

# City of Coconut Creek InterOffice Memorandum

**To:** Affordable Housing Advisory Committee  
**From:** W. Scott Stoudenmire, AICP  
Deputy Director of Sustainable Development

**Date:** September 19, 2016

**Subject:** Incentive Plan Strategies Report  
Agenda Item No. 10

## **Background**

In November of 2008, the inaugural AHAC developed an Incentive Plan Strategies (IPS) Report to facilitate affordable housing efforts in accordance with the requirements of the SHIP Act. The City Commission supported the AHAC's recommendations, and the strategies were incorporated into the City's Local Housing Assistance Plan (LHAP) on February 26, 2009. These strategies generally included an expedited building permit and inspection review process for affordable housing projects, utilization of the flexibility in the City's land development code regulations related to residential densities and design standards, and continual evaluation of current policies related to impact fee assessment, infrastructure capacity, and inventory of City-owned land and their suitability for affordable housing.

In November of 2013, the AHAC reaffirmed many of these strategies and provided recommendations for clarification and improvement on the previously recommended strategies. The AHAC's 2013 efforts serve as the City's current IPS Report. The strategies were incorporated into the City's LHAP on February 24, 2014.

## **Requested Action**

In an effort to facilitate our discussion for the 2016 Report, the current IPS Report is attached for your reference. The strategies adopted are still very much valid and applicable to our ongoing efforts; however, State requirements mandate that our AHAC and City Commission review and reaffirm the current document every three years. Such action is necessary to maintain compliance with the SHIP Act and eligibility for SHIP funds.

The next AHAC meeting, and any additional meetings deemed necessary by the AHAC, will be for the review and discussion of the current strategies. Before the AHAC takes a formal vote on the recommended strategies, the City is required to advertise the AHAC's intended action, including a public meeting date for formal action prior to December. The AHAC's recommendation for reaffirmation of, or changes to, the current strategies will be presented to the City Commission on December 8, 2016. Following City Commission action, the City will transmit the report to the Florida Housing Finance Corporation; and any changes will be incorporated into the City's LHAP with the submittal of the next three-year plan in May.

WSS:dn

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