

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

JUNE 12, 2025

**THURSDAY
10:30 A.M**

**100 S. AUSTRALIAN AVE
WEST PALM BEACH, FL**

MEMBERS:

Nicholas Bixler
Brandon Cabrera
George "Adam" Campbell
Lynda Charles
Shirley Erazo
William "Elliott" Johnson
Ezra M. Krieg, Chair
Tim Kubrick
Commissioner Bobby Powell Jr.
Amy Robbins, Vice Chair
Ashley Whidby

COUNTY STAFF PRESENT:

Yvette Cueto, Community Development Programs Specialist, Housing and Economic Development (HED)
Carlos Serrano, Division Director II, HED
Malcolm Sommons, County Commission Assistant Chief of Staff I, County Commissioners

WEBEX ATTENDEES:

Alex (no last name provided)
Josh Anderson
Cheryl Banks, Mortgage Community Loan Officer, VP Regions Mortgage
Carol Bowen, Carol Bowen Strategies, LLC
Jonathan Brown, Director II, HED
Paulette Edwards, Community Development Programs Specialist, HED
Lesley George, Housing Liaison, HED
Joyce Grimm, Community Development Programs Specialist, HED
James Houston
Michael Howe, Senior Planner, Planning Zoning and Building (PZB)
Joseph (no last name provided)
Francisco Martell, NRP Group
Elizabeth Jo Miller, Community Development Programs Manager, HED
Derrek Moore, Impact Fee Manager, Office of Financial Management and Budget

Jerome Ottey, Principal Site Planner, PZB
Roslynne Powell, Housing Program Coordinator, HED
Stefania Russell, Community Development Programs Coordinator, HED
Thuy Shutt, Division Director V, PZB
Shawn Wilt, Plaza Equity
Bill Zunamon, Vice President of Development, NRP Group

ALSO PRESENT:

Suzanne Cabrera, Housing Leadership Council (HLC)
Steven Figari, FIGARI Capital
Skip Miller, (HLC)
Alissa Whitfield, Student – Clerical, HED

CLERK OF THE CIRCUIT COURT & COMPTROLLER'S OFFICE STAFF PRESENT:

Chayanne Munet, Deputy Clerk

I. Call to Order

The chair called the meeting to order at 10:35 a.m.

II. Roll Call

Present: Brandon Cabrera, Adam Campbell, Elliott Johnson, Ezra Kreig, Commissioner Powell, and Ashley Whidby

Absent: Nicholas Bixler, Lynda Charles, Shirley Erazo, Tim Kubrick, and Amy Robbins

III. Approval of Remote Attendance

See later in minutes.

IV. Approval of Agenda

MOTION to adopt the agenda. Motion by Brandon Cabrera, seconded by Ashley Whidby, and carried 6-0.

V. Approval of Minutes (May)

MOTION to approve the minutes. Motion by Brandon Cabrera, seconded by Commissioner Powell, and carried 6-0.

VI. Old Business

CAH Responsibilities

Mr. Krieg stated that staff had provided the Florida Statue pertaining to affordable housing advisory committees as well as the County ordinance establishing the CAH. He asked the members to review both documents and consider what, if any, changes needed to be made to ensure consistency between state and local guidelines and if any recommendations should be made to the Board of County Commissioners regarding the CAH's role. Mr. Krieg noted that clarity regarding the role of the CAH would be important when considering matters such as the CAH's involvement in the Housing Plan. He said that the committee would discuss the item at the next meeting.

At Mr. Krieg's request, the non-members in attendance introduced themselves.

VII. New Business

a. Residential Parking Requirements Presentation

Mr. Ottey delivered a slide presentation about residential parking in unincorporated Palm Beach County. He provided a summary of parking requirements prior to 1990, then proceeded to discuss current requirements that had been codified in a 2020 ordinance in response to industry trends and parking studies. Mr. Ottey noted that parking regulations in Palm Beach were largely consistent with those in other local jurisdictions. He discussed current flexible parking allowances in the county for workforce and affordable housing developments. He also spoke about the challenges that could accompany a reduction in parking requirements, including cost, the need to accommodate design and land use regulations, and development of housing in vehicle-dependent locations.

Mr. Ottey stated that next steps could possibly include an expansion of the Type 2 waiver for multifamily housing as well as proposed Westgate CRA Overlay parking reductions based on the density bonus pool.

(CLERK'S NOTE: Nicholas Bixler joined the meeting.)

(CLERK'S NOTE: Lynda Charles joined the meeting via Webex.)

Mr. Krieg acknowledged the arrival of Mr. Bixler and the remote attendance of Ms. Charles.

(CLERK'S NOTE: The vote for approval of remote attendance took place at this time.)

MOTION to approve remote attendance. Motion by Elliott Johnson, seconded by Brandon Cabrera, and carried 7-0.

Commissioner Powell stated that more parking spaces could be needed if increasing costs led individuals to share housing units.

Mr. Cabrera said that he agreed with the current parking requirements and did not think that parking allowances could be reduced further without increased accessibility and use of public transportation.

Mr. Bixler discussed the need to make transit more accessible and to encourage the use of public transportation. He also inquired about the time required to obtain a Type 2 waiver.

Mr. Ottey responded that the process could take up to a year, and extensions were possible.

In response to a question posed by Mr. Serrano, Mr. Ottey stated that the Type 2 waiver was considered concurrently with other aspects of the application.

Discussion continued regarding time frame considerations and the Type 2 waiver process. Mr. Ottey clarified that the Type 2 waiver did not necessarily prolong the application process.

Mr. Bixler discussed the competition for available land and the need to prioritize affordable housing development.

Mr. Campbell stated that he believed parking requirements should not be reduced further, but he noted that reductions might be possible in communities designed for senior residents.

Mr. Johnson requested a copy of Mr. Ottey's slide presentation, and Mr. Ottey agreed to provide it.

Mr. Johnson inquired if intensity of infrastructure usage was considered when establishing parking requirements.

Mr. Ottey responded that Zoning staff focused on the parking needs of households, but Traffic staff might also review road usage.

Mr. Krieg inquired about consistency between municipal and unincorporated parking requirements.

Mr. Cabrera stated that Palm Springs required the most parking spaces, but there was generally a high degree of consistency between unincorporated Palm Beach County and other local jurisdictions.

Mr. Krieg asked about modified parking regulations in relation to special populations.

Mr. Campbell noted that individuals using wheelchairs required extra space.

Mr. Ottey explained that the needs of special populations were taken into consideration.

Commissioner Powell said that the county was subject to state requirements regarding compliance with the Americans with Disabilities Act.

Mr. Cabrera stated that the parking issue would persist until the county reoriented to become more walkable and less vehicle dependent.

Mr. Krieg thanked Mr. Ottey and requested that he share the presentation with the committee. Mr. Ottey stated that he would provide it to Mr. Serrano.

Ms. Cabrera requested a copy of the presentation.

VIII. Member Comments

Mr. Campbell inquired about the next CAH meeting agenda.

Mr. Serrano responded that the next meeting would take place on July 17th and would concern civic pods for affordable or workforce developments.

Mr. Bixler inquired whether HED could publish a list of surplus properties for which it had been designated as the controlling department in order to potentially attract interest from developers. He also asked about the development potential of a small property that had been assigned a “general government” designation.

Mr. Brown clarified that Property and Real Estate Management (PREM) controlled County-owned properties, and HED could not negotiate the transfer or sale of County real estate.

Mr. Serrano stated that HED had donated several parcels to nonprofits for the purpose of developing housing. He also explained that HED was working with Facilities Development and Operations to develop County-owned single-family lots and had budgeted funds from a stimulus grant for that purpose. FDO had hired an architect who had produced several model designs and was in the process of soliciting bids. HED’s participation would involve securing homebuyers and potentially providing homebuyer assistance.

Discussion ensued regarding the “general government” designation for the County-owned parcel.

STAFF DIRECTION:

Mr. Krieg directed staff to bring back information to clarify the meaning of the designation.

Ms. Charles requested that, when discussing parking requirements, the members consider that some individuals were sleeping in their cars. She proposed that the committee consider innovative solutions to prioritize housing over parking spaces.

Mr. Cabrera notified the CAH of an upcoming breakfast event hosted by the Chamber of Commerce of the Palm Beaches.

Mr. Johnson asked if the committee wanted to provide a provisional recommendation regarding parking, and Mr. Krieg suggested that the members bring back any proposals after considering the items discussed at the meeting.

At Mr. Krieg's request, Mr. Serrano provided an update regarding the CAH's request to obtain additional information about surplus land owned by the Florida Department of Transportation (FDOT). He stated that PREM had contacted FDOT but had not yet received a response.

Mr. Krieg stated that the CAH should continue to pursue the matter.

Discussion continued, and Commissioner Powell said he would contact members of the state legislature about the surplus parcels belonging to FDOT.

Commissioner Powell stated that he would like to see opportunities to develop more for-sale housing units.

Mr. Krieg thanked staff and the CAH members.

Mr. Serrano stated that the next meeting would take place on July 17th.

IX. Adjourn

MOTION to adjourn. Motion by Brandon Cabrera, seconded by Elliott Johnson, and carried 8-0.

At 11:44 a.m., the chair declared the meeting adjourned.