable Housing Program Manager

Preparer's Email Address: rhoda.stauffer@parkcity.org

Preparer's Telephone: 435-615-5152

Extension: _____

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

November 7, 2019

Link to moderate-income housing element on municipality website:

<https://www.parkcity.org/departments/find-affordable-housing/housing-plan>

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.

Strategy 1

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.

Utilize municipal resources to increase affordable and attainable housing.

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

Build units on city-owned property through public/private partnerships.

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

Make it possible for more workforce members to live near their jobs and take commuters off the roads.

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

The city is self-monitoring the progress of units being built through development projects being completed with municipal funds. The city also requires annual compliance affidavits of all deed-restricted units.

- 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. Identify municipal resources. 2. Identify suitable property
3. Hire architects to complete building plans.
4. Hire general contractor to construct the units.

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

1. City Budget Team 2. Housing Development Manager, Jason Glidden
3. Housing Development Manager, Jason Glidden
4. Housing Development Manager, Jason Glidden and Project Manager, Dave Gustafson

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

In 2016, the City committed \$40Million in municipal resources to add to the inventory of affordable and attainable housing units. Resources from RDA and resort sales tax pools are being utilized to fulfill housing program

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

In 2016, the City committed \$40Million in municipal resources to add to the inventory of affordable and attainable housing units. Resources from RDA and resort sales tax pools are being utilized to fulfill housing program

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

Plans for the projects are under review from the architects. Property has been identified and the funding has been identified.

- 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?

Projects have encountered NIMBY neighbors which causes delays. Also, construction costs continue to rise and are especially bad in mountain resort towns such as Park City.

- 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.

Yes, Park City primarily uses RDA funds to build the city-sponsored units.

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	No Need - excess of 310 units
○ 50% of the county's adjusted median family income	No Need - excess of 230 units
○ 30% of the county's adjusted median family income	65 units

Link to moderate-income housing element on municipality website:

<https://www.parkcity.org/departments/find-affordable-housing/housing-plan>

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STRATEGIES

Strategy 2

***** 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.

Make Land Management Code changes to better incentivize affordable housing devleopment

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

Make it more cost-effective to build affordable units by removing barriers to development

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

Bring more private developers to the table as partners to build more units.

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

The number of projects developed after code is changes will demonstrate progress.

- 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. Identify barriers in the LMC. 2. Conduct a cost benefit analysis
3. Present recommended changes to Decision-making bodies -- Planning Commission and City Council.

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

1. Hannah Tyler, Senior Planner and Rebecca Ward, Land Use Policy Planner
3. Hired Consultant
4. Planners listed above and Housing Development Manager, Jason Glidden

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

Consulting line items in the general fund of \$12,000.

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

Consulting line items in the general fund of \$12,000.

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

Initial discussions have occurred with mixed reviews. A full discussion of staff recommendations based on the consultants report will occur in the next few months.

- 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?

It is very difficult for elected officials to make hard decisions that will have immediate impact on neighborhoods, such as more crowded street parking (reduced parking requirements) and viewsheds being blocked (raising height restrictions).

- 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.

Yes, Park City primarily uses RDA funds to build the city-sponsored units.

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Link to moderate-income housing element on municipality website:

<https://www.parkcity.org/departments/find-affordable-housing/housing-plan>

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Strategy 3

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.

Conduct feasibility study of adding affordable housing software

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

Assist in managing the city's waitlist and new applications for purchase of deed restricted units.

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

More data and details about housing success and program outcomes. Will understand the profile of who is being served and be able to more closely track compliance.

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

A decision will be made by February of 2021 about whether there is a benefit to paying the cost for the software.

- 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. Review current practice 2. Identify product options
3. Compare the costs of each option.
4. Recommend a path forward to Management team.

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

- 1. - 3. Housing Program Manager, Rhoda Stauffer
4. Housing Development Manager, Jason Glidden

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

Budget is in place to continue current practice or to transition to a software alternative.

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

Budget is in place to continue current practice or to transition to a software alternative.

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

Analysis is in process now.
Completion of the feasibility analysis will be completed and a recommendation made by December of 2020.

- 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 barriers to date, however cost may be a future barrier.

- 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.

Yes, Park City primarily uses RDA funds to build the city-sponsored units.

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Strategy 4

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.

Align Housing Development plans with the Transportation Master Plan

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

Ensure that future development occurs within key transit hubs and future transportation plans.

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

Housing that is built where fewer residents need cars but can take public transportation and alternative modes of transportation.

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

Progress is monitored when the Transportation Master Plan is complete and the housing development goals clearly match future transportation plans for hubs and alternative modes of transportation.

- 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. Support Transportation Planning Team in completing the plan
2. Review Plan and adjust housing development plans as needed

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

- 1. Housing Development Manager, Jason Glidden and Senior Transportation Planner, Julia Collins
4. Housing Development Manager, Jason Glidden

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

No additional resources are needed to complete this strategy.

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

No additional resources are needed to complete this strategy.

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

None

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?

Should have no obstacles to completing this task.

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.

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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:

<p>Bear River AOG 170 N Main Logan, Utah 84321 Phone (435) 752-7242</p>	<p>Six County AOG 250 North Main Street, Richfield, Utah Phone: (435) 893-0712</p>	<p>Uintah Basin AOG 330 East 100 South Roosevelt, UT 84066 Phone: (435) 722-4518</p>
<p>Five County AOG 1070 W 1600 S Saint George, Ut 84770 Phone: (435) 673-3548</p>	<p>Southeastern Utah AOG 375 South Carbon Avenue Price, UT 84501 Phone: (435) 637-5444</p>	<p>Wasatch Front Regional Council 295 North Jimmy Doolittle Road Salt Lake City, UT 84116 Phone: (801) 363-4250</p>
<p>Mountainland AOG 586 E 800 N Orem, UT 84097 Phone: 801-229-3800</p>		

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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.