



1015 Cultural Park Blvd.
Cape Coral, FL

AGENDA

AFFORDABLE HOUSING ADVISORY COMMITTEE

April 11, 2024	5:00 PM	Council Chambers
-----------------------	----------------	-------------------------

- 1. Meeting called to order**
- 2. ROLL CALL**
 - A. Contreras, Landis, McBrearty, McGrail, Schwartz, Shaw, Steinke, and Zivkovic
- 3. CITIZENS INPUT TIME**
- 4. BUSINESS**
 - A. Approval of Meeting Minutes - February 27, 2024
 - B. Policy Based Incentives Discussion - Incentives A, B, D, H, I, and J
- 5. Time and Place of Next Meeting**
 - A. Thursday, July 18, 2024, at 5:00 p.m. in Council Chambers
- 6. Motion to Adjourn**

In accordance with the Americans with Disabilities Act and Florida Statutes 286.26, persons needing a special accommodation to participate in this proceeding should contact the Office of the City Clerk whose office is located at City Hall, 1015 Cultural Park Boulevard, Florida; telephone number is 1-239-574-0411, at least forty-eight (48) hours prior to the meeting for assistance. If hearing impaired, telephone the Florida Relay Service Numbers, 1-800-955-8771 (TDD) or 1-800-955-8700 (v) for assistance.

If a person decides to appeal any decision made by the Board/Commission/Committee with respect to any matter considered at

such meeting or hearing, he will need a record of the proceedings, and for such purpose, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is based.

Item Number:	4.A.
Meeting Date:	4/11/2024
Item Type:	BUSINESS

AGENDA REQUEST FORM
CITY OF CAPE CORAL



TITLE:

Approval of Meeting Minutes - February 27, 2024

SUMMARY:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Description	Type
▢ Meeting Minutes - February 27, 2024	Backup Material

MINUTES FROM THE AFFORDABLE HOUSING ADVISORY COMMITTEE

TUESDAY, FEBRUARY 27, 2024

Council Chambers

5:00 p.m.

Recording Secretary Pasek called the meeting to order at 5:01 p.m.

Roll Call: Members Contreras, Landis, McBrearty, McGrail, Schwartz, Shaw, and Steinke were present. Member Zivkovic was excused.

ALSO PRESENT: Amy Yearsley, City Planning Manager
Millie Babic, Senior Planner

CITIZENS INPUT TIME

No speakers

BUSINESS

Election of Chair and Vice Chair

Recording Secretary Pasek opened the floor for nominations for Chair.

Member Contreras nominated Member Zivkovic to serve as Chair.

There were no other nominations.

Member Landis moved, seconded by Member Schwartz, to appoint Member Zivkovic to serve as Chair.

Committee polled as follows: Contreras, Landis, McBrearty, McGrail, Schwartz, Shaw, and Steinke voted "aye." Seven "ayes." Motion carried 7-0.

Recording Secretary Pasek opened the floor for nominations for Vice Chair.

Member Steinke nominated Member Contreras to serve as Vice Chair.

There were no other nominations.

Member Steinke moved, seconded by Member Schwartz, to appoint Member Contreras to serve as Vice Chair.

Commission polled as follows: Contreras, Landis, McBrearty, McGrail, Schwartz, Shaw, and Steinke voted "aye." Seven "ayes." Motion carried 7-0.

Recording Secretary Pasek handed the gavel over to Vice Chair Contreras.

Vice Chair Contreras thanked Member Steinke for serving on the Board and asked him to say a few words.

Member Steinke commented on his passion concerning affordable housing and the importance of this committee.

Approval of Meeting Minutes – October 24, 2023

Member McGrail moved, seconded by Member Landis, to approve the minutes of the October 24, 2023 meeting, (as presented). Voice poll: Majority was in favor of approval. Motion carried.

Roles and Responsibilities of AHAC

City Planning Manager Yearsley presented the following displayed slides:

- Affordable Housing Advisory Committee Meeting 2/27/2024
- Function of the AHAC
- Required Incentives for Review
- 2023 Recommended Incentives

Review of 2024 AHAC Meeting Schedule

Manager Yearsley presented the following slide:

- Remaining Schedule for 2024 and what tasks are scheduled for each meeting

2024 Possible Alternate Meeting Schedules A + B

Manager Yearsley presented the following displayed slides:

- Remaining Schedule for 2024 Alternate A - shift dates by two days
- Remaining Schedule for 2024 Alternate B - shifts dates into March versus February with meetings ending in mid-October

Discussion held regarding:

- Changing the meeting date from Tuesday to Thursday
- Are other meetings affected by changing the date
- Dates of Alternate Schedules A and B
- Only the remaining meetings would be affected, and today's date would still count as the first meeting

Member McGrail moved, seconded by Member Schwartz, to adopt Schedule Alternate A or B for 2024 for the Affordable Housing Committee.

Discussion held regarding:

- Changes would only apply to remaining future meetings
- Accepting Schedule B or A

Amended Motion: Member McGrail amended his motion to accept the remaining schedule for the Affordable Housing Committee, today's date is the 27th and this would be meeting one, and go with Alternative A, with meeting dates of April 11, July 18, and October 3. Second agreed.

Committee polled as follows: Contreras, Landis, McBrearty, McGrail, Schwartz, Shaw, and Steinke voted "aye." Seven "ayes." Motion carried 7-0.

Manager Yearsley suggested the Committee watch the City Council agendas as to when the Accessory Dwelling Unit conversation would take place and that she would attempt to get notice to them through the City Clerk.

Time and Place of Next Meeting

A Regular Meeting was scheduled for Thursday, April 11, 2024, at 5:00 p.m. in Council Chambers.

Motion to Adjourn

There being no further business, the meeting adjourned at 5:20 p.m.

Submitted by,

Stacey Pasek
Recording Secretary

Item Number:	4.B.
Meeting Date:	4/11/2024
Item Type:	BUSINESS

AGENDA REQUEST FORM
CITY OF CAPE CORAL



TITLE:

Policy Based Incentives Discussion - Incentives A, B, D, H, I, and J

SUMMARY:

ADDITIONAL INFORMATION:

ATTACHMENTS:

Description	Type
▢ 2024 2nd Meeting AHAC Presentation	Backup Material



Coconut Cove Senior Apartments – Photo Credit: Department of Development Services

Affordable Housing Advisory Committee Meeting 4/11/2024



Function of the AHAC

- In accordance with F.S. 420.9076, the City of Cape Coral established an Affordable Housing Advisory Committee (AHAC) to make recommendations related to incentives that may be utilized to encourage or facilitate the development of affordable housing in the City of Cape Coral.
- The recommendations made by the AHAC represent an attempt to remove regulatory barriers that limit the development or preservation of affordable housing or drive up housing costs.
- To fulfill this task, the advisory committee reviews the local government's existing policies and procedures, land development regulations, and the comprehensive plan.
- The committee recommends specific actions or initiatives to encourage affordable housing while protecting the ability of the property to appreciate.
- The AHAC Report identifies 11 incentive strategies and recommendations for adoption by the local government.
- This Plan must be adopted by December 31, 2024.
- The first plan was adopted in 2008.
- The Affordable Housing Incentive Plan serves as the Committee's final recommendations to City Council.

Required Incentives for Review

11 Incentives required to be reviewed

- A. Expedited Permitting - **REQUIRED**
- B. Fee Waivers
- C. Flexibility of Density
- D. Reservation of Infrastructure Capacity
- E. Accessory Dwelling Units
- F. Reduced Parking and Setback Requirements
- G. Flexible Lot Configurations
- H. The modification of street Requirements
- I. Review of Policies, Procedures, Ordinances Resolutions for impact on housing - **REQUIRED**
- J. Triennial Review of Public Land - **REQUIRED**
- K. Support development near mixed use development, transportation corridors and employment centers

The 2023 report City Council Recommendations:

- A. Expedited Permitting - *Maintain*
- B. Fee Waivers – *Maintain/Expand*
- C. Flexibility of Density – *Do not implement.*
- D. Reservation of Infrastructure Capacity – *Do not Implement.*
- E. Accessory Dwelling Units – *Implement with Special Regulations. Council wants to have more discussion and information on this topic.*
- F. Reduced Parking and Setback Requirements – *Maintain existing parking deviation.*
- G. Flexible Lot Configurations – *Maintain through PUD*
- H. The modification of street requirements - *Maintain.*
- I. Review of Policies, Procedures, Ordinances Resolutions for impact on housing - *Maintain.*
- J. Triennial Review of Public Land – *Maintain.*
- K. Support development near mixed use development, transportation corridors and employment centers – *Do not implement. Encourage the location of affordable housing in these locations.*

Policy Based Incentives

Expedited Permitting (**required**)

Permits as defined in s.163.3164 (7) and (8) for affordable housing projects are expedited to a greater degree than other projects. The City developed and implemented a system of identifying and expediting affordable housing permits, plan reviews and related actions. The expedited permitting process continues to work well and provides a valuable service to contractors developing affordable housing projects within the City. Expedited permitting has been also expanded to include permits associated with Lee County Department of Human and Veteran Services affordable housing programs that are being implemented in the City of Cape Coral.

Ongoing Review Process (**required**)

State statute requires that local governments review all proposed policy and procedure for impact of affordable housing. This deals with all aspect of policy from fees to ordinance changes. Beginning in 2003, all local governments were required to provide a monetary figure to the state relative to policy and procedure reviews in their SHIP annual report. The primary increases in the City of Cape Coral since 2003 have been impact fee increases, a new fee schedule and changes to the landscaping code.

Policy Based Incentive

Triennial Review of Locally Owned Land Suitable for Affordable Housing (**Required Section 166.0451 Florida Statutes**) -Requires local governments to review land in their inventory to determine if what properties are appropriate for the development of affordable housing. In 2023, Council approved Resolution 237-23 identifying properties for the development of affordable housing.

How must the identified properties be used?

1. Sold and proceeds may be used to purchase land for the development of affordable housing or to increase the local government fund earmarked for affordable housing,
2. Sold with a restriction that requires the development of the property as permanent affordable housing,
3. Donated to a nonprofit housing organization for the construction of permanent affordable housing

Review of Land – Elimination Strategy

1. Identified city properties
2. Identified those listed as surplus or potential surplus in the database
3. Identified properties with Future City Use
4. Selected properties with a consistent residential future land use and zoning
5. Selected all properties larger than 9,800 sq. ft. but less than 20,000 sq. ft.
6. Eliminated waterfront properties (generally not used in the affordable housing strategy)
7. Scattered sites – resulting properties - 12

617 Santa Barbara BLVD

209 NW Douglas PKWY

2113 NE 7th PL

206 SE 20th CT

934 Santa Barbara BLVD

3314 SW Santa Barbara PL

4313 SW 1st AVE

1810 SW 12th TER

2703 SW 9th PL

1808 SW 38th LN

1811 SW 39th TER

4519 SW 6th PL

City of Cape Coral

City Planning Division

Surplus Land for Affordable Housing

Legend



Subject Properties



Cape Coral City Boundary



0 0.48 0.97 1.46 1.94
Miles



Enl. HERE, University of South Florida

Fee Waiver/Modification of Impact and Building Fees

Impact fees are charges assessed by local government to cover the infrastructure costs associated with new development. These one-time expenses are typically levied upon issuance of building permits to ensure that public facilities and services have adequate capacity and infrastructure to meet the demands of a growing population. While impact fees are initially charged to the developers, the cost is often time passed on to the purchaser. The City of Cape Coral currently charges **\$7,758.65** in impact fees for a single-family home. This does not include capital expansion fees for water and sewer which add an additional price when water and sewer is extended to a property.

Policy Based Incentive

Reservation of Infrastructure Capacity

The City of Cape Coral currently does not have this program as an incentive. There is no reservation of capacity for affordable housing or any other type of development.

Support development near mixed use development, transportation corridors and employment centers

Currently, the City of Cape Coral's Comprehensive Plan includes the following language within the Housing Element relative to the siting of affordable housing:

Policy 4.1: During the review of all housing plans the City shall address the housing needs of the elderly and handicapped to ensure that provisions for accessibility, transportation, affordability, and locational needs are addressed to the fullest extent possible.

Policy 4.4: The City shall incorporate in the provisions for the location of affordable housing, mobile homes, and foster care facilities requirements that such facilities are encouraged to have access to transit routes, arterial roads, shopping areas, schools, parks and community service facilities, medical centers

Recommendation

1. Expedited Permitting – Mandatory
2. Ongoing Review Process – Mandatory
3. Triennial Review of Locally Owned Land Suitable for Development of Affordable Housing
4. Fee Waiver/Modification of Impact and Building Fees
5. Reservation of Infrastructure
6. Support development near mixed use development, transportation corridors and employment centers

Remaining Schedule for 2024

July 18 th	Review Second Set of Incentives
October 3 rd	Review Incentive Plan and Provide Recommendation to City Council

Is there any other affordable housing related topic that you would like to discuss at the upcoming meetings?

Thank you!
Questions and Discussion

