



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

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

**Date: October 24, 2016
Time: 5:30 p.m.**

1. CALL TO ORDER

The meeting was called to order by Vice Chair Stein at 5:31 p.m.

2. PRESENT UPON ROLL CALL:

Vice Chair Cheryl Stein
Thomas Head
Raymond Lebowitz
Dominick Mangone
Karen Trudeau
Keith Velian

Also present: Deputy Director of Sustainable Development Scott Stoudenmire, Housing and Grants Specialist Dan Nelson, and Deputy City Clerk Marianne Bowers.

Absent:

Chair Alfred Delgado
Joseph Fahey
Ryan Marken

Deputy City Clerk Bowers informed the Committee that Chair Delgado, Mr. Fahey, and Mr. Marken 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). (2016-1003)

MOTION: Lebowitz/Velian - To approve the Minutes of the October 3, 2016, meeting.

Upon roll call, the Motion passed by 6-0 vote.

4. REVIEW OF STATE GUIDELINES FOR INCENTIVE STRATEGIES

Mr. Stoudenmire presented the item and gave a brief overview of strategies A through C that were discussed at the October 3, 2016, meeting. He noted that consensus was given that the recommendation for Strategy A (Expedited Permitting) was to enhance education for contractors on the expedited permitting process and their responsibilities of completing projects quickly. Mr. Stoudenmire stated that there were no recommended changes to

Strategy B (Modification of Impact Fee Requirements) from the AHAC at the last meeting. He reported that he spoke with the City staff related to the reduction of impact fees specific to affordable housing projects and that no changes to the recommendation for Strategy B were needed as a result of those discussions. He summarized that there were no recommended changes to Strategy C (Allowance of Flexible Densities). Mr. Stoudenmire reminded the AHAC that the next meeting would be advertised as a public hearing for a formal vote on the strategies so the Committee needed to reach consensus on the remaining items in order to advertise appropriately. Discussion continued for strategies D through K.

Strategy D (Reservation of Infrastructure for Very Low-income, Low-income, and Moderate-income Persons): Mr. Stoudenmire explained that infrastructure capacity for solid waste, water, and sewer is projected through the year 2040 and is not currently an issue for the City. He noted that the last Incentive Plan Strategies (IPS) Report did not reserve infrastructure for affordable housing developments. Consensus was given that no additional recommendations for the reservation of infrastructure were needed.

Strategy E (Allowance of Affordable Accessory Residential Units in Residential Zoning Districts): Mr. Stoudenmire explained that the City's Code does not prohibit accessory residential units but the allowance of accessory units is based on the property's approved density. He discussed that the City recently adopted an ordinance that amended the definition of family in the City's Code to allow up to four unrelated individuals in a dwelling. Mr. Mangone asked if the amendment addressed parking. Mr. Stoudenmire said the ordinance did not have language related to parking because the Code already addresses parking. Vice Chair Stein asked if the City allows garage conversions. Mr. Stoudenmire responded that garage conversions are permitted as long as they comply with Code and the proper permits are obtained. He stated that this strategy may recognize the new definition of family that clarifies what is permitted in residential zoning districts.

Strategy F (Reduction of Parking and Setback Requirements), G (Allowance of Flexible Lot Configurations), and H (Modification of Street Requirements): Mr. Stoudenmire discussed the three strategies together, noting that they all related to site design criteria. He explained that all the criteria are provided for in the Planned Unit Development (PUD) zoning category. He gave an example of the Centura Parc PUD and the Cocobay PUD, which contain a variety of housing types. Mr. Stoudenmire noted that the PUD zoning category can be utilized by any residential developer, including an affordable housing developer. Mr. Head asked about the maximum density allowed in the City, and Mr. Stoudenmire noted that the MainStreet area provides for up to 40 units to the acre and areas outside of MainStreet provide up to 20 units to the acre. He added there are flexibility units that would allow it to go higher. He noted that the City has the flexibility in its existing Code to provide for modifications to site design criteria. He reviewed the approval process for PUD projects and explained that the approved PUD becomes the zoning code for that project. Discussion ensued regarding modifications to the minimum design standards through the PUD process and maintenance responsibility. There were no further questions from the Committee.

Strategy I (Process for Reviewing Policies, Procedures, Ordinances, Regulations, or Plan Provisions That Increase the Cost of Housing): Mr. Stoudenmire explained that the City does have a process in place for reviewing new or amended policies, procedures, ordinances, regulations, or plan provisions that includes a detailed financial impact

analysis. He stated that the process is used for all Code or policy changes, not just housing regulations. There were no further questions from the Committee.

Strategy J (Preparation of a Printed Inventory of Locally Owned Public Lands Suitable for Affordable Housing): Mr. Stoudenmire explained that this process is done every three years pursuant to state statute, which was most recently done in May of 2016 by a resolution of the City Commission. He displayed a map, showing city-owned parcels and explained that the few developable parcels located in the MainStreet area were acquired as part of the City's economic development strategy and have been deemed not suitable for affordable housing by the City Commission. Discussion ensued regarding the city-owned parcels in MainStreet and zoning requirements.

Strategy K (Support of Development Near Transportation Hubs and Major Employment Centers and Mixed Use Development): Mr. Stoudenmire spoke about the MainStreet area and gave a brief history how the land use was changed from industrial to regional activity center. He explained that the Sample Road and US441 intersection at the southwest corner of the MainStreet area is a major transportation hub for the Broward County transit system. He noted that the actions the City has taken in the Comprehensive Plan designating the MainStreet area as a mixed use regional activity center supports development near transportation hubs and employment centers. He commented that a true affordable housing project may never get constructed in MainStreet but the area provides for density where affordable units may be available. Discussion ensued regarding housing types in the area.

Mr. Stoudenmire reviewed Strategy A (Expedited Permitting) and the consensus from the October 3, 2016, meeting. Discussion ensued regarding the permitting process. Mr. Stoudenmire said that staff would draft a summary report for the next meeting based on the discussions of the AHAC for a formal vote on the strategies. He noted that the IPS Report would be presented to the City Commission at their December 8, 2016, meeting.

5. SET DATE OF NEXT MEETING


After some brief discussion, Mr. Mangone made a motion to set the next meeting for November 14, 2016, at 5:30 p.m., seconded by Ms. Trudeau. The motion carried by a unanimous voice vote.

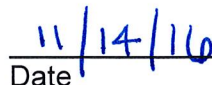
6. COMMUNICATIONS AND REPORTS

Vice Chair Stein asked about pedestrian paths in the MainStreet area. Mr. Stoudenmire explained the existing and proposed network of greenways and paths. Discussion ensued regarding underground utilities.

7. ADJOURNMENT

The meeting was adjourned at 6:36 p.m.


Marianne E. Bowers
Deputy City Clerk


Date