



CITY OF FORT LAUDERDALE

DRAFT
MEETING MINUTES
CITY OF FORT LAUDERDALE
AFFORDABLE HOUSING ADVISORY COMMITTEE
914 SISTRUNK BOULEVARD, SUITE 100
FORT LAUDERDALE, FLORIDA 33311
MONDAY, MAY 11, 2026 – 9:00 A.M.

Cumulative

AHAC Committee Members	2026 Attendance	Present	Absent
William Condon, Chair	P	4	1
Shantel Jairam, Vice Chair	P	4	1
Jay Adams (arr. 9:04)	P	3	0
Commissioner Dr. Pamela Beasley-Pittman <i>represented by Jamel Walker</i>	P	4	1
Rich Degirolamo (arr. 9:04)	P	4	1
Dr. Rebecca Howell	P	1	2
Erin Lecuyer	A	3	1
Marilyn Mammano	P	3	0
Willie McKay	P	4	1
Agustina Sklar	P	3	2
Amanda Wilson	P	5	0

Staff

Rachel Williams, Housing and Community Development Manager
Olivette Carter, Assistant Manager, Housing and Community Development/Committee Liaison
Porshia Garcia, Community Services Department Director
Katrina Johnson, Acting Community Services Department Assistant Director
Amanda Hatter, Planner, Housing and Community Development
J. Opperlee, Recording Clerk, Prototype, Inc.

Also Present

William Barringer, Broward County Property Appraiser's Office
Kelly Brown, Broward County Property Appraiser's Office
Rex Nichols, AIA
Scarlett Perez, McDowell Housing Partners

Communications to the City Commission

Motion made by Chair Condon, seconded by Ms. Mammano, to gain approval from the City Commission to allow the creation of three subcommittees under the AHAC. The three subcommittees will be:

- Zoning, ordinances, and accessory dwelling units
- Finance and developer incentives
- AMI standards and affordability accountability

They will be staffed by current members of the AHAC. **In a voice vote, the motion** passed unanimously.

Motion made by Dr. Howell, seconded by Ms. Mammano, to support the Local Government Area of Opportunity for the McDowell Housing opportunity located in Fort Lauderdale in Melrose Manors. In a voice vote, the **motion** passed unanimously.

1. ROLL CALL / DETERMINATION OF QUORUM (6)

Chair Condon called the meeting to order at 9:01 a.m. Roll was called and it was noted a quorum was present.

2. WELCOME INTRODUCTION

The following Items were taken out of order on the Agenda.

5. Old Business

I. Affordable Housing Trust Fund Balance

Ms. Carter reported that there have been no changes to the Affordable Housing Trust Fund balance since the April 13, 2026 meeting. The balance remains at \$1,260,533.50.

II. Update on AHAC Subcommittees

Mr. Adams and Mr. Degirolamo arrived at 9:04 a.m.

Chair Condon advised that City Staff has looked into the possibility of creating subcommittees for the Affordable Housing Advisory Committee (AHAC). The Committee must officially request the establishment of subcommittees by the City Commission. A memorandum to this effect was provided to the Committee members before today's meeting. Ms. Carter stated that Mr. Adams had prepared the memo's language.

Chair Condon continued that the Committee is considering the establishment of up to five subcommittees with two to four members each. He recommended discussion to determine what the proposed subcommittees would address.

It was determined that the Committee would request the creation of four subcommittees to address the following topics:

- Finance and developer incentives
- Zoning and ADUs
- Area median income (AMI) standards and affordability accountability

Motion made by Chair Condon, seconded by Ms. Mammano, to gain approval from the City Commission to allow the creation of three subcommittees under the AHAC. The three subcommittees will be:

- Zoning, ordinances, and accessory dwelling units
- Finance and developer incentives
- AMI standards and affordability accountability

They will be staffed by current members of the AHAC. **In a voice vote, the motion passed unanimously.**

The Committee determined that the above request and vote would be sent as a communication to the City Commission.

III. Discussion – Selected Incentives for 2026 Incentive Strategies Report

1. Incentive C – allowance of flexibility in residential densities for affordable housing

2. Incentive E – allowance of accessible residential units in residential zone districts (ADUs)

3. Incentive G – Allowance of Flexible lot configurations, including zero-lot-line configurations, for affordable housing

4. Incentive H – Modification of street requirements to accommodate affordable housing

Chair Condon recalled that the Incentive Strategies Report is transmitted annually to the state of Florida and includes several specific incentive recommendations. The Committee has previously discussed focusing closely on a small number of these incentives on which more work can be done. At the April 2026 meeting, the Committee identified the incentives listed above as areas of focus.

Chair Condon recommended reviewing these four incentives over the next few weeks and discussing them in greater detail, beginning at the next meeting. There was Committee consensus to proceed in this manner.

Dr. Howell asked if the Committee has previously discussed aspects of Florida's Live Local Act in terms of incentive strategies. Chair Condon replied that the Live Local Act is not part of the Incentives Report. There was Committee consensus to address the Live Local Act as a potential part of the 2026 Incentive Strategies Report at the next scheduled meeting.

Chair Condon also recommended addressing two of the four selected incentives each month before the 2026 report is prepared. It was determined that the Committee would discuss Incentives C and E at the June 2026 meeting in greater depth.

Mr. Adams pointed out that area median income (AMI) is based in part on homeowner incomes rather than on renter income. Ms. Mammano emphasized the need to address this in the 2026 Incentive Strategies Report, adding that developers using the Live Local Act are being provided with density bonuses, administrative approval, and tax exemptions.

Chair Condon stated that the Live Local Act was enacted at the state level, and he did not feel the Committee could address it effectively. Ms. Mammano asserted that the AHAC can bring its concerns to the City Commission and request that the City's lobbyists engage further on this issue, even though City is not empowered to make any adjustments to the Live Local Act.

6. New Business

IV. Welcome New AHAC Member

1. Dr. Rebecca Howell

New Committee member Dr. Rebecca Howell introduced herself at this time.

The following Item was taken out of order on the Agenda.

VII. Guest Speaker – Mila Schwartzreich, Broward County Property Appraiser's office

William Barringer and Kelly Brown, representing the Broward County Property Appraiser's Office, recalled that the Committee had submitted questions and concerns regarding accessory dwelling units (ADUs) to that Office in advance of today's presentation.

Mr. Barringer explained that property taxes are set by individual municipalities depending upon their millage rate. His focus is on value rather than taxes. When an ADU is built, the Property Appraiser's Office considers the cost of building this unit. If the owner does not agree with the value listed on their Truth in Millage (TRIM) notice, they may contact the Property Appraiser's Office to discuss it further and may bring in supporting documentation of their costs. He emphasized again that the Office's focus is on value and not on taxes.

Ms. Mammano requested clarification that construction of an ADU for \$100,000 would increase property value by that amount. Mr. Barringer replied that if both the Property Appraiser's Office and the property owner agree with this cost, both the market value of

the property and the Save Our Homes value will increase by \$100,000. He clarified that market value applies to the whole property, while Save Our Homes is affected by the value of the new construction.

Mr. Barringer continued that each year, property values are assessed as of January 1. If a new addition is complete by that date, it is used in the recalculation of the property's market value. The value of the new construction will be added to the Save Our Homes value, whether the new construction is residential or commercial in nature. Florida Statute 193.155 states that any new construction must be placed into the Save Our Homes value.

Mr. Barringer explained that homesteaded properties used as primary residences are considered non-commercial use (NCU). There are also homeowners who choose to rent out portions of their homes or place businesses in their homes. The homestead exemption only applies to the portion of the property that is used as a residence. An ADU that is rented out does not count as a primary residence and is not protected by the homestead exemption unless a family member who is named on the property's deed resides in the ADU.

Ms. McKay asked if an ADU occupied by a child who has a disability would be considered differently. Ms. Brown replied that exemptions typically fall into one of two categories: personal exemptions for owners and permanent residents, such as homestead, senior, and disability exemptions, and institutional exemptions, such as affordable housing, nonprofit, charitable, or educational exemptions. The Live Local Act is one example of an institutional exemption.

Ms. Brown continued that the requirements for various exemptions are typically exclusive to property owners. Housing for tenants with moderate to low incomes would not qualify for affordable housing exemptions if it is located on a homesteaded property; the property has to be owned by either a nonprofit entity or an entity that meets other qualifications. If the affordable unit is located on a commercial property or is owned by a provider of affordable housing, some exemptions may be available.

Mr. Adams observed that this would mean an ADU would be taxed at 100% of its value and subject to annual increases. Ms. Brown explained that the assessed value of a homesteaded property is capped at a 3% increase each year. This assessed value will differ from the market value over time. Any exemptions are also taken from the assessed value to arrive at the taxable value.

Ms. Brown further clarified that building an addition to a property does not remove the 3% cap. The value of the addition is added into the property's assessed value, which is subject to the 3% capped increase. The cap for non-homesteaded properties is 10%. Property owners are not taxed on market value, but on assessed value minus any exemptions.

Mr. Barringer acknowledged that this would mean a homeowner has no incentive to construct an ADU for use as affordable housing. In addition to the increase to the Save Our Homes value, the owner would also be charged non-ad valorem taxes because they have constructed another residence on their property.

Mr. Barringer advised that if another single-family home is built on a property, the owner will be charged non-ad valorem taxes on that unit. The unit will also be charged fees associated with fire, sewage, stormwater, and other assessments.

Mr. Barringer also observed that when a property owner applies for permits to construct an ADU, those permits typically only specify that there will be an addition to the property. There is no tracking of how the new unit will be used. This can be addressed at the City level, as the City can ask for this information to be included on the building permit which is seen by the Property Appraiser's Office.

Ms. Brown stated that another consideration is predominance of use. For the purpose of maintaining a homestead on the property, the property's predominant use must be as the owner's primary residence. This would mean an owner cannot build an ADU, move into it as their new primary residence, and rent out the preexisting structure.

Ms. Brown continued that the only exception to these examples is a section of the Florida Statutes addressing assessment reductions for parents or grandparents, commonly known as the "Granny flat" exemption. This section has very specific requirements and is Constitutionally based. It addresses an addition to a property which would be used as the primary residence for a parent or grandparent of the homesteaded owner. The parent or grandparent must be 62 or older. That Statute allows for the new construction that would normally be added to the property's assessed value to be omitted. If the addition is eventually no longer used by that parent or grandparent, its value is added to the assessed value.

Ms. Brown advised that disability exemptions are available to homesteaded individuals, which would mean the child with a disability must be included on the title to the property in order to be eligible for those exemptions. There are both military service-related and non-military service-related disability exemptions, as well as a full exemption on the property's entire assessed value for very specific types of disabilities. All residents in the household must earn below a certain amount in order to qualify for this exemption, which is based on gross income for that household.

With regard to a cap on real estate taxes for small businesses and homeowners, Mr. Barringer noted that there are presently no such caps on small businesses. He recommended that the best way to have the Property Appraiser's Office view a property as a small business is to contact that office as soon as the TRIM notice is received. This will not result in the property value being increased and could result in the value being lowered.

Mr. Barringer addressed a question related to a potential homestead reduction that has been proposed by the Florida Legislature, stating that this would significantly affect the revenue that municipalities can generate. The money lost by an additional homestead reduction would need to be made up elsewhere, such as from non-ad valorem tax revenue or from commercial properties. Municipalities without significant commercial revenue will be the most affected by more homestead reductions.

Mr. Barringer moved on to special assessment fees on commercial buildings, stating that these fees are set by the municipalities and the Property Appraiser's Office simply lists these fees on the TRIM notices. Fees are typically tier-based or unit-based. He recommended that if an assessment is tier-based and involves square footage, the owner may wish to make sure their square footage is correct.

Mr. Adams requested more information about incentives for affordable housing which applies to properties that rent for up to 120% of AMI. While programs such as the Live Local Act, Broward County's Geller Amendment, and others provide incentives in the form of tax breaks for the creation of these units, they are not truly affordable. Mr. Barringer explained that the Property Appraiser's Office only considers how many of the units will be available with restricted rents, which are based on the AMI of the neighborhood in which the development is located.

Ms. Brown further explained that there are several Live Local Act developments in Broward County, and the Property Appraiser's Office performs due diligence by ensuring that these properties fall within the Live Local Act's criteria in terms of tenant income and rents that are charged. These are checked annually in order for a property to receive and maintain a Live Local Act exemption. If the property is a mixed-use project, the Office ensures that the exemptions are not applied to any of the commercial portion of the property.

Ms. Brown confirmed that properties with restricted rents must annually provide the Property Appraiser's Office with both an actual rent roll of what is charged for the affordable units as well as proof that those units are being rented to appropriate households.

Ms. Mammano reviewed the items discussed which could potentially be addressed to incentivize development of ADUs:

- Not adding the full value of new construction to the assessed value
- Allowing individuals as well as nonprofits or charities to rent out affordable units and receive a tax exemption
- Not charging non-ad valorem taxes to ADUs
- Consider specifying permits for ADUs to allow tracking of these units

Mr. Barringer pointed out that there are additional concerns related to the construction of ADUs, such as the need for additional setbacks, parking, driveways, or more. These

are Code Compliance issues determined at the City level. He recommended addressing these issues first.

V. Updates on Affordable Housing Action Items

1. Neighborly Asset Tracking Module

Housing and Community Development Planner Amanda Hatter reviewed the asset tracking module in the Housing and Community Development Department's Neighborly software. Moving forward, all new developments will be added to the asset tracker. Staff is also working to identify a way to add ADUs into the module so these can be tracked as well. This information can be reported to the AHAC as it is entered into the system.

Ms. Hatter continued that Staff also continues to work on an Affordable Housing Action Plan which has been approved by the City Commission. The first step in this process is to educate residents about what is available through creation of a one-page educational document, which is currently being reviewed and should be available on the City's website soon.

Ms. Hatter emphasized that actual changes to the City's Unified Land Development Regulations (ULDR) will be a slow process. Staff will need to consider the impacts that any recommendations may have throughout the City.

Ms. Mammano encouraged Staff to present the educational document to the Council of Fort Lauderdale Civic Associations once it is available.

Chair Condon asked if the City is currently tracking ADUs through another format. Ms. Hatter confirmed that they are not, explaining that building permits show ADUs only as accessory structures. The Neighborly tracking component will also allow the City to track which ADUs are used as affordable housing.

Community Services Department Director Porshia Garcia further clarified that the Development Services Department (DSD) can build in the means for Staff to identify ADUs or other accessory structures when entering permit information. This will also capture which structures are being used for affordable housing. The information can either be entered by the permit applicant or by Staff upon verification. She noted that DSD is working with Housing and Community Development (HCD) to make these changes.

Chair Condon asked if there is a possibility that AHAC documents can be stored on a shared drive so they are accessible to members. Ms. Williams replied that she has made this request to the City Clerk's Office and Staff is working to determine the best option.

The following Item was taken out of order on the Agenda.

3. **APPROVAL OF PREVIOUS MEETING MINUTES – April 13, 2026**

Motion made by Ms. Mammano, seconded by Ms. Sklar, to approve the April 13 minutes. In a voice vote, the **motion** passed unanimously.

2. **ADU Action Plan**

Ms. Hatter gave a presentation on affordable accessory residential units, which include ADUs. These are small independent units located on the same lot as a primary residence and can take the form of a detached cottage, an attached addition, garage conversion, or more. They can be used toward multi-generational living, aging in place, or workforce housing, and enable low-impact densification of neighborhoods.

Ms. Hatter provided a brief overview of the history of ADUs, which began in the 20th century as carriage houses, servants' quarters, family units, or affordable rentals. After World War II, zoning trends emphasized uniform single-family patterns, which reduced the production of ADUs. The units have seen a recent resurgence due to rising costs, smaller households, and greater demand for flexible units. They have not been shown to significantly change the character of neighborhoods.

The City's current Ordinances use terms such as "servants' quarters" to refer to ADUs, which restricts their occupancy to individuals employed on-site. The ADU Action Plan includes an update to this language. Current Code also requires additional off-street parking spaces for ADUs even when on-street parking exists, which will also be reviewed.

The Florida Housing Coalition has determined best practices involving ADUs, which include the following:

- Instead of allowing ADUs only in certain single-family districts, they should be permitted by right in all single-family districts
- Outdated terminology should be removed
- Exempt ADUs from density counts
- Rethink parking restrictions specifically where on-street parking exists
- Reduce or waive impact fees for affordable rentals
- If any City incentive is used in the creation of ADUs, a restrictive covenant may apply which will discourage or prohibit use of the units as short-term rentals for a certain amount of time
- Program support, including monitoring, homeowner guides, workshops, and online resources, can be developed for neighbors to ensure they are properly informed of these changes

Additional proposed changes include allowing construction of ADUs that are larger than the current 600 sq. ft. or 49% of primary structure size limitation. Other suggestions include allowing a homeowner to live in either the primary structure or the smaller unit,

although Ms. Hatter recalled that the Broward County Property Appraiser's Office representatives indicated this was not an option.

3. ADU District Map

Ms. Hatter reviewed a map of Fort Lauderdale's residential zoning districts, which shows lots on which ADUs are currently permitted. At present, the two largest zoning districts which could be impacted by ADUs are the RS-8 and RD-15 districts. The remaining residential districts already allow densities that provide for other types of affordable housing. The map is also broken down by City Commission District.

Ms. Hatter advised that a similar presentation is available on the Florida Housing Coalition website which may help the Committee members better understand best practices for the state. She emphasized that not all suggestions regarding ADUs will be the best fit for Fort Lauderdale.

It was noted that in addition to zoning Code requirements, construction of ADUs will also be subject to hurricane and flood Code requirements, including elevations, water retention, and similar standards.

Challenges to the ADU Action Plan include:

- Public perception
- Concerns regarding traffic, property values, and neighborhood character
- Administration, Code updates, and Staff training
- Modernization of the permitting process
- Infrastructure, particularly in areas where ADUs may be concentrated
- Legal and regulatory requirements
- Short-term enforcement
- Equitable access to grants, loans, and fee relief
- Overcoming obstacles, including traffic and parking considerations
- Property appraiser data
- Upholding homestead exemptions on primary structures
- Robust education strategy
- Public participation

Ms. Hatter noted that Florida Statutes prohibit municipalities from restricting the use of vacation rentals; however, if City incentives are provided to property owners, the City may implement deed restrictions related to affordability or short-term rental. She emphasized the importance of education as well as partnerships with neighborhood associations, nonprofits, lenders, and more. The education campaign would establish an ADU liaison resource center with forms and surveys to help refine policies and processes.

Ms. Sklar noted that some municipalities, such as Gainesville, Florida, offer downloadable plans for ADUs. Ms. Hatter advised that the City is not yet certain that this is feasible for Fort Lauderdale, although it is under consideration. This option would allow basic plans to be downloaded and customized as necessary, which could lower architecture and engineering fees associated with construction.

Ms. Mammano suggested that it may be possible to identify architects and contractors whose focus is on the development of “tiny homes” in Broward County. Another suggestion was for the use of prefabricated structures, which can also reduce costs.

VI. Ekon Melrose Manors – Local Government Area of Opportunity Proposal

It was noted that the Committee members received copies of this proposal in their backup materials.

Scarlett Perez, representing local affordable housing developer McDowell Housing Partners, explained that the company specializes in both affordable housing and tax credit developments. The Florida Housing Finance Corporation hopes to diversify affordable housing across the state, particularly in larger counties, by soliciting requests for applications.

Ms. Perez stated that Fort Lauderdale has been very successful in the past in obtaining awards from the Florida Housing Finance Corporation. She noted that the project proposed by McDowell Housing Partners would target lower ranges of AMI. Another consideration is a request made by Fort Lauderdale's Housing Authority to focus on the development of affordable units with two to three bedrooms.

McDowell's proposal offers the development of 110 units with a higher percentage of two- and three-bedroom units. 55 of the proposed units will have three bedrooms and 35 will have two bedrooms. This will assist families earning lower AMIs.

Ms. Perez concluded that in many municipalities, affordable housing advisory entities make recommendations for the Local Government Area of Opportunity (LGO) designation McDowell is seeking. This would allow the development to increase its chances of being awarded 9% tax credits by the Florida Housing Finance Corporation.

Ms. Williams clarified that the AHAC may make a recommendation in favor of the request, which would support the application. There will also be a required local government minimum match of \$640,000 for all developers who receive the 9% tax credits. Fort Lauderdale has provided these matching funds in the past. If the developer is unsuccessful in obtaining the grant, the funds are returned to the City. The match would come from the Affordable Housing Trust Fund.

Ms. Williams further clarified that in the past, the AHAC had indicated they would like to be made aware of projects funded with dollars from the Affordable Housing Trust Fund. This Agenda Item was included in recognition of the request.

Motion made by Dr. Howell, seconded by Ms. Mammano, to support the Local Government Area of Opportunity for the McDowell Housing opportunity located in Fort Lauderdale in Melrose Manors. In a voice vote, the **motion** passed unanimously.

It was determined that this recommendation would be transmitted as a communication to the City Commission.

VIII. Future Speakers

1. **Broward County AHAC**
2. **Fort Lauderdale Chambers of Commerce**
3. **Greater Fort Lauderdale Alliance/Workforce Housing**

Chair Condon noted that the next scheduled speaker will represent Broward County's AHAC. He added that the Greater Fort Lauderdale Chamber of Commerce will provide a presentation on workforce housing at an upcoming meeting.

4. Updates from Chair, General Discussion and Comments by Committee Members

None.

7. Agenda Items for Next Meeting

Chair Condon again encouraged the Committee members to review the incentives cited earlier in preparation for more in-depth discussion.

8. Good of the order

None.

9. Public Comments

Rex Nichols, representing AIA, explained that his company expedites the construction of affordable modular housing. He pointed out that these units can be constructed in only a few days' time, making them appropriate for use as ADUs. They are designed for compliance with Florida Building Code and typically use sustainable materials.

Chair Condon suggested that Mr. Nichols be invited back to make a presentation on this topic at a meeting in July or August 2026.

NEXT SCHEDULED MEETING DATE: June 8, 2026

ADJOURNMENT

There being no further business to come before the Committee at this time, the meeting was adjourned at 10:54 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.]