

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

NOVEMBER 13, 2025

**THURSDAY
10:30 A.M**

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

MEMBERS:

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

COUNTY STAFF PRESENT:

Yvette Cueto, Community Development Programs Specialist, Housing and Economic Development (HED)
Tammy Fields, Deputy County Administrator, County Administration
Carlos Serrano, Deputy Director, HED

WEBEX ATTENDEES:

Sheila Brown, Community Development Programs Coordinator, HED
Suzanne Cabrera, Housing Leadership Council
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)
Elizabeth Jo Miller, Community Development Programs Manager, HED
Sandra Newson, Carrfour Supportive Housing
Roslynne Powell, Housing Program Coordinator, HED
Stefania Russell, Community Development Programs Coordinator, HED
Malcolm Sommons II, County Commission Assistant Chief of Staff I, County Commission

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

Danielle Freeman, Deputy Clerk

Karla Perez, Deputy Clerk

I. Call to Order

The chair called the meeting to order at 2:05 p.m.

II. Roll Call

Present: Ezra Kreig, Nicholas Bixler, Brandon Cabrera, Adam Campbell, Tim Kubrick, and Ashley Whidby

Absent: Lynda Charles, Shirley Erazo, Commissioner Powell

Present via Webex: Elliott Johnson and Amy Robbins

III. Approval of Remote Attendance

MOTION to approve remote attendance for Elliott Johnson and Amy Robbins. Motion by Adam Cambell, seconded by Ashley Whidby, and carried 6-0.

(CLERK'S NOTE: Commissioner Powell joined the meeting.)

IV. Approval of Agenda

MOTION to approve the agenda. Motion by Brandon Cabrera, seconded by Tim Kubrick, and carried 9-0.

V. Approval of Minutes (Aug/Sept/Oct)

MOTION to approve the August, September, and October minutes. Motion by Brandon Cabrera, seconded by Ashley Whidby, and carried 9-0.

VI. Old Business

2025 Incentives Review

Mr. Serrano advised the committee that the objective of the meeting was to review the draft incentives recommendations and make any final changes for staff to incorporate into the final report.

The committee discussed each incentive area and provided recommendations as follows:

Commissioner Powell asked if the upper threshold for workforce housing was 140 percent of the area median income (AMI).

Mr. Krieg confirmed that the County had determined that it was up to 140 percent.

Discussion ensued regarding the expediting process, income categories, and the qualifying criteria for rental, homeownership, and for-sale units.

F.S. 420.9076(4)(a): The expedited processing of approvals of development orders or permits for affordable housing is expedited to a greater degree than other projects

AHAC Recommendation: The County should continue current efforts towards expediting development approvals and building permits for all projects with at least 65% of total housing units affordable/workforce. The CAH strongly recommends that the County create a position or designate an individual to be responsible for and to shepherd development applications through the approval process. If not a County staff position, an external third party expeditor should be considered, and funding identified to provide for the costs of the expeditor.

STAFF DIRECTION:

1.

The CAH agreed to two options for the expediting of rental properties and for-sale units:

- Rental Properties: Either
 - 100 percent of the units must be restricted to households earning no more than 110 percent of AMI, or
 - at least 50 percent of the units must be restricted for households earning below 80 percent of AMI.
- For-Sale Properties:
 - For expedited processing, a minimum of 65 percent of the units for workforce or affordable housing must be restricted to households earning 140 percent of AMI or less.

F.S. 420.9076(4)(b): All allowable fee waivers provided for the development or construction of affordable housing

AHAC Recommendation: The County should continue to provide the existing incentives.

The CAH decided that no changes would be made to the current recommendation; however, the topic would be revisited next year.

F.S. 420.9076(4)(c): The allowance of flexibility in densities for affordable housing

AHAC Recommendation: The County should consider adoption of alternative PDRs community-wide, including a mechanism for flexible zoning and an approval process for custom property development regulations. The County should work towards providing additional density bonuses in areas that are targeted for redevelopment for affordable and workforce housing.

The CAH decided not to make any changes to this recommendation.

F.S. 420.9076(4)(d): The reservation of infrastructure capacity for housing for very-low-income persons, low-income persons, and moderate-income persons

AHAC Recommendation: Continue to provide current Traffic Performance Standards concessions for affordable and workforce development.

The CAH decided not to make any changes to this recommendation.

F.S. 420.9076(4)(e): Affordable accessory residential units (ADUs)

AHAC Recommendation: ADUs should not be counted as a separate housing unit for purposes of density calculations consistent with recommendation of the Housing for All countywide housing plan, and in furtherance of the PBC Comprehensive Plan Future Land Use Element.

The CAH decided not to make any changes to this recommendation.

F.S. 420.9076(4)(f): The reduction of parking and setback requirements for affordable housing

AHAC Recommendation: The County should revise the ULDC so that the reduced minimum parking requirements to be offered via Type 2 Waiver are instead offered by right.

The CAH decided not to make any changes to this recommendation.

F.S. 420.9076(4)(g): The allowance of flexible lot configurations, including zero lot-line configurations for affordable housing

AHAC Recommendation: The County should consider adoption of alternative PDRs community-wide, including a mechanism for flexible zoning and an approval process for custom property development regulations. The County should work towards providing additional density bonuses in areas that are targeted for redevelopment for affordable and workforce housing.

The CAH decided not to make any changes to this recommendation.

F.S. 420.9076(4)(h): The modification of street requirements for affordable housing

AHAC Recommendation: The County should continue to base street and related requirements for affordable housing on sound engineering practices.

The CAH decided that no changes would be made to the current recommendation; however, the topic will be revisited next year.

F.S. 420.9076(4)(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

AHAC Recommendation: The County should continue to implement the applicable recommendations of the Housing for All countywide housing plan within the unincorporated area of the county.

Mr. Krieg noted that Recommendation (i) would be discussed under the Housing for All Plan, and Mr. Bixler added that the County had not adopted everything laid out in the plan, but they were aware of the recommendations.

The CAH decided not to make any changes to this recommendation.

F.S. 420.9076(4)(j): The preparation of a printed inventory of locally owned public lands suitable for affordable housing

AHAC Recommendation: In furtherance of affordable housing, the County should continue to identify County-owned vacant and underutilized properties which could be subject to residential infill and redevelopment, and to make a regularly updated inventory of such properties available online. The CAH supports the County's efforts to create residential infill units and mixed use development on County Owned Real Estate (CORE). The County should provide the CAH the opportunity to periodically review the future use designations assigned to the CORE inventory.

The CAH decided not to make any changes to this recommendation.

F.S. 420.9076(4)(k): The support of development near transportation hubs and major employment centers and mixed-use developments

AHAC Recommendation: County should review with local governments and transportation providers a comprehensive solution for affordable housing near transportation hubs.

STAFF DIRECTION:

The CAH recommended that staff collaborate with Palm Tran regarding transit hubs.

Staff will schedule a meeting with Deputy County Administrator Patrick Rutter to initiate discussions.

Additional Incentive: Flexible Zoning/Custom Property Development Regulations (PDRs)

AHAC Recommendation: The County should consider adoption of alternative PDRs community-wide, including a mechanism for flexible zoning and an approval process for custom property development regulations. The County should work towards providing additional density bonuses in areas that are targeted for redevelopment for affordable and workforce housing.

STAFF DIRECTION:

Staff was directed to present a final version of the recommendations with the incorporated changes for a vote at the December 18th CAH meeting.

Mr. Campbell asked for further review on Recommendation (k).

Discussion ensued regarding the inclusion of additional incentives to encourage the development of workforce and affordable housing near transportation hubs.

F.S. 420.9076(4)(k): The support of development near transportation hubs and major employment centers and mixed-use developments

AHAC Recommendation: County should review with local governments and transportation providers a comprehensive solution for affordable housing near transportation hubs.

STAFF DIRECTION:

Staff was directed to prepare a recommendation that included additional incentives for the development of affordable and workforce housing in proximity to alternative modes of transportation.

Mr. Johnson that the language in Recommendation (j) be reviewed for possible revision.

F.S. 420.9076(4)(j): The preparation of a printed inventory of locally owned public lands suitable for affordable housing

AHAC Recommendation: In furtherance of affordable housing, the County should continue to identify County-owned vacant and underutilized properties which could be subject to residential infill and redevelopment, and to make a regularly updated inventory of such properties available online. The CAH supports the County's efforts to create residential infill units and mixed use development on County Owned Real Estate (CORE). The County should provide the CAH the

opportunity to periodically review the future use designations assigned to the CORE inventory.

Discussion ensued regarding options for clarifying the verbiage.

Mr. Johnson moved to condense the AHAC's Recommendation as follows:

The County shall continue to identify County-owned vacant and underutilized properties which could be subject to residential infill and redevelopment, and to make a regularly updated inventory of such properties available online. The County shall provide the CAH the opportunity to annually review the future use designation assigned to the County Owned Real Estate (CORE) inventory with emphasis on affordable housing.

MOTION to adopt the revised recommendation. Motion by Elliott Johnson, seconded by Brandon Cabrera.

Mr. Krieg stated that the recommendations would be reviewed one last time prior to the final vote that would occur at the December 18th CAH meeting.

VII. New Business

No new business was discussed.

UNSCHEDULED ITEM

Mr. Bixler inquired about a discussion at the previous CAH meeting on setback requirements.

Mr. Serrano provided an update on the topic of setback requirements in different zoning and overlay areas. The committee was provided a chart to review for a discussion at the next CAH meeting.

Mr. Krieg requested that the approved housing initiative plans from Affordable Housing Advisory Committees (AHACs) in neighboring municipalities be presented at future committee meetings.

Discussion ensued regarding which municipalities had AHACs.

VIII. Member Comments

Mr. Cabrera suggested that the addition of a recommendation on departure requirements for development to be included in next year's agenda.

Mr. Krieg confirmed that it would be added.

Mr. Serrano thanked the committee for their efforts.

Mr. Cabrera thanked staff for their work.

Mr. Krieg thanked staff and requested that his appreciation for their work be communicated to the Board.

IX. Adjourn

MOTION to adjourn. Motion by Ashley Whidby, seconded by Adam Campbell, and carried 9-0.

At 3:15 p.m., the chair declared the meeting adjourned.