

Essential Housing Advisory Committee (EHAC) Report to Nassau County Board of County Commissioners SHIP Affordable Housing Incentive Strategies, at a Public hearing held November 16, 2022.

SUBMITTED TO: NASSAU COUNTY BOARD OF COUNTY COMMISSIONERS

DATE SUBMITTED: December 21, 2022

SUBMITTED TO: FLORIDA HOUSING FINANCE CORPORATION

DATE SUBMITTED:

PREPARED BY: Carol Gilchrist, SHIP Administrator

### **BACKGROUND**

As a recipient of State Housing Initiative Partnership funds, the Nassau County Board of County Commissioners established an Essential Housing Advisory Committee (EHAC) in June 2017 as required by the Florida Statutes, Sec. 420.9076. Upon appointment of the EHAC members and every year after, the EHAC is responsible for reviewing and evaluating local plans, policies, procedures, land development regulations, the Comprehensive Plan, and other aspects of Nassau County housing activities that impact the production of affordable housing. Further, the EHAC is specifically directed by the SHIP Statute to consider and evaluate the implementation of the incentives set out at Florida Statutes, Sec. 420.9076 (a) - (k). Based on the EHAC 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 Nassau County Board of County Commissioners the recommendations are used to amend the Local Housing Assistance Plan and the local Comprehensive Plan Housing Element.

### **COMMITTEE COMPOSITION**

The Nassau County Board of County Commissioners appointed or re-appointed members to the Committee on July 11, 2022. Florida Statutes, Sec. 420.9076 (2) lists the categories from which committee members must be selected. There must be at least eight committee members with representation from at least six of the following categories:

Citizen actively engaged in the residential home building industry in connection with affordable housing.

- (a) Citizen who is actively engaged in the residential home building industry in connection with affordable housing.
- (b) Citizen who is actively engaged in the banking or mortgage banking industry in connection with affordable housing.

- (c) Citizen who is a representative of those areas of labor actively engaged in home building in connection with affordable housing.
- (d) Citizen who is actively engaged as an advocate for low-income persons in connection with affordable housing.
- (e) Citizen who is actively engaged as a for-profit provider of affordable housing.
- (f) Citizen who is actively engaged as a not-for-profit provider of affordable housing.
- (g) Citizen who is actively engaged as a real estate professional in connection with affordable housing.
- (h) Citizen who is actively serving on the local planning agency pursuant to Florida Statutes, Sec. 163.3174.
- (i) Citizen who is residing within the jurisdiction of the local governing body making the appointments.
- (j) Citizen who represents employers within the jurisdiction.
- (k) Citizen who represents essential services personnel, as defined in the local housing assistance plan.

The appointed EHAC Committee members are included here with their category affiliation.

Name	Category Represented	Date Appointed
1 Greg Matovina	Home Building Industry	August 18, 2021
2 Stan Stapleton	Banking	July 11, 2022
3 Vacant	Labor actively engaged in home building	
4 Justin Taylor	Advocate for low-income persons	July 11, 2022
5 Thomas Waters	For-profit provider of affordable housing	July 11, 2022
6 Vacant	Not-for-profit	
7 Barbara McDuffie	Real Estate	August 18, 2021
8 Betsie Huben	Local Planning Agency	August 18, 2021
9 Bill Bright	Citizen resides with jurisdiction of local governing body	
10 Vacant	Employers with jurisdiction	
11 Kathy Burns/Tia Brown	Public Services Personnel	August 18, 2021
12 Jenna Emmons Lisa Rozier	Appointed from above referenced industries without regard to affordable housing	August 18, 2021
13 Thomas Ford	Local Governing Body	August 18, 2021

## ESSENTIAL HOUSING RECOMMENDATIONS

The EHAC 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 EHAC 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 EHAC has formulated recommendations to the Nassau County Board of County Commissioners that it incorporate into its housing strategy certain changes designed to encourage production of affordable housing.

The EHAC, from its review, consideration, evaluation, and recommendations, drafts and submits this report to the Nassau County Board of County Commissioners and to Florida Housing Finance Corporation, which details the scope of its work and the resulting recommendations.

From review and evaluation of the local government documents listed here, the AHAC makes these recommendations to the Nassau County Board of County Commissioners that it incorporate into its housing strategy the following:

From review, consideration, and evaluation of the strategies provided in the SHIP Statute at Florida Statutes, Sec.

420.9076 (4), the AHAC makes these recommendations:

- (a) The processing of approvals of development orders or permit, 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.

#### A. EXPEDITED PERMITTING

**Meeting Synopsis:** Staff provided a brief presentation outlining the existing incentive strategy and the staff recommendation.

**Existing Strategy:** The Building Department and the Department of Planning proceeds with a process by which applications related to affordable housing projects receive higher priority than non-affordable housing applications. Permits as defined in s.163.3164(7) and (8) for affordable housing projects that serve very low, low and moderate ad defined by FS 420.9071 are expedited to a greater degree than other projects. Affordable housing projects may be single and multi-family attached or detached residential and planned or mixed developments. For the purpose of the expedited permit process, affordable housing projects are identified as those projects assisted with state or federal housing funds. The procedure for expedited permitting will be for the organization to request expedited permitting from the Department of Planning. The Department of Planning requests the SHIP Office to verify compliance with eligibility requirements. Upon affordability verification, the Department of Planning will affix a form to the front of the application denoting Expedited Status. All departments and staff ensure that applications with this Expedited Status will be processed first in each step of the development review and permit processes.

**EHAC Recommendation:** The EHAC motioned to recommend continuing the existing strategy.

**Schedule for Implementation:** On going

#### B. ONGOING REVIEW PROCESS

**Meeting Synopsis:** Staff provided a brief presentation outlining the existing incentive strategy and the staff recommendation.

**Existing Strategy:** An ongoing process for review of local policies, ordinances, regulations, and plan provisions that increase the cost of housing prior to their adoption. The Nassau County 2030 Comprehensive Plan (Housing Element) addresses ongoing review of policies, procedures, ordinances, regulations, or plan provisions in Objective H.07

County regulations and procedures regarding residential development review and construction shall be reviewed by County Staff to determine their impact on housing development costs. Staff shall make recommendations to streamline or eliminate regulations or procedures which impact the cost of housing without impairing the health, sanitation, fire safety, structural integrity, and maintenance requirements.

**EHAC Recommendation:** The EHAC motioned to recommend continuing the existing strategy.

**Schedule for Implementation:** On going

#### C. THE REDUCTION OF PARKING AND SETBACK REQUIREMENTS FOR AFFORDABLE HOUSING

**Meeting Synopsis:** Staff provided a brief presentation outlining the existing incentive strategy and the staff recommendation.

**Existing Strategy:** Subject to development review and site plan approval, as necessary, the County shall allow a

reduction in the parking and setback requirements for affordable housing so long as said reductions are otherwise consistent with the Land Development Regulations and comply with the Comprehensive Plan.

**EHAC Recommendation:** The EHAC motioned to recommend continuing the existing strategy.

**Schedule for Implementation:** On going

#### THE ALLOWANCE OF FLEXIBLE LOT CONFIGURATIONS, INCLUDING ZERO-LOT-LINE CONFIGURATIONS FOR AFFORDABLE HOUSING

**Meeting Synopsis:** Staff provided a brief presentation outlining the existing incentive strategy and the staff recommendation.

**Existing Strategy:** Subject to development review and site plan approval, as necessary, the County shall allow flexible lot configurations, including zero-lot-line configurations for affordable housing so long as said reductions are otherwise consistent with the Land Development Regulations and comply with the Comprehensive Plan.

**EHAC Recommendation:** The EHAC motioned to recommend continuing the existing strategy.

**Schedule for Implementation:** On going

#### THE PREPARATION OF A PRINTED INVENTORY OF LOCALLY OWNED PUBLIC LANDS SUITABLE FOR AFFORDABLE HOUSING

**Meeting Synopsis:** Staff provided a brief presentation outlining the existing incentive strategy and the staff recommendation.

**Existing Strategy:** The County Manager shall cause to be generated annually a printed inventory of locally owned public lands reasonably suitable for affordable housing which list shall be made available to the SHIP Coordinator and the Essential Housing Advisory Committee.

**EHAC Recommendation:** The EHAC motioned to recommend continuing the existing strategy.

**Schedule for Implementation:** On going

#### MODIFICATION OF IMPACT-FEE REQUIREMENTS, INCLUDING REDUCTION OF WAIVER FEES AND ALTERNATIVE METHODS OF FEE PAYMENT FOR AFFORDABLE HOUSING

**Meeting Synopsis:** Staff provided a brief presentation outlining the existing incentive strategy and the staff recommendation.

**Existing Strategy:** The Nassau County 2030 Comprehensive Plan (Housing Element) Policy H.07.03 and the Nassau County Impact Fee Ordinance (Ordinance 2016-02) provide for impact fee modification (waiver/credits/deferrals). The County shall continue its current policy related to modification of impact-fee requirements in order to provide an incentive to affordable housing

**EHAC Recommendation:** The EHAC motioned to recommend continuing the existing strategy.

**Schedule for Implementation:** On going

#### THE ALLOWANCE OF FLEXIBILITY IN DENSITIES FOR AFFORDABLE HOUSING

**Meeting Synopsis:** Staff provided a brief presentation outlining the existing incentive strategy and the staff recommendation.

**Existing Strategy:** The Nassau County 2030 Comprehensive Plan (Future Land Use Element) Policy FL.01.03 provides for a density bonus for affordable housing. Eligible developments may claim a density bonus of one (1) market-rate unit for each affordable unit constructed up to and not to exceed 150 percent of the maximum density permitted by the underlying Future Land Use Map designation. Eligible developments must provide housing units that meet the criteria for "affordable" as defined in Sec. 420.0004 (3), Florida Statutes such units shall remain "affordable" for the life of the development that receives the density bonus. Affordable housing units in eligible developments shall be mixed with, and not clustered together or segregated in any way from, market-rate units of the same type.

**EHAC Recommendation:** The EHAC motioned to recommend continuing the existing strategy.

**Schedule for Implementation:** On going