

Affordable Housing Advisory Committee

July 7, 2021

Leon County Agriculture Building – Auditorium

615 Paul Russell Road

Leon County AHAC Meeting – 10:00 a.m.

Agenda

- I. Call to Order
- II. Roll Call
- III. Approval of July 7, 2021 Agenda
- IV. Approval of April 7, 2021 Meeting Minutes (**TAB 1**)
- V. Approval of May 5, 2021 Meeting Minutes (**TAB 2**)
- VI. Public Comments
- VII. Old Business
 - Proposed Affordable Housing Advisory Committee Recommendations (**TAB 3**)
 - Discussion and Recommendations by the Committee
 - Overview, Review and Discussion of Inclusionary Housing Policy
- VIII. Adjournment

Next Meeting

Joint County – City Affordable Housing Advisory Committee

Monday, August 23, 2021 at 10:00 a.m.

Smith-Williams Center 2295 Pasco Street

Leon County
Affordable Housing Advisory Committee
April 7, 2021
Meeting Minutes

MEMBERS PRESENT: Chair Trina Rose Searcy
Vice Chair- Marthea Pitts
Commissioner Nick Maddox
Lawrence Tobe
Herschel Holloway
Oral Payne
Shawn Menchion
Ian Walkick
Madelon J. Horwich

MEMBERS ABSENT: Deborah Lloyd

STAFF PRESENT: Shington Lamy, Director of the Office of Human Services & Community Partnerships
Matthew Wyman, Housing Services Manager
Geraldine Green, Housing Services Specialist
Ryan Culpepper, Director of Development Services
Ryan Guffey, Concurrency Management Planner
Justin Poole, Building Plans Review Administrator

Item # I. Call to Order

With a quorum present, Chair Searcy called the meeting to order at 10:08 a.m.

Item # II. Roll Call

Mrs. Green proceeded with roll call.

Item #III. Approval of March 7, 2021 Agenda

Chair Searcy requested a motion from the floor for approval for today's agenda.

Ms. Horwich moved to approve the agenda, seconded by Mr. Waldick. The motion passed unanimously.

Chair Searcy received a request from Ms. Horwich to open the doors to increase airflow and inquired if there was any opposition. There was none.

Item #IV. Approval of March 3, 2021 Meeting Minutes (Tab 1)

Chair Searcy requested a motion to approve the March 3, 2021 Meeting Minutes.

Ms. Horwich moved to approve the agenda with edits to correct the spelling of Chair Searcy's name in the final italicized paragraph, seconded by Mr. Menchion. The motion passed unanimously.

Item # V. Public Comments

No members of the public were present for the meeting.

Item # VI. Old Business

Presentation of Detailed 2021 Meeting Schedule (Tab 2)

Mr. Wyman presented the dates and topics of each meeting in 2021 for the development of the Committee's annual report as required by Florida Statutes. The Committee's three primary requirements are to review, recommend and report on the County's established policies as they pertain to the incentives found at Section 420.9076 (4) (a)-(k), F.S. Mr. Wyman continued that the detailed schedule also incorporates the joint county and city meetings. The next joint meeting will be held at the Smith-Williams Center on Pasco Street.

Presentation on Affordable Housing Incentives (Tab 3)

Mr. Wyman introduced the presentation on the County's current practices on the affordable housing incentives found at Section 420.9076 (4) (a)-(k), F.S. Incentive strategies that are adopted become County policy via the County's State Housing Initiatives Local Housing Assistance Plan.

Mr. Wyman first introduced Mr. Ryan Culpepper, Director of Development Services and Ryan Guffey, Concurrency Management Planner, in the Department of Development Services and Environmental Management (DSEM) who provided an overview of the development approval process, introduced an upcoming study on Mobility Fees and informed the Committee on the current County practices as established in the Land Development Code (LDC) regarding affordable housing incentives (b)-(h) and (k) which must be addressed in the Committee's annual report:

(b) Housing developers do not pay any County impact fees. Impact fees were eliminated in 1995.

(c) The LDC does not address this issue. It does, however, provide incentives for affordable housing with regard to the required review level. For example, projects with 50% or more affordable housing units can have their review threshold increased by 50%

thereby potentially allowing a lower review level and reducing permitting costs. [Section 10-7.402(4)(h) of the LDC] NOTE: Current LDC allows flexibility for County staff.

(d) The concurrency management system treats all projects the same and does not provide special provisions for affordable housing projects. (Article III of the LDC)

The LDC allows accessory dwelling units in conjunction with the following principal structures: single-family detached dwellings, retail establishments, offices, and principal industrial structures. [Section 10-6.803(b) of the LDC]

(e) The LDC does not address this specific issue. However, an applicant may file a request for reduction to the parking requirements to the Parking Standards Committee based upon data supporting such request for reduction. A deviation may also be requested for consideration of relaxing setbacks. [Article VII, Division 5, Subdivision III of the LDC – Parking and Loading Standards; Section 10-1.106 – Deviations] NOTE: There is a cap on size not a minimum requirement.

(g) Many zoning districts already provide for zero lot-line development patterns. Staff also looks to provide flexibility in design to reduce impervious surface area (consistent with the County's Low Impact Design ordinance) and to identify other efficiencies. [Section 10-7.502 and 10-4.308 of the LDC]

(h) According to Leon County Public Works, there are not currently any modification of street requirements for affordable housing.

(k) A couple of the County's zoning districts such as the Mahan Corridor and Lake Protection Node districts are designed to implement this by providing mixed use development patterns centered near major intersections. These nodes are intended to accomplish several goals including, but not limited to: providing convenience goods to area residents within a short distance of home, maximize infrastructure, minimize automobile dependency, promote transit and facilitate compatibility with nearby neighborhoods. There are a few others with similar aspects, but these two districts stand out the most. [Sections 10-6.654.1 and 10-6.660 of the LDC]

Chair Searcy asked if there were any questions or recommendations for the annual report. There were none.

Mr. Wyman then presented the County's current processes involving the incentives that are required to be implemented as established in Florida Statutes (a) and (i) as well as on the incentive involving County owned parcels suitable for affordable housing (j):

(a) Leon County expedites permitting of affordable housing projects by administrative direction, close coordination and teamwork.

(i) By administrative direction, all Local Comprehensive Plan and Land Development Regulations (LDR) with the potential to impact the cost of affordable housing are referred to the Leon County Division of Housing Services. Any of these Plan or LDR amendments potentially affecting affordable housing costs can be brought up to a meeting of the Department of Development Support and Environmental Management, the Planning Department, and the Division of Housing Services for modification and transmittal to the Board of County Commissioners or other appropriate review or approval entities.

(k) County staff (Real Estate Division) prepares, and makes available to the public, a printable inventory of County-owned lands suitable for affordable housing.

Justin Poole, Building Plans Review Administrator, presented an overview of the concurrent review process utilized by the DSEM to more efficiently process building permit applications process undertaken by the Development Services Division, Building Plans Review and Inspection Division as well as the Environmental Services Division that is tasked with ensuring managing the impacts of construction on the environment such as run-off and stormwaters. The DSEM issued 202 permits the first 3 months of this year which is more than double of last year this time. The average processing time for building permits is 19 days however, affordable housing permits average 9 days. Mr. Poole also discussed Building Code barriers to affordable housing such as the increase of product design standards causing higher building costs and lengthy and difficult approval processes for innovative building methods such as 3-D Automated Construction.

Chair Searcy asked for questions or recommendations for the annual report. There were none therefore, she gave the floor back to Mr. Wyman for the next presentation.

View of the Map of Households Served by County & City Programs

Mr. Wyman presented the online map requested by the Committee at the March 3rd meeting which shows the location of households that have participated in the County as well as the City's affordable housing programs over the last two years. Mr. Wyman highlighted that over 50% of households in the unincorporated areas of Leon County served through the Home Rehabilitation and Repair programs consist of at least one person 62 years of age or older compared to 31% in the City and that the average purchase price of homes assisted with down payment assistance is approximately \$123,000.

The Committee requested that the following be included in the agenda of upcoming meetings:

- A discussion on barriers to the construction of affordable housing with a local homebuilder;
- A presentation from CareerSource on actions being taken to increase skilled labor and any apprenticeship program opportunities; and
- Information from other local governments outside the region on effective affordable housing incentives that have been implemented.

Mr. Wyman reminded the Committee that the next meeting will be May 5, 2021 while the next Joint City/County Meeting is scheduled for May 24, 2021.

Item #VII. Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 11:41 a.m.

**Leon County
Affordable Housing Advisory Committee
May 5, 2021
Meeting Minutes**

MEMBERS PRESENT: Chair Trina Rose Searcy
Lawrence Tobe
Oral Payne
Ian Walkick
Madelon J. Horwich

MEMBERS ABSENT: Vice Chair- Marthea Pitts
Commissioner Nick Maddox
Herschel Holloway
Shawn Menchion
Deborah Lloyd
Elias Mathes

STAFF PRESENT: Matthew Wyman, Housing Services Manager
Catherine Jones, Commissioner Maddox's Aide
Artie White, Administrator of Comprehensive Planning

PUBLIC PRESENT: Kristellys Estanga, Intern to City Commissioner Jack Porter

Item # I. Call to Order

Without a quorum present, Chair Searcy called the meeting to order at 10:09 a.m. Chair Searcy explained that the meeting would proceed as a workshop and that any actions requiring a vote would not take place or would need to be ratified at the next meeting.

Item # II. Roll Call

Mr. Wyman proceeded with roll call and confirmed there was not a quorum

Item #III. Approval of May 5, 2021 Agenda

Chair Searcy did not entertain a motion from the floor for approval for the agenda because a quorum was not established.

Item #IV. Approval of April 7, 2021 Meeting Minutes (Tab 1)

Chair Searcy did not entertain a motion from the floor for approval for the May 5, 2021 Meeting Minutes because a quorum was not established. Approval of the minutes will be added to the next regular meeting's agenda.

Mr. Wyman requested if there were any proposed revisions from the floor. There were none.

Item # V. Public Comments

Chair Searcy inquired if there was public comment as there was one member of the public present. No comments were taken.

Item # VI. Old Business

Presentation on the Tallahassee – Leon County Comprehensive Plan (Tab 2) Artie White, Administrator of Comprehensive Planning

Mr. Wyman presented the item on the Comprehensive Plan and mentioned that the Committee's primary responsibility is to review the established policies and procedures, ordinances, land development regulations, and comprehensive plan of Leon County, and to recommend specific actions or initiatives which encourage development of affordable housing.

As part of that review, Artie White, Administrator of Comprehensive Planning, will present on County policy regarding the development approval process, the Comprehensive Plan (Comp Plan), and the Alternative Mobility Funding System Study.

Mr. White defined the development process in general from the various policy involved from including the Comp Plan (Comprehensive Planning), Land Development Code (Land Use Planning), and Development Review (Site Planning and Permitting).

Mr. White continued that the Comp Plan regulates all of Leon County and memorializes the initial and ongoing process that determines community goals and aspirations in terms of community development on 11 applicable topics. The Comp Plan establishes standards for the development of land and provide guidelines for the more detailed land development and use regulations which must be consistent with higher authority including Florida Statutes as well as the U.S. Constitution. The current plan was adopted in 1990 with a horizon year of 2030. The next update would move the horizon year out to 2045.

The future land use map was then presented which shows the various categories of uses that apply to specific areas of the County. Each category has a range of densities (quantity of residential units) and intensities (quantity of commercial units) and is further broken down into zoning districts.

Mr. White discussed that affordable housing is most impacted by two of the 11 elements of the Comp Plan; the Land Use and Affordable Housing elements. The Land Use and the Housing Elements of the Comp Plan both allow, but do not require, density bonuses to incentivize the development of affordable housing. Mr. Oral Payne asked for the current deficit of housing in terms of type. Staff agreed to provide in a follow up email.

Mr. White provided a brief history of direction on the Comp Plan received from the City Commission and Board of County Commissioners in 2014 which was to align the land use and development plan with established community priorities, beginning with a comprehensive assessment and revision of the Land Use Element. Since that time, staff has been conducting public engagement, identified community values, produced goals and objectives, etc.

In 2019, direction was provided to hire a consultant to supplement staff for the update of the Land Use and Mobility Elements; however, at the following Comp Plan meeting consideration was given to expand the scope to all elements. In April 2021, direction was provided to obtain a consultant to provide recommendations on the update of the Land Use and Mobility Elements with an option to expand to other elements and incorporate students of local universities in the process. A Request for Proposal will soon be released by staff and will later be presented to the Commissions.

An Evaluation and Appraisal review must be completed every 7 years as required by Florida Statutes to identify any necessary amendments related to changes in law.

Ms. Horwich asked why it isn't required after every legislative session. Mr. White indicated he is not aware as to the logic but that it is the minimum requirement. Updates are allowed to be made more frequently. Targeted cleanup of outdated organizational names and terms are planned to be updated. Other changes are expected to be proposed to align the Comp Plan with recent legislation allowing affordable housing to be built no matter the zoning.

Mr. White presented an overview of the Alternative Mobility Funding System Study which will analyze the existing transportation concurrency system and provide an evaluation of plans, programs, policies, land use patterns, travel characteristics, and infrastructure and provided a historical background on legislative changes. The current Concurrency system charges developer fees only when additional capacity is needed on roadways to accommodate automobiles. A Mobility Funding System is expected to increase flexibility for funding a variety of transportation modes and providing more options for mobility.

Mr. White explained the various phases of the study as well as the Mobility Fee Tiers that could be recommended from the study including Within the Multimodal Transportation District, Inside Capital Circle or Inside the Urban Service Area and Outside Capital Circle or Outside the Urban

Service Area. A Mobility Funding System, like the current concurrency system, can account for affordable housing in the fee structure. Mr. White then closed his presentation.

Mr. Tobe asked if evidence in the community can be seen from the original Comp Plan from the 1960's. Mr. White provided a few examples found mostly in the growth in northern areas of town. Mr. Tobe continued that he is surprised to not see many large-scale buildings in the downtown area. Mr. White mentioned that the tallest buildings typically produce the highest tax values in the County.

Chair Searcy confirmed there were no other questions or comments and closed the presentation.

Presentation on Affordable Housing Incentive Strategies Implemented by other Florida Local Governments, Matthew Wyman

Mr. Wyman presented the staff compiled comparison of select Florida County's (as well as the City of Tallahassee) established affordable housing incentives found at Section 420.9076 (4) (a)-(k), F.S. as referenced from their Local Housing Assistance Plan (LHAP) which was requested by the Committee at their last meeting.

Mr. Wyman explained the primary takeaway from the side by side comparison shows that the larger the community, such as Hillsborough County, the more of the 11 total incentives listed in statutes have been established. Comparatively, Alachua County and the City of Tallahassee have less implemented incentives.

Mr. Payne asked if incentives from Pinellas County could be added. After discussion, staff will share the incentives section of Pinellas County's LHAP via email.

Mr. Wyman turned the floor back to Chair Searcy.

Item #VII. Adjournment

The Chair announced the next meeting to be the Joint City/County AHAC on May 24, 2021.

Ms Horwich asked if the joint meetings with the City's AHAC are mandatory. Mr. Wyman provided the topics to be discussed at the joint meeting and asked that everyone attend.

There being no further business to come before the Committee, the meeting was adjourned at 11:20.



AFFORDABLE HOUSING ADVISORY COMMITTEE

DATE: July 2, 2021

TO: Chairman Trina Searcy and the Affordable Housing Advisory Committee

FROM: Shington Lamy, Director of Human Services and Community Partnerships
Matthew G. Wyman, Housing Services Manager

SUBJECT: Proposed Affordable Housing Advisory Committee Recommendations & Inclusionary Housing Policy

Statement of Issue:

This item presents staff proposed recommendations of the Affordable Housing Advisory Committee (Committee) for consideration and approval.

Staff Recommendation:

Option #1: Approve the staff recommendations for the Leon County Affordable Housing Advisory Committee's 2021 Report as presented in Attachment #1.

Background:

Pursuant to Section 420.9076(4) Florida Statutes, the Committee's primary responsibility is to review the established policies and procedures, ordinances, land development regulations, and comprehensive plan of Leon County, and to recommend specific actions or initiatives which encourage development of affordable housing. 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. Florida Statutes specifies that at a minimum, a Report of Recommendations (Report) must be submitted to the Board of County Commissioners annually and include recommendations or evaluation of the implementation of each affordable housing incentives found at Section 420.9076(4) F.S. (a-k).

Analysis:

During 2021, the Committee has reviewed the established Leon County policies related to affordable housing via presentations on the State Housing Initiatives Partnership (SHIP) Local Housing Assistance Plan, the Tallahassee-Leon County Comprehensive Plan, the Leon County Land Development Code and has participated in joint meetings with the City of Tallahassee's (City) AHAC to discuss the City's Inclusionary Housing Ordinance, which will be further discussed at the August joint meeting.

As part of the annual review process, County staff has prepared proposed recommendations and analysis for the Committee's review. As reflected in Attachment #1, the proposed recommendations address three areas:

1. Statutorily Required Incentives for the Report (a,b,d-k)
 - Staff requests the Committee consider recommendations on (j).
2. Tallahassee-Leon County Comprehensive Plan
3. Leon County SHIP Local Housing Assistance Plan

However, proposed recommendations on incentive Section 420.9076(4)(c) F.S., “The allowance of flexibility in densities for affordable housing,” have not been provided by staff but will be discussed as part of a broader discussion on inclusionary housing policy which will be conducted on July 7th as well as part of the joint meeting with the City’s AHAC on August 23rd.

Inclusionary Housing Overview

Inclusionary housing policy primarily focuses on constructing residential units that are affordable to low income households into high market rate developments; however, it also serves as a tool to mandate or incentivize increasing the stock of affordable housing.

As presented in the March 13, 2021 Board Workshop on Affordable Housing Initiatives, the highest affordable housing needs in Leon County are more rental units for households with income at 50% or less of the area median income. In Leon County, 50% of the area median income for a household of four is \$38,150. A Florida Housing Coalition study conducted in 2020 assessed that Leon County generally lacks smaller (1 to 2 bedroom) affordable units and affordable rental units for extremely low and low-income households (earning 30% to 50% of the AMI).

At the Board of County Commissioner’s (Board) April 13, 2021 regular meeting, the Board requested an overview of inclusionary housing policies as well as next steps in the development of inclusionary housing policy recommendations for future Board consideration. The agenda item to be presented to the Board on July 13, 2021 (Attachment #2) provides the purpose and types of inclusionary housing policies; a review of Florida Statutes that govern inclusionary housing policies; presents the current local inclusionary housing policies adopted by the County and City of Tallahassee, respectively; describes the relationship between the Comprehensive Plan and inclusionary housing policies; and provides an update on the Leon County Affordable Housing Advisory Committee’s approach to develop inclusionary housing policy recommendations.

As described in the July 13, 2021 item, on July 7, 2021, the Committee will be presented an overview of inclusionary housing policy and will review and discuss the following:

- The County’s current voluntary inclusionary housing policy including identifying potential reasons the current policy has not been utilized and provide recommendations on modifications to the current voluntary program. Recommendations may address the current 50% threshold for eligibility and may consider recommending updates to the current policy to provide additional incentives, such as density bonuses as established in Section 420.9076(4)(c) “The allowance of flexibility in densities for affordable housing” as well as fee waivers; and
- Recent trends on new single-family and multi-family housing developments including sales and permit applications as it reviews inclusionary housing policies for recommendations to the Board; and
- Other voluntary inclusionary housing policies adopted by other local governments in Florida; and

- Mandatory inclusionary housing policies adopted by other local governments around the State and the implications of the 2019 legislative action that requires local governments to “to fully offset all [developer] costs” of a mandatory inclusionary housing policy.

Additionally, pending July 13, 2021 Board direction, over the next several months, staff will work with the Florida Housing Coalition to complete a survey of Florida local governments inclusionary housing policies. The results of the survey will be provided to the AHAC to be used as part of their review of the County’s current inclusionary housing policy. On August 22, 2021, the Committee will meet with the City AHAC to discuss potential recommendations to consider coordinating the County and City’s inclusionary housing policies as well as encourage greater participation from the development community.

Future Meetings & Actions

As established in the Committee approved 2021 schedule, during its October 6th meeting, the Committee will review and finalize their recommendations, provide County staff further direction they deem necessary to produce a draft Report and establish a Report Review Committee which will coordinate the review of the draft Report with staff. At the joint County City AHAC meeting on October 25, 2021, each Committee’s report will be presented. As required by Florida Statutes, the Committee will conduct a public hearing to adopt the Report on November 3, 2021, which will be presented to the Board of County Commissioners on December 14, 2021.

Options:

1. Approve the staff recommendations for the Leon County Affordable Housing Advisory Committee’s 2021 Report as presented in Attachment #1.
2. Do not approve the staff recommendations for the Leon County Affordable Housing Advisory Committee’s 2021 Report.
3. Committee Direction.

Recommendation:

1. Option #1

Attachments:

1. Table of Proposed Affordable Housing Advisory Committee Recommendations
2. July 13, 2021 Board of County Commissioners Agenda Item on Inclusionary Housing

Table of Proposed Affordable Housing Advisory Committee Recommendations

Subject	Current Practice	Staff Analysis	Staff Recommendation
1. Statutorily Required Incentives for the Report (Section 420.9076, Fla. Stat.) (4)(a-k)			
(a) The processing of approvals of development orders or permits for affordable housing projects is expedited to a greater degree than other projects, as provided in Section 163.3177(6)(f)3, Fla. Stat.	The current process to expedite permitting of affordable housing projects is accomplished by administrative direction, close coordination and teamwork.	This incentive is required by Section 420.9071(16), Fla. Stat., to be adopted for inclusion into the SFY 2021-2023 SHIP LHAP.	Maintain the current practice. The current process to expedite permitting of affordable housing projects is accomplished by administrative direction, close coordination and teamwork and meets its objective.
(b) The modification of impact-fee requirements, including reduction or waiver of fees and alternative methods of fee payment for affordable housing.	Leon County does not impose impact fees. Impact fees were eliminated in 1995.	Leon County does not impose impact fees. Impact fees were eliminated in 1995.	Maintain the current practice.
(c) The allowance of flexibility in densities for affordable housing.	The Land Development Code (LDC) does not specifically address density bonuses for affordable housing; however, it does provide incentives for affordable housing regarding the required review level if projects with 50% or more affordable housing units can have their review threshold increased by 50% thereby potentially allowing a lower review level leading to potentially lower permitting costs. [Section 10-7.402(4)(h) of the LDC]	The 50 % affordable housing incentive threshold found in [Section 10-7.402(4)(h) of the LDC] is very high and as such, according to DSEM, no developer has utilized this incentive to reduce their permitting time or costs. Additionally, the amount of time and money saved on permitting is likely negligible based on current permit processing times of less than 30 days. The cost savings are currently not known as the incentive has not been utilized and DSEM staff believes fairly extensive analysis would be necessary.	None at this time. Additional review is necessary prior to a staff recommendation including review of other voluntary and mandatory inclusionary housing programs established by other local governments, evaluating recent trends in the development of residential housing and conducting the joint AHAC meeting in August. Staff anticipates the review on inclusionary housing policy to be complete by October 6th, 2021.
(d) The reservation of infrastructure capacity for housing for very-low- income persons, low- income persons, and moderate-income persons.	Maintain the current practice. The concurrency management system treats all projects the same and does not provide special provisions for affordable housing projects. (Article III of the LDC)	Staff concurs with the the current practice. The current practice does not provide special provisions for affordable housing projects. If the County adopts a Mobility Fee System after the completion of the study currently being conducted by the County's consultant, a recommendation may be appropriate.	Maintain the current practice. The concurrency management system treats all projects the same and does not provide special provisions for affordable housing projects. (Article III of the LDC)

Table of Proposed Affordable Housing Advisory Committee Recommendations

Subject	Current Practice	Staff Analysis	Staff Recommendation
<i>(e) The allowance of affordable accessory residential units in residential zoning districts.</i>	The LDC allows accessory dwelling units in conjunction with single-family detached dwellings; retail establishments; offices; and principal industrial structures. [Section 10-6.803(b) of the LDC]	Staff concurs with the current practice as accessory dwelling units are allowed in tandem with residential, retail, office and commercial principle structures.	Maintain the current practice.
<i>(f) The reduction of parking and setback requirements for affordable housing.</i>	The LDC allows a permit applicant to file a request of the Parking Standards Committee for reduction to the parking requirements based upon data supporting such a request. (Article VII, Division 5, Subdivision III of the LDC – Parking and Loading Standards; Section 10-1.106 - Deviations)	The LDC allows the necessary flexibility via the Parking Standards Committee reduce parking requirements.	Maintain the current protocol.
<i>(g) The allowance of flexible lot configurations, including zero-lot-line configurations for affordable housing.</i>	Many zoning districts already provide for zero-lot-line development patterns. (Section 10-7.502 and 10-4.308 of the LDC)	Staff concurs with the current practice, which provides special provisions for affordable housing projects.	Maintain the current protocol.
<i>(h) The modification of street requirements for affordable housing.</i>	Currently, street requirements for affordable housing are not different than for other types of housing development.	Development in the unincorporated areas of the County will likely require residents to travel by auto since public transit is not readily available.	Maintain the current protocol.
<i>(i) The 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.</i>	County staff currently conducts collaborative evaluation (Department of Development Services & Environmental Management, Human Services & Community Partnerships & Public Works) of potential impactful policies, procedures, ordinances, regulations, or plans.	This incentive is required by Section 420.9071(16), Fla. Stat. to be adopted for inclusion into the SFY 2021-2023 SHIP LHAP.	Maintain the current practice which meets statutory obligations.
<i>(j) The preparation of a printed inventory of locally owned public lands suitable for affordable housing.</i>	County staff prepares, and makes available to the public, a printable inventory of County-owned lands suitable for affordable housing.	After the list is initially advertised in the Tallahassee Democrat for surplus sale, interested citizens and partners may simply request the list from County staff.	Maintain the current protocol.

Table of Proposed Affordable Housing Advisory Committee Recommendations

Subject	Current Practice	Staff Analysis	Staff Recommendation
<i>(k) The support of development near transportation hubs and major employment centers and mixed-use developments.</i>	Applicable zoning districts such as the Mahan Corridor, the Lake Protection Node districts, and others are designed to promote this incentive by providing mixed use development patterns centered near major intersections.	The current practice already promotes mixed use development patterns centered near major intersections in or near the Urban Service Area.	Maintain the current protocol.
2. Tallahassee- Leon County Comprehensive Plan			
<i>Comprehensive Plan-Leon County Housing Element</i>	In April 2021, the Board and City Commission gave direction to move forward with developing and releasing a Request for Proposal (RFP) to identify a consultant for the Land Use Elements with the option for additional Comprehensive Plan (Comp Plan) elements to be updated under the same contract with the selected consultant at the direction of the Board and City Commission.	It is anticipated that the RFP will be released in late summer or early fall with the approval of the selected consultant occurring late fall to early winter 2021. The consultant's work is anticipated to be completed in fall of 2023.	Recommend that the Housing Element of the Comp Plan be reviewed concurrently with the Land Use Element.
<i>Inclusionary Housing Policy, Mandatory or Voluntary (Density Bonuses (c) or other incentives)</i>	Policies 1.3.6: [HC] and 1.3.7: [HC] of the Housing Element of the Tallahassee-Leon County Comp Plan require the establishment of a voluntary program by which the provision of affordable units is incentivized.	The voluntary incentive program found in the Comp Plan is implemented through Section 10-7.402 of the LDC, which allows for reduced review thresholds for site plan review and permit cost savings if 50% of the residential units within a proposed development meet the criteria of affordable housing. The threshold found in the LDC is very high and as such, according to DSEM, no developer has utilized this incentive to reduce their permitting time or costs. The cost savings are currently unknown as the incentive has not been utilized and DSEM staff believes fairly extensive analysis would be necessary; additionally, permitting time saved is likely negligible based on current permit processing times of less than 30 days.	None at this time. Additional review is necessary prior to a staff recommendation including review of other voluntary and mandatory inclusionary housing programs established by other local governments, evaluating recent trends in the development of residential housing and conducting the joint AHAC meeting in August. Staff anticipates the review on inclusionary housing policy to be complete by October 6th, 2021.

Table of Proposed Affordable Housing Advisory Committee Recommendations

Subject	Current Practice	Staff Analysis	Staff Recommendation
3. Leon County SHIP Local Housing Assistance Plan (LHAP)			
Home Rehabilitation Waitlist	The Home Rehabilitation Waitlist has over 100 households all of whom will need to be qualified as eligible due to SHIP program rules.	In order to determine the next household to be served, income and other information impacting prioritization based upon criteria established in the LHAP must be verified. The waitlist must then be prioritized by income category (ELI, VL & L). Households that meet the Special Needs set aside as established in Florida Statutes are prioritized within each category. This process requires significant effort on behalf of both the applicant and staff and may not lead to a completed project.	Eliminate the waitlist and contact each waitlisted applicant directly to invite them to apply during the next open application period which is expected later this Summer. When the application window closes, eligible applications for Home Rehabilitation will be prioritized based upon criteria established in the LHAP and served as budgeted funding permits. A new waitlist should not be created.
Home Rehabilitation	There are various eligibility criteria established in the LHAP which are applied consistently across programs that benefit owner occupied households. Currently, there are no age limits and households that do not qualify for the Special Needs set aside as established in Florida Statutes are eligible.	Currently, the Emergency Home Repair program, which typically replaces leaking (or uninsurable) roofs, septic systems and HVAC systems is expected to continue to demand a large portion of the SHIP annual allocation. Home Rehabilitation may include Emergency repairs but seeks to address needs of the home in a more comprehensive way (not cosmetic). Considering the need to fund programs that will increase the stock of affordable housing, the best use of the Home Rehabilitation & Replacement programs are to cater to households with the highest needs (fixed income, disabled, seniors), which would ensure the community's most vulnerable receive the needed home rehabilitation which would include supporting aging in place, improving the accessibility of the home as well as ensuring the home is safe and decent.	Require applicants (or household members) of the Home Rehabilitation & Replacement programs to meet the Special Needs set aside as established in Florida Statutes or be 55 years of age or older. The primary purpose of projects would be to ensure the home is safe and decent, support aging in place, ensure long term accessibility and include a comprehensive home rehabilitation or replacement, when appropriate.
Maximum Award per Owner Occupied Program	Maximum Award: Home Rehabilitation - \$60,000 Home Replacement - \$150,000 Home Ownership Dev. - \$50,000 CLT; \$40,000 non-CLT Down Payment Assistance - Varies by income category or New/Rehabilitated Homes as follows: Very Low-\$15,000; Low - \$15,000; Moderate - \$10,000	Since the start of the COVID-19 pandemic, construction costs have increased exponentially, including a significant spike in 2021. Though the recent drop in lumber prices on the open market is encouraging, the cost of petroleum products (plastics, PVC pipe, etc.) has been increasing at a steady pace. As such, it is plausible that the cost of construction materials will remain higher than 2020, which has drastically increased the overall costs of projects.	Increase the maximum limits as follows: Home Rehabilitation - Increase to \$75,000 Home Replacement - Increase to \$200,000 Home Ownership Dev. - Increase to up to \$75,000 Down Payment Assistance - Increase for New/Rehabilitated Homes by \$10,000

Table of Proposed Affordable Housing Advisory Committee Recommendations

Subject	Current Practice	Staff Analysis	Staff Recommendation
Rental Development - Single Family Maximum Award	Maximum Award: \$20,000 per unit – Non-homeless \$30,000 per unit – Special Needs \$50,000 per unit – Homeless	Since the start of the COVID-19 pandemic, construction costs have increased exponentially, including a significant spike in 2021. Though the recent drop in lumber prices on the open market is encouraging, the cost of petroleum products (plastics, PVC pipe, etc.) has been increasing at a steady pace. As such, it is plausible that the cost of construction materials will remain higher than 2020 has drastically increased the overall costs of projects.	Increase the maximum limits as follows: Up to \$50,000 per unit – Non-homeless Up to \$75,000 per unit – Special Needs & Homeless
Rental Development - Multi Family Maximum Award	Multi Family Maximum Award: \$50,000 per unit. Up to \$200,000 per multi-unit project maximum \$100,000 may be added to the project maximum if 30% of units are set aside for Special Needs households.	Currently, the SHIP LHAP limits funding for the development of rental housing at \$300,000. However, in 2020, \$460,000 was required to meet the Local Government Area of Opportunity Funding (LGAOF) requirement for a proposed development to be considered for funding via 9% Low Income Housing Tax Credits which is administered by the Florida Housing Finance Corporation. As established in an Interlocal Agreement, The Housing Finance Authority of Leon County would consider applications for LGAOF and provide a recommendation to the Board on a development to select to provide the necessary funding. SHIP funds could be used for the LGAOF but must meet applicable rules and expenditure deadlines.	Add language to the LHAP to allow flexibility in the multifamily rental development maximum amount so that the required LGAOF amount is allowed. For example, "Leon County may use SHIP funds to meet the entire LGAOF requirement regardless of the amount shown."