

City of Gainesville

*City Hall
200 East University Avenue
Gainesville, Florida 32601*



Meeting Minutes

Thursday, August 28, 2008

1:00 PM

City Hall, Room 16

Community Development Committee

*Commissioner Jack Donovan, Chair
Commissioner Scherwin Henry, Member
Commissioner Thomas Hawkins, Member*

Persons with disabilities who require assistance to participate in this meeting are requested to notify the Equal Opportunity Department at 334-5051 or call the TDD phone line at 334-2069 at least two business days in advance.

CALL TO ORDER

The CDC meeting was called to order at 1:00pm.

ROLL CALL

Present: Jack Donovan, Scherwin Henry and Thomas Hawkins

ADOPTION OF THE AGENDA

The CDC adopted the August 28, 2008 agenda as circulation.

APPROVAL OF MINUTES

080293. CDC Minutes of July 24, 2008 (B)

The CDC adopted the July 24, 2008 Minutes as modified.

Modification in item Annexation of Strategic Ecosystems (070604):

- 1) Clarification that staff will report on the eight recommendations at the next meeting; and*
- 2) The third paragraph last sentence on page three is replace in its entirety to read, "Commissioner Henry stated that what the County wants is for the City to work to keep the same standards that the County had when green belt type of land has passed from their jurisdiction to ours."*

RECOMMENDATION *The Community Development Committee approved the July 24, 2008 minutes as circulated.*

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DISCUSSION OF PENDING REFERRALS

080229. Affordable Housing in General (B)

The CDC heard a brief item history from Erik Bredfeldt as to the update of the Affordable Housing Advisory Committee, a committee that is required to meet per Florida Statue and that resolves around the SHIP program.

The CDC heard an update on the Affordable Housing Committee by Jackie Richardson, Housing Manager.

Ms. Richardson gave a re-cap from the submitted SHIP AFFORDABLE HOUSING ADVISORY COMMITTEE SUMMARY regarding the Affordable Housing Advisory Committee's purpose, duties and housing plan. Last year in 2007, the Florida

Legislature required any cities and counties that receive SHIP funds to create an Affordable Housing Advisory Committee (AHAC). That Committee must consist of 11 members in specified categories and be appointed by July 2008. The State also has certain duties and responsibilities that this Committee must follow to submit a report that includes recommendations on incentive strategies required by Florida Statutes. As a product of the process, the Housing Plan is the biggest duty of the AHAC which must consider the eleven items of specified incentives in 420.9076 (4) (a-k), F.S.

Ms. Richardson gave review from the Summary's Housing Plan section. At a minimum, the AHAC shall submit a report to the City Commission that includes recommendations on incentive strategies required in 420.9071(16), F.S. Additional incentives specified in 420.9076 (4) (a-k) must have been considered by the AHAC and the City Commission as follows:

- (a) The processing of approvals of development orders or permits, as defined in s.163.3164 (7) and (8), for affordable housing projects is expedited to a greater degree than other projects.
- (b) The modification of impact-fee requirements, including reductions 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 of 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 of 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.

Sections (a) and (i) must be adopted by the AHAC and the City Commission. The AHAC recommendations may also include other affordable housing incentives identified by the advisory committee.

Ms. Richardson informed the CDC members the SHIP Affordable Housing Advisory Committee Time Line is what gages the reports that must be approved by the State. The time line for the reporting process cycle repeats itself every three years. This year's time line is:

Feb - June 2008: Designate staff and select AHAC members

June 30, 2008: Governing Board Appoints members to AHAC by resolution

Oct - Nov 2008: (a) complete draft report schedule and advertise public hearing
(b) Public hearing AHAC approves local housing incentive strategies

- Dec. 31, 2008: Submit report to local government governing board*
- March 31, 2008: Local government adopts amendments to LHAP to incorporate strategies*
- May 2, 2009: Submit amended LHAP with proof of board approval to FHFC*
- Feb. 20, 2008 Repeat process in preparation for triennial report*

Ms. Richardson commented that the AHAC can also address any other issues from citizens' requests if it relates to affordable housing. In addition, from time to time there may be questions about the housing programs or other housing issues which the AHAC reviews on behalf of the City Commission.

Ms. Richardson distributed to the CDC members a booklet named Affordable Housing Incentive Program (AHIP) which is one of the documents to be review by the AHAC as described in the first item listed under Duties in the SHIP-AHAC Summary which states: Review the established policies and procedures, ordinances, land development regulations, and adopted local government comprehensive plan. The other two main documents to be review by the AHAC are the City Comprehensive Plan and the Land Development Code.

Chair Donovan asked to be explained the statement in item "d." under the Summary Housing Plan on page 2 which states: (d) The reservation of infrastructure capacity of housing for very low income persons, low income persons and moderate income persons.

Ralph Hilliard responded that this is related to different concurrency elements of the Comprehensive Plan: transportation and mainly water and waste water reservations. Any type of reservation that can be done to allow the housing to move forward without causing a hamper by concurrency.

Chair Donovan expressed an interest in hearing back on any other substantial questions developing in the AHAC that might be discussed in this committee.

Chair Donovan requested a list of the AHAC board members and expressed that there is a need to coordinate with the County Housing Committee to share housing efforts.

Ms. Richardson will provide the CDC members with the AHAC board members and reported that on September 23, 2008 at the GTEC building there will be held a City Affordable Housing Advisory Board and Alachua County Affordable Advisory Housing Board joint meeting which will be public noticed for 6:00pm.

The AHAC will provide an annual report to the City Commission at a future meeting.

The CDC approved removal of this item from the CDC referral list.

RECOMMENDATION *The City Commission refer the issue of affordable housing in a general sense, city wide, including, but not limited to an inclusionary housing ordinance in conjunction with the*

County and other municipalities.

Discussed

080229_SHIP Summary_20080828.pdf

060987. Transition Policies for Mobile Home Parks (B)

The CDC heard a history and description by staff of the transition policy endorsed by the City Commission for mobile homes transition policy.

Ms. Richardson submitted to the CDC communication letter distributed to the Buck Bay Mobile Home Park residents. The July 25, 2008 Reminder - Buck Bay Mobile Home Park Closing - September 1, 2008 letter urged residents to participate in the City Buck Bay Displaced Mobile Home Owner/Tenant Assistant Program.

The Neighborhood Improvement Housing Division's letter not only reminded Buck Bay Mobile Home Park residents of the park closing but that the City of Gainesville was still accepting applications to provide relocation financial assistant to eligible residents of the Buck Bay Mobile Home Park.

The letter further detailed information and options for the residents as follows: The Buck Bay Mobile Home Park is scheduled to close on September 1, 2008 and to contact the City of Gainesville office by August 15, 2008 to schedule an appointment to determine their eligibility for assistance.

The following is a summary of the Displaced Mobile Home Owner/Tenant Assistance Program as outlined the communication letter to Buck Bay residents:

ELIGIBLE APPLICANT

The applicant's annual gross household income must be less than 80% of the median family income adjusted of family size as published by the U.S. Department of Housing and Urban Development, which includes extremely low, very low and lo income households. Applicant(s) must own and occupy and/or rent and occupy the property as their principal residence.

ELIBIBLE HOUSING

The Mobile Home Park and the mobile home unit must be located within the corporate limits of Alachua County. All housing must comply with applicable State and local laws or codes (including the installation of manufactured housing units). All manufactured housing must meet HUD Manufactured Home construction and Safety Standards.

ELIGIBLE COSTS

*The eligible mobile home owner and/or tenant must be relocating, renting or purchasing a property located with in the corporate limits of Alachua County. The following eligible costs include, but are not limited to: * Transportation of the mobile home unit (including personal property); * Fees for utility connections, such as electrical, water, sewer, etc.; * Reinstallation of equipment such as mobile home anchoring, skirting, steps, decking, etc.; * Security deposit (including first/last month rent).; * Any license, permit, or certification required for the replacement location.; * Down payment assistance to for the purchase of land location in the existing mobile*

home park, purchase of land to relocate a mobile home and/or purchase a single family detached or attached unit.

MAXIMUM AWARD

· Residents Relocation within the city limits of the City of Gainesville - On June 25, 2007, the city commission approved a housing program that provides up to \$3,000 to assist with relocation expenses for mobile home residents moving to a location within the City.

· Residents Relocation outside of the city limits of the City of Gainesville, but within Alachua County - On December 10, 2007, the city Commission approved a housing program that will provide up to \$1,500 to \$3,000 for mobile home residents relocating outside of the city limits, but within the unincorporated areas of Alachua County.

The City Housing Division continues to offer housing counseling services to the residents of the Buck Bay Mobile Home Park to assist you with your move and transition from the mobile home park. The City's Housing Counseling Program offers advisory services to assist you with your relocation from the mobile home park. The program services are offered free and include referrals to comparable and suitable replacement homes, help in preparing claim forms for relocation payment and other assistants to minimize the impact of the move. Should you have any questions, or need further information, please contact Teresa Osoba, Housing Finance Coordinator at the City Housing Division office at 352-334-5026. We look forward to hearing from you soon. The letter distributed to Buck Bay residents was signed by Jacqueline S. Richardson, Housing Manager.

Buck Bay Mobile Home Park resident response has been good; however, with three days until deadline, a few residents remain.

Chair Donovan requested an analysis conclusion from staff regarding available land inventory for mobile home spaces existing or that can be built upon throughout the community.

Ralph Hilliard submitted two maps to address the land inventory search for suitable acreage the City has for mobile home parks throughout the community that could be zoned for mobile home parks. One map titled Residential Lowe (RL) Land Use and the other titled Mobile Home (MH) Zoning.

Staff concluded the acreage areas available are limited. The smaller areas on the map will have double zoning issues in those neighborhoods and designate mobile home parks. There may be opportunities in annexing vacant land areas but for the people we are dealing with, it would be more feasible for them to be closer to the City so they could take advantages mass transit and similar services within the City. Staff will definitely look at acreage areas availability when updating the housing element in the Comp Plan to see if there are other areas that can be identified.

Commissioner Hawkins introduced the idea of an affordable housing model called the Community Housing Trust or Community Land Trust. It is a hybrid between doing what our Housing Department does, subsidizing housing and then selling it, and what the Gainesville Housing Authority does with rent property. The goal is to allow people to build equity in their homes, which is what selling their own house does, and making sure the house is perpetually affordable housing which is what a rental does.

By selling a housing unit, but having a Trust on the underlying real estate, and restricting the resale of the home, to people who need certain bank qualifications. That kind of model would fit very well with the manufactured housing product on top of property.

Chair Donovan directed staff to explore the idea of a Community Housing Trust to determine any merit in regards of affordable housing.

The CDC approved the removal of this item from the CDC Referral List.

RECOMMENDATION

Staff to report back on: 1) transition policy statements which will encompass finance, land use and zoning, and a number of other issues; 2) Ms. Richardson provide information to the Committee on the transition policy for mobile home parks; 3) Planning Division staff to provide a land inventory to find out how much suitable acreage the City has for mobile home parks throughout the community that could be zoned for mobile home parks, and address the comment addressed on page 2 of the report made by Commissioner Lowe; 4) description of the process for the transition policy, including an impact analysis; 5) a report on a case-by-case basis if there is a mobile home what will be the permitted uses.

Discussed

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060987b_MH Budget_20080828.pdf

060910. Temporary Signage at Car Dealerships (B)

The CDC heard a brief history from Erik Bredfeldt recounting issues with car dealership signage on Main Street and introduced Jim Garrett, Code Enforcement Manager to give presentation on the matter.

Mr. Garrett directed attention to the April 30, 2008 memo to the Community Development Committee titled Sign Enforcement Related to the Automotive Sales Establishments. The memo summarized revisions to the sign ordinance passed by the City Commission which provided changes to temporary signage impacting automotive sales lots. The changes provided opportunities to place a limited amount of temporary signage on their lots providing they first obtain a Special Event Permit from the Cod Enforcement Division.

In coordination with the Planning Division, the three memo points of industry service that were achieved by the Code Enforcement Department are as follows:

- 1) *The Planning Division created a brochure which provided photographic examples of permitted and non-permitted signs.*
- 2) *The brochure provided information to apply for a Special Event Permit as well as the frequency of such permits and permit time frames.*
- 3) *The Code Enforcement Division initiated contact to meet with business representatives of the automotive sales lots to deliver brochures, answer questions and provide additional information on what future enforcement can be anticipated.*

Mr. Garrett reports that overall compliance has been good and today was the first day back for re-inspection to see results of the compliance ratio as there are a few hold-outs which will be issued site violations.

Commissioner Henry asks what is the threshold that would trigger something approaching the \$5,000 fine.

Mr. Garrett answered it would have be the second offense of the same violation by the same offender. Typically by the time someone goes before the Code Enforcement Board, the board has seen the person several times and fines are more realistically in the neighborhood of \$200-\$500.

Commissioner Hawkins asks how do we enforce a lien to satisfy code enforcement debts and if so, how does that work?

Mr. Garrett noted that there are currently several properties affected and subject to the possibility of liens that are followed through to initiate foreclosures. Codes Enforcements provides a list of properties to the law department that have continued non-compliance over a long period of time and based on a series of filters, the most viable candidates are looked at.

Fred Murry reported staff is looking into developing a mechanism to enhance redevelopment in the community to find if there was a way to waive or reduce fines or liens if somebody would redevelop the property.

The CDC approved removal of this item from the CDC referral list.

RECOMMENDATION *Staff to report back at a subsequent meeting on the degree of success with the Sign Ordinance.*

Discussed

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NEXT MEETING DATE

ADJOURNMENT - 3:00 PM