

Affordable Housing Advisory Committee
Report to Board of City Commissioners
SHIP Affordable Housing Incentive Strategies

SUBMITTED TO: PEMBROKE PINES CITY COMMISSION

SUBMITTED TO: FLORIDA HOUSING FINANCE CORPORATION

DATE SUBMITTED: _____

PREPARED BY: City of Pembroke Pines Planning and Economic Development Department

BACKGROUND

As a recipient of State Housing Initiative Partnership funds, the City of Pembroke Pines established an Affordable Housing Advisory Committee (AHAC) on May 18, 2022 as required by the Florida Statutes, Sec. 420.9076. The AHAC is responsible for reviewing and evaluating local plans, policies, procedures, land development regulations, the Comprehensive Plan, and other aspects of the City housing activities that impact the production of affordable housing. Further, the AHAC is specifically directed by the SHIP Statute to consider and evaluate the implementation of the incentives set out at Florida Statutes, Sec. 420.9076 (4)(a)-(k). Based on the AHAC evaluation, it may recommend to local government that it make modifications of, exceptions to, or creation of new plans, policies, procedures, and other governing vehicles which would encourage production of affordable housing.

As approved by the City Commissioners, the recommendations are used to amend the Local Housing Assistance Plan and the local Comprehensive Plan Housing Element.

COMMITTEE COMPOSITION

The City Commission appointed members to the Committee on May 18, 2022 via Resolution 3794. Florida Statutes, Sec. 420.9076(2) lists the categories from which committee members must be selected. Each AHAC must have a locally elected official from the county or municipality participating in the SHIP program. The locally elected official must be a City or County Commissioner. The elected official will count as a member of the AHAC for purposes of meeting the number of member's requirements. There must be at least eight committee members with representation from at least six of the following categories:

- (a) A citizen who is actively engaged in the residential home building industry in connection with affordable housing.
- (b) A citizen who is actively engaged in the banking or mortgage banking industry in connection with affordable housing.
- (c) A citizen who is a representative of those areas of labor actively engaged in home building in connection with affordable housing.
- (d) A citizen who is actively engaged as an advocate for low-income persons in connection with affordable housing.
- (e) A citizen who is actively engaged as a for-profit provider of affordable housing.
- (f) A citizen who is actively engaged as a not-for-profit provider of affordable housing.

- (g) A citizen who is actively engaged as a real estate professional in connection with affordable housing.
- (h) A citizen who actively serves on the local planning agency pursuant to s. 163.3174. If the local planning agency is comprised of the governing board of the county or municipality, the governing board may appoint a designee who is knowledgeable in the local planning process.
- (i) A citizen who resides within the jurisdiction of the local governing body making the appointments.
- (j) A citizen who represents employers within the jurisdiction.
- (k) A citizen who represents essential services personnel, as defined in the local housing assistance plan.

The appointed AHAC Committee members are included here, along with their category affiliation.

Name	Category Represented	Date Appointed
1. Commissioner Thomas Good, Jr.	Elected Official	5/18/2022
2. Tiffany Pinto	Resident	5/18/2022
3. Carina Guillen	Resident	5/18/2022
4. Paul Girello	Local Planning Agency Representative	5/18/2022
5. Keresia Lawes	Real Estate Professional	5/18/2022
6. Daniel Almaguer	Essential Services Personnel	5/18/2022
7. Elinne M. Dominguez	Resident	5/18/2022
8. Nikita Shannon	Home Building Industry	5/18/2022
9. Jay Shechter	Advocate for Low Income Persons	5/18/2022
10. Ronnie (Ran) Shoua	Resident	5/18/2022
11. Natalie Ramirez	Real Estate Professional	5/18/2022
ALT: Vice Mayor Jay D. Schwartz	Elected Official (Alternate)	5/18/2022

The terms of office of the members of the AHAC shall be one year. Members may serve consecutive terms. The local elected official shall only serve while holding the elected office. (*Section 32.161 B – City Code of Ordinances*)

AFFORDABLE HOUSING RECOMMENDATIONS

The AHAC has reviewed local government plans, policies, and procedures; ordinances; regulations; statutes; and the comprehensive plan, among other documents applicable to affordable housing, for evaluation of their impacts on affordable housing. Further, the AHAC has specifically considered and evaluated the strategies set out at Florida Statutes, Sec. 420.9076 (4)(a)-(k). Based on this review and evaluation, the AHAC has formulated recommendations to the City Commission that it incorporate into its housing strategy certain changes designed to encourage production of affordable housing.

The AHAC, from its review, consideration, evaluation, and recommendations, drafts and submits this report to the City Commission and to Florida Housing Finance Corporation, which details the scope of its work and the resulting recommendations.

The AHAC has reviewed, considered, and evaluated the following strategies provided in the SHIP Statute at Florida Statutes, Sec. 420.9076 (4):

- (a) The processing of approvals of development orders or permits, as defined in Florida Statutes, Sec. 163.3164(7), (8), for affordable housing projects is expedited to a greater degree than other projects.
- (b) The modification of impact-fee requirements, including reduction or waiver of fees and alternative methods of fee payment for affordable housing.
- (c) The allowance of flexibility in densities for affordable housing.
- (d) The reservation of infrastructure capacity for housing for very low-income persons, low-income persons, and moderate-income persons.
- (e) The allowance of affordable accessory residential units in residential zoning districts.
- (f) The reduction of parking and setback requirements for affordable housing.
- (g) The allowance of flexible lot configurations, including zero-lot-line configurations for affordable housing.
- (h) The modification of street requirements for affordable housing.
- (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.
- (j) The preparation of a printed inventory of locally owned public lands suitable for affordable housing.
- (k) The support of development near transportation hubs and major employment centers and mixed-use developments.

EXPEDITED PERMITTING

Meeting Synopsis: General description of the permit process for affordable housing projects.

Existing Strategy: The City continues to have in place a priority building permit review process for State and Federal housing assistance (CDBG, SHIP and HOME) projects. The permit plans are separately processed and coded to identify their expedited status. This process typically saves an applicant on average two to three weeks in permit review. Qualifying permit applications are placed in color coded folders and are separately routed by the building department. A specific building clerk is assigned to circulate these plans. Building department reviewers treat these applications as priority items. Emergency permits typically take one day to review. Non-emergency permits may take anywhere from two to five business days to review based on complexity. The City of Pembroke Pines continues to outsource its building department services.

If the City Commissioners were to express an interest in expediting other affordable related housing permits outside of the permits stated above, the strategy would need to be approved by both the City and the building department service provider.

In discussions with the building department, the expedited process appears to work well except in the case where the contractors do not provide the proper paperwork or permits for the work being requested.

In 2022, the City migrated to a new electronic permitting system. The City remains committed to meeting the priority timelines established above.

AHAC Recommendation: Continue to maintain the current expedited permitting process for CDBG, SHIP and HOME projects in the City including an audit of existing process. The City and building services provider can explore a mutual agreement on an expedited timeframe for processing permits for new affordable housing developments

outside of these programs.

Schedule for Implementation: N/A

MODIFICATION OF IMPACT FEES

Meeting Synopsis: General discussion of impact fees and other development application fees. The City of Pembroke Pines does not have direct impact fees in name; the City does charge fees to the developer at the issuance of a certificate of occupancy (CO). These CO fees include **water and sewer connection fees, fire and police fees** and the **interim fire service fee**. The City also charges a municipal dedication for properties that require platting.

There are a number of other City development fees that would typically impact the costs of a proposed affordable housing project:

- Development application fees (site plan, rezoning, land use plan amendment, variance)
- Building permit fees (general building permit review and inspection)
- Engineering fees (various paving, drainage review and inspection)

The City Commission can waive some / all City fees through its development approval powers. In waiving some of the fees, the City would need to compensate for the financial loss associated in providing adequate public infrastructure and services as it relates to the needs of new affordable housing development.

Existing Strategy: There is no policy currently in place for consideration of fee waivers for affordable projects. Any request for waivers would likely need to be approved by City Commission action. To date, the City has not received any applications for affordable housing where an applicant has made a request for a modification of development related fees. The City of Pembroke Pines currently outsources building department services. If the City Commissioners were to express an interest in modifying building permit fees, the strategy would need to be approved by both the City and the building department service provider.

Broward County also charges separate impact fees for all projects being developed within the City. However, Broward County currently makes fee waivers available for eligible affordable housing projects. Projects certified as "very low income" or "low income" affordable housing are eligible for a 100% waiver of County road and park impact, transportation concurrency, administrative and application fees. These certified projects may also be eligible for a full waiver of educational/school impact fees, up to \$50,000 per project, if approved by the School Board of Broward County. (*Source: Broward County website*)

Past AHAC Recommendation: AHAC encouraged staff to create a policy that would allow developers to request a modification of development related fees for providing affordable housing units to households in the extremely low, very low, and low income categories.

Staff response: There is currently no prohibition on a potential affordable housing developer to request such a modification of development related fees or impact fees. At the September 12, 2022 AHAC meeting, a developer of affordable housing stated that the reduction in impact fees was an important factor in determining the ability to develop affordable housing in the City and would encourage a city to reduce all or some of these fees to reduce the costs to the developer.

In order to process such a general waiver or reduction of impact fees, an applicant would need to formally request such waiver of all or some of these fees. The applicant would need to provide the City with a summary of the

development as well as the number of units identified as affordable. City staff would need to analyze the specific request of the applicant and provide the Commission a cost analysis related to the request prior to consideration. It should be noted that the City has processed senior affordable housing projects in the past where the property is tax exempt. The City may wish to consider tax exempt status when considering further reductions in fees.

AHAC Recommendation: The City Commission should consider an applicant’s request for a waiver or reduction of C/O or other development fees for any affordable unit proposed in the low income spectrum based on demonstrated developer need and cost analysis.

Schedule for Implementation: N/A

FLEXIBLE DENSITIES

Meeting Synopsis: General discussion of how flexible densities benefit affordable housing builders.

Existing Strategy: The City historically utilized flexibility units and land use plan amendments to increase the density for affordable development projects. The City has yet to take advantage of the new density bonuses for flexibility and reserve units but may consider the use of such densities when allocating flexibility units for affordable projects in the future. Broward County Land Use Policy 2.16.3, which provides for bonus density allocation for an affordable housing project depending on the number of units provided and affordability levels.

Affordable Projects Approved Requiring Density Increases

Project	Location	Description	Process for Increased Density	Status
1600 Building	North of Pembroke Road and West of 66 Avenue	80 Units (10% Affordable housing)	“Commercial” designation rezoned to Planned Small Lot Development (PD-SL) and assigned 80 flexibility units	Approved, Not Built
Pembroke Tower II (Southport)	South of Sheridan Street and East of University Drive	88 Units (100 % Affordable housing)	Land Use Plan Amendment - Residential High (25-50 unit per acre)	Approved, Permit under review
Carrfour Supportive Housing (Southwest Hammocks)	Howard C. Foreman Human Services Campus	100 Units (100% Affordable Housing)	Requested 68 flexibility units	Approved, Permit under review
Douglas Gardens IV and VI	South of Pines Boulevard and east of Douglas Road	410 Units (266 dwelling unit equivalents)	Requested 40 unit density increase compliant with Broward County Land Use Policy 2.16.3	Under Board consideration

Recent Legislative Action

The Governor recently signed **SB 962**. SB 962 provides that if a parcel is zoned for commercial or industrial use, the City may approve any residential development project, including a mixed-use residential development project,

so long as at least 10 percent of the units included in the project are for housing that is affordable and the developer of the project agrees not to apply for or receive funding under §420.5087, Florida Statutes. The City is currently reviewing the impacts of the bill with the City Attorney’s office as well as the Broward County Planning Council to see how the passage of this bill may impact future affordable housing requests.

In 2022, Governor DeSantis signed into law **Senate Bill 4-D**, entitled “Mandatory structural inspections for condominium and cooperative buildings.” The legislation requires that condo buildings at least three (3) stories tall within three (3) miles of the coast must be inspected when the buildings reach twenty-five (25) years of age. Buildings more than three (3) miles inland must be inspected upon reaching thirty (30) years of age. After the initial milestone inspection, the buildings will require inspection every ten (10) years thereafter.

The law also includes transparency measures to allow condo owners, buyers, and renters, to access and request inspection records. Inspection reports are required to be emailed to unit owners who have consented to receive the notices by email. Unit owners are also required to provide an inspector prepared summary of the milestone inspection report to any prospective buyer.

As some condominium units tend to be most our densest and most affordable, this Senate Bill may indirectly impact sales of these properties in the future.

Retail and office needs have changed as a result of the COVID pandemic as well as the improvements to the online marketplace. The State of Florida recently passed a law (**HB 403**) allowing for greater flexibilities of use for Home Based businesses. These changes may all ultimately play a role in market demand for commercial / office space in the future.

Past AHAC Recommendation: The City to explore and identify functionally obsolescent and/or underutilized commercial and residential properties for potential development/redevelopment into future affordable housing. The City to support the allocation of flexibility units and/or land use plan amendment applications at these locations, where reasonable, for the development of affordable projects and increased residential density.

Staff comment: City staff continuously monitors real estate listings to identify potential properties for future redevelopment. Staff also continues to develop partnerships with builders and representatives of affordable housing projects.

Staff notes that several properties on the east side of the City have reached, or are approaching their 40 year inspections per building Code. The findings of these 40 year reviews may expedite sale and / or redevelopment of certain properties as the cost of repairs to buildings may not be worth the benefit of maintenance.

AHAC Recommendation: Examine policies and procedures pertaining to affordable housing incentives, including, but not limited to, applications of flexibility units and reductions in development application and permitting costs. Amend Chapter 158 (Affordable Housing Program) of the City Code to include formal guidelines for these processes.

Schedule for Implementation: Upon passage of this document.

RESERVATION OF INFRASTRUCTURE CAPACITY

Meeting Synopsis: General discussion on the process in which the City, County and State ensure adequate infrastructure capacity.

Existing Strategy: City public works and engineering staff continuously review roadway and infrastructure conditions and makes improvements to these systems as necessary. The Infrastructure Element (Policy 2.11) states the City shall require existing development using septic tanks to hook up to centralized sewer facilities as they become available in order to phase out septic tank systems in an economically feasible and environmentally sound manner.

Pines Village Water Main Replacement Phase II & Septic Tank Conversion Project

The City of Pembroke Pines is embarking on the second phase of a utilities improvement project in the Pines Village neighborhood. Specifically, the project will involve replacement of the existing water main and residential service lines that have reached the end of their useful lives, with new mains and lines, replacing existing water meters, and relocating the meters to the front yards for those residents that currently have meters in the rear of their property. This will result in better water pressure, quality, and flow to those homes; fewer service interruptions from pipe breaks; and improved fire protection. Additionally, for residents in the north-central portion of the project area that are currently on septic tanks, new sewer mains and service lines will be constructed and extended to those properties.

Recent Master Plan Documents Addressing Infrastructure

The City is also in the process of creating a city-wide transportation master plan to address key mobility needs by developing a 20 year measurable blueprint for improving the City's transportation system. The City contracted with Metric Engineering in the spring of 2022 to create the master plan that is focused on improving connectivity through all modes of travel, alleviating congestion and improving safety for residents, visitors and businesses in the City. It is anticipated that the plan will be complete in late 2022.

Past AHAC Recommendation: Continue to maintain adequate infrastructure level for sustaining existing and emerging affordable housing developments and prioritize infrastructure improvements and facilities benefiting low to moderate income families.

Staff comment: The City continues to review the infrastructure needs of the community. Road improvements continue to be required by the City and County as the City grows. The City is currently working on three master plans (Green Plan update, Parks and Recreation Master Plan, and Citywide Transportation Master plan) which may also assist in identifying future infrastructure demands / projects.

AHAC Recommendation: Ensure that the future City master planning documents consider the impacts of projects on low income communities. Consider a program where the City can provide financial assistance to qualifying low income residents requiring sewer hookups as a direct result of the Pines Village Septic Tank conversion.

Schedule for Implementation: Implement recommendations concurrent with project timelines.

PARKING AND SETBACK REQUIREMENTS

Meeting Synopsis: General discussion of the role of setbacks and parking requirements in the zoning code and the advantages to the affordable housing developer in seeking modifications to those standards

Existing Strategy: Historically, flexible setback and parking configurations were provided to residential use within the City's various Planned Districts (Planned Unit Developments, Mixed Use Developments, Planned Development

- Small Lot) provide flexible land use and design regulations through the use of performance criteria; so that small-to-large scale areas, or portions thereof, may be developed with a variety of residential types and non-residential uses where setback and parking reductions may be feasible. The City's variance process is also a tool that may be pursued in order to modify setback and parking standards for specific sites.

Past AHAC Recommendation: Continue to favorably support recommendations for parking and setback variances and / or modifications to parking and setback requirements within planned districts, where reasonable, for projects with affordable housing component.

Staff Comment: The City has not received a request to deviate from parking or setback requirements for an affordable housing project since last report. As we approach redevelopment in the City, it is expected that requests for these variances will increase due to the physical constraints of the properties to be developed.

AHAC Recommendation: No additional recommendation.

Schedule for Implementation: N/A

AFFORDABLE ACCESSORY RESIDENTIAL UNITS

Meeting Synopsis: General discussion of what constitutes an accessory residential unit and the general constraints of siting such unit on a property in the City.

Existing Strategy: The City's code currently identifies a single-family dwelling as a building containing permanent provisions for sleeping, eating, cooking and sanitation designed for or occupied exclusively by one family. An Accessory Dwelling Unit would require a secondary living unit to a single-family dwelling which shall have separate kitchen, bathroom, and sleeping area, existing either within the same structure, or on the same lot as the principal unit. Popular accessory units include granny flats which are designed to provide housing for extended family members or immediate family members needing a level of independence from the family unit.

The majority of single family communities within the city were developed using a suburban development model; placing large homes on small lots in order to maximize density. These suburban lot development configurations leave little room for accessory residential development. For this reason, the allowance of detached accessory residential units in existing residential communities may not be an option.

The construction of accessory residential units likely generate additional persons living on a site. The additional residential density will likely increase traffic in a neighborhood and increase cars to be parked on the property. Accessory units also reduce open and permeable space on a lot. City needs to consider these impacts should they wish to consider the allowance of such units.

Past AHAC Recommendation: The City to identify other zoning districts suitable for accessory dwelling units and to support land development code amendment applications, where reasonable, to develop these structures.

Staff comment: City staff is currently considering an amendment to the City Code to allow an accessory dwelling unit (granny flat) on single family properties of an acre or larger subject to district setback requirements with the additional onsite parking to be provided. The City identified one area of the city which is currently north of Pembroke Road and west of 196th Avenue which could accommodate these units. After further consideration, staff is uncertain as to whether they can support accessory units on this property due to the impacts of such development on parking, drainage, infrastructure, and neighborhood character.

AHAC Recommendation: No additional recommendation.

Schedule for Implementation: N/A

FLEXIBLE LOT CONFIGURATIONS

Meeting Synopsis: General discussion about the need to allow flexibility in developable lot configurations as we approach buildout. Certain developable lots may still be viable for development however cannot meet normal zoning lot size / dimension requirements due to physical or legal restrictions.

Existing Strategy: There is no policy to allow for flexible lot configurations in the Code of Ordinances other than incorporating new standards in a planned district or applying for a variance from existing residential lot standards. To date, no variances have been requested to modify lot sizes for any residential zoning district. Further, no requests have been made within Planned Districts to specifically be used for the development of affordable housing.

Past AHAC Recommendation: Encourage the Planning and Zoning Board and City Commission to consider the granting of flexibility of lot design or create a process, where reasonable, for affordable housing projects.

Staff Comment: There have been no requests from developers of affordable housing projects to modify lot configurations.

AHAC Recommendation: No additional recommendation.

Schedule for Implementation: N/A

MODIFICATION OF STREET REQUIREMENTS

Meeting Synopsis: General discussion about roadway widths and the advantages monetarily to reducing roadway widths or removing sidewalks for a developer. General discussion on the need for emergency vehicles to be able to access a site. General discussion about the importance of pedestrian paths in affordable communities where residents may not have access to cars.

Existing Strategy: City Code Section 154.32 (H) 3 states the roadway width shall include minimum 24 feet of asphaltic pavement for vehicular traffic, curb and gutter along each edge of roadway pavement for drainage and four feet of concrete sidewalk along each side of roadway pavement for pedestrian traffic. The Code also allows the City Commission to waive the requirements for sidewalks along one or both sides of a private road.

Past AHAC Recommendation: Due to concerns with access for emergency vehicles, AHAC does not support the modification of street requirements at this time.

Staff Comment: Many communities have recently initiated rules either restricting cars from parking in the street after dark or requiring all parked cars to be located on one side of the street in order to allow for easier access for residents, visitors, and emergency vehicles.

AHAC Recommendation: No additional recommendation.

Schedule for Implementation: N/A

PROCESS OF ONGOING REVIEW

Meeting Synopsis: The City's adopted Local Housing Assistance Plan (LHAP) currently provides that per instructions from the City Manager's office, all Department heads are to be involved in the review process for local policies, ordinances, regulation & plan provisions that may increase the cost of housing. Once an item has been identified as having a potential impact, an analysis must be done to determine the impact, if any, and how it may be mitigated. This analysis is typically done by the department that generated the legislation with subsequent review by the Planning Department if an impact is expected.

Existing Strategy: The City is required by SHIP to report on policy changes that increase the cost of affordable housing. In addition, any items related to housing that go before the City Commission, may require a financial impact analysis.

Past AHAC Recommendation: Continue to maintain an on-going process to consider, before adoption, policies, procedures, ordinances, regulations, or plan provisions that increase the cost of affordable housing. The City will continue to conduct reviews of any financial impacts to affordable housing and continue to submit annual certifications to the Florida Housing Finance Corporation.

Staff Comment: The City continues to provide yearly reports to the State of Florida pertaining to this requirement. The City continues to monitor changes to State and County laws regarding affordable housing and adjust strategies accordingly. Careful consideration of developer costs are considered whenever any policy or Ordinance is created.

AHAC Recommendation: No additional recommendation.

Schedule for Implementation: N/A

PUBLIC LAND INVENTORY

Meeting Synopsis: All City-owned properties have been analyzed for suitability of affordable housing as required by the State of Florida.

Existing Strategy: All City-owned properties have been analyzed for suitability of affordable housing as required by the State of Florida. The City continues to maintain a vacant land map which has been supplied to all affordable housing applicants and interested parties. Howard C. Foreman Human Services Campus remains a prime location within the City for affordable housing that is close to major roadways, transit corridors, commercial properties and shopping venues. The Howard C. Foreman Human Services Campus property is State owned, under a long term lease to the City. The City has been successful in subleasing the property for rehabilitative services and affordable housing. Currently, Howard C. Foreman Human Services Campus is limited in lease opportunities for new development projects but has potential for future redevelopment should the opportunity arises.

Past AHAC Recommendation: Continue to perform analysis of properties for potential affordable housing development along with updating the City's vacant land map.

Staff comment – The City is actively looking for City owned properties to build affordable housing. The City owns a limited amount of lands that are not currently developed. There are currently no vacant City owned properties available with full entitlements to build affordable housing. The City has seen an uptick in need for both low

income spectrum as well as workforce housing as a result of recent increases in property values and rents over the last year.

AHAC Recommendation: City to actively pursue vacant properties and support the development of workforce or other affordable housing on those properties.

Schedule for Implementation: N/A

SUPPORT OF DEVELOPMENT NEAR TRANSPORTATION HUBS

Meeting Synopsis: The City supports development near transportation hubs and major employment centers and mixed use development and implements this strategy in accordance with existing policies. The Future Land Use (Policy 2.5, 9.2, 9.4, 19.1 -19.10, 20.1 – 22.1) of the City’s Comprehensive Plan states that the City will coordinate land uses with the transportation system.

Existing Strategy: The City’s Development Review Committee (DRC) includes a member of Broward County Mass Transit as a reviewer for development applications. The City and /or Broward County Mass Transit may request the addition of new bus stops, expansions of bus stops, additions or upgrades to bus shelters as a result of new development and expected ridership.

Past AHAC Recommendation: Continue to support implementation of projects with affordable housing component in close proximity to transit hubs, major employment centers and mixed-use developments. To support new bus routes west of I-75.

Staff comment: The City is currently served by the City shuttle and Broward County bus system. Affordable Housing sites need a viable mass transit system in order to economically transport people that may not have the resources to own a personal vehicle. Broward County currently has one bus route in Pembroke Pines, which travels west of I-75. Therefore, affordable housing development is less practical west of I-75 who need access to transit on a regular basis. Broward County will not create more bus routes west of I-75 until ridership warrants the new routes.

The City is in the process of installing 31 new bus shelters throughout the City to replace older facilities with antiquated parts. The new shelters will incorporate Broward County’s latest design. FDOT is also considering the development of a park and ride facility at the southeast corner of Pines Boulevard and I-75 which may increase ridership.

AHAC Recommendation: Continue to work with Broward County to identify new bus routes and ensure that the newly installed shelters are maintained properly in working order for the benefit of ridership.

Schedule for Implementation: N/A

Other Recommendations 2021

Past AHAC RECOMMENDATION: Create a process where the Affordable Housing Advisory Committee could review affordable housing projects who wish to partner with developers who wish to use City affordable housing funds when these funds are available. Upon review of an affordable housing funding request, the AHAC would then be able to make recommendations as to the expenditure of these funds to City Commission.

Staff Comment: The City has not received a 9% low housing income credit application this recent cycle which would require a City financial commitment. A general review process has been created by staff given input from private developers of Affordable Housing.

Under the proposal, 9% LITC applicants seeking Affordable Housing fund financial assistance consideration from the City would be required to submit to staff a proposal by mid-July of the program year they are proposing the project. The applicant would be required to provide the City with a letter of intent, proof of application, a general site plan with building elevations, and formal request for assistance.

Should a request come forward, efforts will be made to convene the AHAC at its first available meeting in August to review the proposal. The potential applicant would need to attend the AHAC meeting and present the project to the AHAC to make a recommendation to the City Commission. Should the application be approved, the City Commission could determine the terms of any financial assistance.

The City Commission would retain the right not to require AHAC recommendation should they wish to move forward in an expedited manner. In the case where the applicant requested funds which were not fully available in the Affordable Housing fund, the City Commission would need to make the determination as to whether to direct the City Manager to reprogram funds from the budget to accommodate the project at or before the item is to be considered.

Other AHAC Recommendations:

Consider partnerships with schools, churches, hospitals and other large employers within the City to create workforce housing either on site or nearby parcels as an incentive for employment.

City Commission to increase term of AHAC Board members to three years.

- This would require an update to the City AHAC Ordinance.

City Commission to update City Code to require AHAC appointments by motion in lieu of Resolution.