

State of Utah  
Department of Workforce Services  
Housing & Community Development  
**ANNUAL MODERATE-INCOME HOUSING REPORTING FORM**

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**MUNICIPAL GOVERNMENT INFORMATION:**

Municipal Government: Washington City, Utah  
Reporting Date: November 16, 2020

**MUNICIPAL GOVERNMENT CONTACT INFORMATION:**

Washington City  
111 North 100 East  
Washington, Utah, 84780  
435-656-6328  
Mayor's First and Last Name: Kenneth Neilson  
Mayor's Email Address: kneilson@washingtontcity.org

**PREPARER CONTACT INFORMATION:**

Preparer's First and Last Name: Drew Ellerman  
Preparer's Title: Community Development Director  
Preparer's Email Address: dellerman@washingtontcity.org  
Preparer's Telephone: 435-656-6328

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

May of 2018, with an update coming in 2021.

**Link to moderate-income housing element on municipality website:**

<https://washingtontcity.org/development/affordablehousingplan>

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**STRATEGIES**

**Strategy #1:**

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

Strategy (Goal) #1: Increase Opportunities for Low to Moderate Income Households to Purchase Affordable Housing.

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

Our strategies for Goal #1 are as follows:

- 1) Promote first time homebuyer down payment assistance programs, such as the Bank of Utah HOMESTART Program, to assist moderate-income households to purchase their first home.
- 2) Offer incentives to developers to provide affordable low and moderate income housing by expanding the zones in which density bonuses apply and offer lower, deferred impacts fees and considering establishing sliding scale impact fees.
- 3) Inventory infill sites to consider for rezoning that may be appropriate to develop condominiums or other higher density housing that is harmonious with the surrounding neighborhood.
- 4) Encourage the use of high quality manufactured housing.

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

To assist/help in bringing/finding/encouraging opportunities for our citizens to be able to purchase homes (based on their income level) through specialized programs or city incentives. In essence, to allow more people with smaller incomes the ability to purchase a home in Washington City.

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

Washington City has been much more vocal in encouraging developers through the zoning and subdivision processes, to make portions of their proposed developments to include units that would fall under our affordable housing needs. The city has been very willing to give increased densities for such projects.

**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 city recently adopted new standards for Planned Unit Developments (PUD's), including the availability of increasing densities with developers having a choice to include affordable housing (purchase or rentals). The city's planning commission and council routinely encourage developers to take advantage of these density increases and to utilize the strategies in Goal #1 - especially strategies #2, #3 and #4.

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

First and foremost city staff. Then each developer that is involved in specific affordable housing developments. Then planning commission and city council as projects move through zoning and subdivision approval processes.

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

Number one is buy-in by the developers. Also the need for more staff review time (which includes cost of that time for all involved; the developers, their engineer, staff, etc.), and negotiations between developer, staff, planning commission and city council.

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

Three to four months in approval process(es), plus two (2) public hearings (commission and council), which is roughly 5-6 weeks in itself.

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

Strategy #1 has not been utilized as of yet, so no results. #2 has been utilized several times as it relates to using our new PUD ordinance for increased density for affordable housing purchases. The results will be known this coming year as the units are completed and sold with special FHA financing program(s). #3 has also been used with positive results in higher densities awarded and subsidized rents through HUD financing of the apartment complex. #4 hopefully will have an application for a manufactured home development with subsidized stall rentals and purchase of the home program.

**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?**

As a result of the deviations from desired outcomes, the city will make adjustments to the goals and strategies in our upcoming update to our affordable housing plan. We will continue to gather information between now and then, especially seeing what will come out of the two to three current projects in the building stage. We really have not seen too much trouble other than the HOMESTART program not available in our area, so we will look for another such program or revisit another strategy in place of.

**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.**

We have not considered such.

**Strategy #2:**

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

Strategy (Goal) #2: Increase Affordable Rental Opportunities for Low to Moderate Income Households.

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

Our strategies for Goal #2 are as follows:

- 1) Partner with the Saint George Housing Authority to address affordable housing needs in Washington County.
- 2) Promote the establishment of "accessory dwelling units", such as basement apartments to increase the supply of affordable rental units.

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

Bottom line is to create more affordable rental units throughout the city through zoning efforts. We wish to find developers that will be able to partner with us, or go on their own to provide rental opportunities to better meet the needs of those seeking affordable housing opportunities.

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

We have worked with two developers in supporting them towards obtaining HUD financing for their apartment projects, which require a percentage of the overall development to offer subsidized rents based on income levels. We are hoping to add one to two more similar projects this coming calendar year.

**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.**

Unfortunately, we found out through our local Five County of Governments that we can not legally partner with the St. George Housing Authority, so that strategy will have to be replaced this coming year.

As for strategy #2 of promoting the establishment of “accessory dwelling units” to increase the supply of more affordable rental units, we passed amended ordinances in our residential zoned properties to the allowance of such units. Several citizens have already taken advantage of this strategy.

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

Staff and individual property owners that wish to build such units.

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

More building plan review staff time, building permitting/inspection time, and increased zoning review and approval process.

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

There are no specific deadlines for completing this tasks.

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

As stated above, amended city ordinances, with positive success in seeing citizens take advantage of the opportunities for them and their renters.

**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?**

There have been no deviations from stated strategy, thus no barriers have come up as of this date and time.

**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, we have not considered any other efforts at this point.

**Strategy #3:**

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

Strategy (Goal) #3: Rehabilitate Existing Housing to Increase Rental Properties, Home-Ownership, and Reinvestment in Washington City.

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

Our strategies for Goal #3 are as follows:

- 1) Promote the use of the Single-Family Rehabilitation and Reconstruction Program to extremely low to moderate income households. This program offers low-interest loans and grants for maintaining and/or rehabilitating housing.
- 2) Help locate moderate to extremely low income families that need weatherization assistance. Direct these households to contact the Five County Association of Governments Weatherization Program. The Weatherization Program lowers monthly utility bills by making housing more energy efficient.

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

To create another level of opportunity for affordable housing, but centered on worst case scenarios within the community. To also help find programs for individuals to help with utilities and other shortfall needs.

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

The city offers assistance to those in the community who are constantly struggling with their utility bills in directing them to assistance programs available through the county or state. We also have partnered with Habitat for Humanity, which builds a minimum of one new home a year for a needy family - the city donates (in the form of a fee waiver) the cost of the impact fees for the home. Washington City budgets every year now to cover the cost of the impact fees. We have yet been able to find a partnership for a rehabilitation and reconstruction project (to note, we do not have a lot of existing worn out buildings that are not already being used for other purposes), there just isn't a supply available. We will reconsider this Goal on our next go-around update, most likely changing it.

**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.**

Identify those who are in need of assistance with utility bills, helping them in applying for such programs. This helps keep their housing cost down. We meet each year with Habitat for Humanity as it relates to the project and family they have selected to build a home for, working with them to keep other costs above the impact fees to as little as possible.

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

Utility staff members, home owners, developer and Habitat for Humanity.

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

Staff time, money to cover impact fees paid by the city.

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

No deadlines, these are ongoing tasks done or completed throughout the year as needed or warranted.

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

Utility assistance is always ongoing, with great results in helping our citizens who struggle. Habitat for Humanity annual new home program generally takes place in the spring with great success.

**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 or barriers as it relates to those items stated in 5e. All is going well.

**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, we have considered any other efforts at this point.

**Strategy #4:**

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

Strategy (Goal) #4: Provide housing for those with Special Needs

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

Our strategies for Goal #1 are as follows:

- 1) Review ordinances and ensure that there are no regulatory barriers, to provide specialized housing targeted for seniors, people with disabilities, and the homeless.
- 2) Work with area non-profit organizations to assess and meet the needs for specialized housing.

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

Making a clear path to eliminate barriers for those who have special needs to obtain affordable housing opportunities within our city. And allowing any individual and/or companies assurances that no city ordinances or regulations will interfere with proposed affordable housing projects.

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

We have looked through the city ordinances and regulations (and are adjusting where needed) making sure that no barriers will interfere with, or slow down, the approval process of any proposed project(s). Also, as new ordinances are adopted, review is given to make sure that no barriers are put in place that should not be included in the new regulations. As for the section stating that the city works with non-profit organizations regarding needs for specialized housing - the city worked with the DOVE Center this past year in clearing a way through zoning ordinances allowing for four new temporary apartments to be built for abused women and their children to be housed.

**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 key task is thorough our initial staff review process and where necessary, involving the planning commission and city council review and approval as it relates to current or future code barriers. As for the non-profit organizations partnering, it would be staff, planning commission, city council and non-profit organization(s) working together to accomplish the task at hand or the proposed project.



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

The parties would be staff, planning commission and city council along with any of the non-profit organizations partnering together to accomplish the task at hand or proposed project.

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

Extra review time, cooperation between the city, developers, non-profit organizations, and surrounding residents around the project(s) itself. And in some cases where special zoning relief may need to occur city council's ability to waive/approval of certain codes.

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

These are ongoing applications, reviews, partnering, and plan/project approvals. Like any other zoning issues within the city.

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

Review of the code is completed (but will also be ongoing as well, as different kinds of projects come forward or new proposals are brought in, that may have not been considered during earlier reviews of the codes and regulations). Also to note, during this past calendar year, the city worked with a non-profit organization regarding needs for specialized housing - the city worked with the DOVE Center in clearing a way through zoning ordinance relief that allowed four (4) new temporary apartments to be built for abused women and their children to be housed. These temporary units are a safe place until permanent housing can be obtained for each family.

**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?**

We have not encountered any problems with either of the strategies as part of the overall goal. So, no deviations were necessary.

**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, we have not considered any other efforts at this point.

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**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:**
  - 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**

[SEE ATTACHED DOCUMENTS IN EMAIL]

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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:
  - o Projected growth of households (housing demand)
  - o Projected housing stock (housing supply)
  - o Projected median housing costs
  - o 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/>

[SEE ATTACHED DOCUMENTS IN EMAIL]

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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).

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