

Affordable Housing Advisory Committee
Meeting Minutes
November 17, 2011

Call to Order

Commissioner Wilson called meeting to order.

Roll Call

Name	Present?
Commissioner Wilson	Y
Crystal Paoloemilio	Y
David Lambert	Confirmed Not Attending
David Wheatley	No
Greg Armstrong	Y
Katherine Britton	Y
Lisa Rose-Mann	No
Michael Pennings	Confirmed Not Attending
Stephen Farrell	Y
Susannah Caum	Y
Wendi Herzman	Y

Approval of Meeting Minutes

- Motion by Susannah
- Second by Greg
- All in favor - no opposition

AHAC Timeline - Potential Extension Discussion

- Staff discussing possibility of doing a two-phased approach. Several requirements to meet by end of this year. Thinking about meeting preliminary requirements and possibly extending out committee to get into details of inclusionary zoning and other things. Making concrete recommendations on how to move forward. Less rushed. Discussion has been helpful. Meet through our preliminary schedule and come up with schedule for phase 2 approach.

Something to think about - [discussion topic for after Thanksgiving. To be brought up at 12/01 meeting.](#)

- Discussion Topic Brought Up By Chairman Wilson - what do we do since a couple of committee members have not been here for 3 weeks? Normally if committee members do not attend for 3 consecutive weeks, they are either taken off the committee or replaced.
- George's recommendation is to look into alternates and present them to Commissioner Wilson so he can present as commissioner item at next BCC meeting (November 29, 2011)
- Michelle - 2 spots we will have to recommend alternates for:
 - Lisa Rose-Mann has relocated from the County - one instance
 - David Wheatley

Power Point Presentation

Role and Responsibility - Michelle

- Expedite process
- Impact fee - reduction, waiver, or alternative fee
- Flexible densities
- Infrastructure capacity reservation
- Affordable accessory residential units
- Parking and setback reduction
- Flexible lot configuration (e.g. zero-lot-line)
- Evaluation of housing cost based on policies and procedures
- Street requirement modification
- Affordable housing inventory (public owned land)
- Support siting - near transit, employment, mixed use
- George - the only 2 things required is to review expedited process and to pull an inventory. The others - the committee could choose not to address.

Affordable Housing Tools - Inclusionary Zoning - Michelle

- FAPA Conference in 2005 - pulled information from a presentation done by Dr. Ned Murray, FIU Metropolitan Center, James Carras, Danny Bivins, Tarragon South
- Inclusionary zoning involves developing a percentage of units at an affordable cost. Says to designate percentage - does not say what that percentage should be.
 - Advantages - creates ongoing housing stock. Don't have to support affordable housing through public subsidies or other funds we're able to acquire. Integrates families. Allows for mixed-income developments. Eliminates concentration of poverty. Prevents sprawl - intensity densities for mixed types of development as well as mixed income.
 - Disadvantages - asks developers to solve a social problem. They have to develop in a way that they believe would help out all levels of income without that expertise.

There is the potential that the costs would be passed on to market rate development.

- Alternatives
 - Fee in lieu - nexus fee or affordable housing impact fee. Developer can pay a fee for units not built. Can either be to build some and pay a fee for others - that choice that was brought up in past meetings. Or it can be an alternative to the idea of inclusionary zoning.
 - Off site - if it makes more logical sense to put affordable housing off site in a mutually agreed upon location
 - Dedication - lands that can be used by a nonprofit partner that has expertise
 - Credit Transfer - similar to off site construction but instead of building units simultaneously, almost like a transfer of development rights program, doesn't have to be a mutually agreed upon site at that time, can be decided upon later.
- Pitfalls and Successes of Inclusionary Zoning
 - Is it mandatory or voluntary
 - What percentage of units
 - What size
 - Income Groups? We talked about that affordable housing is for anyone who makes 80% or below of median income, but we'd have to look at how we are targeting these income groups.
 - Incentives - don't want it to cost more than it is worth
 - Alternatives -If we're providing alternatives - what is the balance?
 - Affordability - with or without subsidies
 - Resale - how does the unit stay affordable even after resale?
- Open Discussion on this topic - is this something that the committee would like to consider as an option?
- Wendi - question on offsite - are you talking about building affordable off site versus integrating?
- Michelle - this is one of the topics that came up last week. If we're going to talk about off site, there may be location criteria we consider. We want to avoid segregation as a result of allowing off site construction.
- Commissioner Wilson - is this something that we want to discuss further?
- Greg - Property Values - Regency Park - this is an example of something that may be too big. If you have too much poverty in one spot, you have too much crime. If you mapped out property values, it takes about a ¼ mile to have the property values make up for the

apartments. If the property is too big, it may make people angry, but if too small, numbers may not work.

- **George - more of a property management issue there. Same type of apartment in Weston Oaks. Design issue - Park Richey not designed very well.**
- **Greg - Weston Oaks - if you didn't know it was low income, you didn't know. When you get larger, you have to be more careful. At the Oaks, you see a pride, but in Park Richey, you don't. We can have a say in the design of the apartments.**
- **Michelle - things like design are things we can talk about. Quanlin will discuss further in discussing the market areas. Design is a significant part of the quality of life. By the next meeting - if you can consider the inclusionary zoning discussion - questions and possible issues, pros and cons, we can get into some discussion on it.**
- **Wendi - not just poverty but people with disabilities - when looking at this, need units on the ground floor, disability access, etc.**

Best Practices in Affordable Housing - Examples from Other Counties - Michelle

- Pulled from City of Jacksonville/Duval County, Palm Beach County, Brevard County, Broward County, Miami-Dade County
- **Consistent themes - broke down by type of incentive**
- Permitting Procedures:
 - Final plat without preliminary plat approval
 - Streamlining of planning, zoning, a and **building codes - first stage of the re-write we are doing a lot of this already but something to keep in mind.**
- Financial Incentives:
 - waiver of impact fees for affordable housing;
 - Defining significant economic impact and getting reviewed against that definition. If a new regulation meets this threshold, it would get reviewed accordingly. This is being **done now - the development services staff does a review of the cost on housing and puts it in the board memo. Significant economic impact is not defined by staff - the board determines that.**
 - Tax Abatement.
 - Tax Increment Financing. Pasco County is doing their first pilot program in Lacoochee with a TIF district in the Lacoochee area. Dade City, Zephyrhills, New Port Richey, and Port Richey all have Community Redevelopment Areas over their municipal boundaries. This is the first TIF done in the unincorporated area of the County. Hope is that we can reinvest those funds into the Lacoochee area when

economy improves. TIF creates a point in time and takes the added value (the increment) and keeps it in that district. Target area in Lacoochee was the same area that was adopted in the strategic plan, so community agreed to that boundary.

- **Housing Trust Fund** - in some counties, developers are paying into a housing trust fund in lieu of building affordable housing. In Pinellas County, taking a portion of the penny sales tax and putting into affordable housing.
- Increase subsidy programs
- **Eliminate processing fees** - not only impact fees but also the fees that they pay to file petition
- **Commissioner Wilson** - anything that people do not like?
 - **Greg** - don't see how we can tax abatement. All of the changes with impact fees - does that have an impact on affordable housing?
 - **Jeff** - residential did not get most of the advantages. New fees set up to promote office, industrial, job creating. Residential does not get same benefit unless it is part of a mixed use project. There is no free lunch - money will have to come from somewhere. You can waive fees, but they'll have to come from ad valorem.
 - **Michelle** - same policy structure that was in the impact fee ordinance is in the mobility fee ordinance for affordable housing. Still do offer lesser transportation impact fees.
 - **Commissioner Wilson** - what have we done in the past for incentives?
 - **George** - have done lesser transportation impact fees. Done by study - study showed that AH produces less traffic.
 - **Michelle** - we have paid for zoning fees for projects we support but we haven't eliminated them.
 - **Greg** - just make up for them somewhere else.
 - **Jeff** - may have to continue to do so. May take them off the books as a cost that the developers will have to pay, but will have to come from somewhere.
 - **Commissioner Wilson** - if we are taking a certain increment to pay for roads, how does this work for the TIF districts?
 - **George** - TIF district in Lacoochee can pay for anything. Did not identify specific goals for those funds yet.
 - **Jeff** - Lacoochee was excluded from market area TIF - self-sufficient with other funding they have established
- **Non-Financial Incentives** - **Michelle**

- Innovative Methods for Affordable Housing - Accessory Dwelling Units, Single Room Occupancy, Mixing Unit Types
 - New and economically feasible construction techniques
 - Allow for a variety of minimum lot sizes, floor areas, and residential land use mixes to allow for a choice in housing types, design, and price levels. Provides for different types of income levels as well as different types of units.
 - Providing code compliance incentive programs
- Allowance of density bonuses without rezoning or comprehensive plan amendment if builder constructs affordable housing
 - Allow for density bonuses in targeted areas that include mixed use development, transit, and other preferred siting criteria
 - Incorporate “Reserve Units” - if there is a difference between the maximum amount of units that can be built versus what was approved at site development, the remainder can be “Reserved” if the developer builds affordable housing
 - George - Single Room Occupancy - this is a converted hotel, etc., something you would find in an urban environment.
 - Commissioner Wilson - we want affordable housing to be just like regular housing. If we’re allowing for minimum lot sizes, how are we going to be able to drive by a place and know just by looking at it that it’s affordable housing? If it looks like it, it is. All for helping, but don’t want to negatively impact people around them, but also don’t want to segregate. If we do too much, concern is that we’ll be shooting ourselves in the foot.
 - Michelle - you bring up a good point. These best practices are from multiple counties, but there needs to be a balance ultimately. Too much of a good thing is not necessarily a good thing. We talked about this with Habitat in Lacombe - want to make sure that they kept a certain type of construction so they would “blend in.” Want to keep the theme of the neighborhood - similar construction techniques.
 - Commissioner Wilson - Stephen - is there something different that you do for affordable housing from regular housing?
 - Stephen - no.
 - George - in some neighborhoods with inclusionary zoning, there are streets with mansions, and some of those mansions are actually duplexes or triplexes, but you wouldn’t be able to tell.
 - Michelle - one of the things we’re trying to avoid is that neighborhoods with inclusionary zoning, they have the little “villages” and you can still see the progression. When planned communities first became popular, the most expensive houses were in the back - and as you

got closer to the front you knew that those were the more affordable houses.

- Kathy - in Country Walk it's turned into that.
- Michelle - something to think about. Would have to set parameters. Don't want someone who is already struggling with a disability to feel segregated even further because of the housing type they have.
- Wendi - less about what is on the outside. More about the inside to make it more affordable.
- Kathy - would seem that there would have to be options. Creating affordable housing in the communities with CDD or HOA fees - is that really feasible?
- Greg - that's why we need the option. Although when the market picks up the statistics are saying that the average home will be 1580 square feet. People don't want the large houses now. People don't want large houses - can't pay for taxes, utilities, etc. Not too much of our population can afford large houses anymore. Took a look at 4 subdivisions since last meeting - most of the houses that have been tagged as vacant are the large homes.
- Kathy - larger homes, price per square foot is still dropping
- Quanlin - trend nationwide for smaller houses close to transit and activities.
- Greg - would ask roofing expert. 10 years ago, less than 2% would want metal roof. Now it's up to 18%.
- Stephen - a lot of requests for that.
- Michelle - why?
- Stephen - can only speak to what he sees in his business. Life span - economically in the long run. Saves money in the long run but more expensive up front.
- Jeff - after the last hurricane season. Metal gives you longevity, and much more hurricane resilient.
- Greg - in plant city, after hurricane Rita, if the house was still there, the roof was there.
- Wendi - just replaced roof to metal from tile - power bill dropped 50%.
- Kathy - possible significant insurance reduction as well.
- Greg - one of the things to encourage - will make it more affordable. Hard when line item is expensive at home building. Affordable and more consistent.
- Kathy - trade off in other areas like density, streamlining the process - more funds to put into the structure.
- Crystal - looking at different components of the house to see how to make it more affordable. For example - just upgraded to a more efficient air conditioning condenser for a house built this summer. Where money is best spent.
- Kathy - it's a good idea to give developers incentive to build green
- Michelle - but like Crystal said, there's a balance. Are the costs more than the savings will

ever be?

- **Crystal - we upgraded a 13 seer to an energy star heat pump, which gives us the same energy savings as a 15 seer without the cost of installing a 15 seer unit. Switching out the component is going to save the homeowner lots of money.**
- **Michelle - in terms of alternative standards - want to consider alternative standards?** Recommendation to bring other ideas with them to the next meeting, too.
- **Michelle - in terms of availability of land - already dedicating land to affordable housing in small targeted areas in Lacoochee and Tommytown. Keep the costs down.**
- **Partnerships - working with economic development while they are developing larger scale plans - working with them to develop affordable housing so the planning is done once. Avoids duplication of plan development when it's time to develop housing. Also consider developing Tenant Association or HOA. Also continuing to reach out to the community for their feedback.**
- **Greg - did we ever answer the question about the HOA? Can affordable housing exist outside of the HOA?**
- **Jeff - with a CDD, I don't think it can be excluded at all. Either a developer has to pay into the CDD up front or everyone pays their share. With a HOA, it's back to there not being a free lunch. If the HOA is supposed to be doing maintenance, the money has to come from someplace. If all of the rest of the residents are paying for it, eventually it may cause a problem.**
- **Siting Criteria - theme is to live where you work. Mixed income in close proximity to employment, transit, and services. Geographic Dispersal must be addressed. Nobody has a real definition of what concentration is. Everyone uses the phrase of de-concentration, but no one really has identified what that means.**
- **Target Areas - establishing areas for affordable housing that are target areas for other improvements. Possibly areas that the County has already identified that we can add affordable housing onto.**
- **Greg - all we need to say is proximate along bus routes. Can't image it not being along bus routes.**
- **Michelle - any discussion, any thoughts?**
- **Kathy - It would help to have an idea about the County land. May be an answer to part of that.**
- **Michelle - we can do a preliminary list.**
- **George - County owns around 7500 parcels. Real Estate has no inventory. Talking with Real Estate and USF about class project. Will be large effort to categorize all of the lands the**

County owns.

- Michelle - even in our target areas, the title issues in some of the areas...it's a lot of work to clean up some of these clouded title issues. Something that we are looking to want to do.
- Greg - are we talking more about low income rental or low income homeownership?
- Commissioner Wilson - In my opinion, should be more about low income homeownership. That way we're giving people a hand up instead of a hand out.
- Kathy - seems that's the need more than low income rental
- Greg - 90% of the people that would be candidates to own even small villas wouldn't qualify
- Michelle - remember we're talking about roughly an income of \$45000 for a family of 4
- Greg - even 10% of people that would qualify - that's still a lot of people.
- Commissioner Wilson - what is the percentage of rental/homeownership for affordable housing?
- George - last update was 80%/20% homeownership/rental.
- Commissioner Wilson -is this something that the government should be involved in? Is the rental piece something that we really need to be involved in or is that something that the private sector should handle?
- George - It's awfully hard to build rental housing without some sort of subsidy. Affordable rental housing that has been built in this county over the last 30 years has some sort of subsidy. Housing that wasn't built for affordable housing that has now deteriorated has now become affordable. Very few apartment complexes units of any size that were built without any kind of subsidy. Some of the affordable requirements are gone now. Apartment complexes are a big investment. To make them affordable - can't get there with the rents. When you decide on housing, per se, whether it's built for homeownership or rental, it doesn't matter. Apartments can be condos. Villas can be rental or homeownership. Whatever incentives or regulatory changes you want to do, as long as it is affordable... whatever you do will affect homeownership more than rental because that's how this county is.
- Michelle - before we move onto the market areas - have people identify what they are most or least interested in? Things that are not feasible? Some of the things that are pretty strong themes - but if we could pick up on some ideas.
- Commissioner Wilson - Drilling down to what? Are you looking for alternative standards? Financial incentives?
- Michelle - I think we've identified that inclusionary zoning is something that we would like to look into, but maybe, I know for the larger scale best practices there's a bunch of different things underneath. Maybe out of the larger scale themes, if there are specific

recommendations that we should be looking into.

- Greg - what I'm thinking, it's going to be hard for us to do single family detached - make it affordable. You can only change a house so much. What I see - duplexes, cutting down on the lot line. Metal roof. If it's built along a bus line where there's reclaimed water to have access to that. Villa community - there could be some level of maintenance built in so that they could buy into this and the care is going to be there. 2-3 units to a building - find things that could be cut and make things more affordable to people caught between getting out of renting but just can't quite pay forward. Bring affordable down - but also make sure they're building something that the value is going to be productive. If community is kept up, crime stays down. Kids grow up better, family units stay stronger. Has to be a way to maintain affordability.
- George - it sounds like when you are saying build along the bus line, if it says one unit, build two units. Is there any way to do that, Jeff?
- Jeff - Can you incentivize affordable housing by increasing density? You can create criteria on how a project would qualify for those incentives. I don't believe you can do it quite the way you said to me but I think there is a way to get there by saying that we would like to incentivize affordable housing and every affordable housing project must be "x" feet from a bus stop to qualify to be granted this incentive. That way you get your affordable project on a bus route.
- Kathy - can I ask a clarification on that? When you're talking about what you're saying, at what point do you run into the comp plan?
- Jeff - it would have to be a comp plan amendment. If you have a comp plan provision that says we'll grant this to affordable housing...but you'll need to have it in your comp plan to do it and you have to set out the criteria as to how these projects are selected in the housing element. It may not go over well - there are other problems when it gets to a public hearing and the board has to approve a designation of affordable housing, sometimes the mere designation of it being affordable housing will cause a problem at the hearing.
- Kathy - In listening to all of this, my question would be... do we really need to be addressing how we're going to build more only or we know the NSP program, the SHIP programs, work well...is there an opportunity to take what was a federal program and make it into a county program with these developers in using these credits to be putting money into a fund to not necessarily be building affordable housing but rehabbing existing structures. That way we could continue the type of financing as we do now.
- George - 2 things we're doing. The first part is for the development of new housing. If you wanted to do some kind of linkage fee or nexus fee, that's another issue. It could be used for

rehabilitation, too. Does the county have sufficient affordable housing stock? Probably the answer is “yes” for low income but not necessarily for extremely low. But is that stock safe and decent? That’s the issue with the housing stock we have.

- Greg - that’s the problem. It needs so much so it ends up being the cash investor.
- Kathy - can we continue to work to that to take care of the dilapidated housing?
- George - that’s the issue my staff brings to me. The house is \$40000 but needs \$80000 of worth. Can’t sell a house for \$120000 unless you’re Habitat. Do you build a new house for \$140000 or rehab the existing house.
- Michelle - we can add this as a parking lot issue for the committee to consider later if you’d like.
- Quanlin - some other counties do allow developers to use credits for rehabilitation.
- Greg - some of the builders actually doing business are the ones purchasing, rehabilitating, and reselling

Pasco County Market Area Planning - Quanlin

- The County followed the Urban Land Institute’s recommendation to divide the county into 5 areas.
 - West Market Area - Redevelopment
 - South Market Area - Transit Corridor/Urban Gateway
 - Central - Suburban Development, Concentrating in major nodes/New Town
 - North - Rural, Preservation
 - East - Dade City and Zephyrhills, opportunity to maintain small town character and environment
- In looking at market areas further, have identified major nodes for mixed use development and/or transit.
- Those nodes can help us to understand target areas for affordable housing
- The County also adopted urban concentration area that includes the South Market Area and West Market Area - when we look at affordable housing we can look at these areas, too.
- West Market Area - break down the study area into 4 areas. Break down into smaller areas based on neighborhoods, natural features, etc. When we look at target areas, can look at these areas where we can require inclusionary zoning, other areas we can recommend. Can brainstorm those ideas.
 - The vision for the West Market Area is mixed use and affordable housing.
 - Major nodes for activity centers - some for regional activity centers and some for

community scale. A lot of nodes require mixed use where we would like more affordable housing. In our housing element there is a historic preservation objective - this is consistent with that objective.

- In policy for West Market - we have a vision that The significant inventory of affordable housing neighborhoods shall be enhanced through infill and redevelopment
- If you have any vision, feel free to open discussion.
- **South Market Area - 54**
- **Major Nodes - vision is high density, compact mixed use. Major transit corridor - transit oriented development.** In this area we have identified transit center overlay; in this area, **we want a focus for transit stations, and development from ¼ mile to a 1 mile distance for walkability.** In TOD policy, we have policy to encourage workforce housing. Those different center overlays that we are in the process of developing a transit center area plan. In area plan, require workforce housing and affordable housing. Consistent with previous discussion, but discussion is not specific to affordable housing. Any **recommendation for affordable housing - want incentives for development in the transit corridor we can discuss and incorporate into the area plan.**
- One of the things that came up in the other counties is that they would identify a corridor or node and place incentives in those areas. Since the County has already identified some corridors for significant improvement, would it make sense to incentives for affordable housing in those same areas? Suggestions that you have for incentive for areas we want to put transit that would make more sense. We may be able to lay out maps and talk about things.
- In addition to these plans, the County is also working on a transfer of development rights program. For our transfer of development rights, no incentive for affordable housing, but the program is designed to preserve the rural. Transfer entitlements of units in the rural areas to the urban service area. **Could also help affordable housing in the long run - that discussion hasn't occurred with the TDR yet.**
- **Commissioner Wilson - probably won't as a result of the last board discussion.**
- Keep in mind that this is another program that the County is working on.
- **Greg - I can only speak on the west side but the areas that are most favorable are not on 54 but just off 54 on Rowan, on Grand. There is infill - areas already zoned multifamily. Close to schools, shopping, right at bus line. Close to job corridor along 54. No good to build affordable housing in Hudson - with an hour and a half bus ride, they'll end up moving.**

Land Development Code Phase 1 - Quanlin/Michelle

- Phase 1 LDC is mainly to streamline and clarify code language, and reduce duplication.
- In the streamlined process, affordable housing has an expedited process.
- **What we've done, in the 2008 recommendations, it was to have an ombudsman of sorts.** It has not happened, but there is an expedited timeline for affordable housing projects. Working in a more team environment - they know what timeframes are based on when projects are submitted. Still working on things that are not "projects" that are not done under an expedited process - let us know. In next meeting, member of LDC re-write team attending. Might be a way to expand our process.
- DRC - site plans do not have to go.
- Commissioner Wilson - isn't that for all site plans?
- Michelle - yes.
- Commissioner Wilson - then how is that a benefit for affordable housing?
- Michelle - it's one less hearing... not an additional benefit for affordable housing but it does save money.
- Commissioner Wilson - how do we be different than everyone else for affordable housing?
- Michelle - they've done the ground work; the expedited process was done for affordable housing, green building, and economic development but the rest of the groundwork was done in general. Not a whole lot done specifically for affordable housing. If there are things we can do to further incentivize affordable housing, something to think about, too.
- Kathy - it's an incentive to build in Pasco because of the change in hearing structure. Easier to come to Pasco...
- Greg - One of the biggest incentives is how many units per acre. Directly keeps the cost down. Don't need a driveway to hold 2 cars, etc., in those neighborhoods.

Michelle: Listening to the conversation, I want to read back to you what I've gathered from today's conversation. I think you all want choices, to do partial inclusionary zoning but partially looking at building off site as long as they meet particular parameters, additional units, locational criteria, not only to avoid segregation but also to make sure they have access to services. Green building/energy efficient building. Main themes that came out today. Any other things that you would like to see us discuss? May be able to come up with a structure based on this.

Quanlin - design/architecture and how this works to benefit affordable housing

Michelle: Mix of uses came up quite a bit, too.

Kathy: Duplexes, triplexes

Michelle: Townhouses, condos, etc.

Open Discussion

Commissioner Wilson - anything else we haven't talked about? Continual brainstorming. No bad idea. Encourage to throw out what you're thinking.

Wendi - the use of a house, is there a possibility of thinking futuristic? You want people to stay in their home; you don't want them to have to move because of an accident that happens. Maybe wider doors, accessible bathrooms.

Michelle - asked everyone to check their calendars to please let her know by Friday, 11.18 if the meeting time needs to change for December 1. **Note - the meeting time for December 1 did change - it is now 1:00, same location**

Greg - I haven't heard us say anything about the permitting process. We're permitted to say that nothing needs to be done about this. I don't know how much more we can do.

George - affordable housing needs to be expedited more than other permits, by law. Is what Pasco is doing now sufficient? We have designated several projects as affordable housing. In order to get that right, I have to designate a project as affordable housing. Once that's done, development services gets things handled.

Greg - how long do you have to do it?

George - I do it very quickly. For it to be considered affordable, it has to be permanently affordable. For you to get the privilege of expediting it has to be guaranteed to be affordable. Projects that do receive affordable housing subsidies do have land use restrictions already.

Call to Adjourn

Commissioner Wilson adjourned.