



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](mailto:dfields@utah.gov).

**AOG Contact Information:**

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

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## Enoch City Annual Moderate-Income Housing Reporting 2019

### Goal #1

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

*“Encourage opportunities for the development of adequate housing for low and moderate-income households by using land-use regulation techniques, i.e. rezoning for densities necessary to assure the production of moderate income housing, and consider moderate income residential development in commercial and mixed use zones.”*

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

*Meet the needs of people of various income levels working and desiring to live in Enoch City by allowing residential access close to employment centers and by enticing mixed uses to business property owners that will add additional revenue to business investments.*

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

*Meet the needs of people of various income levels working and desiring to live in Enoch City by allowing residential access close to employment centers and by enticing mixed uses to business property owners that will add additional revenue to business investments.*

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

*Allowing “accessory dwelling units” in most zones was done in 2017. Annual progress is monitored by the quantity of building permits.*

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.

*i. When meeting with owner/developer, discuss the possibility of adding residential to their project.*

*ii. Instruct owner/developer about parameters that must be met to add low to moderate income residential to their project.*

*iii. Assist owner/developer in application and construction processes.*

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

*Enoch City Manager, Building Inspector, and/or City Engineer reviews plans for moderate income residential in the development design. When all is in*

*compliance, all help the builder/developer through the construction compliance process.*

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

*Time for specialists to evaluate, instruct, and inspect.*

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

*Each task and stage is dependent upon the complexity of the project and the preparation of the applicant.*

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

*Every task has occurred on application by builder/developer. The results have been exactly in line with goals.*

- f. How is the municipality addressing results described in 5e that deviate from the desired outcomes specified in item 3?

*Feedback from builder/developer on the parameters and processes with a culture of change that is timely and consistent.*

What barriers has the municipality encountered during the course of implementation of said goals?

*Enoch City does not build housing and commercial developments. However, the building industry has readily approved of the goal(s).*

- 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.

*The Enoch City Community Development and Renewal Agency allows such provisions in their by-laws.*

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

- o 80% of the county's adjusted median family income \_\_\_\_\_

- o 50% of the county's adjusted median family income \_\_\_\_\_

- o 30% of the county's adjusted median family income \_\_\_\_\_

- An updated projection of 5-year affordable housing needs, which includes:

- o Projected growth of households (housing demand)

- o Projected housing stock (housing supply)

o 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/>

## Enoch City Annual Moderate-Income Housing Reporting 2019

### Goal #2

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

*“Consider the impact of proposed ordinances, assessments and fees on moderate and low-income housing affordability and availability by avoiding services that increase costs.” – Enoch City General Plan, 2020*

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

*Adding services has the potential to increase the costs to residents. Even the potential increasing of fees are viewed through the lens of affordability to the consumer.*

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

*Keep basic government services affordable to consumers.*

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

*The budget process and inclusive discussions.*

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.

*i. Staff constantly reviews the budgeted expenditures in relationship to the quality of the services provided.*

*ii. All expenditures are weighed with the efficiency and effectiveness of the service provided.*

*iii. If additional funding is needed, re-allocation from other areas is the first priority.*

*iv. If efficiencies are available and a reduction in funding can be done, the actions are then implemented.*

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

*Enoch City Department Heads are responsible for expenditures, Enoch City Treasurer & City Manager are accountable to the Mayor and City Council who define what services will be continued, enhanced, or discontinued.*

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



*Expertise and time to ascertain the value and effectiveness of every service. An understanding of the impacts upon the low and median income household.*

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

*i. Review of expenditures March – May of each fiscal year for next fiscal year budget.*

*ii. City Council approval of tentative budget by first regularly scheduled meeting in May.*

*iii. Public hearing and final budget approval by 2<sup>nd</sup> scheduled public meeting in June.*

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

*Tasks are annual and have added 2 new police officers to the Police Department. Other services have not been added for multiple years so as to comply with strategy to keep government affordable.*

- f. How is the municipality addressing results described in 5e that deviate from the desired outcomes specified in item 3?

*Municipality continually strives to become more efficient without losing effectiveness by collaborating with other government entities, the private sector, and sometime reducing the level of service previously provided.*

What barriers has the municipality encountered during the course of implementation of said goals?

*Typical citizen desire for highest quality results without being willing to pay the price.*

- 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.

*See Goal #1.*

## Enoch City Annual Moderate-Income Housing Reporting 2019

### Goal #3

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

*“Maintain a strategic partnership with affordable housing government agencies and non-profit organizations.”*

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

*i. Understand affordable housing needs and programs that will fulfill those needs.*

*ii. Partner in zoning and efficient building permitting and inspecting to reduce possible burdens normally found in the building process.*

*iii. Establish an open dialogue with the affordable housing government agencies and non-profit organizations to share common burdens placed upon both.*

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

*i. Simple and efficient accessibility to municipal support.*

*ii. Simple and effective building permit & inspection processes.*

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

*Weekly review of all building permits with intention of constant communication and collaboration with affordable housing government agencies and non-profit organizations.*

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.

*i. Open dialogue with affordable housing government agencies and non-profit organizations.*

*ii. Enhancing communication and efficient building permit processes to reduce municipal impact on legal practices.*

*iii. Provide collaborative support in the form of letters, information, and public comment on affordable housing projects.*

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

*Enoch City Management and Staff maintains conversations with affordable housing government agencies and non-profit organizations.*

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

*Staff time.*

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

*Collaborative support is ongoing.*

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

*Building permit and information sharing is ongoing.*

- f. How is the municipality addressing results described in 5e that deviate from the desired outcomes specified in item 3?

*Adding more staff into the conversations to increase accountability.*

What barriers has the municipality encountered during the course of implementation of said goals?

*Time*