



CITY OF FORT LAUDERDALE

Approved
MEETING MINUTES
CITY OF FORT LAUDERDALE
AFFORDABLE HOUSING ADVISORY COMMITTEE
100 NORTH ANDREWS AVENUE
CITY COMMISSION CHAMBERS
1ST FLOOR CITY HALL
MONDAY, AUGUST 9, 2021 – 9:00 A.M.

Cumulative

Board Members	Attendance	June 2021-May 2022	
		Present	Absent
Brandon Stewart, Chair	P	2	0
Uwe Cerron	A	0	2
Nancy Daly (via Zoom)	P	2	0
Donnalee Minott	A	1	1
Margi Nothard	P	1	1
Edwin Parke	P	2	0
Ryan Wipplinger	P	1	1
Mayor Dean Trantalis/ Scott Wyman, Alternate	P	2	0

Staff / Guests

Avis Wilkinson, Housing Programs Administrator/Staff Liaison
Jamie Opperee, Recording Secretary, Prototype, Inc.

Communication to the City Commission

None.

I. ROLL CALL / DETERMINATION OF A QUORUM

Chair Stewart called the meeting to order at 9:03 a.m. Roll was called and it was noted a quorum was present.

Chair Stewart thanked former Committee members Frances Epstein and Phallon Bullard for their contributions and time as members.

II. APPROVAL OF MINUTES – May 10, 2021 & June 14, 2021

Motion made by Mayor Trantalis, seconded by Ms. Daly, to approve both the May 10 and the June 14 minutes. In a voice vote, the **motion** passed unanimously.

III. OLD BUSINESS

- **Affordable Housing Trust Fund Balance Update – Avis A. Wilkinson**

Ms. Wilkinson reported that the undesignated Affordable Housing Trust Fund balance remains \$930,307.33. This has not changed from the previous month.

- **2021 Affordable Housing Incentive Plan**

Chair Stewart noted that the members were provided with copies of the draft 2021 Affordable Housing Incentive Plan, which Ms. Wilkinson had distributed to the Committee. She explained that as of October 2020, this Plan must be prepared on an annual basis.

After the 2021 Plan has been reviewed by the Committee, public notice will be placed in the local newspaper announcing a public meeting in September 2021. The Plan will then be sent to the City Commission. Once accepted, it will be sent to the state with an accompanying Resolution no later than December 31, 2021.

Ms. Wilkinson briefly reviewed the 2021 Plan, which includes a history of the Affordable Housing Advisory Committee (AHAC) required by Florida Statute. The Committee is tasked with encouraging and promoting affordable housing in the City of Fort Lauderdale. The public hearing information will be added once this hearing has been held. The document includes the incentives the Committee has addressed.

The following two incentives must be included in the Affordable Housing Incentive Plan in order for the City to receive housing funds:

- Expediting/processing approval of development orders or permits for affordable housing projects
- Establishing a process by which a local government considers policies, procedures, ordinances, regulations, and plans that increase affordable housing

The 2021 Plan includes additional recommendations by the Committee, including some which were also reflected in the 2018 and 2015 Affordable Housing Incentive Plans but have not been implemented by the City. These recommendations include:

- Recommendation of an independent third-party assessment for a new affordable housing permitting process
- Use alternative methods of fee payment for affordable housing
- Provide fee waivers where possible for affordable housing projects
- Allow flexibility in densities for affordable housing per Unified Land Development Regulations (ULDR)
- Allocate bonus densities of up to 100% over the underlying land use for affordable housing
- Allow accessory residential units in single-family residential zoning districts as appropriate
- Allow the reduction of parking and setback requirements for affordable housing, as reflected in ULDR Section 47-20.2

- Establish criteria necessary to reduce parking requirements, including availability of mass transit, offsite parking, proximity to Downtown area, and percentage of affordable housing units
- Allow flexible lot configurations, including zero lot lines, for affordable housing projects on a case-by-case basis
- Create an affordable housing overlay zoning district to permit higher density and reduce building requirements for affordable housing development
- Create a funding source to provide grants to affordable housing developers, which can be used to offset the costs of required infrastructure improvements
- Consider lots in all neighborhoods in order to prevent concentration of poverty in the Northwest corridor
- Consider all City-owned lots in inventory and discount those properties for affordable housing development
- Place City-owned properties into immediate use as affordable housing, or into a land bank for a variety of housing opportunities

Ms. Wilkinson noted that the City has already implemented aspects of some of these recommendations.

Chair Stewart addressed the incentive related to reduction of parking and setback requirements, recalling that this had been an issue with an affordable housing development during the previous year. He asked if the proposed incentive could consider elimination as well as reduction of parking and setback requirements on a project-by-project basis.

Mayor Trantalis expressed concern with the incentive related to parking reduction, pointing out that the City requires one parking space per unit even though there may be more than one person residing in the unit. He cautioned that eliminating this parking requirement could detract from the sustainability of the project: individuals would not have a space in which to park a vehicle they may need to get to and from work. He felt there should be no incentive for parking reductions.

Ms. Daly agreed, pointing out that affordable housing providers such as Habitat for Humanity have learned that allowing more cars at an affordable residence allows families to stay together as a unit for a longer time. She noted that there may or may not be multiple cars depending upon the income bracket being served by the development.

Ms. Wilkinson observed that these two differing perspectives consider the viewpoints of the resident and the developer respectively. She suggested including the phrase “on a case-by-case basis” with regard to parking reductions. Mayor Trantalis recommended against this language, pointing out that it can open the door to a lack of parking. He concluded that elimination of a parking requirement could defeat the potential success of an affordable housing project while allowing the developer to make more money from the project.

Mr. Parke suggested that the location of the project could dictate the parking requirement. Mayor Trantalis reiterated that it would not be reasonable to reduce a parking requirement to zero when there are going to be residents who drive cars. Ms. Nothard stated that the market should be allowed to prevail, as parking increases the cost of construction and could therefore drive up the rent or price of units. Mr. Wipplinger noted that smaller developers may be more likely to take advantage of a parking reduction or elimination as a necessary incentive. He felt it could be beneficial to apply the proposed reduction on a case-by-case basis.

Ms. Wilkinson advised that the Committee may wish to vote on whether to recommend a parking reduction as one of the 2021 Plan's incentives. She added that the Mayor's concerns are valid, as lack of parking has created issues in more than one development in the City and many households have more than one car.

Mr. Parke stated that he was in favor of a motion to amend the incentives to include a one-car minimum parking requirement for affordable housing. Mayor Trantalis agreed that affordable housing units would need no less than one parking space per unit.

Mayor Trantalis suggested that Incentive F, which addresses parking reduction or elimination, be removed from the list of incentives.

Ms. Nothard pointed out that Staff would be tasked with determining whether or not a parking reduction or elimination is appropriate for a given project. She felt traffic or parking studies could be helpful in this determination. Mayor Trantalis advised that traffic studies typically achieve an intended result. He concluded that it is not realistic to expect an intensive public transportation system throughout the Fort Lauderdale or Broward communities in fewer than 10 years.

Motion made by Mayor Trantalis, seconded by Ms. Daly, to eliminate Incentive F from the recommendations. In a roll call vote, the **motion** passed 4-2 (Chair Stewart and Ms. Nothard dissenting).

Ms. Wilkinson clarified that Incentive F is a statutory incentive; because the City has a policy in place to provide a minimum of one parking space per unit, the Committee wishes to remove the suggestion of further reducing the City's parking requirement.

Chair Stewart addressed Incentive D, explaining that the Committee's intent was to provide grant funding for homeowners with very low to moderate incomes so they can make infrastructure improvements to their properties. Mayor Trantalis noted that there is currently no impact fee associated with a fund of this nature. Ms. Wilkinson advised that she would reach out to the Department of Sustainable Development for clarification of current policy regarding impact fees and infrastructure improvements for affordable housing projects.

Ms. Wilkinson concluded that she would make the necessary changes to the document, and the Committee will have the final vote on the revised 2021 Affordable Housing Incentive Plan at the next meeting.

The Committee agreed by consensus to close discussion on the 2021 Affordable Housing Incentive Plan.

IV. NEW BUSINESS

- **2021-2022 SHIP Funding Strategies – Avis A. Wilkinson**

Ms. Wilkinson explained that she will create a City Commission Agenda Item regarding the City's allocation of \$1.2 million for fiscal year (FY) 2021-2022 from the State Housing Initiative Partnership (SHIP) program. She is requesting that the standard 10% of this allocation be used for administrative costs, as well as 20% for special needs and \$700,000 for new construction/ownership. The latter is a strategy by which the City provides money to a developer, which may be a for-profit or nonprofit entity, to develop affordable housing for households with extremely low to low incomes. These designations include households earning up to 80% of the area's average median income (AMI).

\$125,900 would be used to assist owner-occupied affordable housing. Ms. Wilkinson further clarified that the category of special needs can include rehabilitation of property. Another portion of the funds would be used for project delivery, which includes inspections and other soft costs to offset administrative expenses. The total allocation is intended to cover the next three years.

Motion made by Mayor Trantalis, seconded by Ms. Nothard, to move the Item. In a voice vote, the **motion** passed unanimously.

V. AGENDA TOPICS FOR NEXT MEETING

Mr. Parke expressed concern for federal funds meant to assist individuals with rent payments, pointing out that if these dollars are not used within a set time frame, they must be returned to the federal government. Ms. Wilkinson replied that the City has spent all of its Coronavirus Relief Funds (CRF). They are now seeking to spend Community Development Block Grant (CDBG) funds related to COVID-19, which are not currently under a time constraint. The City has subcontracted with a company to spend these dollars. Individuals seeking rental assistance are being referred to this program.

Mayor Trantalis left the meeting at 10:03 a.m.

Chair Stewart recalled that the public hearing will be scheduled for the next meeting. The Committee also hopes to schedule a presentation on the progress of a "7 on 7" project.

VI. GOOD OF THE ORDER

Ms. Wilkinson noted that in-person meetings are scheduled to continue in the 1st floor of City Hall to provide for more effective social distancing.

VII. NEXT SCHEDULED MEETING DATE – September 13, 2021

VIII. ADJOURNMENT

There being no further business to come before the Committee at this time, the meeting was adjourned at 10:06 a.m.

Any written public comments made 48 hours prior to the meeting regarding items discussed during the proceedings have been attached hereto.

[Minutes prepared by K. McGuire, Prototype, Inc.]