



**CITY OF ST. PETERSBURG
AFFORDABLE HOUSING ADVISORY COMMITTEE (AHAC)
PUBLIC MEETING**

**Room 100
City Hall**

**May 17, 2022
Tuesday, 3:00 p.m.**

AGENDA

COMMITTEE MEMBERS:

Ken Rush
Trevor Mallory
Jillian Bandes
R.V. DePugh
Jack D. Humburg
Scott Macdonald
Fredric Samson
Council Vice Chair Brandi Gabbard

CITY STAFF SCHEDULED:

Bradley Tennant, City Attorney's Office
Joshua Johnson, Housing & Community Dev.
Stephanie Lampe, Housing & Community Dev.
Lowell Atkinson, Housing & Community Dev.
Derek Kilbom, Planning & Economic Dev.
Elizabeth Abernethy, Planning & Economic Dev
Alfred Wendler, Real Estate & Property Mgmt.
Iris Winn, City Clerk's Office

- 1. Welcome & Roll call**
- 2. Approval of minutes from March 15, 2022**
- 3. Discussion of Incentives #6 thru #10**
 - **Reduced parking (Derek Kilborn/Elizabeth Abernethy)**
 - **Flexible lot sizes, sidewalks &/or streets (Derek Kilborn/ or Elizabeth Abernethy)**
 - **Impact Statement (Stephanie Lampe)**
 - **Printed Inventory of city owned lots (Alfred Wendler)**
- 4. New incentive ideas to research**
- 5. Open Discussion / Questions / Comments / Announcements**

Link to the CAC Meeting with Mr. Pierce's data presentation
https://stpete.granicus.com/MediaPlayer.php?view_id=14&clip_id=5583
- 6. Adjourn**

Next Meeting: July 19, 2022

Attachments included:

- 1) 2022 Calendar by Topic
- 2) Incentives Chart as adopted in 2021

For additional information, please telephone 727-892-5563 or email Stephanie.Lampe@stpete.org

Affordable Housing Advisory Committee (AHAC)

Minutes from the Meeting of March 15th, 2022

The 3-15-22 Affordable Housing Advisory Committee (AHAC) meeting was called to order by Chair Scott MacDonald at 3:06 p.m., a quorum was present in City Hall, Room 100.

- 1. Chair Macdonald welcomed all AHAC Members.** Staff members present: Stephanie Lampe, Elizabeth Abernethy, Derek Kilborn, Ben James, Joshua Johnson, and Iris Winn.

The Chair requested a Roll call of committee members present.

- a. Members present: Chair Scott Macdonald, Ken Rush, Council Vice Chair Brandi Gabbard, Jillian Bandes, and Jack Humburg
- b. Members not present: Trevor Mallory, Robert V. DePugh, and Frederic Samson
- c. **There is a Quorum.**

- 2. Approval of minutes from the January 18, 2022, AHAC meeting**

- a. A motion to approve the minutes was made by Jack Humburg and seconded by Ken Rush.
- b. **Motion passed unanimously.**

- 3. Discussion of Current Incentives**

- a. Expedited Permitting (Elizabeth Abernethy)
 - Ms. Abernethy mentioned that two new FTEs have been hired – one in Development Review Services and one in Construction Services & Permitting – to address growth of single-family and ADU projects with a goal of implementing same-day review. In addition, there are now ten Plan Reviewers at the e-plan help desk – up from six last year. She added that there are planned salary adjustments for Plan Reviewers and Inspections to attract and retain the best talent and assist with the growing need for expedited review and permitting. The Planning and Development Department is also updating its survey tools to improve customer service and feedback for better efficiency. She also mentioned that the current 10-day goal for Expedited Permitting on multi-family projects may need to be extended to 15 days.
 - Mr. MacDonald suggested that the City also consider an “Expedited Certificate of Occupancy (CO)” policy to help ensure affordable rental projects are turn-key in time for vulnerable tenants to occupy. Ms. Bandes echoed this concern. Ms. Abernethy responded that the City is in the process of hiring four new Chief Building Inspectors, pursuing a better Naviline system for project monitoring, and has increase salaries for in the Department as a way to help with the CO process.
 - Ms. Bandes made a motion to amend the incentive for Expedited Permitting as follows:
 - AHAC advocates for increasing City staff levels and salaries to support the growing need for affordable and market-rate housing across the City.

- AHAC continues to support the 10-day goal for initial comments on Expedited Permitting Requests of multi-family projects but advocates for a 5-day goal for subsequent comments and a 1-day goal for permit review of single-family and Accessory Dwelling Unit projects.
 - Mr. Humburg seconded the motion. **Motion passed unanimously.**
- b. Fee Waivers (Stephanie Lampe)
- Ms. Lampe described the existing Multi-modal Impact Fee (MIF) reductions for multi-family developments serving 60% AMI or less and single-family developments serving 80% AMI or less. She provided an update that the full waiver of these MIF fees is still under consideration by the County. Vice Chair Gabbard said that she would elevate the request at the next Forward Pinellas meeting in hopes of an expedited determination.
 - **No motion was made pertaining to this incentive.**
- c. Reserve Capacity (Derek Kilborn/Elizabeth Abernethy)
- Ms. Abernethy and Mr. Kilborn explained that there is no need to reserve capacity at this time as there is currently excess infrastructure capacity to service a far larger population than currently residing in the City.
 - **No motion was made pertaining to this incentive.**
- d. Flexible Densities (Derek Kilborn/Elizabeth Abernethy)
- i. Workforce Housing Density Bonus
 - Ms. Abernethy and Mr. Kilborn mentioned that by the end of summer City Council – as part of a larger proposal to increase base densities on commercial corridors across the City – will be considering an increase of up to 15 Workforce Housing Density Bonus units per acre. This will be an increase from 6 to 8 units currently – depending on the zoning district.
 - **No motion was made pertaining to this incentive.**
 - ii. Payment in Lieu option
 - Ms. Lampe mentioned that May 1st marked the start to a Payment in Lieu of WFH equaling .5% of Total Development Costs - up from .25% previously.
 - Ms. Bades made a motion to increase this fee from .5% to 1% of Total Development Costs and for the calculation to be based on loan amounts. Vice-Chair Gabbard seconded the motion.
 - **The motion passed unanimously.**
 - Mr. Kilborn stated that loan value may be difficult to use. Additional discussion ensued related to what definition should the payment in lieu calculation be based upon. Ms. Abernethy stated that the code currently requires the valuation to be based on the most recent published values per square foot as established by the International Code Council Building Valuation Data. Ms. Bades agreed that using the ICC BVD may be fine. A quorum was lost at this point.
 - iii. NTM-1 coverage expansion
 - Ms. Abernethy and Mr. Kilborn stated that City Council did recently expand NTM-1 to allow 4-unit density on certain corridors throughout the city – adding nearly 3,000 parcels to the NTM-1 Zoning District. Ms. Abernethy also mentioned that the proposal for expanding 4-unit density within a ½ mile of Future Major Streets will be discussed at the May 26th Committee of the Whole.
 - **No motion was made pertaining to this incentive.**
- e. Accessory Dwelling Units (ADUs)
- Ms. Abernethy mentioned that significant changes are being proposed for ADU coverage. A proposal to allow ADUs in single-family zoning districts was passed favorably in the

Development Review Commission and will be considered by City Council sometime in June.

- **No motion was made pertaining to this incentive.**

4. New Incentive Ideas to Research

- a. The AHAC discussed the possibility of increasing the current FAR Bonus for Workforce Housing in the Downtown Core Zoning District. The current policy provides for a 1.0 FAR Bonus if the developer commits 5% of residential development as Workforce Housing units accessible to those individuals earning less than 120% AML. The AHAC expressed interest in augmenting the FAR Bonus for Workforce Housing so as to incentivize developers to build Workforce Housing units instead of using the Payment in Lieu option.
- b. Per the 2022 Calendar by Topics, this will be further discussed at the July AHAC unless AHAC votes to amend the Calendar.

5. Open Discussion / Questions / Comments / Announcements

- a. Vice-Chair Gabbard mentioned the new HB 981/SB 962 bill in the Florida Legislature that would augment HB 1339 (Affordable Housing Site Plan process) to allow mixed-use and a 10% minimum affordability carve-out for all residential units developed. With the expectation of the bill passing, she stated that she is working with others in the City internally to plan for its implementation.

Adjourned at 4:52 pm

AFFORDABLE HOUSING INCENTIVES

OFFERED BY THE CITY OF ST. PETERSBURG, FLORIDA

Annual Review by the Affordable Housing Advisory Committee
(as approved at the November 16, 2021 Public Hearing)

	Incentives (Pursuant to Chapter 420, F.S.)	Program Currently In Place		Status & Recommendations
		Yes	No	
1	The processing of approvals of development orders or permits, as defined in S. 163.3164, for affordable housing projects is expedited to a greater degree than other projects	X		2018: Recommended that the City establish a maximum of a 10- business day- time frame for the City to return comments on any affordable housing site plan/permit application.
	2020: Incentive is currently in use. The 10-day time frame for return of initial comments was implemented in January 2019.			<u>2021 Review: Continue Program currently in place.</u> See attached Certification Form #1. <u>2022 Action Item:</u>
2	All allowable fee waivers provided for the development or construction of affordable housing	X		2018: Local permit fees were reduced for homes under 1,400 sq.ft. to help promote rehabilitation and new development of affordable single-family homes by ORD. 284-H, effective 7/20/17. However, the largest Fees is a County Fee that is not controlled by the City. 2018 AHAC recommended that the City send a Letter to Pinellas County requesting that Chapter 150, Section 150-40 of the Pinellas County Land Development Code relating to Impact Fees be amended to allow a multimodal impact fee waiver of 100% or a significant reduction of the fee (90%) for affordable housing developments, and if a waiver cannot be granted, request appropriate new categories for affordable housing development & homeless shelters in both the Schedule A and Schedule B Schedule of Fees.
	2020 Status: The requested letter was sent to County and a new multi-modal fee schedule was subsequently adopted by Pinellas County Ordinance 19-15.			<u>2021 Review: Continue Program currently in place for reduced City permit fees and MIF fees that were reduced. See attached Form #2 & schedule of reduced fees allowed for “units restricted to low-income households as a component of affordable housing development</u>

	Incentives (Pursuant to Chapter 420, F.S)	Program Currently In Place		Status
		Yes	No	

				<p>incentive programs as certified by the local government”.</p> <p>9/21/21 – AHAC voted to recommend that the MPO and the Board of County Commissioners consider waiving the MIF fee completely for certified low income units.</p> <p>AHAC also voted to recommend that Administration consider a full waiver of water closet fee.</p> <p><u>2022 Action Item:</u></p>
3	The allowance of flexibility in densities for affordable housing	X		<p>2018: The Committee recommended that the City clarify the Workforce Housing Density Program originally adopted in 2007 to</p> <p>1) Clarify the WFH Density Bonus Ordinance to:</p> <ul style="list-style-type: none"> a. more clearly and fairly address how tenant income increases will be handled over time, and b. modify the income categories to 80%, 100%, and 120% of AMI – removing the 150% AMI category <p>2) Clarify Chapter 16, regarding the calculation of the “payment in lieu” of WFH option to increase the amount collected & deposited to the Housing Capital Improvement Projects (HCIP) Fund for use in developing more affordable housing units.</p> <p>3) Research the possibility of implementing an increase to the number of WFH bonus units being awarded that would trigger the public hearing requirement from 12 to 24 WFH bonus units in order to encourage more developers to use the WFH bonus option</p> <p>4) Research the possibility of reducing parking requirements when WFH density bonus units are granted.</p> <p>5) Pursue the “Missing Middle” initiatives in which may bring:</p> <ul style="list-style-type: none"> a. new zoning district (s), and

	Incentives (Pursuant to Chapter 420, F.S)	Program Currently In Place		Status
		Yes	No	

				b. the allowance of more 2-12-unit structures which may provide more affordable housing opportunities
	2020 Status: Items 1-5 have all been brought forward and adopted by City Council. Item 2 increase in the “payment in lieu” option was not approved by City Council, though the Workforce Housing FAR bonus was prioritized. Item 3 was brought forward and adopted to remove the extra public hearing requirement altogether. Item 5 text amendments for the new NTM zoning category have been adopted, Map amendments are underway.			<p>2021 review: 7/20/21 – AHAC voted to support the recommended increase of “payment in lieu” fees from the current 1/4 of 1% of construction cost to ½ of 1%.</p> <p>10/19/21 – AHAC voted to support the rezoning (implementation) of the NTM-1 Zoning District (Neighborhood Traditional Multi-Family) to include allowance of 4-unit density within a ½ mile of Future Major Streets – and as related to St. Pete’s “Vision 2050” plan</p> <p>2022 Action Item:</p>
4	The reservation of infrastructure capacity for housing for very- low income persons, low-income persons, and moderate-income persons		X	2018: The Committee did not recommend a new process or procedure, given the fact that) the City’s public facilities, including potable water, sanitary sewer, and roadway levels of service all have excess capacity.
	2020 Status: No change.			<p>2021 Review: Reviewed, but no action recommended due to the City’s excess capacity.</p> <p>2022 Action Item:</p>
5	Affordable accessory residential units	X		<p>2018: The City’s land development regulations have allowed accessory residential dwelling units in the NT1, NT2 and NT4 districts since 2007 which provides an affordable housing option for residents. However, in 2018 the AHAC committee recommended that the City explore:</p> <p>1) A reduction of the minimum lot area required for an accessory dwelling unit to be built, based on the City’s on-going modeling & research.</p> <p>2) Allowing accessory residential units in NS zones (Neighborhood Suburban)</p>
				2021 Review:

	Incentives (Pursuant to Chapter 420, F.S)	Program Currently In Place		Status
		Yes	No	

	2020 Status: City Council in September of 2019, approved by Ord 385-H to allow ADUs on smaller lots (4500 sq. ft.) within the NT1, NT2 and NT4 districts, which allows for over 9,000 additional lots to qualify for construction of ADUs.			<p>Continue implementation of newly updated and adopted Ordinances related to ADUs. Explore funding sources to pursue the model ADU program and a marketing initiative.</p> <p><u>2022 Action Item:</u></p>
6	The reduction of parking and setback requirements for affordable housing	X		<p>2018: Recommended staff continue to review appropriate reductions to parking requirements based on land use type and geography, e.g. proximity to Future Major Streets, public transit, and relationship to the City's Complete Street initiative.</p>
	2020 Status: The reduction of parking requirements for affordable multi-family housing construction was approved by City Council in 2019 for smaller and affordable units and for units located within proximity (1/8 mile) to high frequency transit routes.			<p><u>2021 Review:</u> Continue implementation of recently adopted parking incentives for smaller and affordable units.</p> <p>AHAC on 7/20/21 requested staff to continue to look for additional methods to reduce parking requirements even further.</p> <p><u>2022 Action Item:</u></p>
7	The allowance of flexible lot configurations, including zero-lot-line configurations for affordable housing	X		<p>2018: The Committee recommended that the City:1) Explore expansion of this incentive into other zoning districts as part of the upcoming "Missing Middle" study</p> <p>2) Explore allowing flexibility based on building typology & lot size</p>
	2020 Status: The incentive is currently provided through the use of flexible urban setbacks to encourage affordable housing development. LGCP 2019-02 allows new flexibility and was adopted by City Council 11/14/19.			<p><u>2021 Review:</u> Recommend that the City consider rezoning (implementation of) the NTM-1 Zoning District (Neighborhood Traditional Multi-Family) to include allowance of 4-unit density within a ½ mile of Future Major Streets – and as related to St. Pete's "Vision 2050" plan</p> <p><u>2022 Action Item:</u></p>

	Incentives (Pursuant to Chapter 420, F.S)	Program Currently In Place		Status
		Yes	No	

8	The modification of street requirements for affordable housing		X	2018: The Committee did not recommend any changes to the City's land development regulations pertaining to street standards, however the 2018 AHAC recommended that the City consider the elimination of midblock sidewalk and alley construction requirements for affordable housing developers, based on cost, liability and safety considerations.
	2020 Status: The City no longer requires separate walkway from house to curb when home has a front driveway. In addition, the City adopted a sidewalk reimbursement program within the South St. Petersburg CRA area.	X		2021 Review: Continue implementation of recently adopted incentives related to sidewalks. Request that a "payment in lieu of sidewalk construction" fund/process be established. 2022 Action Item:
9	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.	X		2018: The Committee voted to support the continuation of this incentive as written.
	2020 Status: Incentive is currently in use.			2021 Review: Recommend No Change. Continue using the existing Impact Statement, attached form #3. 2022 Action Item:
10	The preparation of a printed inventory of locally owned public lands suitable for affordable housing.	X		2018: The Committee asked for revisions to the City's webpage to show the listing of lands available suitable for development of affordable housing.
	2020 Status: Incentive is currently in use.			2021 Review: Continue listing available properties on the Website and taking foreclosure lots to City Council to approve including them into the Affordable Lot Disposition Program. 2022 Action Item:

	Incentives (Pursuant to Chapter 420, F.S)	Program Currently In Place		Status
		Yes	No	

11	The support of development near transportation hubs and major employment centers and mixed –use developments	X		2018: The Committee voted to Request that the City: 1) Continue Existing Policies which support development near Activity Centers, PSTA network, and the Central Ave BRT 2) Consider future reductions of minimum parking standards as a result of more development near transportation hubs (by land use type/ by geography) 3) Consider creation of additional Activity Centers or new Activity Center categories
----	---	---	--	--

	2020 Status: This incentive is currently being implemented as the City's land development regulations encourages mixed-use, higher-density development that is concentrated along major corridors, the Pinellas Suncoast Transit Authority network, the Central Avenue Bus Rapid Transit route, and within six designed activity centers. In August 2019 City Council approved the reductions of minimum parking standards when a development is located within 1/8 mile of a high frequency transit route. A study of the Central Avenue BRT corridor is underway, CABRT-TOD Study.			<u>2021 Review:</u> Support implementation of the newly adopted higher density and reduced parking standards for development that is located close to high frequency transit routes. Implement changes as part of StPete2050 updates, including BRT station area and corridor plans <u>2022 Action Item:</u>
--	--	--	--	---

ADDITIONAL INCENTIVES OFFERED IN THE CITY OF ST. PETERSBURG				
--	--	--	--	--

12	The waving of special assessment fees in return for the creation of affordable housing	X		2018: The Committee voted to support the continuation of this incentive program as written. 1) Keeping the existing “option D” to waive special assessments for the construction of a new single-family unit on lot previously considered “upside down” for development purposes 2) Implementing the new/proposed Code Foreclosure- Affordable Lot Disposition Program to provide lots at a reduced amount in return for the production of an affordable housing unit.
----	---	---	--	---

	2020 Status: Option D is still in use and the new Affordable Lot Disposition Program is underway to help create new affordable housing units.			<u>2021 Review:</u> Support continuation of the existing Option D Special Assessment and the Affordable Lot Disposition programs.
--	---	--	--	--

	Incentives (Pursuant to Chapter 420, F.S)	Program Currently In Place		Status
		Yes	No	

				<u>2022 Action Item:</u>
13	The identification of existing sources that can be made available to affordable housing developers to aid in locating eligible home buyers and renters for newly constructed affordable housing units	X		2018: Recommend that the City: 1) Remove the words “Newly Constructed” from Incentive #13 2) Pursue a slight modification to the City’s Housing Web Page suggested to add a tab for Developers.
	2020 Status: Incentive in use.			<u>2021 Review:</u> Continue to promote programs to assist affordable housing developers and provide information on the City’s Housing Webpage under the “Developer” tab. <u>2022 Action Item:</u>
14	The Rebates for Residential Rehabs Program	X		2018: The Committee voted to encourage City Council to fully fund the Rebates for Residential Rehabs program up to at least \$200,000 annually.
	2020 Status: City has established an Affordable Rebates for Residential Rehabilitation Program within the South St Petersburg CRA.			<u>2021 Review:</u> Support the continuation of the Affordable Rebate for Residential Rehabilitation Program within the South St Pete CRA <u>2022 Action Item:</u>
15	The creation of a web page link to provide public access to all of the Affordable Housing Incentives approved by the Committee	X		2018: Recommended 1) Improving the ability to Search for the existing Incentives on the City’s web page. 2) Adding a direct web link to the Incentive Plan document, possibly under the new Developer tab and on the main Housing Web page.
	2020 Status: “Developer Incentives” and “Incentive Plan” both have links on the Housing & Community Development webpage.			<u>2021 Review:</u> Continue to provide this information on the City’s webpage. <u>2022 Action Item:</u>
16	Penny for Pinellas funding for Affordable Housing Land Acquisition	X		Voters in Pinellas passed this initiative in November 2017. In 2018, the AHAC recommended that the City:

	Incentives (Pursuant to Chapter 420, F.S)	Program Currently In Place		Status
		Yes	No	

	This is included in the 2020 Penny Budget			<p>1) Ask for clarification of the State Surtax Statute regarding its use for the construction of affordable housing units, as opposed to its use solely for land acquisition.</p> <p>2) Ask for clarification regarding the possible use of any Program Income generated from Lease Payments on land originally acquired using Penny money to allow the PI to be kept in a local affordable housing fund for possible construction funding of additional affordable housing units.</p>
	2020 Status: An interlocal Agreement with the PCHFA has been drafted and will be presented to City Council in the near future.			<p>2021 Review: Continue implementation of the Penny for Pinellas Land Acquisition for Affordable Housing Fund.</p> <p>2022 Action Item:</p>
17.	Create a process for City Council to review affordable housing options on industrial, commercial, and residentially zoned land in accordance with the statutory changes adopted under HB1339 in July 2020.		X(new)	<p>2020: New</p>
	2020 Status: AHAC recommends that City Council establish a process that allows the flexibility intended in the HB to be provided.			<p>2021 Review: AHAC voted on 6/15/21 to endorse the proposed Ordinance implementing a process for HB 1339 affordable housing developments, but also request that the IT and IS district minimums be reduced to mirror the minimums proposed for the NT and NS districts (1 acre in size and a minimum of 20 units) and that the distance to a school be 2 miles for the IT and IS zoning districts. Public Hearing set for 10/14/21.</p> <p>On 10/14/21, City Council approved Ordinances 486-H and 485-H providing a process for City Council to review and potentially approve affordable housing developments in the Neighborhood Suburban, Neighborhood Traditional, Industrial Suburban and Industrial Traditional zoning districts. (adopted Ordinances attached as Form #4)</p> <p>2022 Action Item:</p>

AHAC 2022 CALENDAR BY TOPIC

- January 18 Elect Chair and Vice Chair. Set 2022 Calendar.
- February 15
- March 15 Incentives 1-5 (expedited permitting, fee waivers, reserve capacity, flexible densities (WFH Bonus, Pmt in lieu & NTM-1), ADUs) – New Ideas to research?
- April 19
- May 17 Incentives 6-10 (reduce parking, flexible lot sizes, sidewalks & streets, Impact Statement, Printed Inventory) – New ideas to research?
- June 21
- July 19 Incentives 11-17 (develop near transp. hubs, Lot Dispo program, Web info. for developments in process, affordable RRR, Incentive Plan on Web, Penny Land Acquisition, HB1339 process) – New Incentives research presented.
- August 16
- Sept. 20 Summarize status of all incentives & authorize publishing for Public Hearing.
- October 18
- Nov. 15 Public Hearing
- Dec. 15 Present report to City Council & submit to Florida Housing by 12/31.