



**CITY OF COCONUT CREEK  
AFFORDABLE HOUSING ADVISORY COMMITTEE MINUTES**

**Government Center  
4800 W. Copans Road  
Coconut Creek, Florida**

**Date: October 3, 2016  
Time: 5:00 p.m.**

**1. CALL TO ORDER**

The meeting was called to order by Chair Delgado at 5:17 p.m.

**2. PRESENT UPON ROLL CALL:**

Chair Alfred Delgado  
Joseph Fahey  
Ryan Marken  
Karen Trudeau  
Keith Velian

Also present: Deputy Director of Sustainable Development Scott Stoudenmire and Deputy City Clerk Marianne Bowers.

Absent:

Vice Chair Cheryl Stein  
Thomas Head  
Raymond Lebowitz  
Dominick Mangone

Deputy City Clerk Bowers informed the Board that Vice Chair Stein, Mr. Head, Mr. Lebowitz, and Mr. Mangone had contacted the City Clerk Department to send notice that they would be unable to attend the meeting.

**3. APPROVAL OF MINUTES**

A MOTION APPROVING THE MINUTES FROM PREVIOUS AFFORDABLE HOUSING ADVISORY COMMITTEE MEETING(S). (2016-0919)

**MOTION:** Trudeau/Fahey - To approve the Minutes of the September 19, 2016, meeting.

**Upon roll call, the motion passed by 5-0 vote.**

**4. REVIEW OF STATE GUIDELINES FOR INCENTIVE STRATEGIES**

Mr. Stoudenmire discussed strategies A, B, and C. He explained that he was providing an overview of the three areas, and that no strategies would be voted on at this meeting. He added that the voting meeting needed to be advertised in accordance with state requirements.

Strategy A (Expedited Permitting): Mr. Stoudenmire noted that there were two required items the Affordable Housing Advisory Committee (AHAC) had to address, and Strategy A was one of the two items. He explained that the City had created an expedited permitting process, and talked about how the process works. He noted that the internal process has been refined over the years, but suggested that staff could improve the contractor education process during program orientation to emphasize the importance of timeliness in completing projects. Mr. Stoudenmire explained the minor home repair program procedures. Chair Delgado asked if there were any penalties for contractors not meeting the project timeline. Mr. Stoudenmire answered that staff has the ability to remove contractors from the pool if there is a pattern of not meeting the deadline. Discussion ensued regarding contractor responsibility and the expediting process. Chair Delgado asked the Committee for any additional discussion or suggestions, and there were none.

The Committee took a ten minute recess and reconvened at 5:56 p.m.

Strategy B (Impact Fees): Mr. Stoudenmire discussed the various development impact fees, including Parks and Recreation fees. He explained how the fee is assessed on residential development. Discussion ensued regarding affordable housing projects in the City. Mr. Stoudenmire explained that there are housing developments in the City that have received federal assistance, but there has not been a full affordable housing project. He explained that high land values were the likely reason. He added that the City uses its housing funding to provide purchase assistance to low and moderate income households to ensure affordable housing units are available. Mr. Stoudenmire discussed Broward County's concern with the inventory of affordable housing in the County and noted that the City adopted an affordable housing linkage fee in 2006 to address the concern. He commented that linkage fee shares the affordability burden with commercial developers. He added that another major impact fee is for Police and Fire services. Discussion ensued. Chair Delgado asked about the feasibility of reducing impact fees for affordable housing projects. Mr. Stoudenmire stated that he would speak with the City Attorney's Office regarding the legal aspects of reducing impact fees for discussion at the next meeting.

Strategy C (Allowance of Flexibility in Densities for Affordable Housing): Mr. Stoudenmire stated that the City provides for a variety of residential densities, which he noted can be found in the Comprehensive Plan and in the Land Development Code, to accommodate all types of housing projects. Mr. Fahey asked if the City has height densities. Mr. Stoudenmire said the height densities are flexible, noting that the Planned Unit Development (PUD) zoning category allows for the greatest zoning flexibility. Mr. Fahey asked if developers under the PUD zoning category pay the same impact fees. Mr. Stoudenmire answered yes. Discussion ensued regarding flex units. Mr. Stoudenmire explained that flex rules are countywide and the City must be consistent with Broward County's policies. Discussion ensued regarding land use policies in Broward County. Mr. Stoudenmire closed by noting that the City's zoning code provides for flexibility related to density and suggested no changes to the current strategy.

## **5. SET DATE OF NEXT MEETING**

After some brief discussion, Ms. Trudeau made a motion to set the next meeting for October 24, 2016, at 5:30 p.m., seconded by Mr. Marken. The motion carried by a

unanimous voice vote.

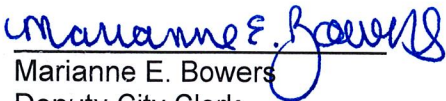
**6. COMMUNICATIONS AND REPORTS**

There were no communications or reports.

**7. ADJOURNMENT**

The meeting was adjourned at 6:32 p.m.

Transcribed by: Marianne Bowers and Justin Ayers

  
Marianne E. Bowers  
Deputy City Clerk

10/24/16  
Date