



CITY OF COCONUT CREEK
State Housing Initiatives Partnership (SHIP) Program
Affordable Housing Advisory Committee (AHAC)
Incentive Plan Strategies Report 2013

1. Background- Purpose of the Committee

In 2007, the Florida Legislature passed House Bill 1375, requiring entitlement cities and counties to appoint eleven (11) persons to recommend monetary and non-monetary strategies and incentives for affordable housing as required by the State Housing Initiatives Partnership (SHIP) Program.

On April 10, 2008, the Coconut Creek City Commission approved Ordinance No. 2008-017, which ordinance provided for the creation of an affordable housing advisory committee in accordance with the Florida Legislature's action and provided for annual appointments to the committee. On April 25, 2013, the Coconut Creek City Commission approved Resolution No. 2013-43, appointing new membership to the City of Coconut Creek Affordable Housing Advisory Committee (AHAC).

The responsibilities of the AHAC are provided for in Section 420.9076(4)(a), Florida Statutes, and generally requires that the AHAC review the City's established policies and procedures, ordinances, land development regulations, and the adopted comprehensive plan. Further, the AHAC shall recommend specific actions or initiatives to encourage or facilitate affordable housing while protecting the ability of the property to appreciate in value. The recommendations may include the modification or repeal of existing policies, procedures, ordinances, regulations, or plan provisions; the creation of exceptions applicable to affordable housing; or the adoption of new policies, procedures, regulations, ordinances, or plan provisions, including recommendations to amend the City's comprehensive plan and corresponding regulations, ordinances, and other policies.

The Committee met on September 16, 2013, October 15, 2013, and November 18, 2013 to review the City's existing policies and strategies related to affordable housing and the previously approved Incentive Plan Strategies Report.

The above AHAC meetings were open to the public and subject to Florida's Sunshine Law. The Committee's 2013 Incentive Plan Strategies Report was presented to the Coconut Creek City Commission on December 12, 2013.

2. Areas of AHAC Committee Review

a. PROCESSING OF APPROVALS OF DEVELOPMENT ORDERS OR PERMITS

Summary Discussion:

Both the Future Land Use Element (Policy II-1.5.2) and the Housing Element (Policy IV-1.3) of the City's Comprehensive Plan require periodic review of the City's ordinances, codes, regulations, fees and permitting process for the purpose of identifying appropriate procedural or substantive changes, which could facilitate expedited permitting. However, this is not specifically for affordable housing. Staff, at the recommendation of the inaugural AHAC, implemented a "fast track" permit review and building inspection process in early 2009 to expedite the construction process for the City's Minor Home Repair Program. The process has served to quickly identify minor home repair projects funded with affordable housing program dollars, provide an open communication line between inspectors and contractors to address issues before they arise, and ensure a quick turn around time for permit issuance and inspection completion.

Final Recommendation:

The Committee recommends that the City continue the "fast track" permit review process and building inspection process for the minor home repair program funded through SHIP and other affordable housing program dollars.

b. MODIFICATION OF IMPACT-FEE REQUIREMENTS

Summary Discussion:

There are several fees which housing development is subject to. They include the following:

- Police and Fire Impact Fees (assessed on a per sq. ft. basis)
- Park and Recreation Impact Fee (formula based)
- Water and Sewer Impact Fees (formula based)

There are no separate impact fee requirements for affordable housing. Both the Future Land Use Element (Policy II-1.5.2) and the Housing Element (Policy IV-1.3) of the City's Comprehensive Plan require periodic review of the City's ordinances, codes, regulations, fees, and permitting process for the purpose of identifying appropriate procedural or substantive changes, which could reduce housing costs. Since the

AHAC's last Incentive Strategies Report, the City conducted a review of building permit fees and in some instances reduced fees for certain residential repairs. The City is currently reviewing all other development impact fees to ensure the impacts are not negatively affecting development in the City.

Final Recommendation:

The Committee recommends that City staff continue to implement impact fees as existing in the Land Development Code rather than providing for a graduated reduction of impact fees for affordable housing, dependent upon the level of commitment to affordable housing units.

c. ALLOWANCE OF FLEXIBILITY IN DENSITIES FOR AFFORDABLE HOUSING

Summary Discussion:

Both the Future Land Use Element (Objective II-1.5.0 and its corresponding Policies 1.5.1 thru 1.5.5) and the Housing Element (Objective IV-3 and its corresponding Policies 3.1 thru 3.6) of the City's Comprehensive Plan require the provision of adequate sites with appropriate densities to meet the needs of households with different income levels. The City's Future Land Use Map includes residential densities ranging from 1 dwelling unit per acre to 16 dwelling units per acre. Within the City's MainStreet Regional Activity Center, densities are provided for at up to 40 dwelling units per acre. To date, several of the City's rental communities, built at 10 dwelling units to the acre, have included government subsidized Section 8 housing. No other utilization of our flexible density provisions have been utilized specifically for affordable housing. The existing strategies are currently underutilized. The only restrictions to the utilization of the higher densities in MainStreet are those included within the MainStreet Design Standards, including but not limited to LEED certified buildings and open space bonuses. Staff, at the recommendation of the inaugural AHAC, included the City's existing residential densities in the Local Housing Assistance Plan (LHAP) in early 2009.

Final Recommendation:

The Committee recommends that existing residential densities remain included in the City's Local Housing Assistance Plan, as currently implemented.

d. RESERVATION OF INFRASTRUCTURE CAPACITY FOR HOUSING

Summary Discussion:

The Future Land Use Element (Objective II-5.1.0 and its corresponding Policies 5.1.1 thru 5.1.19) of the City's Comprehensive Plan generally addresses requirements for adequacy of infrastructure. However, there are no provisions for specific reservation of capacity for affordable housing.

Final Recommendation:

The Committee recommends that no strategy be developed for this area of review at this time; however, the Committee recommends that staff continually evaluate infrastructure capacity.

e. ALLOWANCE OF AFFORDABLE ACCESSORY RESIDENTIAL UNITS IN RESIDENTIAL ZONING DISTRICTS

Summary Discussion:

The City's Comprehensive Plan does not provide for accessory residential units. The City would likely have to amend its Comprehensive Plan and its Land Development Code to provide for this strategy. Given regulatory hurdles and potential for density issues, this strategy may not be appropriate for Coconut Creek.

Final Recommendation:

The Committee recommends that no strategy be developed for this area of review at this time.

f. REDUCTION OF PARKING AND SETBACK REQUIREMENTS

Summary Discussion:

The Future Land Use Element (Objective II-9.1.0 and its corresponding Policies 9.1.1 thru 9.1.4) of the City's Comprehensive Plan encourages the development and implementation of flexible design standards and innovative site planning concepts. However, none of the adopted policies specifically address affordable housing. These strategies are available to all types of housing through the Planned Unit Development (PUD) zoning category, as referenced above. The MainStreet Design Standards also provide for great flexibility with mixed-used concepts and high density residential projects. Flexible design standards are approved as part of an

overall project approval and are available to any developer seeking to build in the City. While there are no true barriers or restrictions to this flexibility, the City will typically seek enhanced site design amenities (architecture, landscaping, pedestrian, or other site amenities) in exchange for allowing the desired flexibility in our standard requirements.

Final Recommendation:

The Committee recommends implementing the PUD process, which offers the greatest flexibility in establishing appropriate design guidelines for such projects.

g. ALLOWANCE OF FLEXIBLE LOT CONFIGURATIONS

Summary Discussion:

Historically, flexible lot configurations, including zero-lot-line configurations have been provided through the PUD process. Coconut Creek has a variety of existing residential communities that have utilized flexible lot configuration, including zero lot line homes. These provisions remain available to the development community today. As stated previously, flexible design standards, including lot configuration, are approved as part of an overall project approval and are available to any developer seeking to build in the City. While there are no true barriers or restrictions to this flexibility, the City will typically seek enhanced site design amenities (architecture, landscaping, pedestrian, or other site amenities) in exchange for allowing the desired flexibility in our standard requirements.

Final Recommendation:

The Committee recommends implementing the PUD process, which offers the greatest flexibility in establishing appropriate design guidelines for such projects.

h. MODIFICATION OF STREET REQUIREMENTS FOR AFFORDABLE HOUSING

Summary Discussion:

Similar to flexibility with setbacks, parking, and lot configurations, the City has utilized the PUD process for modification of street requirements. With our MainStreet Design Standards, we have also provided for certain flexibility. The design relief is typically limited to width of roadway, allowing a project to have roadways designed at less than the standard 24-foot minimum. The only restrictions and/or barriers to the use of this flexibility is the ultimate maintenance responsibility for a project roadway. The City typically does not assume maintenance responsibilities if it does

not meet minimum design standards. Therefore, an HOA or other entity would have to assume maintenance responsibility. Police and Fire must also approve any deviation to the minimum design standards from a public safety perspective.

Final Recommendation:

The Committee recommends implementing the PUD process, which offers the greatest flexibility in establishing appropriate design guidelines for such projects.

- i. **ESTABLISHMENT OF A PROCESS BY WHICH A LOCAL GOVERNMENT CONSIDERS, BEFORE ADOPTION, POLICIES, PROCEDURES, ORDINANCES, REGULATIONS, OR PLAN PROVISIONS THAT INCREASE THE COST OF HOUSING**

Summary Discussion:

While there is no specific policy of review for housing, the review process for any action that would increase the costs of development begins with a justification analysis by the Department that is recommending the proposed action. It is then evaluated by the Finance Department, City Attorney's Office, and the City Manager's Office prior to being scheduled for adoption. Any such action could only be adopted by ordinance, requiring two public hearings, providing sufficient opportunity for public input. Generally, the process as currently implemented is sufficient for review before adoption. The review process, as described above, would generally include calculating the impacts on housing. Staff, at the recommendation of the inaugural AHAC, included the City's current ongoing review process for actions that would increase the costs of development in the LHAP in early 2009.

Final Recommendation:

The Committee recommends that City staff maintain existing financial impact analysis procedures for evaluating, before adoption, policies, procedures, ordinances, regulations, or plan provisions that increase the cost of housing.

- j. **PREPARATION OF A PRINTED INVENTORY OF LOCALLY OWNED PUBLIC LANDS SUITABLE FOR AFFORDABLE HOUSING**

Summary Discussion:

The City maintains an inventory of locally-owned public lands and makes the inventory available on the City's website. Pursuant to State Statute, the City Commission reviews the inventory every three years to determine

if any of the land is suitable for affordable housing. While the City owns several parcels of developable land, each is platted for commercial use and have a commercial zoning designation. Therefore, they are not considered suitable for affordable housing. Most recently, the City Commission made a formal determination on this matter by Resolution 2013-50 in May of 2013. At the recommendation of the inaugural AHAC and pursuant to State Statute, staff included the requirement to review the inventory every three years in the LHAP in early 2009.

Final Recommendation:

The Committee recommends that the City Commission review every three years the inventory of City-owned lands and their suitability for use as affordable housing.

k. SUPPORT OF DEVELOPMENT NEAR TRANSPORTATION HUBS AND MAJOR EMPLOYMENT CENTERS AND MIXED-USE DEVELOPMENT

Summary Discussion:

The Future Land Use Element and the Housing Element of the City's Comprehensive Plan provide for policies that achieve this area of focus. The Comprehensive Plan includes Goals, Objectives, and Policies that address the following issues:

- Facilitating the movement of people from homes to work by correlating density with the roadway and transit facility network.
- Coordination of future land uses and availability of facilities.
- Discouraging sprawl development.
- Promoting the efficient use of land through mixed land use activities.
- Coordinating transportation and land use planning activities.

The City's Comprehensive Plan has not specifically identified such areas for affordable housing development. However, the City's Affordable Housing Impact Fee Ordinance, which is assessed to commercial projects, including mixed-use developments, provides for an alternative to payment by providing for affordable units to be produced within the mixed-use project. Staff feels that this goes a long way towards addressing this area of focus. There are no restrictions or barriers to this area of focus. Staff, at the recommendation of the inaugural AHAC, provided for the current Land Development Code provisions, including the MainStreet Design Standards, and provisions for the MainStreet Regional Activity Center, as currently implemented, in the LHAP in early 2009 to facilitate the development of affordable housing near major transportation hubs, employment centers, and mixed-use development.

Final Recommendation:

The Committee recommends that current Land Development Code provisions, including the MainStreet Design Standards, and provisions for the MainStreet Regional Activity Center remain included in the City's Local Housing Assistance Plan, as currently implemented.

3. Other Discussion/Recommendations

4. Committee Action

The Committee recommends that the City of Coconut Creek incorporate the above recommended incentive strategies in the SHIP Local Housing Assistance Plan and implement them in the City's jurisdiction.