



AFFORDABLE HOUSING ADVISORY COMMITTEE 2024 REPORT

Report to the Town of Davie Council Members:
SHIP Affordable Housing Incentive Strategies

SUBMITTED TO: Town of Davie Council Members

SUBMITTED TO: Robert Dearduff, Florida Housing Finance Corporation

DATE SUBMITTED: TBD

PREPARED BY: Town of Davie Community Services Division in collaboration with the
AHAC members

BACKGROUND

As a recipient of State Housing Initiative Partnership funds, the Town established an Affordable Housing Advisory Committee on August 16, 2023, as required by the Florida Statutes, Sec. 420.9076. The AHAC is responsible for reviewing and evaluating local plans, policies, procedures, land development regulations, the Comprehensive Plan, and other aspects of the Town's housing activities that impact the production of affordable housing. Further, the AHAC is specifically directed by the SHIP Statute to consider and evaluate the implementation of the incentives set out at Florida Statutes, Sec. 420.9076 (4)(a)-(k). Based on the AHAC evaluation, it may recommend to local government that it make modifications of, exceptions to, or creation of new plans, policies, procedures, and other governing vehicles which would encourage production of affordable housing.

As approved by the Town Council, the recommendations are used to amend the Local Housing Assistance Plan, the local Comprehensive Plan, land development regulations, and other policies affecting affordable housing.

COMMITTEE COMPOSITION

The Town appointed or re-appointed members to the Committee on August 16, 2023. Florida Statutes, Sec. 420.9076(2) lists the categories from which committee members must be selected. Each AHAC must have a locally elected official from the county or municipality participating in the SHIP program. The locally elected official must be a Town Council Member. The elected official will count as a member of the AHAC for purposes of meeting the number of members requirements. There must be at least eight committee members, but not more than eleven, with representation from at least six of the following categories:

- (a) A citizen who is actively engaged in the residential home building industry in connection with affordable housing.
- (b) A citizen who is actively engaged in the banking or mortgage banking industry in connection with affordable housing.
- (c) A citizen who is a representative of those areas of labor actively engaged in home building in connection with affordable housing.
- (d) A citizen who is actively engaged as an advocate for low-income persons in connection with affordable housing.
- (e) A citizen who is actively engaged as a for-profit provider of affordable housing.
- (f) A citizen who is actively engaged as a not-for-profit provider of affordable housing.
- (g) A citizen who is actively engaged as a real estate professional in connection with affordable housing.
- (h) A citizen who actively serves on the local planning agency pursuant to s. 163.3174. If the local planning agency is comprised of the governing board of the county or municipality, the governing board may appoint a designee who is knowledgeable in the local planning process.
- (i) A citizen who resides within the jurisdiction of the local governing body making the appointments.
- (j) A citizen who represents employers within the jurisdiction.

- (k) A citizen who represents essential services personnel, as defined in the local housing assistance plan.

The appointed AHAC Committee members are included here, along with their category affiliation.

NAME	CATEGORY REPRESENTED
Council Member Caryl Hattan	Elected Official
Robin Holley	Actively engaged in the banking or mortgage industry in connection with affordable housing
Nademeh Vega	Representative of essential services personnel
Steve Kuras	Actively engaged as an advocate for low-income persons in connection with affordable housing
Craig Vanderlaan	Actively engaged as a not-for-profit provider of affordable housing
Michael P. Smith	Citizen who resides within the Town of Davie
Teneshia Taylor	Actively engaged as a real estate professional in connection with affordable housing
Ofc. Cathy Chastain	Representative of essential services personnel

AFFORDABLE HOUSING RECOMMENDATIONS

The committee members have considered each of the strategies set out in the Florida Statutes, they will continue their work in early 2024 to further review possible housing incentive strategies. The AHAC will continue to consider local government plans, policies, and procedures; ordinances; regulations; statutes; and the comprehensive plan, among other documents applicable to affordable housing, for evaluation of impacts/impediments regarding the provision of affordable housing.

The AHAC submits this report to the Town Council and Florida Housing Finance Corporation. It details the scope of the Committee's work and the conversations so far. The committee has reviewed, considered, and evaluated the following strategies provided in the SHIP Statute at Florida Statutes, Sec. 420.9076 (4):

- (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 s. 163.3177(6)(f)3.
- (b) All allowable fee waivers provided for the development or construction of affordable housing.
- (c) The allowance of flexibility in densities for affordable housing.
- (d) The reservation of infrastructure capacity for housing for very-low-income persons, low-income persons, and moderate-income persons.

- (e) Affordable accessory residential units.
- (f) The reduction of parking and setback requirements for affordable housing.
- (g) The allowance of flexible lot configurations, including zero-lot-line configurations for affordable housing.
- (h) The modification of street requirements for affordable housing.
- (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.
- (j) The preparation of a printed inventory of locally owned public lands suitable for affordable housing.
- (k) The support of development near transportation hubs and major employment centers and mixed-use developments.

EXPEDITED PERMITTING

Existing Strategy: The Local Housing Assistance Plan contains the following text - Name of the Strategy- Expedited Permitting: The Town's Community Services Manager was assigned to guide affordable housing developers through the permitting process. Affordable housing projects/initiatives will be expedited to a greater degree than all other projects in Davie. The Community Services Manager works closely with the Planning and Zoning Manager, Town Engineer and the Town's Chief Building Official to ensure any glitches in the permitting process for affordable housing initiatives are resolved in an expeditious manner.

Schedule for Implementation: This existing strategy is fully implemented.

Incentive Strategy Synopsis: The time it takes for government staff to review development approvals is a factor in the overall cost of a development. Increased costs lower the overall prospects of any development and force the developer to charge higher housing prices to offset increased costs. A functioning process for expedited permitting for affordable housing units reduces time and helps avoid setbacks by designating a staff member to shepherd a development through the process. The requirement to expedite permitting extends to all reviews and approvals, including site plan review, zoning hearings, and special approvals. A builder can schedule construction more quickly when there is a clear intention by the local government to expedite the permit review and issuance process.

Meeting Synopsis: The expedited permitting strategy lowers development costs and enhances feasibility for affordable housing projects, saving time and money. Staff prioritize these projects using a revised application form and electronic plans review system. Although no single employee oversees the process, teamwork ensures timely approvals. There was discussion about flagging inactive permits, but this approach may not be effective due to valid reasons for delays that need to be considered.

AHAC Recommendation: The Affordable Housing Advisory Committee recommends no changes to the current incentive.

PROCESS OF ONGOING REVIEW

Existing Strategy: The Local Housing Assistance Plan contains the following text - Name of the Strategy- Ongoing Review Process: An ongoing process for review of local policies, ordinances, regulations, and plan provisions that increase the cost of housing prior to their adoption. The Community Services Division will be consulted on all matters that impact affordable housing.

Schedule for Implementation: This existing strategy is fully implemented.

Incentive Strategy Synopsis: The purpose of this strategy is to require local governments to consider how proposed governmental actions may affect the cost of housing development. This level of review may lead governmental bodies to reconsider certain actions that may increase the cost of development and in turn, increase the price of housing. Like the National Environmental Policy Act (NEPA), this strategy does not require a specific action to be taken, but it does require that local government consider the costs associated with a proposed regulation. This strategy is centered on creating awareness of the potential impact that proposed actions can cause, as well as the economic impact of those decisions on the affordable housing stock.

Meeting Synopsis: The strategy is fully implemented, and during the annual review of the State Housing Initiative Partnership (SHIP) report, staff assess factors that could impact development costs, typically by checking for new ordinances in planning and zoning. There were no comments or questions from the committee.

AHAC Recommendation: The Affordable Housing Advisory Committee recommends no changes to the current incentive.

PUBLIC LAND INVENTORY

Incentive Strategy Synopsis: Discounted or donated land can significantly reduce the cost of developing affordable housing. Due to the excessive cost and limited availability of land in urban parts of the state, government-owned land is an essential tool for affordable housing development. Locating suitable land for affordable housing can be challenging. Public land is a valuable resource, and it is essential to have guidelines to ensure that these parcels are properly identified and used for affordable housing.

Meeting Synopsis: The discussion noted that the public land inventory, under the Live Local Act, revealed no suitable properties for affordable housing. Plans are in place to partner with a nonprofit community land trust (CLT) to use SHIP funding for acquiring and rehabilitating existing properties. The CLT will focus on providing affordable housing for individuals earning between 50% and 80% of the area median income, with an emphasis on buyer education. The aim is to finalize CLT proposals next year to improve housing options in the community.

AHAC Recommendation: The Affordable Housing Advisory Committee recommends no changes to the current incentive.

FEE WAIVERS FOR AFFORDABLE HOUSING

Incentive Strategy Synopsis: Local government fees can be a major expense in developing newly constructed housing. By modifying fee requirements for affordable housing construction, the overall cost of the development can be reduced, and the savings can be passed on in the form of lower rents or lower sales prices. Reducing fees can also result in the reduced need for local SHIP funds. This can make SHIP and other housing dollars go further and result in more affordable units. Reduced, deferred, or waived impact fees can also be counted as a local government contribution in the Low-Income Housing Tax Credit (LIHTC) application through the Florida Housing Finance Corporation. Local government contributions will allow an application to score higher points, making the project more competitive.

Meeting Synopsis: An example of a project that received a fee waiver was discussed as these are considered on a case-by-case basis. The project will provide additional affordable senior housing units. The committee had no further comments on the topic.

AHAC Recommendation: The Affordable Housing Advisory Committee recommends no changes to the current incentive.

MODIFICATION OF STREET REQUIREMENTS

Incentive Strategy Synopsis: The modification of street requirements can reduce development costs and allow more land to be developed as housing. Modifications may free up land for lots and may allow for more flexible design. Land use regulations typically list several requirements related to streets: driveway and walkway requirements, alleyways, curb allowances, drainage requirements, utility easements, and parking on both sides of the street.

Meeting Synopsis: The discussion highlighted updates to traditional zoning codes concerning street requirements, focusing on the establishment of urban mixed-use districts that enhance on-street parking. It was noted that this principle has been successfully applied in suitable areas of the town, with no further comments on the Modification of Street Requirements incentive.

AHAC Recommendation: The Affordable Housing Advisory Committee recommends no changes to the current incentive.

FLEXIBLE DENSITIES

Incentive Strategy Synopsis: Increasing the maximum units allowable may help make a development more financially feasible. The local land development code dictates a maximum number of housing units that may be developed on a particular lot depending on the zoning classification. As an affordable housing incentive, a jurisdiction may increase the maximum

units allowable if a builder develops affordable housing units in exchange. The presence of bonus units will allow a developer to sell more homes or rent more apartments and thus help meet various financial feasibility criteria. A developer of affordable housing should be able to qualify for bonus density units by right if other development criteria are met.

Meeting Synopsis: The discussion involved the Live Local Act. The need for more housing options for university students was acknowledged, along with existing height limits for buildings in the Town.

AHAC Recommendation: The Affordable Housing Advisory Committee recommends no changes to the current incentive.

PARKING AND SETBACK REQUIREMENTS

Incentive Strategy Synopsis: The modification of parking and setback requirements can resolve issues an affordable housing development might have in design and siting. Flexibility in these requirements can help lower development costs and ensure that more of the buildable land is available for housing development. While the intent of setbacks is to create consistency in lot composition and to preserve sight lines, utility easements, or future rights of way, there are many cases when the modification of these requirements can result in greater land area for the development. Traditional setback requirements can make it impossible to build multiple smaller units on a single parcel, including accessory dwelling units. Setback requirements that are reduced for affordable housing developments can result in more integrated neighborhoods.

Meeting Synopsis: Parking standards differ by residential unit type and bedroom count, with exceptions for the RAC and TOC. A recent amendment reduced parking requirements for affordable units based on the number of bedrooms. The amendment will be included in this year's updates, which will be shared with the meeting notes. The committee had no further comments or changes.

AHAC Recommendation: The Affordable Housing Advisory Committee recommends no changes to the current incentive.

FLEXIBLE LOT CONFIGURATIONS

Incentive Strategy Synopsis: Minimum lot size, maximum lot coverage, open space, and setback requirements may prevent the development of smaller affordable housing units. For example, unduly large minimum lot size requirements will prevent the development of smaller parcels and thus, smaller units that are ripe for affordability. An arbitrary maximum lot coverage requirement could prevent the development of multiple small units on a single lot. Flexible lot configurations can be a creative way to encourage the development of affordable housing units, especially for parcels that may be unique in shape and size. A flexible lot configuration can create several smaller housing units on a single lot.

Meeting Synopsis: A discussion on the town's blend of traditional land use concepts with new opportunities for denser mixed-use development in designated areas. While maintaining some suburban standards, there are significant prospects for affordable housing in the Town.

AHAC Recommendation: The Affordable Housing Advisory Committee recommends no changes to the current incentive.

AFFORDABLE ACCESSORY RESIDENTIAL UNITS

Incentive Strategy Synopsis: Accessory dwelling units (ADUs) are secondary residential units typically on single-family lots that are independent of the primary dwelling unit. An ADU can be an apartment within the primary residence, or it can be an attached or freestanding home on the same lot as the primary residence. ADUs are commonly referred to as granny flats or mother-in-law suites and are referred to as accessory apartments, garage apartments, carriage houses, or backyard cottages. The concept of an accessory dwelling unit is to have an additional complete residence, meaning a place for sleeping, bathing, and eating, independent of the primary home.

Meeting Synopsis: The topic of Affordable Accessory Residential Units (ADUs) was explored, noting that current policies permit guest cottages without kitchens, which differ from typical ADUs. Issues surrounding parking and code enforcement were raised, particularly in manufactured home areas. Various suggestions were made regarding potential ADU modifications, with examples of successful models from other locations. The committee plans to conduct further research and may recommend changes next year.

AHAC Recommendation: The Affordable Housing Advisory Committee recommends no changes to the current incentive.

SUPPORT OF DEVELOPMENT NEAR TRANSPORTATION HUBS

Incentive Strategy Synopsis: In many urban areas of Florida, the costs of owning and maintaining an automobile is the second largest expense after housing. Long commutes can further drive-up total household expenses. Flexible land use requirements that support development near transportation hubs and major employment centers can help low- to moderate-income residents reduce their transportation costs.

By concentrating development around transit hubs, local government can make public transportation more convenient to users and improve ridership. Further, by having citizens use public transit, there is less pressure to expand roads, which can be very costly in highly urbanized areas. Increasing densities around transit and employment hubs reduces commuting costs and can create robust mixed-use communities.

Meeting Synopsis: An update was provided on transportation requirements and the upcoming Broward County light rail and rapid transit plan. A new bus vendor has started operations to enhance route reliability and timeliness in the Town.

AHAC Recommendation: The Affordable Housing Advisory Committee recommends no changes to the current incentive.

RESERVATION OF INFRASTRUCTURE CAPACITY

Incentive Strategy Synopsis: The reservation of infrastructure capacity is based upon local requirements in urban areas. These larger areas require future developments to make a reservation to guarantee the new development will meet concurrency requirements by meeting designated levels of service for certain types of infrastructure. Reservation is the act of setting aside a portion of available infrastructure capacity necessary to accommodate valid intermediate or final development orders.

Meeting Synopsis: Staff advised that in general the required infrastructure is available for the type of growth that we plan. This is not one of those critical path items, so it is recommended to concentrate on the other initiatives.

AHAC Recommendation: The Affordable Housing Advisory Committee recommends no changes to the current incentive.