



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: _____

Reporting Date: _____

MUNICIPAL GOVERNMENT CONTACT INFORMATION:

Mayor's First and Last Name: _____

Mayor's Email Address: _____

PREPARER CONTACT INFORMATION:

Preparer's First and Last Name: _____

Preparer's Title: _____

Preparer's Email Address: _____

Preparer's Telephone: _____ Extension: _____

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

Link to moderate-income housing element on municipality website:

[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.

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

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

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

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.

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

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

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

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

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?

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.

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 _____
 - 50% of the county’s adjusted median family income _____
 - 30% of the county’s adjusted median family income _____

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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Strategies

Strategy: Take steps to preserve existing moderate income housing and support, where appropriate, the creation of new moderate income housing.

Goal 1: Preserve existing moderate income housing. Promote and continue to assist income qualified homeowners with home rehabilitations, emergency repairs and down payment assistance using Community Development Block Grant (CDBG) and HOME funds.

Goal 1 Outcome: Assisting income qualified homeowners with home rehabilitations and emergency home repairs will preserve moderate income housing that is safe and habitable.

Goal 1 Monitoring Outcome: All money that goes to these programs is tracked and accounted for.

Goal 1 Resources Allocated per year: \$175,000.00 for home repairs, \$40,000.00 revolving loan fund for home repairs, \$50,000.00 home down-payment assistance; up to \$7,500.00 per applicant, \$10,000.00 rental assistance.

Goal 1 Barriers Identified: Home Repair program; none. Down-payment assistance program: \$7500.00 is limiting in housing market; increase to \$10,000.00 per applicant. Rental Assistance: None.

Goal 2: Create or allow accessory dwelling units in additional residential zones.

Goal 2 Outcome: Allowing accessory dwelling units in additional residential zones will provide a source of new moderate income housing by utilizing yard areas and basements for housing.

Goal 2 Monitoring Outcome: Adopt ordinance that requires a conditional use permit for accessory dwelling units.

Goal 2 Resources Allocated per year: Undetermined; staff time approving zoning and building permits.

Goal 2 Barriers Identified: Possible resistance to ordinance allowing ADU's.

Goal 3: Where appropriate create new moderate income units by requiring a percentage of new housing in planned developments to be moderate income housing.

Goal 3 Outcome: Requiring a percentage of new units in planned development zones will increase the availability of new moderate income housing.

Goal 3 Monitoring Outcome: All new moderate income units in new developments will be described in the development plan for the project.

Goal 3 Resources Allocated per year: Undetermined; staff time approving zoning and building permits.

Goal 3 Barriers Identified: May meet developer resistance. To off-set resistance consider moderate income housing as a density bonus or a required amenity in appropriate zones; or expedite review timeframes for developments containing moderate income housing units.

Goal 4: Allow higher density multi-family housing in commercial zones and require a percentage of the units in new multi-family developments be in the moderate income range.

Goal 4 Outcome: Allowing high-density multi-family housing in commercial areas will provide a source of new moderate income housing. The entitlement of the housing will be implemented by an overlay zone. The new housing is intended to be in older commercial areas that have commercial uses established as well as needed infrastructure that will keep development costs lower.

Goal 4 Monitoring Outcome: All new moderate income units in new developments will be described in the development plan for the project and will require zoning approval indicating it is a moderate income unit at time of building permit issuance.

Goal 4 Resources Allocated per year: Undetermined; staff time approving zoning and building permits.

Goal 4 Barriers Identified: None

Goals five and six are required by 10-9a-403(iv) of Utah Code:

***Goal 5: Reduce parking requirements for residential development in the transit station overlay districts.**

Goal 5 Outcome: Assess current parking requirements in the Transit Oriented Overlay zones as needed.

Goal 5 Monitoring Outcome: Assessment will be considered for any future parking requirements in the Transit Oriented Development Zones.

Goal 5 Resources Allocated per year: None.

Goal 5 Barriers Identified: None

***Goal 6: Encourage higher density or moderate income residential development near major transit investment corridors.**

Goal 6 Outcome: Allowing high-density multi-family housing near TRAX stations will provide a source of new moderate income housing.

Goal 6 Monitoring Outcome: All new moderate income units in transit overlay developments will be described in the development plan for the project and will require zoning approval indicating it is a moderate income unit at time of building permit issuance.

Goal 6 Resources Allocated per year: Undetermined; staff time approving zoning and building permits.

Goal 6 Barriers Identified: None

“in addition to the recommendations required under Subsection (3)(b)(iii), for a municipality that has a fixed guideway public transit station, shall include a recommendation to implement the strategies described in Subsection (3)(b)(iii)(G) or (H).”



EXHIBIT 1.

2021 City of West Jordan Moderate Income Housing Report

The City Council of the City of West Jordan is required to prepare a report each year on moderate income housing in the city as promulgated in State Code and as shown below.

10-9a-408. Reporting requirements and civil action regarding moderate income housing element of general plan.

- (1) The legislative body of a municipality described in Subsection 10-9a-401(3)(b) shall annually:
 - (a) review the moderate income housing plan element of the municipality's general plan and implementation of that element of the general plan;*
 - (b) prepare a report on the findings of the review described in Subsection (1)(a); and*
 - (c) post the report described in Subsection (1)(b) on the municipality's website.**

- (2) The report described in Subsection (1) shall include:
 - (a) a revised estimate of the need for moderate income housing in the municipality for the next five years;*
 - (b) a description of progress made within the municipality to provide moderate income housing, demonstrated by analyzing and publishing data on the number of housing units in the municipality that are at or below:
 - (i) 80% of the adjusted median family income;*
 - (ii) 50% of the adjusted median family income; and*
 - (iii) 30% of the adjusted median family income;**
 - (c) a description of any efforts made by the municipality to utilize a moderate income housing set-aside from a community reinvestment agency, redevelopment agency, or community development and renewal agency; and**

- (d) a description of how the municipality has implemented any of the recommendations related to moderate income housing described in Subsection 10-9a-403(2)(b)(iii).
- (3) The legislative body of each municipality described in Subsection (1) shall send a copy of the report under Subsection (1) to the Department of Workforce Services, the association of governments in which the municipality is located, and, if located within the boundaries of a metropolitan planning organization, the appropriate metropolitan planning organization.
- (4) In a civil action seeking enforcement or claiming a violation of this section or of Subsection 10-9a-404(4)(c), a plaintiff may not recover damages but may be awarded only injunctive or other equitable relief.

10-9a-403. General plan preparation.

- (3)
- (b) In drafting the moderate income housing element, the planning commission:
- (i) shall consider the Legislature's determination that municipalities shall facilitate a reasonable opportunity for a variety of housing, including moderate income housing:
 - (A) to meet the needs of people of various income levels living, working, or desiring to live or work in the community; and
 - (B) to allow people with various incomes to benefit from and fully participate in all aspects of neighborhood and community life;
 - (ii) for a town, may include, and for other municipalities, shall include, an analysis of how the municipality will provide a realistic opportunity for the development of moderate income housing within the next five years;
 - (iii) for a town, may include, and for other municipalities, shall include, a recommendation to implement three or more of the following strategies:
 - (A) rezone for densities necessary to assure the production of moderate income housing;
 - (B) facilitate the rehabilitation or expansion of infrastructure that will encourage the construction of moderate income housing;
 - (C) facilitate the rehabilitation of existing uninhabitable housing stock into moderate income housing;
 - (D) consider general fund subsidies or other sources of revenue to waive construction related fees that are otherwise generally imposed by the city;
 - (E) create or allow for, and reduce regulations related to, accessory dwelling units in residential zones;
 - (F) allow for higher density or moderate income residential development in commercial and mixed-use zones, commercial centers, or employment centers;
 - (G) encourage higher density or moderate income residential development near major transit investment corridors;

- (H) eliminate or reduce parking requirements for residential development where a resident is less likely to rely on the resident's own vehicle, such as residential development near major transit investment corridors or senior living facilities;*
- (I) allow for single room occupancy developments;*
- (J) implement zoning incentives for low to moderate income units in new developments;*
- (K) utilize strategies that preserve subsidized low to moderate income units on a long-term basis;*
- (L) preserve existing moderate income housing;*
- (M) reduce impact fees, as defined in Section 11-36a-102, related to low and moderate income housing;*
- (N) participate in a community land trust program for low or moderate income housing;*
- (O) implement a mortgage assistance program for employees of the municipality or of an employer that provides contracted services to the municipality;*
- (P) apply for or partner with an entity that applies for state or federal funds or tax incentives to promote the construction of moderate income housing;*
- (Q) apply for or partner with an entity that applies for programs offered by the Utah Housing Corporation within that agency's funding capacity;*
- (R) apply for or partner with an entity that applies for affordable housing programs administered by the Department of Workforce Services;*
- (S) apply for or partner with an entity that applies for programs administered by an association of governments established by an interlocal agreement under Title 11, Chapter 13, Interlocal Cooperation Act;*
- (T) apply for or partner with an entity that applies for services provided by a public housing authority to preserve and create moderate income housing;*
- (U) apply for or partner with an entity that applies for programs administered by a metropolitan planning organization or other transportation agency that provides technical planning assistance;*
- (V) utilize a moderate income housing set aside from a community reinvestment agency, redevelopment agency, or community development and renewal agency;*
- (W) reduce residential building design elements; and*
- (X) any other program or strategy implemented by the municipality to address the housing needs of residents of the municipality who earn less than 80% of the area median income; and*

(iv) in addition to the recommendations required under Subsection (3)(b)(iii), for a municipality that has a fixed guideway public transit station, shall include a recommendation to implement the strategies described in Subsection (3)(b)(iii)(G) or (H).

Findings

1. Annually the City Council shall (a) review the moderate-income housing plan element of the municipality's general plan and the implementation of that element of the general plan;

Finding: The City Council reviewed the Moderate-Income Housing Element of the General Plan in 2020. The plan was updated, and new 5-year housing projections and new goals and implementation strategies were adopted. The moderate-income Housing Plan is posted on the City of West Jordan website at this address:

https://assets.westjordan.utah.gov/ugd/a31809_47e1cf22a78346f5bbad801aff1feb_a8.pdf

2. The City Council shall include a revised estimate of the need for moderate income housing in the municipality for the next five years. Also a description of progress that has been made within the municipality in providing moderate income housing, as demonstrated by analyzing and publishing data on the number of housing units in the municipality that are at or below: 80% of the adjusted median family income; 50% of the adjusted median family income; and 30% of the adjusted median family income;

Finding: Based on estimated population growth it is projected that West Jordan will need an additional 2,586 new housing units by 2026. Of those 2,586 units the amount of moderate-income housing needed by 2025 is estimated at:

- ***187 new units for the extremely low-income ($\leq 30\%$ AMI) households will be needed.***
- ***392 new units for the very low-income ($>30\%$ to $\leq 50\%$ AMI) households will be needed.***
- ***375 new units for the low-income ($>50\%$ to $\leq 80\%$ AMI) households will be needed.***

The City of West Jordan has made progress providing moderate income housing. The City of West Jordan has provided since 2018:

- ***150 units in excess of the housing need in the less than 80% AMI;***
- ***475 units in the less than 50% category;***
- ***75 units in the less than 30% category.***

The data supporting these figures are contained in the moderate-income housing element of the general plan.

3. Describe any efforts made by the city to utilize a moderate-income housing set-aside from a community reinvestment agency, redevelopment agency, or community development and renewal agency.

Finding: The City of West Jordan has not utilized any housing set aside money from 2018 to 2020. The city collects a modest amount of money for housing set aside from redevelopment areas each year, usually less than \$10,000.00. There is another RDA area that will be adding to the fund in 2021 which may increase the amount collected each year. The City currently has less than \$50,000.00 saved in an account for moderate income housing set aside and is adding to the amount each year until enough funds are collected to either develop or participate in a qualifying project. In the past the city used the same process to fund the West Jordan Senior Housing II LLC and the West Jordan Senior Housing Project.

4. Description of how the City has implemented any of the recommendations related to moderate income housing described in Subsection 10-9a-403(2)(b)(iii).

Findings.

- ***Create or allow for, and reduce regulations related to, accessory dwelling units in residential zones.***

The City adopted in 2021 an ordinance that permits interior accessory dwelling units in all single family and allows on 10,000 square foot lots and up external accessory dwelling units as a permitted use.

- ***Allow for higher density or moderate income residential development in commercial and mixed-use zones, commercial centers, or employment centers.***

In 2018 the City adopted the Residential Overlay District which permits as an overlay to the base commercial zone high density multi-family residential in existing commercial areas. The minimum density allowed in the residential overlay is 45 dwelling units per acre with a maximum of 75 dwelling units per acre.

- ***Encourage higher density or moderate income residential development near major transit investment corridors.***

There are three active transit oriented zones in the city, all adjacent to the UTA Trax line.

- ✓ **Gardner Village Station Community.** *Between 2018 and 2020 The Station at Gardner Station opened as a mixed use community 272 multi-family units and approximately 30,000 sf of flex retail/office space. The density of this transit oriented development is 23 units per acre.*
- ✓ **West Jordan City Center Station Community.** *This area has yet to see any redevelopment. The former retail buildings have been converted from a retail strip mall to office/warehouse use that is owned and occupied by Jordan School District. There is other privately owned retail, office, repair shops, a Trax station and various manufacturing businesses in operation on the 42 acre TOD site. The city is in the process of adopting a new master plan for the TOD site. If this master plan is adopted and followed a net result could be 2,200 new dwelling units in the 30 to 60 units per acre range and approximately 700,000 square feet of office, retail, commercial and research buildings over the next 30 years.*
- ✓ **Jordan Valley Community.** *This area is the most active multi-family area in the city. In 2015 a 135 unit high density multi-family apartment project was opened for occupancy. Two years later another 135 unit high density multi-family apartment project was opened for occupancy. Currently a 207 unit multi-family apartment project is under construction. All the dwellings are within a few hundred feet of the Jordan Valley Trax station and all the apartment buildings have a minimum residential density in excess of 45 units per acre. Another apartment project is in the final stages of approval and will contain 240 units at a density of 41 units per acre. In total since 2015, 717 dwelling units will or have been provided. Also 200 of the existing one and two bedroom dwelling units' rents, in the TOD area, fall within the less than 80% AMI, when the units are available.*
- **Reduce parking requirements for residential development where a resident is less likely to rely on the resident's own vehicle, such as residential development near major transit investment corridors or senior living facilities.**

The city has adopted reduced parking requirements for all developments within transit oriented development areas. Parking maximums regulate parking within TODs. A maximum of 1.5 parking stalls are required for each dwelling unit opposed to a minimum of 2.5 stalls under standard parking regulations.

Parking requirements are also reduced in senior housing developments. A maximum between .5 and 1.25 stalls per dwelling is required depending on

the type of senior housing which is less than standard parking requirements for the same type of dwelling that is not senior housing.

- ***Implement zoning incentives for low to moderate income units in new developments.***

The City is close to approving a 592 acre 2,960 dwelling unit project an incentive was granted the developer who will be creating a minimum of 5% of the units in the project as moderate income housing dispersed throughout the development. This development is largely single family with a percentage of townhome product. There is no multi-family within the development. In total at build-out of the project 148 new moderate income units will be added.

- ***Preserve existing moderate income housing.***
- ***The city is active in preserving moderate income housing. To qualified applicants the city allocates per year: \$175,000.00 for home repairs, \$40,000.00 revolving loan fund for home repairs, \$50,000.00 home down-payment assistance; up to \$7,500.00 per applicant, \$10,000.00 in rental assistance.***

EXHIBIT 2.



Five year Moderate Income Housing Projection 2021-2026

Based on estimated population growth from the five year housing projection calculator it is projected that West Jordan will need an additional 2,586 new housing units by 2025. Of those 2,586 units the amount of moderate-income housing needed by 2025 is projected at:

- 187 new units for the extremely low-income ($\leq 30\%$ AMI) households will be needed.
- 392 new units for the very low-income ($>30\%$ to $\leq 50\%$ AMI) households will be needed.
- 375 new units for the low-income ($>50\%$ to $\leq 80\%$ AMI) households will be needed.

EXHIBIT 3.**Moderate Income Housing Plan Element of the General Plan**

Date Adopted: October 2, 2020

Adopted by: Ordinance 20-32

Website Address:

https://assets.westjordan.utah.gov/ugd/a31809_47e1cf22a78346f5bbad801aff1feb a8.pdf