

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

**AUGUST 10, 2022**

**WEDNESDAY  
10:30 A.M.**

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

**MEMBERS:**

Commissioner Mack Bernard  
John-Anthony Boggess  
George "Adam" Campbell  
Lynda Charles  
Timothy Coppage  
Corey O'Gorman  
William "Elliott" Johnson  
Ezra M. Krieg, Vice Chair  
Amy Robbins  
Aquannette Thomas  
Leonard "Len" A. Tylka, Chair

**COUNTY STAFF PRESENT:**

Jonathan Brown, Director II, Housing and Economic Development (HED)  
Sheila Brown, Planner II, HED  
Lesley George, Housing Liaison, HED (via teleconference)  
Dorina Jenkins-Gaskin, Division Director III, HED (via teleconference)  
Carlos Serrano, Division Director II, HED

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

Jillian Zalewska, Deputy Clerk

(CLERK'S NOTE: Due to lack of a quorum, no votes were taken at this meeting.)

**I. Call to Order**

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

**II. Roll Call**

**Present:** Timothy Coppage, Elliott Johnson, Corey O'Gorman, and Len Tylka

**Absent:** John-Anthony Boggess, Adam Campbell, Lynda Charles, and Ezra Krieg

**Via Teleconference:** Commissioner Bernard, Amy Robbins, and Aquanette Thomas

### **III. Approval of Remote Attendance**

No vote was taken.

### **IV. Approval of Agenda**

No vote was taken.

### **V. Approval of Minutes**

No vote was taken.

### **VI. Old Business**

#### **a. 2021 Incentives Recommendation Update (PZB)**

Mr. Tylka initiated a discussion of the expedited permitting incentive recommendation.

Mr. Johnson inquired how the expedited process would differ from current protocol and how HED could coordinate with PZB.

Jonathan Brown, HED Director II, said that the commission needed to determine what percentage of affordable or workforce housing would be required for a project to qualify for the incentive.

Mr. Johnson stated that the recommendation should incentivize an increase in the production of workforce and affordable housing.

PZB Principal Site Planner Barbara Pinkston, who was attending via Webex, said that PZB Director III Ramsay Bulkeley would be the best contact person for questions related to zoning.

Discussion ensued regarding the commission's flexible zoning incentive recommendation.

PZB Director I Whitney Carroll, who was attending via Webex, said that the building division was comfortable with a 65 percent threshold and that PZB prioritized affordable housing projects.

Via Webex, Cindee LaCourse-Blum, executive director of the Community Land Trust of Palm Beach County, asked about flexible zoning considerations for projects consisting solely of affordable and workforce housing units.

Ms. Pinkston said that all projects were required to comply with the standards outlined in the code.

Ms. LaCourse-Blum suggested adding flexibility to the code to facilitate the development of affordable and workforce housing projects.

Mr. Tylka stated that the CAH planned to review the ULDC and suggest modifications that allow more flexibility.

Ms. Pinkston said that the commission would need to draft language with specific recommendations.

Mr. Johnson said that the proposed self-regulated development order would facilitate infill development and neighborhood revitalization projects that were needed in Palm Beach County.

Ms. LaCourse-Blum discussed zoning challenges she had encountered in developing affordable and workforce housing projects.

The commission proceeded to a discussion of accessory dwelling units (ADUs).

Mr. Tylka said that the response to CAH's recommendations regarding ADUs stated that a single electrical meter supported an owner's presence on a property. He expressed concern that a single-meter requirement could allow an owner to arbitrarily shut off power in an ADU.

Ms. Pinkston said that adding an electrical meter in an ADU could conflict with zoning requirements on properties where the land use was intended to support a single-family residence.

PZB Principal Planner Maria Bello explained that considerations such as parking availability and unit size determined if an ADU would trigger density requirements.

Ms. Pinkston stated that the code currently allowed an 800-square-foot maximum living area on properties smaller than one acre and a 1,000-square-foot maximum living area on properties larger than an acre. Additional square footage could be utilized for a porch, patio, carport, or garage.

Ms. Bello said that some local governments had eliminated the requirement that the homeowner reside in the primary unit.

Ms. Pinkston said that PZB was working on language that would eliminate the requirement that the kitchen be removed from an ADU when a resident vacated the unit. She explained that the original purpose of the requirement was to restrict ADU residency to particular populations, such as individuals with disabilities.

Mr. Brown expressed concern that ADUs would not add to the affordable and workforce housing inventory unless deed restrictions were put in place to limit the cost of rent.

Mr. Johnson said that ADUs could afford flexibility to senior citizens who wished to move into smaller accessory quarters and rent out a primary residence.

Mr. Serrano said that ADUs contributed to the overall housing supply.

Mr. Brown said that ADUs would not alleviate the affordable and workforce housing shortage if an owner rented out a primary residence at the market rate.

Discussion continued regarding separate electrical meters in ADUs.

#### **b. 2022 Incentives Review**

Mr. Serrano inquired if the commission planned to revisit other incentives from 2021.

Mr. Johnson said that the members wanted to incorporate feedback regarding the 2021 incentives into the consideration of incentives for 2022.

Mr. Serrano stated that the incentive review report would need to be adopted by December.

In response to a question from Mr. Tylka, the members agreed that it would be worthwhile to meet with the school board.

Ms. LaCourse-Blum suggested discussing the possibility of a waiver process for affordable and workforce housing projects that were subject to fees when local schools exceeded capacity.

Mr. Brown clarified that CAH's role was to make recommendations to the BCC.

Mr. Johnson suggested that Mr. Serrano relay Ms. LaCourse-Blum's question to Mr. Boggess in preparation for a future discussion with the school board.

Mr. Johnson noted that moving forward, the commission planned to focus on flexible lots and County-owned real estate.

#### **VII. New Business**

The members agreed on the future direction of CAH discussions.

#### **VIII. Member Comments**

There were no member comments.

**IX. Adjourn**

**At 11:31 a.m., the chair declared the meeting adjourned.**

APPROVED:

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Chair/Vice Chair