

City of Palm Coast, Florida Agenda Item

Agenda Date: December 19, 2023

Department	COMMUNITY DEVELOPMENT	Amount	
Division	PLANNING	Account #	
Subject: RESOLUTION 2023-XX APPROVING THE ANNUAL AFFORDABLE HOUSING 2023 REPORT OF RECOMMENDATIONS FROM THE AFFORDABLE HOUSING ADVISORY COMMITTEE (AHAC)			
Presenter: Devrie Paradowski, Flagler County Housing Program Manager and Jose Papa, Senior Planner			
Attachments:			
<ol style="list-style-type: none"> 1. Resolution 2. Annual Affordable Housing Incentives Report 			
Background:			
<p><u>UPDATED BACKGROUND FROM THE DECEMBER 12, 2023, WORKSHOP MEETING:</u> City Council received a presentation on this item at the December 12, 2023, Workshop Meeting. No changes have been made to the item.</p>			
<p><u>ORIGINAL BACKGROUND FROM THE DECEMBER 12, 2023, WORKSHOP MEETING:</u> The formation of the Affordable Housing Advisory Committee is a statutory requirement for local governments receiving State Housing Initiatives Partnership (SHIP) funding, which is a revenue share program distributed to all 67 counties and CDBG entitlement cities in the state of Florida.</p>			
<p>An interlocal agreement signed in 2008 between the City of Palm Coast and Flagler County, assigning Flagler County the administrative responsibility for the funding, established the joint Flagler County and City of Palm Coast Affordable Housing Advisory Committee.</p>			
<p>The statutory purpose of the Affordable Housing Advisory Committee (AHAC) is to review the local government’s implementation of the following incentives as defined in 420.9076 F.S. and to draft a report of recommendations to the governing bodies:</p>			
<ul style="list-style-type: none"> • The processing of expedited approvals of development orders or permits for affordable housing. • Allowable fee waivers for development or construction of affordable housing. • The allowance of flexible densities for affordable housing. • The reservation of infrastructure capacity for housing for lower income households • Allowance of accessory residential units. • The reduction of parking and setback requirements for affordable housing. • The allowance of flexible lot configurations for affordable housing. • The modification of street requirements for affordable housing. 			

- The process by which a local government considers, before adoption, policies, procedures, ordinances, regulations, or plan provisions, the impact on the cost of housing.
- The process of identifying surplus lands owned by the county suitable for affordable housing.
- The support of development near transport and employment hubs.

Receipt of the annual allocation of SHIP funding is contingent upon the committee producing its annual report of recommendations.

The committee reviewed and discussed the implementation of incentives during its regular monthly meetings. On November 14, 2023, the committee held a Public Hearing at the Emergency Operations Center. The Public Hearing was advertised in the Flagler/Palm Coast News Tribune on October 18, 2023. The committee members voted unanimously in favor of the following five recommendations:

1. The committee recommends that staff develop a pre-application checklist for developers which informs the developers of the affordable housing incentives available to them. The Committee recommends staff develop such checklist using the attached form (See Appendix A of the Annual Report) retrieved from the City of St. Petersburg.
2. Flagler County Board of County Commissioners and Palm Coast City Council are required by statute to establish a process by which they each consider, before adoption, policies, procedures, ordinances, regulations, or plan provisions that increase the cost of housing.
3. The committee recommends that staff develop and implement an impact statement form like the one used in the City of St. Petersburg (See Appendix B of the Annual Report) when requesting any changes to policies, procedures, ordinances, regulations or plan provisions that increase the cost of housing.
4. The committee recommends that staff develop a process by which any policy, procedure, ordinance, regulation, or plan provision being considered which would impact affordable housing be brought before the Affordable Housing Advisory Committee for consideration and input prior to staff initiating the first steps leading toward implementing such changes.
5. The committee recommends that staff review Flagler County's Purchasing Manual in conjunction with the SHIP program to develop an expedited process for the use of SHIP funds in home rehabilitation and roof replacement. **(This recommendation is only applicable to Flagler County).**
6. The committee recommends that the County Administrator and Palm Coast City Manager or their Designee(s) attend a first quarter AHAC meeting following the adoption of the committee's recommendations in December, preferably during the February meeting, whereby the Administrator and Manager or their Designee(s) will present an implementation plan to the Affordable Housing Advisory Committee.

Recommended Action:

**ADOPT RESOLUTION 2023-XX APPROVING THE ANNUAL AFFORDABLE HOUSING
2023 REPORT OF RECOMMENDATIONS FROM THE AFFORDABLE HOUSING
ADVISORY COMMITTEE (AHAC)**