

MINUTES

**County of Volusia
Affordable Housing Advisory Committee
Thursday, October 9, 2008 3:00pm
Volusia County Health Department
1845 Holsonback Drive, Room 516A
Daytona Beach, Fl. 32120**

Committee Members Present	Committee Members Absent	Staff Present
Frank Severino, Chair		Edward Jasper, Director, Community Assistance Division
Richard Fraser, Vice Chair		Diana Phillips, Manager, Housing & Grants Administration
Janet Bellows		Paula Szabo, Housing & Grants Planner
Michelina Bowman		
William Hansard		
Tadd Kasbeer		
Deborah Michaud		
Sara Truhlar		
Richard Vincik		
Rosemary Walker		

The meeting of the Volusia County Affordable Housing Advisory Committee (AHAC) was called to order at 3:00 p.m. by Frank Severino, Chair. Paula Szabo called the roll and a quorum was present.

Item 1- Approval of the minutes of the Affordable Housing Advisory Committee.

The minutes of the meeting of September 25, 2008 were recommended for approval by motion and seconded. The Chair noted that he had a number of revisions to the minutes as proposed, and the vote was tabled. The revisions proposed by the Chair concerned Agenda Items 2, 3, and 7. The revisions were discussed and the motion was revised to move that the minutes as amended be adopted. The motion was seconded, and adopted by unanimous vote. (Amended Minutes attached)

Item 2 – Discussion of affordable housing incentive issue three - The allowance of flexibility in densities for affordable housing.

The Chair opened the floor for discussion, and recommended that the item be continued until committee member Tadd Kasbeer arrived as he had committed to provide further details of a density bonus based on the cluster subdivision concept.

The Committee returned to the discussion of density bonuses following the discussion of Agenda Item 3. Tadd Kasbeer stated that the County's Comprehensive Plan allows for sufficient density bonuses for affordable housing. However, because the density bonuses must be accessed only through the PUD process, they are infrequently utilized. He recommended that density flexibilities and increases be made part of an ordinance that automatically allows for density in clustering without the need for a PUD in the same way as environmental clustering. William Hansard noted that clustering cannot alleviate stormwater and tree preservation

requirements. Sara Truhlar agreed to review the affordable housing ordinances from other jurisdictions that she had available and report back to the committee at the October 28th meeting with recommendations for the percentage of affordable housing units that must be created in order to trigger the density bonus, or other zoning and land use flexibilities.

After discussion, the Committee reached a consensus on the following elements of their recommendation for this issue:

- Flexibilities in density for affordable housing should be addressed as part of affordable housing clustering and should be adopted as an integral part of a Volusia County affordable housing ordinance.
- Any density bonuses that are allowed should apply to the whole project and not just the “affordable units.”

Item 3 – Discussion of recommendation regarding affordable housing incentive issue five - The allowance of affordable accessory residential units in residential zoning districts.

The Chair opened the floor for discussion. A discussion followed on the current status of the County’s zoning ordinance that allows “garage apartments” which require a special exception. The committee discussed the merits of the current definition of accessory dwelling units which allowed for participation by neighbors, and recognized the special issues that accessory dwelling units posed for the beachside communities.

After discussion, the Committee reached a consensus on the following elements of their recommendation for this issue:

- The County should create a new definition of accessory dwelling structure that is a detached unit requiring kitchen facilities but does not require a garage.
- The definition of “garage apartment” should be eliminated.
- The ordinances from Pinellas County and the City of Santa Cruz will be attached to the report as an example of ordinances that address this issue in a manner that are favorable to the committee.

Item 4 – Discussion of recommendation regarding affordable housing incentive issue seven - The allowance of flexible lot configurations, including zero-lot-line configurations for affordable housing.

The Chair opened the floor for discussion. William Hansard noted that this issue goes hand in hand with the density bonus, and there is much overlap. As Tadd Kasbeer had arrived, the Chair recognized him and asked him to lead the discussion regarding flexible lot configuration (issue seven) and density bonus (issue three). He distributed two handouts (attached to these minutes). Handout #1 excerpted the County’s existing cluster subdivision rules (Section 828.00) and Handout #2 was a draft of his recommendations for affordable housing clustering and zero lot line residential subdivisions in accordance with the committee’s discussion at the September 25th meeting. He noted that density is a factor of the minimum lot size and setback requirements.

The committee discussed the proposed recommendations related to minimum lot size, minimum right of way, front yard setbacks, rear yard setbacks, and side yard setbacks. They also discussed the issue of setbacks for accessory structures/garages. Tadd Kasbeer agreed to modify handout #2 with the committee’s recommendations and provide at a later meeting. The Chair raised the issue that had been previously discussed concerning non-conforming lots that are administratively combined when there is common ownership.

After discussion, the Committee reached a consensus on the following elements of their recommendation for this issue:

- Affordable housing clustering should be adopted as an integral part of a Volusia County affordable housing ordinance.
- The minimum lot size for a single-family unit should be decreased from 5,000 square feet to 3,500 square feet.
- Front, rear and side yard setbacks minimum requirements should be reduced. The front and rear yard setbacks, as well as the side yard setbacks should permit combined minimums to increase flexibility. A side yard setback minimum of 15 feet combined is recommended. The minimum combined front and rear yard setbacks is recommended to decrease from 45 feet to 35 feet.
- Garage set backs should be modified to allow for flexibility in the location of the garage.
- Volusia County should discontinue the practice of administratively combining non-conforming lots that have common ownership if the owner self-certifies that the lots will be used for affordable housing.

Public Participation

The Chair opened the floor to public comment. Greg Blose, on behalf of the Volusia County Homebuilders Association, thanked the committee for its hard work and diligence. There being no further public comment, the Chair closed the item to discussion.

Discussion by committee members of matters not on the agenda.

The committee discussed the date for the required public hearing, since a 30 day public notice is required to be published, as well as the need to schedule another workshop to finalize their recommendations. The committee requested staff to determine the availability of the County Council Chambers for Monday, November 10 or Friday, November 14th. The committee also agreed to schedule another meeting for Tuesday, October 28 at 3:00, and staff would advise the members of the location. The agenda for the next meeting on October 23, 2008 would include presentations on affordable housing incentive issues 2,6,8,9, and 11.

Items for staff discussion.

Staff agreed that they would provide a similar overview (prior recommendation and current status) of the remaining affordable housing incentive issues in advance of the meeting on October 23rd so that the committee had more time to familiarize themselves with the issues.

Adjournment

With no further matters, the Chair adjourned the meeting at 5:15.