

**AFFORDABLE HOUSING ADVISORY COMMITTEE**

Sumter County, FL

Meeting: October 16, 2014

**Members Present:** Richard Cole – Zoning & Adjustment Board; PJ Lewis – Lewis Brothers Construction; Matt Yoder – T & D Concrete; Samantha Crane – Suncoast Schools Federal Credit Union; Donna Brown – Community Housing Partners; Cheryl Barnes – Barnes Realty & Appraisals, Inc.; Gene Barton – Helping Hands Outreach; Leland Greek - Sumter County Fire & EMS; Karen Davis – SCARC; Darlene Ford – Southern Comfort Enterprises, Inc.

**Members Absent:** Diana Couillard - Dibarco Building Corporation; Sandra Woodard – Early Learning Coalition of Nature Coast.

**Public Attendees:** Denna Lafferty - Sumter County Housing Coordinator.

**Location:** 910 North Main Street, Suite 142, Bushnell, FL. 33513.

A copy of the public notice for this meeting is on file.

Hand-outs to members: Agenda, SHIP & Affordable Housing Quarterly Report, and the 2014 Affordable Housing Incentive Report.

*Call to Order.* Mr. Cole called the meeting to order at 10:03 a.m.

**Public Forum: None.**

**First order of business:** *Approval of AHAC minutes dated July 10, 2014.*

A motion to approve the minutes was made by Mr. Greek and seconded by Mr. Yoder. The motion carried unanimously.
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**Second order of business:** *New location for future AHAC meetings beginning January 2015.* Mrs. Lafferty reviewed the selection process for a new location for the future AHAC meetings and provided the committee with two options staff recommends as suitable locations; 7375 Powell Road, Room 110, Wildwood, FL. 34785 and 319 East Anderson Avenue, Bushnell, FL. 33513. Mrs. Barnes asked if the meetings could be split so two meetings can be held in Wildwood and the other two meetings can be held in Bushnell. Mr. Cole stated that he feels it would be more consistent for the meetings to be held in a single location for the entire year. Mr. Greek informed the committee of the availability to utilize the Sumterville Community Center for future meetings. Mrs. Lafferty stated staff has the ability to reserve any of the county's community centers and

any library meeting room. Mr. Cole asked several members for their opinion. Mrs. Lewis stated it might be a good idea for the committee to meet in Wildwood during the next year and discuss the issue again at the end of 2015. Mrs. Lafferty and Mr. Cole asked the committee if there was a better day and time for future meetings at the new location. After further discussion, the committee members came to an agreement for the 2015 AHAC meetings location, day and time.

A motion to hold the 2015 AHAC meetings at 7375 Powell Road, Wildwood, FL. 34785 on the second Thursday of the month at 10:00 am was made by Mr. Yoder and seconded by Mr. Barton. The motion carried unanimously.

**Third order of business:** *Re-election of Chairman and Vice-Chairman.* The committee discussed the need for a nomination by the members for Chairman and Vice-Chairman.

A motion to nominate Mr. Cole as Chairman of the Affordable Housing Advisory Committee for a two year term was made by Mrs. Barnes and seconded by Mrs. Lewis. The motion carried unanimously.

A motion to nominate Mr. Yoder as Vice-Chairman of the Affordable Housing Advisory Committee for a two year term was made by Mr. Cole and seconded by Mrs. Lewis. The motion carried unanimously.

**Fourth order of business:** *Affordable Housing Fund and SHIP Quarterly Report.* Mrs. Lafferty gave a detailed accounting of the Affordable Housing fund and explained that staff will not be utilizing the funds for a short period of time to allow the balance to increase from the monthly repayments. Mrs. Lafferty gave a detailed accounting of the SHIP 12/13, 13/14 and 14/15 funds. The committee was given the current balance available for utilization and a breakdown of the number of families assisted by each fund. Mrs. Lafferty informed the committee of the upcoming projects and the number of families which have been approved to receive assistance.

No action required.

**Fifth order of business:** *2014 review of the Affordable Housing Incentives and provide recommendations for the Board of Sumter County Commissioners.* Mrs. Lafferty reviewed the Affordable Housing Incentives approval process for the committee, BOCC and Florida Housing Finance Corporation. Mr. Greek suggested Mrs. Lafferty explained each Incentive, allow time for questions and obtain a vote following the completion of the entire review. Mrs. Lafferty explained that Florida Statute 420.9076 (4) states triennially, the Affordable Housing Advisory Committee (AHAC) shall review the established policies, procedures, ordinances, land development regulations, adopted local government comprehensive plan and shall recommend specific actions or initiatives to encourage affordable housing.

At a minimum, the AHAC shall submit a report to the local governing body that includes any recommendations on affordable housing incentives in the following areas:

**Incentive A:** The processing of approvals of development orders or permits, as defined in Section 163.3164 (7) and (8), Florida Statutes, for affordable housing projects is expedited to a greater degree than other projects.

**Review Discussion:** All affordable housing projects in which the county is the lead entity in the process receive waived building permit fees and expedited permitting. Residential permitting is being processed in three working days after the request is submitted. Eligible non-profit agencies can also receive waived building permit and re-zoning fees.

**Incentive B:** The modification of impact-fee requirements, including reduction or waiver of fees and alternative methods of fee payment for affordable housing.

**Review Discussion:** The impact fee ordinance applies to road impact construction that occurs in both the unincorporated and incorporated areas of the county. The Board of Sumter County Commissioners did not approve a reduced rate for affordable housing projects; however, a non-profit organization can obtain a waiver of impact fees with limitations. The non-profit must be developing a property with a maximum of 5,000 square feet, possess ownership of the property and plan on using the property for a period of three years.

**Incentive C:** The allowance of flexibility in densities for affordable housing.

**Review Discussion:** The Unified Comprehensive Plan does not specifically list a procedure to utilize for approving flexibility in densities for affordable housing projects. A Development of Regional Impact (DRI) project or Planned Unit Development (PUD) project is designed for a "Mixed Use" future land use and could be considered an affordable housing project. A DRI or PUD must have access to central water and sewer services. Sumter County does not provide utility services or have a utility plan in place for future services. A part of inter-

local agreements encourages development within the cities and within an area around the cities so the developer can have access to their utility services. The requirements for these types of projects are unified and allow flexible concepts of site design and planning but do not outline specific allowances for affordable housing developments. Residential densities in the agricultural classification may be increased from one (1) dwelling unit per ten (10) acres to one (1) dwelling unit per five (5) acres. Developers who own a large parcel can utilize agricultural conservation. Properties within the Urban Development Area can construct a larger number of homes, up to 1 unit per 3 acres, as a clustered on a smaller portion of the total available land. The remaining land is then converted into protected open space and shared by the residents and possibly the community. This could also apply to affordable housing developments as well as all other developments within the county.

**Incentive D:** The reservation of infrastructure capacity for housing for very-low-income persons, low-income persons, and moderate-income persons.

**Review Discussion:** Sumter County does not provide utility services or have a utility plan in place for future services, these services are provided by the cities or private utility companies. The County does have inter-local agreements with Bushnell, Wildwood, Center Hill and Webster. Currently, there is no implementation strategy for this incentive in the unincorporated areas of Sumter County.

**Incentive E:** The allowance of affordable accessory residential units in residential zoning districts.

**Review Discussion:** Sumter County allows temporary use permits for a caregiver or care receivers as well as family accessory cottages. A family accessory cottage is subject to specific criteria. A lineal transfer provision exists to allow individuals to transfer a portion of their property to a family member. An affordable residential unit can be placed on the parcel.

**Incentive F:** The reduction of parking and setback requirements for affordable housing.

**Review Discussion:** The County does provide the flexibility to allow for the deviation from the minimum parking standards for any type of project provided that the persons who reside in the community are given a comfortable, healthy, safe and pleasant environment. Currently, the County does not have the ability to deviate from the existing set-back lines already established within an area. There is a procedure in place which allows an individual to request a variance on set-backs for a specific construction project. Housing Services has utilized this process in the past for several housing replacement projects.

The variance is approved by the Zoning and Adjustment Board and the Board of Sumter County Commissioners.

**Incentive G:** The allowance of flexible lot configurations, including zero-lot-line configurations, for affordable housing.

**Review Discussion:** A developer or individual can request these types of incentives through the residential planned development process. Flexible lot configurations could be used to benefit affordable housing developments but is not limited to serving these types of projects specifically. The development plan will be reviewed by Development Services staff, Zoning and Adjustment Board and the Board of Sumter County Commissioners.

**Incentive H:** The modification of street requirements for affordable housing.

**Review Discussion:** There are not specific measures in place for affordable housing; however, there is an ability to propose alternative street requirements through a master plan development process. The county meets the Florida Department of Transportation (FDOT) requirements. The Public Works Department reviews and analyzes the standards for roadways within the county.

**Incentive 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.

**Review Discussion:** Housing Services staff reviews proposed policies, procedures, ordinances, regulations, codes, rezoning, Board of Sumter County Commissioner's (BOCC) meeting agendas and Comprehensive Plan Amendments.

If there is an item which may impact affordable housing, it is brought to the attention of the Division Director prior to the meeting for discussion and recommendations. The item is also reviewed with the AHAC to obtain the committee's recommendation. The potential to increase the cost of housing shall not in itself be sufficient to recommend denial of any proposed changes to existing policies, procedures, ordinances, regulations, or plan provisions.

**Incentive J:** The preparation of a printed inventory of locally owned public lands suitable for affordable housing.

**Review Discussion:** The BOCC has a realtor under contract to broker and sell properties that the county takes ownership of through code foreclosure. When the BOCC forecloses on a code property, the county takes ownership, sells it and

the net proceeds go into the Affordable Housing fund. Housing Services and the Office of Management & Budget maintains a listing of these properties.

**Incentive K:** The support of development near transportation hubs and major employment centers and mixed-used developments.

**Review Discussion:** The County and Cities promote compact growth with a variety of land uses within the Municipal Overlay Areas and Joint Planning Areas around each city as a means to promote walkable communities and support an efficient public transportation system. Economic development is encouraged and a mixture of future land use districts is identified to encourage high value growth consistent with the community.

**Review Conclusion:**

The Local Housing Assistance Plan (LHAP) outlines the three year plan to implement the SHIP program and encourages the combination of public and private resources to preserve, improve, and develop affordable housing for very low, low and moderate income households.

The SHIP program was created to grant flexibility in the use of resources to meet the goals and objectives outlined in the LHAP, Housing Element, Comprehensive Plan, Consolidated Plan and County Ordinances relating to affordable housing. Sumter County encourages and promotes the availability of adequate and affordable housing opportunities.

Policy 6.1.3 of the Housing Element states the County and Cities shall provide space for future growth and development with proposed land uses on the Future Land Use Map allowing a mixture of residential densities and housing types to increase the opportunity for future housing to accommodate different income groups, groups with special needs, and for all current and future residents.

A motion to make no changes, improvements or recommendations to the Board of Sumter County Commissioners and continue utilizing the current policies established by the county was made by Mr. Barton and seconded by Mrs. Davis. The motion carried unanimously.

**Committee Members:** Mr. Barton informed the committee that Helping Hands Ministry had renovated the building, which housed the old feed store in Wildwood, for a retail store for the organization. Mr. Barton stated there will be a corner in the new store to display brochures and information for organizations that can provide aid to a needy family. Helping Hands Ministry will display a map which will show the location of their housing projects. Mr. Barton requested some brochures from Housing Services and any other organizations which provide assistance to Sumter County families. Mr. Barton also requested a map from Housing Services showing the location of the projects completed by Sumter County BOCC to include in the display corner. Mrs. Lafferty informed Mr. Barton she would provide the requested brochures and would contact other organizations to obtain information on available assistance throughout Sumter County.

**Items for next agenda:**

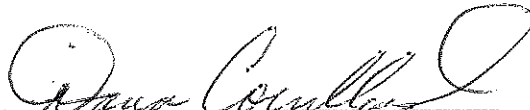
- None at this time.

**Next Meeting:**

- January 15, 2015 @ 10:00 a.m. at 7375 Powell Road, Room 208, Wildwood, Florida 34785 (as published for public notice).

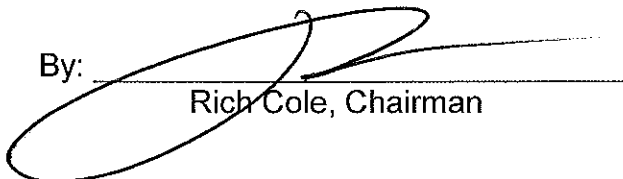
Mr. Barton made a motion to adjourn at 10:45 a.m. and Mr. Yoder seconded the motion. The motion carried unanimously.

Submitted by:

  
Diana Couillard, Secretary

Approved on the 9<sup>th</sup> day of March, 2015.

By:

  
Rich Cole, Chairman