

FLAGLER COUNTY
AFFORDABLE HOUSING ADVISORY COMMITTEE
PUBLIC HEARING Minutes
February 27, 2024

MEMBERS PRESENT: Commissioner Andy Dance (AHAC Elected Official), Trish Giaccone (Chair), Valerie Clymer (Vice Chair), Angela Smith, Sandra Shank,

MEMBERS ABSENT: Council Member Cathy Heighter (AHAC Elected Official), Commissioner Rick Belhumeur, Kim Carney

EXCUSED ABSENT: Nicole Graves

MEMBERS OF THE PUBLIC PRESENT: Lisa Stewart

STAFF PRESENT:

- **Adam Mengel:** (Growth Management – Director – Flagler County)
- **Jackie Gonzalez:** (Site Management Director (Flagler County)
- **Devrie Paradowski:** (Housing Program Manager—Flagler County)
- **Eduardo Diaz Cordero:** (Housing Program Coordinator—Flagler County)
- **Sheryl Simmons:** (HHS Administrative Assistant)

1 **1. Call to order, Roll Call and Pledge of Allegiance:**

2 Trish Giaccone (Chair) called the meeting to order at 3:10 pm. Eduardo Diaz Cordero
3 led the pledge of allegiance. The Chair conducted roll call.
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7 **2. Approval of Agenda:** Commissioner Andy Dance (AHAC Elected Official) motioned to
8 approve agenda Valerie Clymer (Vice Chair) seconded the motion. The motion carried
9 unanimously.
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12 **3. Approval of Previous Meeting Minutes:** Valerie Clymer (Vice Chair) motioned to
13 approve the January 2024 meeting minutes with correction to the typographical errors.
14 The motion was seconded by Commissioner Andy Dance (Elected Official). The motion
15 carried unanimously.
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18 **4. Agenda Items:**
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21 **4a) Announcements by Chair:**

22 Due to time, the Chair moved forward with the next agenda items.
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24 **4b) Follow-up on Action Items:**
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1. **Robert Round:** Procurement and Contracts Manager of Flagler County, not present. Devrie Paradowski informed the Committee that Robert Round was absent but that he and his team were working on an update to the Procurement Manual and had been speaking with Housing Services to gain insight into how the County’s procurement process can more accommodate the SHIP Rehabilitation program. She said that the Procurement and Contracts division would be introducing sections of the updates to the manual to the Board incrementally. Commissioner Andy Dance (AHAC Elected Official) commented that the sections pertaining to AHAC should be presented to the committee before going to the board. Trish Giaccone (Chair), asked Devrie Paradowski to follow-up with Robert Rounds to find out when he can provide follow up information and to report back to the committee.

2. **Adam Mengel:** Growth Management Director (Flagler County) Followed up on the Committee’s recommendations regarding impact fees, Flexibility and Densities, Set Back and Parking for Affordable Housing.

He spoke on the Committee’s recommendation for a prompt on affordable housing incentives. He said none of the developments the County has do not have an affordable housing component. He said that the form the AHAC recommended was quite involved. He said he likes the concept of the form but it does not have the same applicability for the County as it does for the City of St. Petersburg. He said he likes the idea of having something that shows that staff had the discussion with the developers regarding applicable affordable housing components and whether the developers were interested or chose to avail themselves to it.

Adam Mengel explained Flagler County’s incentives for impact fee waivers and densities. He also noted that the Committee recommended training on affordable housing, and he noted that the staff does what they can without a significant budget for it, but they do attend webinars. He said he was planning to meet with Housing Staff monthly to talk about stuff.

He provided information on Flagler County’s definitions and explained that the County’s unincorporated areas would not be as densely populated as Cities. He defined Accessory Dwelling Units as having independent cooking facilities, specifically, a range top. He also noted separate septic tanks as being part of the definition, and he explained that there’s interest in developing allowances and that staff had been looking at language for such allowances, referring to these units as subordinate or incidental.

He noted the impact statement form provided by AHAC has a great concept but that it was lengthy. He developed language to build into the technical staff reports for ordinances that may impact the cost of housing and shared this language with the Committee.

Regarding surplus lands, he said that staff is still considering the process for disposition, having investigating what other communities have done and reviewed potential, saying it could be on a case-by-case basis or the disposition could be used to develop a Trust Fund, and the options vary, and he said that they may not be limited to just one of the available options.

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79 Valerie Clymer (Vice Chair) requested staff send a copy of Adam Mengel's
80 slides to Committee Members.

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82 Trish Giaccone (Chair) reiterated the importance and support for Adam
83 Mengel's plan to meet regularly with Housing Staff.

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86 3. **Jackie Gonzalez:** Site Development Coordinator (City of Palm Coast)
87 asked for an extension to present her presentation for follow-up on Action
88 Items at next month's meeting.

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90 Valerie Clymer (Vice Chair) moved to move Jackie Gonzalez's presentation to
91 the next meeting. Andy Dance (Elected Official) seconded. The motion carried
92 unanimously.

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95 **4c) Business at Hand: Incentive Review and Discussion:**

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97 Valerie Clymer (Vice Chair) noted that the County and City Staff are present at the
98 meetings so she requested input from staff on direction on which policies the
99 Committee should focus their attention when considering the recommendations.

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101 Andy Dance (Elected Official) asked Adam Mengel about Accessory Dwelling Units,
102 citing legislative discussion on this topic, saying the topic seems to be a "hot topic."
103 Adam Mengel said he had not really delved into those discussions, but he was aware
104 that there is a lot of discussion in the Live Local Act on floor area ratios as some
105 jurisdictions may have restrictive language on that topic. He said "In our world...",
106 density is described in terms of units per acre or is regulated by minimum or
107 maximum square footage. He explained that, with an abundance of talk regarding
108 Tiny Homes, looking at site-built minimum requirements is something that could
109 result in different types of housing. He did say that the lowest square footage already
110 allowed in Flagler County, in some areas, would be 600 sf.

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112 Adam Mengel confirmed that some container homes had been permitted, but he
113 noted that that they could be more costly than other types of housing, as they require
114 a Florida Registered Design Professional, either an architect or engineers, to provide
115 plans for conversion into a residential unit. He advises that conversion could become
116 costly.

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118 Trish Giaccone (Chair) redirected the question to Adam Mengel to request input on
119 areas of focus for the Committee. Adam Mengel presented a concept for the
120 Committee to consider, where there could be a cluster community, in which there
121 could be a number of incentives. He asked the committee to consider ways to
122 conceptualize a collective living situation which, on the whole, would not be a
123 traditional subdivision and might include some type of services or provisions for the
124 community. He highlighted the challenge within the county's jurisdiction, whereas
125 commute times would be longer, exacerbating cost and other burdens on low-income
126 residents.

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128 Valerie Clymer (Vice Chair) recognized that developments may be more expensive in

129 certain areas of the County and that considering a mixed-use approach or allowing
130 some type of town center could provide a means to allowing services for residents in
131 these areas. She observed that there are no real walkable areas and that fact is
132 compounded by the area's lack of public transportation.

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134 Devrie Paradowski asked a question to provide some clarity on where the County's
135 Incentives might influence the type of development recently mentioned. She asked
136 Adam Mengel where the County could possibly see mixed-use development. Adam
137 Mengel said that there's no way to accurately forecast that type of development, but
138 staff sees that potential along the fringes of city boundaries, whether it be the City of
139 Bunnell or Flagler Beach or the City of Palm Coast, specifically where an
140 unincorporated area exists within some practical proximity to municipal infrastructure.
141 He did note that annexation would likely occur in those cases.

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143 Devrie Paradowski then noted that the Committee does have to discuss all the
144 incentives, but rather than examining each of the incentives listed in statute
145 individually and at length, they might consider what type of housing is missing and
146 where, and how might those incentives impact the facilitation of developing that type
147 of housing. Adam Mengel added that planners look at what's referred to as the
148 "missing middle housing," which, beyond apartments, may include units like town
149 homes or other forms of attached housing. He added that there are some new
150 developments involving these housing types, but they do not always result in higher
151 affordability.

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153 Trish Giaccone (Chair) noted that the discussion on incentive review will be an
154 ongoing discussion and will be continued forward next month.

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156 Andy Dance (Elected Official) mentioned the Bulow Resort problem where people are
157 living in Recreation and Park Model trailers which are not permitted permanent
158 homes, and he presented the consideration of long-term affordable housing
159 communities. He explained the Bulow situation and expressed this situation as a
160 challenge when considering options for people where that is all that they can afford.

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162 Trish Giaccone (Chair) advised that the Committee consider what is statutorily
163 allowed to work in conjunction with these affordable housing needs, whereas, the
164 residents of Bulow, unfortunately, were living permanently in non-permitted homes.
165 She says doing so reduces the risk of experiencing these challenges years later.

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167 **4d) New Action Items:**

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169 Angela Smith had prepared a document to be discussed by the Committee, and she
170 Asked for a brief moment to add an action item. She stated her action item to be
171 presented to the committee would be, "Ethical Workforce Development-by giving
172 students 21st Century skills to help build the communities they are going to live in."
173 Valerie Clymer (Vice Chair) said that she did not believe that such an item would be
174 within the Committee's scope as it would involve education for students, which does
175 not result in the creation of affordably priced housing. Trish Giaccone (Chair)
176 requested the staff send out the two-page input to the committee members. Andy
177 Dance (Elected Official), commented on not acting outside the scope of the
178 committee, acknowledging the passion that Angela Smith brought to the committee.
179 He said that the Committee may benefit from inviting staff from the County Attorney's

180 office, specifically Sean Moylan, to ensure that the Committee is not working outside
181 the statutory purpose of the Committee. Trish Giaccone (Chair) said that the
182 Committee must be mindful of the role of this body. The Chair expressed
183 appreciation for Angela Smith's contributions, acknowledging that the committee is
184 not currently making an action at the moment, but future discussions as they happen
185 during public meetings could involve the discussion points that Angela Smith has
186 presented.

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188 **4e) Staff Comments/Updates:**

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190 Jackie Gonzalez said that the City of Palm Coast was currently rolling out the second
191 phase of the Comprehensive Plan update expected to be rolled out in March, as staff
192 reviews community input.

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194 Devrie Paradowski updated the Committee on the projects currently underway as
195 funded by the SHIP program. She stated that staff is looking for more very low
196 income applicants to meet compliance requirements. She reminded the Committee
197 to consider their provisions regarding Flagler County Jurisdiction versus City of Palm
198 Coast. She gave an update on the County and City's plan for the Housing Policy
199 Forum on May 17th, as moderated by the Vice Chair, Valerie Clymer. She also
200 provided an update on the Housing Fair which is also a collaborative effort between
201 Flagler County and the City of Palm Coast, with Mid Florida Housing Partnership,
202 requesting reservation forms to potential vendors. Devrie Paradowski also provided
203 an update on the Hurricane Loss Mitigation Program that the mitigation projects were
204 underway for the \$194,000 grant. She also provided an update on the development
205 of the Request for Proposal for Rental Development. She noted that Human
206 Services is planning an outreach event on April 26th at Cattlemen's Hall.

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208 Valerie Clymer (Vice Chair) added that staff with Housing Services will be providing
209 this outreach to reach out to seniors who may have difficulty locating county web
210 pages, and she noted that navigating the county web page for these services might
211 be a little challenging. Trish Giaccone (Chair) added that the Committee members
212 would avail themselves of assistance with community outreach if needed.

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215 **4f) Committee Discussion:**

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217 There were no further committee discussions.

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222 **5. Public Comments:** Lisa Stewart, President of Flagler Home Builders Association (HBA)
223 commented on the difference between a Park Model Unit and an RV. She added
224 that, in the community dynamics of Palm Coast, the westward expansion of Palm
225 Coast provides more opportunity for varying housing types which could enhance
226 housing affordability. She said that zoning and minimum square footage is the place
227 to focus attention. Lisa mentioned parking, set-backs, and other building
228 requirements could influence housing affordability, but she reiterated the practical
229 reality that the majority of Palm Coast already has a look and feel that could not

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easily be amended, so she focused on the westward expansion as the prime area to consider new incentives for building and zoning requirements.

6. Adjourn:

Valerie Clymer (Vice Chair), made a motion to adjourn the meeting. Commissioner Andy Dance (AHAC Elected Official) seconded the motion. The motion carried unanimously. Meeting adjourned at 4:33 pm.