

City of Port St. Lucie

121 SW Port St. Lucie Blvd.
Port St. Lucie, Florida 34984



Meeting Agenda

Thursday, November 20, 2025

2:00 PM

City Hall, Room 188

Affordable Housing Advisory Committee

1. Call to Order**2. Roll Call****3. Determination of a Quorum****4. Approval of Minutes**

- 4.a** Approval of Minutes from the October 16, 2025 Affordable
Housing Advisory Committee (AHAC) Meeting

[2025-1108](#)

5. New Business, Public Hearing

- 5.a** Approval of the Draft AHAC 2025 Incentive Strategies Report

[2025-1107](#)

6. Unfinished Business**7. Public to be Heard****8. Adjourn**

Notice: No stenographic record by a certified court reporter will be made of the foregoing meeting. Accordingly, any person who may seek to appeal a decision involving the matters noticed herein will be responsible for making a verbatim record of the testimony and evidence at said meeting upon which any appeal is to be based.

Notice: In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodation to participate in this proceeding should contact the City Clerk's office at (772) 871-5157 for assistance.

As a courtesy to the people recording the meeting, please put your cell phone on silent.



Agenda Summary

2025-1108

Agenda Date: 11/20/2025

Agenda Item No.: 4.a

Placement: Minutes

Action Requested: Motion / Vote

Approval of Minutes from the October 16, 2025 Affordable Housing Advisory Committee (AHAC) Meeting

Submitted By: Bolivar Gomez, Housing Programs Manager

Strategic Plan Link: The City's Mission to enhance our community's quality of life.

Executive Summary (General Business): Minutes of the previous meeting have been prepared by the City Clerk's Office and sent to the committee for review.

Presentation Information: N/A

Staff Recommendation: Move that the committee recommend the approval of the meeting minutes from October 16, 2025.

Alternate Recommendations:

1. Move that the committee amend the recommendation and approve the minutes from 10/16/25 with changes.
2. Move that the committee not approve the minutes from 10/16/25 and provide direction.

Background: N/A

Issues/Analysis: N/A

Financial Information: N/A

Special Consideration: N/A

Location of Project: City of Port St. Lucie, FL

Attachments: Minutes from 10/16/25

NOTE: All of the listed items in the "Attachment" section above are in the custody of the City Clerk. Any item(s) not provided in packets are available upon request from the City Clerk.

City of Port St. Lucie

Affordable Housing Advisory Committee

Meeting Minutes

121 SW Port St. Lucie
Blvd.
Port St. Lucie, Florida
34984

AHAC

Thursday, October 16, 2025

2:00 PM

City Hall, Third Floor, Room 366

1. Call to Order

A Regular Meeting of the AFFORDABLE HOUSING ADVISORY COMMITTEE of the City of Port St. Lucie was called to order by Chair Heidt on October 16, 2025, at 2:09 p.m., at Port St. Lucie City Hall, in Room 366, 121 SW Port St. Lucie Boulevard, Port St. Lucie, Florida.

2. Roll Call

Members Present:

Stephanie Heidt, Chair

Kylee Fuhr, Vice Chair

Stefan Obel

Quinesha Adderly-Hawkins

Anthony Bonna, Councilman

Immacula Carpentier, Alternate (arrived at 2:13 p.m.)

Members Not Present:

Cynthia Herrera

Samiea Hawkins

Dawn Burlace

Sandra Colon, Alternate

3. Determination of a Quorum

4. Approval of Minutes

- 4.a** Approval of Minutes from the August 21, 2025 Affordable
Housing Advisory Committee (AHAC) Meeting

[2025-950](#)

Ms. Adderly-Hawkins moved to approve the August 21, 2025, minutes. Mr. Obel seconded the motion, which passed unanimously by voice vote.

5. New Business

- 5.a** Approval of Proposed 2026 Meeting Dates of the Affordable
Housing Advisory Committee (AHAC)

[2025-951](#)

Mr. Obel moved to approve the proposed 2026 meeting dates. Ms.

Adderly-Hawkins seconded the motion, which passed unanimously by voice vote.

5.b Design Strategies for Affordable Housing - Presentation

[2025-985](#)

(Clerk's Note: A PowerPoint presentation was shown at this time.) Dana Little, Treasure Coast Regional Planning Council presented to the Committee and discussed the Affordable Housing Symposium, AARP and Affordable Housing, density, why middle housing is not being built, collaboration of municipalities & developers, circulation & development patterns, distribution of building types, and what can be done to assist.

The Committee and Mr. Little then discussed the various options from the presentation and the difficulties of ADUs and affordable housing in Port St. Lucie.

6. Unfinished Business

6.a Final Draft 2025 Affordable Housing Advisory Committee
(AHAC) Recommendation of Incentives

[2025-967](#)

(Clerk's Note: An exhibit was shown at this time.) Bolivar Gomez, Neighborhood Services, briefly reviewed the incentives with the Committee and stated that it would come back to the Committee in November.

There being no discussion, Mr. Obel moved to approve the incentives. Ms. Adderly-Hawkins seconded the motion, which passed unanimously by voice vote.

7. Public to be Heard

Audrey McKnight, McKnight Development Group, informed that her company focuses on affordable housing and development, and they wanted to see what they could do to help the cause.

Mr. Gomez introduced the newest staff member of Neighborhood Services, Ruth Sics.

8. Adjourn

Mr. Obel moved to adjourn the meeting. Ms. Adderly-Hawkins seconded the motion, which passed unanimously by voice vote.

There being no further business, the meeting was adjourned at 3:03 p.m.

Stephanie Heidt, Chair

Jasmin De Freese, Deputy City Clerk



Agenda Summary

2025-1107

Agenda Date: 11/20/2025

Agenda Item No.: 5.a

Placement: New Business

Action Requested: Motion / Vote

Approval of the Draft AHAC 2025 Incentive Strategies Report

Submitted By: Bolivar Gomez, Housing Programs Manager

Strategic Plan Link: The City's Goal of a high-performing city government organization.

Executive Summary (General Business): Each year, the Affordable Housing Advisory Committee (AHAC) is required to submit an incentive strategies report. The AHAC is specifically directed by the State Housing Initiatives Partnership (SHIP) Statue to consider and evaluate the incentives set out in Florida Statues, Sec. 420.9076 (4) (a) - (k) on a yearly basis. This report includes recommendations by the Committee for at least the eleven distinct areas.

Presentation Information: N/A

Staff Recommendation: Move that the committee recommend approval of the AHAC 2025 Incentive Strategies Report and to recommend submission to the City of Port St. Lucie City Council.

Alternate Recommendations:

1. Move that the committee amend the recommendation and approve the updated version of the AHAC 2025 Incentive Strategies Report and submit to City Council.
2. Move that the committee not approve the AHAC 2025 Incentive Strategies Report and provide staff direction for the fulfillment of the State requirements.

Background: During the August 21, 2025, AHAC meeting, the Draft AHAC Incentive Strategies were discussed with the committee. The committee reached a consensus with the existing strategies that were included in the 2024 AHAC Report. The committee did, however, have minor adjustments to the AHAC Incentives Chart. On October 16th the committee approved of the incentives (with the minor adjustments now addressed) to come back before the committee one final time during the scheduled public hearing on November 20, 2025.

Issues/Analysis: The Draft AHAC 2025 Incentive Strategies Report includes the AHAC Incentive Strategies Chart that was approved on October 16, 2025. Should the committee approve of the report, it will be submitted to the Port St. Lucie City Council for their acceptance, and subsequently transmitted to Florida Housing Coalition (FHC) by the deadline of December 31, 2025.

Financial Information: N/A

Special Consideration: N/A

Location of Project: City of Port St. Lucie, FL

Attachments: Draft AHAC 2025 Incentive Strategies Report

NOTE: All of the listed items in the "Attachment" section above are in the custody of the City Clerk. Any item(s) not provided in packets are available upon request from the City Clerk.

Affordable Housing Advisory Committee (AHAC)

2025

INCENTIVE STRATEGIES REPORT



PORT ST. LUCIE
NEIGHBORHOOD SERVICES

Prepared by:

PORT ST. LUCIE
COMMUNITY PROGRAMS
DIVISION

- 772-344-4084
- www.cityofpsl.com/housing

Port St. Lucie – Affordable Housing Advisory Committee (AHAC) 2025 Incentive Strategies Report

INTRODUCTION & BACKGROUND

As a recipient of State Housing Initiative Partnership funds, the City of Port St. Lucie reconvened an Affordable Housing Advisory Committee (AHAC) on February 20, 2025, as required by the Florida Statutes, Sec. 420.9076. The AHAC members are responsible for reviewing and evaluating local plans, policies, procedures, land development regulations, the Comprehensive Plan, and other aspects of the City of Port St. Lucie's housing activities that impact the production of affordable housing. Further, the AHAC is specifically directed by the SHIP Statute to consider and evaluate the implementation of the incentives set out at Florida Statutes, Sec. 420.9076 (4) (a) - (k) on a yearly basis.

The AHAC is required to submit an incentive strategies report each year. This report includes recommendations by the Committee of these incentives for at least the following eleven distinct areas:

- Incentive: Expedited process of development approvals
- Incentive: Impact fee modifications, waivers, or reimbursement
- Incentive: Flexibility in density
- Incentive: Reservation of infrastructure capacity
- Incentive: Accessory dwelling units
- Incentive: Reduction of parking and setback requirements
- Incentive: Flexible lot considerations
- Incentive: Modification of street requirements
- Incentive: Ongoing regulatory review process
- Incentive: Surplus lands inventory
- Incentive: Transportation hubs and transit-oriented development

COMMITTEE COMPOSITION

All current members were appointed to the Committee in accordance with Section 420.907 of the Florida Statutes which lists the categories from which committee members must be selected. The committee must have at least 8 members with representation from at least 6 of the following categories and an elected official.

- Citizen actively engaged in the residential home building industry in connection with affordable housing.

- Citizen actively engaged in the banking or mortgage banking industry in connection with affordable housing.
- Citizen representative of those areas of labor actively engaged in home building in connection with affordable housing.
- Citizen actively engaged as an advocate for low-income persons in connection with affordable housing.
- Citizen actively engaged as a for-profit provider of affordable housing.
- Citizen actively engaged as a not-for-profit provider of affordable housing.
- Citizen actively engaged as a real estate professional in connection with affordable housing.
- Citizen actively serving on the local planning agency pursuant to Florida Statute 163.3174.
- Citizen residing within the jurisdiction of the local governing body making the appointments.
- Citizen who represents employers within the jurisdiction.
- Citizen who represents essential services personnel, as defined in the local housing assistance plan.

The following are the appointed 2025 AHAC members and their category affiliation:

Name	Category Represented
Anthony Bonna, Sr. City of Port St. Lucie District 3 Councilman	Appointed Elected Official
Dawn Burlace	Category #2: Citizen actively engaged in the banking or mortgage industry in connection with affordable housing.
Samiea Hawkins	Category #4: Citizen actively engaged as an advocate for low-income persons in connection with affordable housing.
Quinesha Adderly-Hawkins	Category #7: Citizen actively engaged as a real estate professional in connection with affordable housing.
Stefan Obel	Category #9: Citizen who resides within the jurisdiction of the local governing body making the appointments.
Stephanie Heidt (Committee Chair)	Category #9: Citizen who resides within the jurisdiction of the local governing body making the appointments.
Cynthia Herrera	Category #10: Citizen who represents the employers within the jurisdiction.

Kylee Fuhr	Category #11: Citizen who represents essential services personnel, as defined in the local housing assistance plan.
Immacula Carpentier	Category #5: Citizen who is actively engaged as a not-for-profit provider of affordable housing.
Sandy Colon	Category #9: Citizen who resides within the jurisdiction of the local governing body making the appointments.

MEETINGS OF THE AHAC

All 2025 meetings of the Committee were public meetings, and all Committee records are public records. The City Clerk's Office was present at all meetings and recorded the minutes. All agendas, back up documentation and minutes are published on the City's online agenda management system and can be accessed at: <https://psl.legistar.com/Calendar.aspx>.

AHAC meetings are also published on the City's online calendar here: <https://www.cityofpsl.com/Events-Meetings-list/Calendar-Month>.

In 2025, the AHAC met on the following days: February 20th, March 20th, May 15th, July 17th, August 21st, October 16th, and November 20th, 2025. In particular, the meetings held on August 21st and October 16th the AHAC discussed the incentive strategies in great detail and provided staff direction. Following this, the final meeting of the AHAC on November 20th was advertised as a public hearing in accordance with 420.9076 (5) to approve the AHAC 2025 Incentive Strategies Report. Another public hearing for public comments on the AHAC 2025 Incentive Strategies Report was also advertised and will be held when the report is presented to City Council on November 24, 2025 for acceptance.

AFFORDABLE HOUSING RECOMMENDATIONS

During the August 21, 2025, AHAC meeting, the Draft AHAC Incentive Strategies were discussed with the committee. The committee affirmed that they were fine with the existing strategies that were included in the 2024 AHAC Report. The committee did, however, have minor adjustments to the AHAC Incentives Chart.

The following are the committee comments/decisions from the August 21st meeting that are shown in bold:

- A. Expedited permitting: The processing of approvals of development orders or permits for affordable housing projects is expedited to a greater degree than other projects. - **Okay as is.**

B. Modification of impact fees: All allowable fee waivers provided for the development or construction of affordable housing. - **Okay as is.**

C. Flexible Densities: The allowance of flexibility in densities for affordable housing. - **Okay as is.**

D. Reservation of infrastructure capacity: The reservation of infrastructure capacity for housing for very-low-income persons, low-income persons, and moderate-income persons. - **Okay as is.**

E. Affordable Accessory Residential Units (or Accessory Dwelling Units "ADUs": Affordable accessory residential units. - **Okay as is.**

F. Reduction of Parking and Setback Requirements: The reduction of parking and setback requirements for affordable housing. - **Take out "continue with 2021 recommendations."**

G. Allowance of Flexible Lot Configurations: The allowance of flexible lot configurations, including zero-lot-line configurations for affordable housing. - **Should state "no recommendations by the Committee" - take out "at this time."**

H. Modification of Street Requirements: The modification of street requirements for affordable housing. - **Should state "no recommendations by the Committee" - take out "at this time."**

I. Local Government/Regulatory Review Process: 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. - **Okay as is.**

J. Printed inventory of locally owned lands: The preparation of a printed inventory of locally owned public lands suitable for affordable housing. - **Okay as is.**

K. Support of Development Near Transportation Hubs: The support of development near transportation hubs and major employment centers and mixed-use developments. - **Okay as is.**

Other Recommendations of the Committee: Workforce Housing Program development and the development of additional Incentives to help vulnerable populations. - **Okay as is.**

Other Recommendations of the Committee: **Add the recommendation of having the City look at other cities to see what developments and processes have worked for them.**

On October 16th the committee approved of the incentives (with the minor adjustments now addressed) to come back before the committee one final time during the scheduled public hearing on November 20, 2025. The AHAC 2025 Incentive Strategies that were approved as part of the AHAC 2025 Incentive Strategies Report by affirmative vote of a majority of the AHAC on 11/20/25 can be seen below:

City of Port St. Lucie AHAC Incentive Review Chart 2025				
Incentive	Definition Pursuant to F.S. 420.9076	Required Incentive to Receive SHIP Funding	Adopted Local Policy - Yes/No	Committee Recommendations
(a) Expedited Permitting	The processing of approvals of development orders or permits for affordable housing projects is expedited to a greater degree than other projects, as provided in s. 163.3177(6)(f)3.	Yes	Yes (1994) - Policy 3.1.10.1	Policy text should be updated per new State Legislation, during upcoming Comprehensive Plan review and analysis.
(b) Modification of Impact Fees	All allowable fee waivers provided for the development or construction of affordable housing.	No	Yes (2009) - Policy 3.1.10.3	The committee continues to support the recommendation from 2018 to use the Affordable Housing SW Annexation Fee/Fund (a voluntary condition in three DRIs) to pay impact fees for approved affordable housing projects. The current Committee also recommends investigating strategies to make this funding more sustainable in the future as the City grows.
(c) Flexible Densities	The allowance of flexibility in densities for affordable housing.	No	No	Committee recommends allowing projects flexible densities as part of a workforce housing program, to incentivize the production of workforce housing units. A program should be developed with the analysis provided by the HNA.
(d) Reservation of Infrastructure Capacity	The reservation of infrastructure capacity for housing for very-low-income persons, low-income persons, and moderate-income persons.	No	No	The committee recommends that this be reviewed in the upcoming Comprehensive Plan analysis and update. If there are areas in the City that can be reserved for the future development of workforce housing units it should be considered.
(e) Affordable Accessory Residential Units (or Accessory Dwelling Units "ADUs")	Affordable accessory residential units.	No	No	The committee recommends allowing ADUs as part of a workforce housing program and affordable housing incentivizing, with rules and regulations to prevent them from changing the character of the neighborhoods and without being a burden on the City's infrastructure development in particular culverts and the water systems. A program could be developed with the analysis provided by the HNA.
(f) Reduction of Parking and Setback Requirements	The reduction of parking and setback requirements for affordable housing.	No	No	The committee recommends City staff should comply with Policy 3.1.10.4 when possible, and establish guidelines to amend the Code to allow for the reduction of parking and setback requirements for affordable housing and in particular as part of a workforce housing program in order to continue to grow the City's economic development initiatives. The language in the policy should be revised and more detail on the implementation of this incentive should be included in the Housing Element during the Comprehensive Plan analysis and update.
(g) Allowance of Flexible Lot Configurations	The allowance of flexible lot configurations, including zero-lot-line configurations for affordable housing.	No	No	No recommendations by the committee.
(h) Modification of Street Requirements	The modification of street requirements for affordable housing.	No	No	No recommendation by the committee.
(i) Local Government/Regulatory Review Process	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.	Yes	Yes (2009 & 2020) - Policy 3.1.10.2	Keep the current strategy of supporting the amendments to Policy 3.1.10.2 that were adopted in 2020. In addition, policies and ordinances that will impact affordable housing are subject to a public hearing process, discussed with staff from the community development departments and presented to the <u>Treasure Coast Builders Association</u> .
(j) Printed inventory of locally owned lands	The preparation of a printed inventory of locally owned public lands suitable for affordable housing.	No	Yes (2009)	The committee recommends that the City continue to allocate as much surplus land as possible to affordable housing projects, support the acquisition of land for such projects, when possible, and allocate funds received from the sale of surplus vacant lots to be used for <u>affordable housing projects</u> .
(k) Support of Development Near Transportation Hubs	The support of development near transportation hubs and major employment centers and mixed-use developments.	No	Yes (2009) - Policy 3.1.10.5	The committee supports this policy to the fullest and states that it is a great benchmarking tool. In addition, the committee suggests having a workshop with St Lucie County AHAC & Transit to further develop this incentive.
Other Recommendation of the committee	Workforce Housing Program development and the development of additional incentives to help vulnerable populations.	No	N/A	The committee supports the HUD Thriving Communities Technical Assistance Plan for the development of a Workforce Housing Program & targeted developer engagement.
Other Recommendation of the committee	Staff should examine other cities to determine what development(s) and processes have worked for their respective municipality.	No	N/A	The committee recommends that staff periodically should examine other cities to determine what development(s) and processes have worked for their respective municipality.

(a) Expedited Permitting

The processing of approvals of development orders or permits for affordable housing projects is expedited to a greater degree than other projects, as provided in s. 163.3177(6)(f)3.

(b) Modification of Impact Fees

All allowable fee waivers provided for the development or construction of affordable housing.

(c) Flexible Densities

The allowance of flexibility in densities for affordable housing.

(d) Reservation of Infrastructure Capacity

The reservation of infrastructure capacity for housing for very-low-income persons, low-income persons, and moderate-income persons.

(e) Affordable Accessory Residential Units (or Accessory Dwelling Units "ADUs")

Affordable accessory residential units.

(f) Reduction of Parking and Setback Requirements

The reduction of parking and setback requirements for affordable housing.

(g) Allowance of Flexible Lot Configurations

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

(h) Modification of Street Requirements

The modification of street requirements for affordable housing.

(i) Local Government/ Regulatory Review Process

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) Printed inventory of locally owned lands

The preparation of a printed inventory of locally owned public lands suitable for affordable housing.

(k) Support of Development Near Transportation Hubs

The support of development near transportation hubs and major employment centers and mixed-use developments.

Other Recommendation of the committee

Workforce Housing Program development and the development of additional incentives to help vulnerable populations.

Other Recommendation of the committee

Staff should examine other cities to determine what development(s) and processes have worked for their respective municipality.

GOVERNING BODY

A second public hearing has been advertised for the upcoming November 24, 2025 regular City Council meeting of the Port St. Lucie City Council. During this time, the City Council serving as the governing body for the City Port St. Lucie will host the public hearing and vote to accept or reject the Affordable Housing Advisory Committee 2025 Incentive Strategies Report. A copy of the ad displaying both Public Hearing dates is attached for reference.



NOTICE OF PUBLIC HEARING
CITY OF PORT ST. LUCIE
AFFORDABLE HOUSING ADVISORY COMMITTEE (AHAC)
2025 Incentive Strategies Report

The City of Port St. Lucie's Affordable Housing Advisory Committee (AHAC) as established by Section 420.9076 (2), F.S. must approve the local affordable housing incentive strategy recommendations at a public hearing by affirmative vote of a majority of the membership of the advisory committee each year. A public hearing will be held at 2:00 pm on November 20, 2025, in City Hall Building A, Room #188, 121 SW Port St. Lucie Boulevard, Port St. Lucie, FL 34984. A second public hearing will be held at a regular City Council meeting for the final AHAC 2025 Incentive Strategies Report on November 24, 2025, at 6:00 pm.

The purpose of these public hearings is to make available the draft report and to solicit public comments. For any additional information on this public hearing please contact Bolivar Gomez at (772) 871-7332 or the Neighborhood Services Department - Community Programs Division at (772) 344-4084. A copy of the AHAC 2025 Incentive Strategies Report will also be available in the City of Port St. Lucie Neighborhood Services Department, located at 121 SW Port St. Lucie Boulevard, Port St. Lucie, FL 34984, between November 13, 2025, through November 24, 2025.

Annually, the advisory committee shall review the established policies and procedures, ordinances, land development regulations, and adopted local government comprehensive plan of the appointing local government and shall recommend specific actions or initiatives to encourage or facilitate affordable housing while protecting the ability of the property to appreciate in value. At a minimum, the advisory committee shall submit an annual report to the local governing body and to the entity providing statewide training and technical assistance for the Affordable Housing Catalyst Program which includes recommendations on the implementation of affordable housing incentives in the following areas:

- a. The processing of approvals of development orders or permits for affordable housing projects is expedited to a greater degree than other projects, as provided in s. 163.3177(6)(f)3.
- b. Allowable fee waivers provided for the development or construction of affordable housing.
- c. The allowance of flexibility in densities for affordable housing.
- d. The reservation of infrastructure capacity for housing for very-low-income persons, low-income persons, and moderate-income persons.
- e. Affordable accessory residential units.
- f. The reduction of parking and setback requirements for affordable housing.
- g. The allowance of flexible 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.

In accordance with Florida Statutes, Sections 166.041 (3)(a) and 286.0105, "Interested parties may appear at the meeting and be heard with respect to the proposed" and no stenographic record by certified court report will be made of the foregoing meeting. Accordingly, any person who may seek to appeal any decision involving the matters noticed herein will be responsible for making a verbatim record of the testimony and evidence at said meeting upon which any appeal is to be heard.

Any special accommodation requests, such as an interpreter, or special seating that may be required by the public should be made to the Port St. Lucie City Clerk's Office before the meeting.