

**Minutes**  
**Volusia County Affordable Housing Advisory Committee**  
**Hope Place Cafeteria, 1340 Wright St., Daytona Beach**  
**Wednesday, June 2, 2021 at 2:00 p.m.**

**Board Members**

Anne B. Evans, Chair  
D.J. Lebo, Vice-Chair  
Waylan Niece, Secretary  
Tony Cassata  
Mark Billings  
Allen E. Harrell  
Margaret Peggie Hart  
Susanne I. Odena  
Billie Wheeler

**Housing and Grants Administration Staff**

Dona Butler, Community Services Director  
Carmen Hall, Community Assistance Director  
Diana Phillips, Community Services Operations Manager  
Corry Brown, Housing Projects Coordinator

**Call to order:** Chair Evans called the meeting to order at 2:00 p.m.

**Roll Call:** Corry Brown called the roll. Waylan Niece was not present, Ms. Brown confirmed that he had notified staff ahead of time of his absence. All other members were present and there was a physical quorum.

**Item 1 – Previous Meeting Minutes**

A motion was made by D.J. Lebo to approve the minutes from the April 19 meeting. The motion was seconded by Billie Wheeler and passed unanimously.

**Item 2 – AHAC Report – Affordable Housing Incentive Strategies**

Chair Evans gave an overview of the incentive strategy review process. Corry Brown discussed the process, reviewed recent statutory changes, and presented the required timeline which gives the AHAC from July to September to review strategies and draft a report. Ms. Brown also described each of the 11 strategies.

Chair Evans discussed some of the different approaches the AHAC could take to reviewing and making recommendations on the strategies and requested that staff present the history of the recommendations at the next meeting. Allen Harrell asked how many times the AHAC would need to go through the process and asked what all had been done during the history of the AHAC. Chair Evans explained that this was an ongoing process required to receive SHIP funding and explained that staff can provide a history at a later meeting as this meeting was just the start of the review process. Sue Odena requested that the AHAC review Strategy G at a future meeting. Discussion ensued between board members about the incentive strategy review process, which strategies to review in depth and the method by which to review them.

Sue Odena made a motion that the purpose of the July AHAC meeting should be to review Strategy A, Strategy I and a historical report of AHAC recommendations. The motion was seconded by Billie Wheeler and passed unanimously.

Patricia Smith, Growth and Resource Management, informed the AHAC on a pending

ordinance related to accessory dwelling units, Strategy E. The ordinance would allow accessory dwelling to be permitted by right rather than by special exception in all zoning classifications that allow single-family uses. The board discussed how this ordinance related to some of their prior recommendations to County Council and would decrease costs and streamline processing for additional affordable housing units in Volusia County. Peggie Hart made a motion that the AHAC submit a letter of support for the ordinance prior to the second reading on July 20, 2021. The motion was seconded by Sue Odena and passed unanimously.

### **Item 3 – Community Land Trust Update**

Chair Evans explained that the agenda packet contained a draft scope of work to solicit a Community Land Trust organization. She reminded the board that the scope would go through additional reviews and revisions prior to being published. The board reviewed the scope of work and did not have any comments or revisions.

### **Items for staff discussion**

Carmen Hall, Community Assistance Director, informed the board about the webinar series and in-person summit during July and August that is part of the Affordable Housing Initiative.

### **Discussion by board members of matters not on the agenda**

The board discussed whether there was a need to hold both the July and August meeting previously scheduled, they agreed that the August meeting would be cancelled.

### **Adjournment**

The meeting was adjourned at 3:02 p.m.

Accepted by:



Waylan Niece, Secretary

16-6-21

Date



Anne Evans, Chair

4-12-23

Date