

**OFFICIAL MEETING MINUTES
OF THE
COMMISSION ON AFFORDABLE HOUSING (CAH)
PALM BEACH COUNTY, FLORIDA**

September 01, 2021

**THURSDAY
10:33 A.M.**

**100 AUSTRALIAN AVENUE,
WEST PALM BEACH, FL**

I. CALL TO ORDER

II. ROLL CALL

MEMBERS:

Commissioner Mack Bernard – via Webex
John-Anthony Bogess – via Webex
George “Adam” Campbell
Lynda Charles – Absent
Timothy Coppage – via Webex
Corey O’Gorman
William Elliot Johnson – via Webex
Ezra M. Krieg
Amy Robbins – Absent
Aquanette Thomas- via Webex
Leonard “Len” A. Tylka – Absent

STAFF:

Jonathan Brown, Director, Housing and Economic Sustainability (HES)
Sherry Howard, Deputy Director, HES
Sheila Brown, Planner II, HES
Carlos Serrano, Director of Strategic Planning and Operations, HES

ADMINISTRATIVE STAFF:

Yadzia Roa, Deputy Clerk, Clerk of the Circuit Court & Comptroller’s Office

III. APPROVAL OF AGENDA

MOTION to approve the agenda. Motion by Corey O’Gorman, seconded by George “Adam” Campbell, and carried 8-0. Lynda Charles, Amy Robbins, and Leonard Tylka absent.

IV. APPROVAL OF MINUTES

MOTION to approve the June 02, 2021 minutes. Motion by Adam Campbell, seconded by Corey O’Gorman and carried 7-0. Lynda Charles, Amy Robbins, and Leonard Tylka absent. Ezra Krieg abstained.

V. OLD BUSINESS

V.a. Incentive review and Recommendations

Carlos Serrano, Director of Strategic Planning and Operations, said that:

- The Affordable Housing Incentives Review and Recommendation Report was due to the State no later than the end of the December, 2021.
- The commission decided to focus on three incentives, which were expedited permitting, fee waivers, and a process which would consider proposed changes to regulations in its impact on affordable housing.
- After the October meeting, staff would take the recommendations to format a draft of the document and the CAH would review it at the November meeting.

Mr. Krieg suggested that members who had suggestions on the incentives, send it to staff so it could be distributed throughout the committee, to be voted on the October meeting.

Mr. Serrano said that:

- The incentives were listed in the order outlined in the State Statutes.
- The incentive ‘b’ was “all allowable fee waivers provided or the development or construction of affordable housing.”

No members had any recommendations other than what was previously stated.

There were no member recommendations for the incentive “c” that read “the allowance of flexible densities for affordable housing.”

Mr. Serrano continued on with the incentives that were:

- Reserving infrastructure capacity;
- Affordable accessory dwelling units (ADU);
- The reduction of parking and setback requirements for affordable housing; and
- The allowance of flexible lot configurations, that included zero-lot-line configurations for affordable housing.

No members had any additional comments or recommendations for the incentives.

Responding to member questions, Jonathan Brown, Director of HES, said that while they were where not needed on all the incentives, if there were any recommendations that the committee would like to make, they should be as specific as possible.

Corey O’Gorman said that the Community Land Trust of Palm Beach County (CLT) had some issues regarding selling land and it appears there was the need of the acknowledgement of the code in the ownership structure.

Mr. Krieg requested staff to invite Cindee LaCourse Blum, the Executive Director of CLT, to speak at the next CAH meeting.

No changes in the recommendations from members for incentive ‘h’.

Mr. Serrano continued on with the incentives that were:

- The establishment of a process by which the county considered before adoption, policies, procedures, ordinances, regulations, or plan provisions that increase the cost of housing.
 - The discussion that revolved around the recommendation was that the Land Development Regulation Advisory Board in their role in reviewing proposed changes to land development regulations and the recommendations that they make that ultimately goes to the BCC.

Responding to member questions regarding the first incentive, Mr. Serrano said that when a business project qualified for expedited processing, there was a meeting with the developer and representatives from other departments.

Mr. Krieg suggested to have a person/nonprofit organization/position between the County and the developer to streamline affordable housing projects, should be mentioned in the report.

Mr. O’Gorman said that the County should have someone responsible, whether internal or external to the organization, that would identify qualified affordable housing developments and have the projects reviewed in a timely manner.

Elliot Johnson suggested that before any amendments were made to the recommendation on the incentive ‘a’ there should be a discussion with the Planning, Zoning and Building Department.

Mr. Krieg suggested that in order to meet deadlines, it was best to ask county staff to explore how a more effective expedited approval process might be done.

Returning back to the rest of the review, Mr. Serrano continued reading the incentives:

- The preparation of a printed inventory of locally owned public lands suitable for affordable housing.

Timothy Copping suggested that the recommendation also include to say that eligible affordable and workforce housing properties should be proactively marketed by the County to encourage development.

Mr. Brown clarified that the majority of county-owned lots were infield housing lots.

Mr. Serrano continued to present the incentives, following incentive 'k', "supporting developments near transportation hubs major employment centers and mixed-use developments."

There were no additional member recommendations for this incentive.

There were no additional member recommendations for the flexible zoning incentive.

Mr. Serrano said that:

- The current report was in its preliminary draft of the Annual Incentives Review.
- On October 6, 2021, the CAH would finalize the language of the recommendations and staff would have the final draft ready prior to the November meeting.

VI. ADJOURNMENT

MOTION to approve the adjournment. Motion by Adam Campbell, seconded by Corey O'Gorman and carried 8-0. Lynda Charles, Amy Robbins, and Leonard Tylka absent.

At 11:17 a.m., vice chair declared the meeting adjourned.

APPROVED: