



Agenda

**ALACHUA COUNTY
BOARD OF COUNTY COMMISSIONERS**

**Jack Durrance Board Room
12 SE 1st Street, 2nd Floor
Gainesville, Florida
April 23, 2019 BoCC Agenda**

Agenda Item #26.

Agenda Item Name:

LHAP State Fiscal Year (SFY) 2014-2017 Amendment Request

Presenter:

Candie Nixon, 213-4896

Item Description:

Amendment of the Local Housing Assistance Plan (LHAP) SFY 2014-2017 and Amendment of Interlocal Agreement with City of Gainesville regarding Special Housing Needs.

Recommended Action:

Approve the First Amendment to the Interlocal Agreement with the City of Gainesville ("City") for the Administration of the SHIP Special Housing Need Program ("First Amendment") and, conditioned on the City also approving the First Amendment, approve the Amended Local Housing Assistance Plan (LHAP) for SFY 2014-2017, which makes the following two technical amendment: (1) delete the word "transitional" from the Summary of the Strategy under the Special Needs Program (LHAP p.18); and (2) the increase to the Maximum Award from \$10,000 per unit to \$100,000 (i.e., \$50,000 per unit for a maximum of 2 units) under the Special Needs Program.

Prior Board Motions

Approved February 25, 2014

Amended and Approved February 10, 2015

Amended and Approved January 12, 2016.

Fiscal Consideration:

N/A

Background:

The William E. Sadowski Affordable Housing Act, Chapter 92-137, Laws of Florida, created the State Housing Initiatives Partnership (SHIP) Act, Section 420.907, Florida Statutes, which authorizes distribution of monies in the Local Government Housing Trust Fund to be distributed to approved counties and eligible municipalities; and encourages local governments to create regional partnerships across jurisdictional boundaries through the pooling of appropriated SHIP Program funds to address homeless housing needs identified in Local Housing Assistance Plans (LHAP).

Before funding is released by Florida Housing Finance Corporation, each local government receiving SHIP

funds must have an adopted LHAP with approved SHIP strategies or submit a new local housing assistance plan strategy to Florida Housing. Alachua County meets this requirement through existing SHIP strategies; the current LHAP.

Under the current Local Housing Assistance Plan (LHAP) SFY 2014-2017 (attached), a Maximum Award of \$10,000 per unit under the Special Needs Program.

The Summary of the Strategy reads: "Through an interlocal agreement, Alachua County and the City of Gainesville will jointly sponsor the Special Needs Program targeted to the construction and rehabilitation of temporary, transitional, or long-term rental housing addressing the housing needs of persons who have special housing needs as defined in Chapter 67-37.002 (21), Florida Administrative Code."

Special Needs definition - Florida Administrative Code Chapter 67.37.002: "(21) "Persons With Special Needs" means Persons with Special Needs as defined in Section 420.0004(13), F.S."

Section 420.0004 (13), F.S.definition: ""Person with special needs" means an adult person requiring independent living services in order to maintain housing or develop independent living skills and who has a disabling condition; a young adult formerly in foster care who is eligible for services under s. 409.1451(5); a survivor of domestic violence as defined in s. 741.28; or a person receiving benefits under the Social Security Disability Insurance (SSDI) program or the Supplemental Security Income (SSI) program or from veterans' disability benefits.""

The proposed Amendment increase the maximum allowable award for the Special Needs Program, which necessary to authorize and fund the Gainesville Housing Development and Management Corporation Agreement, which is currently identified as Agenda Item #25 on your April 9, 2019 Meeting Agenda.

The State of Florida has already approved this technical amendment.

Grants & Contracts - Transmittal Memo

DATE: April 29, 2019

FROM: Purchasing Division, Contracts

TO: Cathie Whitney

CONTRACT #: 11261

VENDOR: City of Gainesville

DESCRIPTION: #11261 ILA City of Gainesville 1st Amendment for the Administration of SHIP Special Housing Needs *SIGNATURE READY*

APPROVED BY: Board of County Commissioners

APPROVAL DATE: April 23, 2019

RECEIVED ON: April 29, 2019

TERM START: April 23, 2019

TERM END: Click or tap to enter a date.

AMOUNT: \$100,000.00

RFP/BID #: N/A

GMW: N/A

POR #
(ENCUMBERANCE): N/A

ACTIONS REQUIRED: Please forward a copy to the vendor & retain a copy for your files.

ALACHUA COUNTY BOARD OF COUNTY COMMISSIONERS

RESOLUTION 19-~~46~~

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF ALACHUA COUNTY, FLORIDA AMENDING THE LOCAL HOUSING ASSISTANCE PLAN AS REQUIRED BY THE STATE HOUSING INITIATIVES PARTNERSHIP PROGRAM ACT, SUBSECTIONS 420.907-420.9079, FLORIDA STATUTES, AND RULE CHAPTER 67-37, FLORIDA ADMINISTRATIVE CODE; AUTHORIZING AND DIRECTING THE CHAIR TO EXECUTE ANY NECESSARY DOCUMENTS AND CERTIFICATIONS NEEDED BY THE STATE; AUTHORIZING THE SUBMISSION OF THE AMENDED LOCAL HOUSING ASSISTANCE PLAN FOR NOTIFICATION TO THE FLORIDA HOUSING FINANCE CORPORATION; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the State of Florida enacted the William E. Sadowski Affordable Housing Act, Chapter 92-317 of Florida Sessions Laws, allocating a portion of documentary stamp taxes on deeds to local governments for the development and maintenance of affordable housing; and

WHEREAS, the State Housing Initiatives Partnership (SHIP) Act, ss. 420.907-420.9079, Florida Statutes (1992), and Rule Chapter 67-37, Florida Administrative Code, requires local governments to develop a one- to three-year Local Housing Assistance Plan (LHAP) outlining how funds will be used; and

WHEREAS, the SHIP Act requires local governments to establish the maximum SHIP funds allowable for each strategy; and

WHEREAS, the Board of County Commissioners of Alachua County (Board) approved its LHAP for fiscal years 2014-2015, 2015-2016, and 2016-2017 on February 25, 2014; and

WHEREAS, the Board amended its LHAP for fiscal years 2014-2015, 2015-2016, and 2016-2017 on February 10, 2015 and again on January 12, 2016; and

WHEREAS, the Community Support Services Department has prepared a proposed technical amendment to the LHAP for fiscal years 2014-2015, 2015-2016, and 2016-2017, which deletes "transitional" housing from the Special Needs Program Strategy and increases the maximum award from \$10,000 total (*i.e.*, \$5,000 per unit) to \$100,000 (*i.e.*, \$50,000 per unit); and

WHEREAS, the Board finds that it is in the best interest of the public to approve the technical amendment and transmit it to the Florida Housing Finance Corporation for the purposes of notification.

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF
ALACHUA COUNTY, FLORIDA that:**

Section 1: The Board of County Commissioners of Alachua County hereby approves the technical amendment to the Local Housing Assistance Plan for fiscal years 2014-2015, 2015-2016, and 2016-2017, as attached as Exhibit A and incorporated hereto, and directs staff to transmit same to the Florida Housing Finance Corporation for purposes of notification as required by ss. 420.9071(22), Florida Statutes.

Section 2: The Chair is hereby designated and authorized to execute any documents and certifications required by the Florida Housing Finance Corporation as related to the Local Housing Assistance Plan, and to do all things necessary and proper to carry out the term and conditions of said program.

Section 3: This resolution shall take effect immediately upon its adoption.

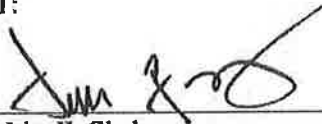
PASSED AND ADOPTED THIS 23rd DAY OF April, 2019.



Charles Chestnut IV, Chair

(SEAL)

ATTEST:



Jesse K. Irby II, Clerk

APPROVED AS TO FORM



ALACHUA COUNTY ATTORNEY



J. K. "Jess" Irby, Circuit and County Court Clerk, Alachua County, Florida, certifies this is a true copy of the document of record in this office, which may have been redacted as required by law. Witness my hand and seal on April 25, 2019

J. K. "Jess" Irby, Clerk of the Circuit Court
By Heine Donahy
Deputy Clerk

**FIRST AMENDMENT TO ALACHUA COUNTY/CITY OF GAINESVILLE
INTERLOCAL AGREEMENT
FOR THE ADMINISTRATION OF S.H.I.P. SPECIAL HOUSING NEEDS
CONTRACTS DATED AFTER APRIL 12, 2005**

THIS FIRST AMENDMENT TO INTERLOCAL AGREEMENT ("First Amendment") is entered into this 23rd day of April, 2019, between Alachua County, a charter county and a political subdivision of the State of Florida, by and through its Board of County Commissioners (hereinafter referred to as the "County"), and the City of Gainesville, a municipal corporation of the State of Florida, by and through its City Commission, (hereinafter referred to as the "City").

WITNESSETH:

WHEREAS, the parties entered into an Interlocal Agreement dated April 12, 2005, for the provision of Special Needs Housing Program services, a copy of which is recorded in the public records of Alachua County, Florida (the "Interlocal Agreement"); and

WHEREAS, the parties desire to amend Section VIII of Attachment I to the Interlocal Agreement to amend the maximum assistance provision from "the lesser of up to 50% of the eligible construction project cost or \$6,000 per unit" to the maximum amount allowed under the applicable County Local Housing Assistance Plan ("LHAP"), as more particularly set forth and described herein below;

WHEREAS, the City has been informed that the County intends to amend the County LHAP SFY 2014-2017 to increase the maximum award for the Special Needs Program from \$10,000 (\$5,000 per unit) to \$100,000 (\$50,000 per unit), and the City agrees to said amendment.

NOW, THEREFORE, in consideration of the mutual covenants contained herein,

and pursuant to Section 163.01, et. seq., Florida Statutes, the Florida Interlocal Cooperation Act of 1969, the parties hereto agree as follows:

1. Recitals. The parties agree that all of the recitals set forth above are true, correct and are hereby incorporated into, and made part of, this First Amendment.
2. Section VIII of Attachment I to the Interlocal Agreement. Section VIII of Attachment I to the Interlocal Agreement is hereby amended in its entirety as follows (the strikethroughs indicate deletions to the current language and underlying indicates additions to the current language):

VIII. AWARD.

~~The City and County will jointly review and sponsor applications for funding and make recommendations to the City and/or County Commissions, respectively for funding awards in accordance with the SHIP Special Needs Housing Programs.~~

~~The maximum assistance will be the lesser of up to 50% of the eligible construction project cost or \$6,000 per unit. The maximum assistance will be in accordance with the application County Local Housing Assistance Plan ("LHAP"). ~~Maximum dollar amounts per unit (per bed for single room occupancy units, per bedroom for multi-bedroom units, per bed for dormitories) will be based on the number of single or multi-occupancy bedrooms.~~~~

Funds are provided to a sponsor as a due on sale-loan recorded in the public records of Alachua County, Florida. The housing must remain affordable and occupied by income eligible beneficiaries for a period of 15 years. Sponsor organizations shall comply with and provide written certification of income and rent levels for the compliance period of 15 years. All SHIP assisted rental properties offered for sale prior to the 15-year term of affordability must be subject to a right of first refusal for purchases at the current market value, less the amount of the SHIP subsidy, by eligible nonprofit organizations who would provide continued occupancy by eligible persons.

3. Filing with the Clerk of Court. This First Amendment shall become effective upon filing a duly approved and fully executed copy of the First Amendment with the Clerk of Circuit Court of Alachua County, Florida.
4. Except as expressly amended by this First Amendment, all of the terms and conditions of the Interlocal Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties' respective board of commissioners have approved this First Amendment and have caused it to be executed by their respective duly authorized official on the day and year first above-written.

ALACHUA COUNTY, FLORIDA

By: Charles Chestnut IV
 Charles Chestnut, IV, Chair
 Board of County Commissioners

ATTEST:

Jesse K. Irby, II
 Jesse K. Irby, II, Clerk
 (SEAL)

APPROVED AS TO FORM

[Signature]
 Alachua County Attorney's Office

CITY OF GAINESVILLE

By: _____
 Lauren Poe, Mayor

ATTEST:

 Clerk
 (SEAL)

APPROVED AS TO FORM AND LEGALITY

 City Attorney

Exhibit A

LHAP Template (6/06)
67-37.005 F.A.C.

ALACHUA COUNTY
STATE HOUSING INITIATIVES PARTNERSHIP (SHIP)
PROGRAM

LOCAL HOUSING ASSISTANCE PLAN

STATE FISCAL YEARS
2014-2015 / 2015-2016 / 2016-2017

ALACHUA COUNTY BOARD OF COUNTY COMMISSIONERS

PREPARED BY:
ALACHUA COUNTY
DEPARTMENT OF COMMUNITY SUPPORT SERVICES

Approved February 25, 2014

Amended and Approved February 10, 2015

Amended and Approved January 12, 2016

I. PROGRAM DESCRIPTION:

- A. Name of the participating local government and Inter local if Applicable:

Alachua County Board of County Commissioners

Inter local : Yes _____ No _____

- B. Purpose of the program:

This plan is created for the purpose of meeting the housing needs of the very low and low income households, to expand production of and preserve affordable housing, and to further the housing element of the local government comprehensive plan specific to affordable housing.

- C. Fiscal years covered by the Plan:

2014-2015, 2015-2016, 2016-2017

- D. Governance.

The SHIP Program is established in accordance with Section 420.907-9079, Florida Statutes and Chapter 67-37.007 Florida Administrative Code. The SHIP Program does further the housing element of the local government Comprehensive Plan.

Cities and Counties must be in compliance with these applicable statutes and rules.

- E. Local Housing Partnership

Alachua County continues to build active partnerships among community-based organizations, for-profit housing developers, lending institutions, nonprofit providers of affordable housing, local municipalities, providers of professional services relating to affordable housing and social service organizations working on behalf of persons with special housing needs.

- F. Leveraging:

The Plans are intended to increase the availability of affordable residential units by combining local resources and cost saving measures into a local housing partnership and using public and private funds to reduce the cost of housing. SHIP

funds may be leveraged with or used to supplement other Florida Housing Finance Corporation programs and to provide local match to obtain federal housing grants or programs.

G. Public Input:

Public input was solicited through discussions with and among the Affordable Housing Advisory Committee and through advertising the availability of the draft document prior to approval by the Board of County Commissioners.

H. Advertising and Outreach

Alachua County shall advertise the notice of funding availability in a newspaper of general circulation and periodicals serving ethnic and diverse neighborhoods, at least 30 days before the beginning of the application period. If no funding is available due to a waiting list, no notice of funding availability is required.

I. Waiting List/Priorities: A waiting list will be established when there are eligible applicants for strategies that no longer have funding available. Those households on the waiting list will be notified of their status. Applicants will be maintained in an order that is consistent with the time applications were submitted as well as any established funding priorities as described in this plan.

The following priorities for funding described/listed here apply to all strategies unless otherwise stated in the strategy:

The County will accept applications during the advertised "Application Period" which will be 30 days, unless specified differently in the NOFA. From the end of the application period, applicants will have 14 days to submit all required documentation in order to be deemed eligible. Applications will be placed in order of receipt. When funds are available for a particular strategy, the applicants from the waiting list will be contacted to complete/update the application for SHIP assistance. Applicants will be placed in the queue for assistance once they have provided all required documentation and have been deemed SHIP eligible.

Once there is a list of eligible applicants, they will be ranked giving first priority to households qualifying as Special Needs households. These applicants will further be ranked with priority given to very-low income, then low income. The second priority will be to serve Essential Services Personnel (ESP). These applicants will further be ranked with priority given to very-low income, then low income. After serving enough Special Needs households to meet set-asides and any qualified ESP for the funding year, all applicants deemed eligible will be considered equally with priority given to very-low, then low income groups.

Ranking Priority:

1. Special Needs Households
 - a. Very low
 - b. Low
2. Essential Services Personnel
 - a. Very low
 - b. Low
3. After Special Needs Set-asides and ESP goals are met
 - a. Very Low
 - b. Low

J. Discrimination:

In accordance with the provisions of ss.760.20-760.37, it is unlawful to discriminate on the basis of race, creed, religion, color, age, sex, marital status, familial status, national origin, or handicap in the award application process for eligible housing.

K. Support Services and Counseling:

Numerous support services are available to households assisted through the SHIP Local Housing Assistance Plan. The First Time Home Buyer Training Program is available for potential applicants for County and City SHIP Down Payment Assistance Programs through the City of Gainesville, Neighborhood Housing Development Corporation (NHDC), a non-profit agency, and on a limited basis through the Alachua County Cooperative Extension Service.

L. Purchase Price Limits:

The sales price of new and existing units, which can be lower but may not exceed 90% of the median area purchase price established by the U.S. Treasury Department or as described above.

The methodology used is:

- Independent Study (copy attached)
- U.S. Treasury Department
- Local HFA Numbers

The purchase price limit for new and existing homes is shown on the Housing Delivery Goals Charts.

M. Income Limits, Rent Limits and Affordability:

The Income and Rent Limits used in the SHIP Program are updated annually from the Department of Housing and Urban Development and distributed by Florida Housing Finance Corporation. Affordable means that monthly rents or mortgage payments including taxes and insurance do not exceed 30 percent of that amount which represents the percentage of the median annual gross income for the households as indicated in Sections 420.9071 F.S. However it is not the intent to limit an individual household's ability to devote more than 30% of its income for housing, and housing for which a household devotes more than 30% of its income shall be deemed Affordable if the first institutional mortgage lender is satisfied that the household can afford mortgage payments in excess of the 30% benchmark and in the case of rental housing does not exceed those rental limits adjusted for bedroom size.

N. Welfare Transition Program:

Should a eligible sponsor be used, the city/county has developed a qualification system and selection criteria for applications for Awards to eligible sponsors, which includes a description that demonstrates how eligible sponsors that employed personnel from the Welfare Transition Program will be given preference in the selection process.

O. Monitoring and First Right of Refusal:

In the case of rental housing, the staff or entity that has administrative authority for implementing the local housing assistance plan assisting rental developments shall annually monitor and determine tenant eligibility or, to the extent another governmental entity provides the same monitoring and determination, a municipality, county or local housing financing authority may rely on such monitoring and determination of tenant eligibility. However, any loan or grant in the original amount of \$10,000 or less shall not be subject to these annual monitoring and determination of tenant eligibility requirements. Tenant eligibility will be monitored for at least annually for 15 years or the term of assistance whichever is longer unless as specified above.

Eligible sponsors that offer rental housing for sale before 15 years or that have remaining mortgages funded under this program must give a first right of refusal to eligible nonprofit organizations for purchase at the current market value for continued occupancy by eligible persons.

P. Administrative Budget:

A detailed listing including line-item budget of proposed Administrative Expenditures is attached as Exhibit A. These are presented on an annual basis for each State fiscal year submitted.

The Alachua County Board of County Commissioners finds that the moneys deposited in the local housing assistance trust fund shall be used to administer and implement the local housing assistance plan. Section 420.9075 Florida Statute and Chapter 67-37, Florida Administrative Code, provides:

A county or an eligible municipality may not exceed the 5 percent limitation on administrative costs, unless its governing body finds, by resolution, that 5 percent of the local housing distribution plus 5 percent of program income is insufficient to adequately pay the necessary costs of administering the local housing assistance plan. The cost of administering the program may not exceed 10 percent of the local housing distribution plus 5% of program income deposited into the trust fund, except that small counties, as defined in s. 120.52(17), and eligible municipalities receiving a local housing distribution of up to \$350,000 may use up to 10 percent of program income for administrative costs.

The Alachua County Board of County Commissioners has adopted the above findings in the attached resolution, Exhibit E.

Q. Program Administration:

Administration of the local housing assistance plan is the responsibility of the Department of Community Support Services of Alachua County.

R. Essential Service Personnel:

For purpose of SHIP funding, the County considers the following groups as Essential Services to our county: First Responders, Educators in K-12, Nurses, Active Military, National Guard stationed in the county.

S. Description of initiatives that encourage or require innovative design, green building principles, storm resistant construction or other elements that reduce long term costs relating to maintenance, utilities or insurance. Alachua County recently approved an Energy Element to its Comprehensive Plan. Below are excerpts from the County's recently adopted Energy Element.

SECTION 2 – THE BUILT ENVIRONMENT

OBJECTIVE 2.1: Community

Encourage energy conservation and energy-efficient design in the built environment of Alachua County.

Policy 2.1.1

The land development regulations shall provide, and encourage the use of, energy efficient design techniques such as passive solar design for streets and houses, sustainable landscaping, and techniques identified in Objective 5.1 of the Conservation and Open Space Element and Policy 2.2.5 of the Housing Element.

Policy 2.1.2

Work with the community to develop an incentive program to encourage new structures and retrofits to exceed the required minimum energy and water efficiency standards of the Florida Building Code.

Policy 2.1.2.1

As one incentive, the County shall develop a program where the efficiency rating of a structure, such as the Energy Performance Level (EPL) rating for residential structures or the equivalent for non-residential structures, can be used as a basis for recognition of buildings exceeding a defined threshold for efficiency.

Policy 2.1.2.2

Owners of recognized structures shall be encouraged to participate in a performance monitoring program to track the energy usage of the buildings over time, as an indicator of success in achieving reductions.

Policy 2.1.2.3

The incentive program shall be evaluated periodically to determine whether adjustments to the established threshold are warranted.

Policy 2.1.3 Alachua County shall work with other local governments and local groups and organizations to develop a community weatherization program to improve the energy efficiency of existing structures.

- T. Describe efforts to meet the 20% Special Needs set-aside: The County will partner with social service agencies serving the designated special needs populations to achieve the goal of the special needs set-aside. The goals will be met through the owner occupied rehabilitation, emergency repair and rental assistance strategies.
- U. Describe efforts to reduce homelessness: The County works with the local Continuum of

Care (CoC) and agencies serving the homeless populations primarily through referrals and rental assistance to place these individuals or families in rental housing for the purpose of providing a stable housing situation for twelve months or more. In addition to the direct use of SHIP funding to prevent homelessness through the eviction prevention strategy and to rehouse homeless households through the rental assistance strategy detailed below, the County has a partnership with the City of Gainesville to reduce homelessness. The County also has a representative serving on the CoC Governance Board and staff serving on the CoC housing committee, coordinated entry system committee, and planning committee.

II. LHAP HOUSING STRATEGIES

A. DOWN PAYMENT WITH CONSTRUCTION/REHABILITATION ASSISTANCE PROGRAM Codes 1, 2

a. Summary of the Strategy

The Down Payment with Construction/Rehabilitation Assistance Program will provide down payment, closing cost, and rehabilitation assistance to eligible home buyers of eligible homes. Lender guidelines have been established to ensure that households are not cost burdened by housing payments after receiving SHIP assistance.

i. Assistance for the purchase of homes requiring rehabilitation

Funds will be made available for home repairs to assist eligible households with the purchase of existing homes in need of rehabilitation. A maximum SHIP award, as established by resolution, will be available for down payment, closing cost assistance, and home repairs. Eligible home repairs include but are not limited to the cost of labor and materials for:

1. Repairs needed to meet or exceed the requirements of the Florida Building Code, ss. 553.70-553.898 F.S., as amended and adopted by Alachua County Ordinance 02-01.
2. Roof repair or replacement.
3. Repair, replacement, or provision of heating and/or cooling system.
4. Energy conservation measures such as insulation, weather-stripping, etc.
5. Alterations to the unit's exterior or interior to provide greater accessibility for the disabled, as defined by the Social Security Act or for family members over the age of 62.
6. Other repairs as recommended by a certified SHIP inspector and approved by the Alachua County SHIP program.

Repairs will be completed within 90 days of closing.

ii. Assistance for the purchase of newly constructed homes

Funds will be made available to assist eligible households with the purchase of newly constructed homes. A SHIP award will be available for down payment, and closing cost assistance for homes meeting the following definitions:

1. If a home is being constructed involving a construction agreement between the eligible home buyer and a licensed general contractor.
2. If a home has obtained a certificate of occupancy in the 12 month period preceding the contract for sale and purchase.
3. If a home was built as a model home and has never been occupied.
4. If the final appraised value (including land value), is less than or equal to the maximum purchase price.

b. Fiscal Years Covered

2014-2015, 2015-2016, and 2016-2017.

c. Income Categories to Be Served

Very Low, Low and Moderate

d. Maximum Award

Very Low: \$15,000

Low: \$10,000

Moderate: \$5,000

e. Terms, Recapture, & Default

Funding for this program will be provided on a first-qualified, first-served basis in the form of a 0%-interest, 10 year deferred payment loan. Payment is due in full upon sale if sold anytime within the 10 year term. The loan is forgiven and satisfied after ten years. IN THE EVENT THAT THE SOLE OWNER OR ALL OWNERS EXECUTING THIS AGREEMENT ARE DECEASED DURING THE TEN YEAR TERM THEREOF, THE AGREEMENT SHALL BE CONSIDERED SATISFIED, AND WILL NO LONGER CONSTITUTE A LIEN AGAINST THE PROPERTY. Any down payment, closing cost, or rehab assistance will be included in a recorded mortgage and will be subject to the above recapture provisions. Default of the loan occurs if the mortgagor no longer resides in the home as the principal residence, or if any part of the Property or any interest in it is sold, transferred, gifted or otherwise conveyed, whether by voluntary act, involuntarily, by operation of law or otherwise, or if the Mortgagor is divested of title by judicial sale, levy or other proceeding, or if foreclosure action is instituted against the property, or if the Property is leased or rented. A subordination of this deferred payment mortgage will only be approved under the guidelines of the Subordination Policy established by the Alachua County SHIP Program. A portion of the deferred payment second mortgage may be forgiven in cases where the loan-to-value ratio exceeds 100% and the home must be sold due to a

catastrophic event (i.e. borrower's death, death of primary wage earner, or divorce, an extended illness or disability of the borrower or a close family member who depends primarily on the borrower for support, or due to a distant employment transfer or relocation. In the event of a request for a portion of loan forgiveness, the short sale procedures and policies governing the first mortgage shall prevail, i.e. Fannie Mae, Freddie Mac, or FHA short sale guidelines. All repayments from this program shall be considered program income.

f. Recipient Selection Criteria

Eligible applicants meeting the following threshold requirements will be served on a first-qualified, first-served basis:

1. Be very low or low- income under applicable U.S. Department of Housing and Urban Development (HUD) income guidelines, as updated and distributed annually by the Florida Housing Finance Corporation.
2. Be a first-time home buyer, defined as persons or households who have not owned a home other than a mobile home or a manufactured home during the three-year period immediately prior to purchase with SHIP funds, except that the following persons shall not be excluded from consideration as a first-time home buyer:
 - Single parent, as defined by HUD.
 - Displaced homemaker, as defined by HUD or displaced from homeownership by divorce.
 - An individual or household living in a substandard dwelling that cannot be brought into compliance with local building and housing codes for less than the cost of constructing a permanent structure.
3. Have successfully completed a Home Buyer Education Workshop as evidenced by a certificate of attendance issued by a HUD Approved Counseling Agency, which must be obtained prior to attending closing and preferably prior to signing a sales contract.
4. Be qualified for purchase through a lending institution, as evidenced by an Executed Mortgage Loan commitment. Private investors and seller financing is not permitted.
5. Have an executed sales contract in the name of the applicant to purchase an eligible home.

Eligible homes must meet the following threshold requirements:

1. Eligible homes shall be located in Alachua County outside the city limits of Gainesville.
2. Maximum property values for new construction or for existing units after

rehabilitation is \$160,000.

3. Mortgage payments (including principal, interest, taxes, and insurance, may not exceed 36% of the household's gross monthly income.
4. Each unit must meet and may exceed minimum housing code.
5. Eligible housing means any real and personal property located within the county the eligible municipality which is designed and intended for the primary purpose of providing decent, safe, and sanitary residential units that are designed to meet the standards of the Florida Building Code or previous building codes adopted under chapter 553.

g. Sponsor Selection Criteria
Not applicable.

h. Additional Information
Clients will be referred to the Alachua County Housing Finance Authority's Single Family Mortgage Revenue Bond Program, the Florida Housing Finance Corporation's First Time Homebuyer Program, Rural Development, and any other available funding.

B. DOWN PAYMENT ASSISTANCE WITH NO CONSTRUCTION Code 2

a. Summary of Strategy

The Down Payment Assistance Program will provide down payment and closing cost assistance to eligible home buyers of eligible homes. Lender guidelines have been established to ensure that households are not cost burdened by housing payments after receiving SHIP assistance.

b. Fiscal Years Covered

2014-2015, 2015-2016, and 2016-2017.

c. Income Categories to Be Served

Very Low, Low and Moderate

d. Maximum Award

Very Low:	\$15,000		
		Low:	\$10,000
Moderate:	\$5,000		

e. Terms, Recapture, & Default

Funding for this program will be provided on a first-qualified, first-served basis in the form of a 0% interest, 10 year deferred payment loan. Payment is due in full upon sale if sold anytime within the 10 year term. The loan is forgiven and satisfied after ten years . IN THE EVENT THAT THE SOLE OWNER OR ALL OWNERS EXECUTING THIS AGREEMENT ARE DECEASED DURING THE TEN YEAR TERM THEREOF, THE AGREEMENT SHALL BE CONSIDERED SATISFIED, AND WILL NO LONGER CONSTITUTE A LIEN AGAINST THE PROPERTY. Any down payment closing cost assistance will be included in a recorded mortgage and will be subject to the above recapture provisions. Default of the loan occurs if the mortgagor no longer resides in the home as the principal residence, or if any part of the Property or any interest in it is sold, transferred, gifted or otherwise conveyed, whether by voluntary act, involuntarily, by operation of law or otherwise, or if the Mortgagor is divested of title by judicial sale, levy or other proceeding, or if foreclosure action is instituted against the property, or if the Property is leased or rented. A subordination of this deferred payment mortgage will only be approved under the guidelines of the Subordination Policy established by the Alachua County SHIP Program. A portion of the deferred payment subordinate mortgage may be forgiven in cases where the loan-to-value ratio exceeds 100% and the home must be sold due to a catastrophic event (i.e. borrower's death, death of primary wage earner, or divorce, an extended illness or disability of the borrower or a close family member who depends primarily on the borrower for support, or due to a distant employment transfer or relocation of the borrower. In the event of a request for a portion of loan forgiveness, the short sale procedures and policies governing the first mortgage shall prevail, i.e. Fannie Mae, Freddie Mac, or FHA short sale guidelines. All repayments from this program shall be considered program income.

f. Recipient Selection Criteria

Eligible applicants meeting the following threshold requirements will be served on first-qualified, first-served basis:

1. Be low or very low income under applicable U.S. Department of Housing and Urban Development (HUD) income guidelines, as updated and distributed annually by the

Florida Housing Finance Corporation.

2. Be a first-time home buyer, defined as persons or households who have not owned a home other than a mobile home or a manufactured home during the three year period immediately prior to purchase with SHIP funds, except the following persons shall not be excluded from consideration as a first-time home buyer:
 - Single parent, as defined by HUD
 - Displaced homemaker, as defined by HUD or displaced from homeownership by divorce.
 - An individual or household living in a substandard dwelling that cannot be brought into compliance with local building and housing codes for less than the cost of constructing a permanent structure.
3. Have successfully completed a SHIP-certified or equivalent Home Buyer Training Course prior to attending closing and preferably prior to signing a sales contract.
4. Become qualified for purchase through a lending institution, as evidenced by an Executed Commitment Letter.
6. Have an executed sales contract in the name of the applicant to purchase an eligible home.

Eligible homes must meet the following threshold requirements:

1. Eligible homes shall be located in Alachua County outside the city limits of Gainesville.
2. Maximum property values for new construction or for existing units after rehabilitation shall be as identified in the attached Housing Goals Charts.
3. Mortgage payments (including principal, interest, taxes, insurance, and home owner association fees) may not exceed 36% of the household's gross monthly income.
4. Each unit must meet and may exceed minimum housing code.

g. Sponsor Selection Criteria
Not applicable.

h. Additional Information

Clients will be referred to the Alachua County Housing Finance Authority's Single Family Mortgage Revenue Bond Program, the Florida Housing Finance Corporation's First Time Homebuyer Program, Rural Development, and other available funding sources.

C. OWNER OCCUPIED REHABILITATION

Code 3, 6

a. Summary of the Strategy

The Home Repair Program is designed for the rehabilitation of owner occupied single family housing. Eligible activities include: emergency repair/rehabilitation of substandard housing, accessibility, weatherization, and leveraging for state/federal grant or loan programs (ex. CDBG, HOME). Alachua County may designate funding from this strategy for its own match with CDBG, or may use to target this funding for specific neighborhood projects at its own discretion.

b. Fiscal year(s) Covered

2014-2015, 2015-2016, and 2016-2017.

c. Income Categories to Be Served

Very low, Low

d. Maximum Award

\$20,000

e. Terms, Recapture, and Default

Funding for this program will be provided on a first-qualified, first-served basis in the form of a 0% interest, 10 year, forgiven, deferred payment loan. Each year the owner

resides in the assisted unit, the loan principal shall be reduced by 10%. At the end of the tenth year, the agreement shall be fully forgiven. IN THE EVENT THAT THE SOLE OWNER OR ALL OWNERS EXECUTING THIS AGREEMENT ARE DECEASED DURING THE TEN YEAR TERM THEREOF, THE AGREEMENT SHALL BE CONSIDERED SATISFIED, AND WILL NO LONGER CONSTITUTE A LIEN AGAINST THE PROPERTY. All rehab assistance will be included in a recorded mortgage and will be subject to the above recapture provisions. Any eligible developer fee charged by the sub-recipient shall be considered as a grant to the homeowner and shall require no re-payment by the homeowner. All repayments from this program shall be considered program income.

Default of the loan occurs if the mortgagor no longer resides in the home as the principal residence, or if any part of the Property or any interest in it is sold, transferred, gifted or otherwise conveyed, whether by voluntary act, involuntarily, by operation law or otherwise, or if the Mortgagor is divested of title by judicial sale, levy or other proceeding, or if foreclosure action is instituted against the property, or if the Property is leased or rented within the ten year term. A subordination of this deferred payment mortgage will only be approved under the guidelines of the Subordination Policy established by the Alachua County SHIP Program.

A portion of the deferred payment second mortgage may be forgiven in cases where the loan-to-value ratio exceeds 100% and the home must be sold due to a catastrophic event (i.e. borrower's death or divorce, death of primary wage earner, an extended illness or disability of the borrower or a close family member who depends primarily on the borrower for support, or due to a distant employment transfer or relocation of borrower. In the event of a short sale request, the short sale procedures and policies governing the first mortgage shall prevail, i.e. Fannie Mae, Freddie Mac, or FHA short sale guidelines.

f. Selection Criteria
Household Eligibility

1. The assisted unit must be owner occupied, the primary residence of the owner, as evidenced by homestead exemption, located in Alachua County and outside the City of Gainesville. Applicant must have evidence of ownership.
2. Property taxes must be paid current on the unit to be assisted.
3. Applicants must be willing to provide and execute all necessary documents in a timely manner. Failure to do so will result in denial of assistance.
4. No assistance will be provided if a LIS PENDENS has been recorded in public record on the property and is currently in effect.
5. Client selection will be on a first-qualified, first-served basis, unless otherwise specified by a sub-recipient in its application or matching fund source. No client who has received home repairs under SHIP shall be eligible to re-apply for assistance for a period of five years from the date the home repairs were

completed.

Unit Eligibility

- a. Maximum property values for existing units after rehabilitation shall not exceed maximum purchase price for new or existing single family housing as established by the Housing Delivery Goals Chart.
- b. Each unit, with the exception of emergency repairs, must meet and may exceed minimum housing code.
- c. "Eligible housing" means any real and personal property located within the county the eligible municipality which is designed and intended for the primary purpose of providing decent, safe, and sanitary residential units that are designed to meet the standards of the Florida Building Code or previous building codes adopted under chapter 553, or manufactured housing constructed after June 1994 and installed in accordance with the installation standards for mobile or manufactured homes contained in rules of the Department of Highway Safety and Motor Vehicles

g. Sub-recipient Selection Criteria

1. Management, organizational capacity, and history of providing services to local government.
2. Expertise, specific project examples, and variety of professional backgrounds, certifications, and skills.
3. Financial history of organization.
4. Direct program experience and success with a variety of programs including SHIP.
5. Demonstration and assurance of sub-recipient's ability to adhere to program requirements.
6. Employment of personnel from the WELFARE TRANSITION PROGRAM.
7. Proposed fee, rates, and level of service in relation to proposed fees.
8. Most effective use of funds, producing the greatest benefit to very low income homeowners.
9. Project approach and proven leveraging strategies implemented by the sub-recipient.
10. Capacity of sub-recipient to manage and disburse funds on a timely basis.

h. Additional Information None

D. DISASTER MITIGATION/RECOVERY PROGRAM

Code 5

a. Summary of Strategy

The Disaster Mitigation/Recovery Program is made available to applicants whose homes have been damaged in a disaster declared by Executive Order of the Governor or the President. SHIP funds would be used to leverage available federal, state, and insurance funds to provide assistance to eligible households for the purpose of repairing eligible housing. Use of funds would include purchase of emergency supplies to weatherproof damaged homes, interim repairs to avoid further damage, tree and debris removal required to make the housing units habitable and post-disaster assistance for non-insured repairs required in order for the unit to meet the County's minimum housing standards. Funding may also be used for homeowner relocation expenses such as security deposit for eligible recipients that have been displaced from their homes due to damage from a declared disaster.

b. Fiscal Years Covered

2014-2015, 2015-2016 and 2016-2017.

c. Income Categories to be served

Very low, Low

d. Maximum award

\$5,000

e. Terms, Recapture, and Default

Funding for this program will be awarded as a grant with no recapture terms. Funds will be provided on a first-qualified, first-served basis with the following additional requirements:

1. Must provide proof of homeowner's insurance
2. Must file for and use proceeds from insurance as first option

f. Recipient Selection Criteria

Applicants must own and occupy the assisted property as a principal residence. The residence must have been damaged in a declared natural disaster. Applicants will be assisted on a first-qualified, first-served basis.

Unit Eligibility

Eligible housing means any real and personal property located within the county the eligible municipality which is designed and intended for the primary purpose of providing decent, safe, and sanitary residential units that are designed to meet the standards of the Florida Building Code or previous building codes adopted under chapter 553, or manufactured housing constructed after June 1994 and installed in accordance with the installation standards for mobile or manufactured homes contained in rules of the Department of Highway Safety and Motor Vehicles

g. Sponsor Selection Criteria
Not Applicable

h. Additional Information: N/A

E. SPECIAL NEEDS PROGRAM

Code 12

a. Summary of the Strategy

Through an interlocal agreement, Alachua County and the City of Gainesville will jointly sponsor the Special Needs Program targeted to the construction and rehabilitation of temporary, transitional, or long-term rental housing addressing the housing needs of persons who have special housing needs as defined in Chapter 67-37.002 (21), Florida Administrative Code. Funding for this program will be provided in the form of a 0% interest, deferred payment, due-on-sale loan for eligible construction and rehabilitation costs or to a maximum dollar amount per unit for construction or rehabilitation purposes.

b. Fiscal Years Covered

2014-2015, 2015-2016, 2016-2017.

c. Income Categories to Be Served

The income categories to be served are very low households.

d. Maximum Award

~~\$10,000~~ \$100,000.

e. Terms, Recapture, & Default

Funding for this program will be provided on a first-qualified, first-served basis in the form of a 0% -interest, 15 year deferred payment loan. Payment is due upon sale if sold within the 15 year term. Eligible sponsors that offer special needs housing for sale before 15

years or that have remaining mortgages funded under this program must give a first right of refusal to eligible nonprofit organizations for purchase at the current market value for continued occupancy by eligible persons. If sold after fifteen years, no repayment is required. Tenant eligibility will be monitored at least annually for 15 years or the term of assistance whichever is longer unless the original amount of the loan is \$3,000 or less. As long as the sponsor agency awarded SHIP funds continues to own and operate the assisted property to benefit low and very-low income persons with special housing needs during the term of the mortgage, then the loan will not have to be repaid. All SHIP funds awarded under this program will be included in a recorded mortgage and will be subject to the above recapture provisions. Default of the loan occurs if any part of the Property or any interest in it is sold, transferred, gifted or otherwise conveyed, whether by voluntary act, involuntarily, by operation of law or otherwise, or if the Mortgagor is divested of title by judicial sale, levy or other proceeding, or if foreclosure action is instituted against the property, or if the Property is leased or rented. A subordination of this deferred payment mortgage will only be approved under the guidelines of the Subordination Policy established by the Alachua County SHIP Program. All repayments from this program shall be considered program income.

f. Recipient Selection Criteria

See Exhibit H - SHIP Special Needs Inter-local Agreement, Program Guidelines

g. Sponsor Selection Criteria

Available funds will be jointly advertised by Alachua County and the City of Gainesville. Alachua County and the City of Gainesville will enter into separate contracts with the entities awarded funding. Applications will be accepted from non-profit and quasi-governmental agencies for specific projects. Applications will be reviewed by Alachua County and the City of Gainesville staff, who will make recommendations for funding of the projects that provide the most effective use of funds for housing and other services producing the greatest benefit to low and very-low income persons on a county-wide basis. The recommendations for funding, to be awarded by Alachua County, will be forwarded to the Alachua County Board of County Commissioners for approval. Agencies must demonstrate that funding and financing used for matching SHIP Special Needs funds will be available before SHIP funds will be committed and certify that assisted individuals or households qualify as very-low or low income. Preference will be given to eligible sponsors that provide employment opportunities to clients of the state Work and Gain Economic Self Sufficiency (WELFARE TRANSITION PROGRAM) Program. See Exhibit H - SHIP Special Needs Interlocal Agreement, Program Guidelines (Attachment I).

h. Additional Information

SHIP funds may be used as leverage funds for the HUD Continuum of Care grant program or with any other applicable private funding sources or local, state, or federal programs.

F. RENTAL ASSISTANCE

Code 13, 23, 26

a. Summary of the Strategy

The Rental Assistance Program provides funding to pay rental security and utility deposits as well as ongoing monthly rent subsidies on behalf of eligible very low income persons and/or households within Alachua County. Eligible utility deposits include only provider-mandated deposits for water, sewer, electricity, and gas. Eligible rent subsidies are not to exceed 12 months' rent for households with at least one adult who is a person with special needs as defined by Florida Statutes in s. 420.0004 or a person who is homeless as defined in s.420.621 when the person initially qualified for a rent subsidy. Rental Assistance funds may also be used to pay reasonable project delivery costs associated with strategy implementation such as inspection fees to ensure the unit meets Section 8 Housing Quality Standards or HUD Habitability Standards. To ensure maximum effectiveness and integrity, this program will be coordinated with rental assistance provided by other agencies. In addition, case management and supportive services will be provided and coordinated with community agencies.

b. Fiscal Years Covered
2014- 2015, 2015-2016, and 2016-2017.

c. Income Categories to Be Served
Very Low

d. Maximum Award:
\$6,000

e. Terms, Recapture, and Default

Assistance to eligible applicants under this strategy will be in the form of a grant and will not be subject to recapture from the tenant.

f. Recipient Selection Criteria

In addition to requirements under 420.9072(10), applicants must be in Homeless Management Information System (HMIS) and assistance will be provided based on prioritization tool utilized by the local Continuum of Care.

g. Sponsor Selection Criteria
N/A

h. Additional Information

The lease must be at least 12 months. Case management will be provided by Alachua County Community Support Services Department or referred to community social service agencies as needed.

G. EVICTION PREVENTION Code 13,18

- a. Summary of the Strategy
SHIP funds will be awarded to renters that are in need of a one-time payment to assist with rent payments that are in arrears. Eviction prevention applies only to rental dwellings to prevent homelessness. Assistance for rent payments in arrears is limited to six months of rent.
- b. Fiscal Years Covered: 2014-2015, 2015-2016 and 2016-2017
- c. Income Categories to be served: Very Low
- d. Maximum award: \$3,000
- e. Terms, Recapture, and Default:
Funds will be awarded as a grant.
- f. Recipient Selection Criteria: Eligible applicants will be approved for assistance, subject to funding availability, based on a first-qualified, first-served basis.
- g. Sponsor/Developer Selection Criteria: N/A

- h. Additional Information: Case management will be provided by Alachua County Community Support Services Department or referred to community social service agencies as needed.

H. FORECLOSURE PREVENTION

Code 7

a. Summary of the Strategy

SHIP funds will be awarded to homeowners that are in arrears on their first mortgage in order to avoid foreclosure. The arrearage must be at least two months, but no more than six months and cannot be under an active foreclosure action. Funds will be provided as a grant to homeowners to assist with bringing mortgage payments current prior to the start of the foreclosure process. Payments will be made directly to the lending institution.

- b. Fiscal Years Covered: 2015-2016 and 2016-2017

- c. Income Categories to be served: Very Low, Low

- d. Maximum award: \$4,000

- e. Terms, Recapture, and Default:

Funds will be awarded as a grant

- f. Recipient Selection Criteria: In addition to being selected on a first-qualified, first-served basis, applicants must:

1. Provide proof on the arrearage in the form of notification from the mortgage holder. This cannot be from a private mortgage holder.
2. Provide evidence of a hardship that caused the arrearage (health issue, loss of employment/income, death of household member, divorce).
3. Provide a written statement as evidence of the ability to resume making payments after the assistance is used which includes an explanation of how the hardship has been overcome and an indication of the budget plan that will allow for resumption of payments.
4. Receive counseling from a HUD approved agency trained in foreclosure counseling as assigned by the County housing staff. The counseling agency must sign off on the budget plan.

- g. Sponsor/Developer Selection Criteria: N/A

- h. Additional Information: Applicants may be required to apply to other foreclosure assistance programs (Hardest Hit Fund, Foreclosure Counseling Program) for assistance prior to being approved for assistance under this strategy. Home must be located in Alachua County, outside the city limits of Gainesville.

Code 14,21

I. RENTAL DEVELOPMENT

a. Summary of the Strategy

SHIP funds will be awarded to developers of affordable rental units that are awarded construction financing through other state or federal housing programs to construct or rehabilitate affordable rental units. This funding is intended to be used as gap financing required for the project. In cases where a smaller development (less than 50 units) is being proposed that includes Special Needs units, the County may choose to provide a larger amount of the overall construction financing.

b. Fiscal Years Covered: 2015-2016, 2016-2017

c. Income Categories to be served: Very Low, Low, and Moderate

d. Maximum award: \$50,000 for developments over 50 units;
\$100,000 for developments with 50 units or less that include Special Needs units

e. Terms, Recapture, and Default:

1. Repayment loan/deferred loan/grant: For for-profit developers, funds will be awarded as a loan secured by a recorded subordinate mortgage and note.
For non-profit developers, funds will be awarded as a forgivable loan secured by a recorded subordinate mortgage and note.
2. Interest Rate: 0%
3. Years in loan term: 15 years
4. Forgiveness: Non-profits, the loan is forgiven on a prorated basis beginning in year six so that 10% of the loan is forgiven annually from years six through fifteen.
5. Repayment: For-profits, the loan is due and payable at the end of the term unless the county negotiates an extended loan term to secure affordable rental units in the best interest of the county's residents.
6. Default: For all awards, a default will be determined as: sale, transfer, or conveyance of property; conversion to another use; failure to maintain standards for compliance as required by any of the funding sources. If any of these occur, the outstanding balance will be due and payable.

f. Recipient Selection Criteria: All applicants for residence in a SHIP-assisted unit must meet income qualifications of the program as determined and reported by the developer's management company for the development.

g. **Sponsor/Developer Selection Criteria:** Developers will apply to the County through an RFQ process that is open year round. The RFQ will require proof of developer experience in providing affordable rental housing, proof of financial capacity, evidence of site control (or contract for sale), proof of ability to proceed once all funding is closed, and a housing unit design plan that meets with the county's housing element in the Comprehensive Plan.

The County reserves the right to select developments that meet all the above requirements and:

1. Are in areas of immediate need due to lack of available units.
2. Propose to preserve and improve existing units.

All funding awards will be subject to closing on other funding sources.

h. **Additional Information:** Developers will be required to meet compliance reporting requirements on the development necessary to meet the statutory requirements for monitoring of SHIP rental units.

III. LHAP INCENTIVE STRATEGIES

1. **Expedited Permitting Process for Affordable Housing* (Required)**
Permits as defined in F.S. 163.3164 (7) and (8) for affordable housing projects are expedited to a greater degree than other projects. In the case when a backlog of applications for development approval occurs, resulting in delays in processing applications within the regularly scheduled time-frame, for profit and not for profit permits for affordable housing projects are assigned priority for review and processing. Permits shall be available within six business days after the application is found sufficient. This policy was implemented through Unified Land Development Code (ULDC) Chapter 402.03.5

2. **Modification of Impact Fees for Affordable Housing**

Alachua County no longer provides General Revenue Funding to offset the cost of impact fees for affordable housing units.

3. **The reservation of infrastructure capacity for housing for very-low-income persons, low-income persons, and moderate-income persons.**
The new ULDC allows for long term concurrency reservation for Affordable Housing Developments without utilizing the Planned Development (P.D.) process. (Chapter 407.121 b, ULDC). Traffic capacity on many major County roads is limited. Therefore, the reservation of traffic concurrency is a critical element of the development approval process.

Without a Planned Development zoning approval, concurrency reservations are normally limited to six months with Preliminary Plan approval and one year after final development plan approval. Not having a longer term reservation limits most development projects to one phase of construction. With a Planned Development approved by the Board of County Commissioners through a public hearing process, developments may be built in multiple phases over several years with the certainty of having reserved traffic capacity reserved for all of the phases. The incentive of offering long term concurrency reservations with a development plan approval for an affordable housing project allows for long term multi-phase projects without the additional effort, time, and costs required to pursue a planned development zoning approval.

4. Allowance for Accessory Dwelling Units in Residential units in residential zoning Districts

Chapter 404.24, Unified Land Development Code (ULDC)

In the, RE, RE-1, R-1aa, R-1a, R-1b, and R-1c districts, located within the Estate Residential, Low Density, or Medium Density Residential land use designations a single accessory dwelling unit is allowed as an accessory use to a principal structure, without being included in gross residential density calculations. Within the A district in the Rural/Agriculture land use designation, a single accessory dwelling unit may be allowed as an accessory use, but shall be included in the gross density requirements for that district. All accessory dwelling units must comply with the standards identified in Chapter 404.24.

5. Reduction in parking and setback requirements for affordable housing

Chapter 407, ULDC, allows flexibility in parking requirements by providing options for shared parking for mixed use projects or uses that are adjacent to one another and provides allowances for reductions in off street parking requirements.

6. The allowance of flexible lot configurations, including zero –lot-line configurations, for affordable housing*

The Unified Land Development Code, Chapter 403. Article 3, implemented density based zoning districts that allow for flexible lot sizes and better utilization of densities allowed within land uses. The Unified Land Development Code contains a provision to allow mixed unit types by right (Single family and attached units) in residential zoning districts, allowing for more density and a greater range of unit prices. This in turn creates opportunities to include affordable housing units in market rate developments.

7. Modification of street requirements for affordable housing

Alachua County has a range of street standards, depending on street volume, which are intended to minimize street width requirements. There are no further recommendations on this issue at this time.

8. Establishment of an ongoing Review Process (Required)

Alachua County provides for the development of an expanded process to review local policies, ordinances, regulations, and comprehensive plan provisions which significantly increase the cost of housing. This initiative is administered through public advertisement of proposed new land development regulations and invitation of public comment on housing cost impact. Staff analysis is required for any comprehensive plan amendments or land development regulation text amendments, prior to adoption, to evaluate the impact(s) on the cost of housing, and to incorporate the findings in the staff report. This was implemented by ULDC Chapter 402.05 (a) 17.

9. Development of an inventory list of locally-owned public lands appropriate for use as affordable housing* (Required incentive)
Alachua County, in accordance with Florida Statutes, requires that every three years a review of County-owned lands be completed to determine if any are appropriate for use as affordable housing and conducted its evaluation at a scheduled public hearing. This policy was implemented through Resolution 08-28 on March 25, 2008. Staff recently prepared an inventory list and submitted its report to the Board on February 25, 2014.
10. Support for development and growth near transportation hubs, major employers, and mixed-use centers.
Alachua County has adopted Comprehensive Plan amendments to encourage Transit Oriented Developments. (TOD's).

*Indicates Specified Areas for Review per Florida Statutes 420.9076

11. Increased Number of Attached Units
Chapter 404.20(d) ULDC, contains a provision to increase the number of attached units allowed from four to eight units for Affordable Housing Developments.
12. Development Review Application Fee
The County Manager may waive development review application fees and charges to not-for-profit corporations that submit affordable housing projects. This policy is annually approved through the Alachua County fee schedule by the Board of County Commissioners.

IV. EXHIBITS:

- A. Administrative Budget for each fiscal year covered in the Plan. Exhibit A.
- B. Timeline for Encumbrance and Expenditure: Chapter 67-37.005(6)(d) and (f) F.A.C.
A separate timeline for each fiscal year covered in this plan is attached as Exhibit B.
Program funds will be encumbered by June 30 one year following the end of

the applicable state fiscal year. Program funds will be fully expended within 24 months of the end of the applicable State fiscal year.

- C. Housing Delivery Goals Chart (HDGC) For Each Fiscal Year
Covered in the Plan:
Completed HDGC for each fiscal year is attached as Exhibit C.
- D. Certification Page: .
Signed Certification is attached as Exhibit D.
- E. Adopting Resolution:
Original signed, dated, witnessed or attested adopting resolution is attached as Exhibit E.
- F. Program Information Sheet:
Completed program information sheet is attached as Exhibit F.
- G. Ordinance: no change
- H. Inter local Agreement: N/A
- I. Subordination Policy