

City of Port St. Lucie

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



Meeting Agenda

Thursday, August 21, 2025

2:00 PM

City Hall, Third Floor, Room 366

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 July 17, 2025 Affordable Housing Advisory Committee (AHAC) Meeting [2025-787](#)
5. **New Business**
 - 5.a 2025 Affordable Housing Advisory Committee (AHAC) Incentive Strategies Discussion [2025-775](#)
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

2025-787

Agenda Date: 8/21/2025

Agenda Item No.: 4.a

Placement: Minutes

Action Requested: Motion / Vote

Approval of Minutes from the July 17, 2025 Affordable Housing Advisory Committee (AHAC) Meeting

Submitted By: Bolivar Gomez, Acting 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 July 17, 2025.

Alternate Recommendations:

1. Move that the committee amend the recommendation and approve the minutes from 7/17/25 with changes.
2. Move that the committee not approve the minutes from 7/17/25 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

Attachments: Minutes from 7/17/25

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 - Draft

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

AHAC

Thursday, July 17, 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 July 17, 2025, at 2:08 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

Dawn Burlace, Chair Pro Tem

Stefan Obel

Samiea Hawkins

Members Not Present:

Quinesha Adderly-Hawkins

Anthony Bonna, Councilman

Cynthia Herrera

Immacula Carpentier, Alternate

Sandra Colon, Alternate

3. Determination of a Quorum

Chair Heidt determined there was a quorum.

4. Approval of Minutes

- 4.a** Approval of Minutes from the May 15, 2025 Affordable
Housing Advisory Committee (AHAC) Meeting

[2025-656](#)

Mr. Obel moved to approve the minutes of the May 15, 2025, AHAC Meeting. Ms. Hawkins seconded the motion, which passed unanimously by voice vote.

- 4.b** Approval of Minutes from the February 20, 2025 Affordable
Housing Advisory Committee (AHAC) Meeting

[2025-673](#)

Chair Heidt indicated the minutes reflected her as the Vice Chair and

requested to amend her title to Chair. Ms. Hawkins moved to approve the amended minutes of the February 20, 2025, AHAC Meeting. Mr. Obel seconded the motion, which passed unanimously by voice vote.

5. New Business

5.a Discussion of the City Council's Strategic Plan Goal 4 -
Housing Initiative

[2025-650](#)

Alessandra (Alex) Tasca, Deputy Director of the Neighborhood Services Department, discussed the City Council's Strategic Plan Goal 4, Housing Initiatives. (Clerk's Note: A PowerPoint presentation was shown at this time.) She spoke about the activities to date and a draft title for the City's Housing Initiative Policy Development.

Mr. Obel questioned whether the City had vacant lots for essential worker housing in their inventory to make a significant impact. Deputy Director Tasca responded and explained there was commercial mixed-use land available in Southern Grove & Walton & One.

The Committee discussed the Cameo Drop-off Site. Chair Pro Tem Burlace suggested the site could be used as an affordable housing site.

Chair Heidt suggested working with religious institutions and discussed Yes In God's Back Yard (YIGBY).

Deputy Director Tasca stated that they would like to make the program as open as possible, accepting any proposals. He noted the need to establish equal opportunity parameters for the grant funds.

Chair Pro Tem Burlace suggested having small homes for essential workers, to which Deputy Director Tasca advised that the City did not wish to be in the business of building or managing housing. She explained the need to identify funding and establish parameters. Deputy Director Tasca stated the City would only like to incentivize and monitor. She explained YIGBY and reviewed various parts of the Essential Attainable Housing Incentivization Program (EAHIP).

Mr. Obel expressed concern about the oversight of employment turnover while participating in affordable housing. He noted the need to develop the framework to qualify for the program.

Deputy City Attorney Russell Ward presented the Committee with the EAHIP Toolbox.

Deputy Director Tasca indicated the City Council was open to anything, except for commercial linkage fees and accessory dwelling units currently.

She discussed various options to bring affordable housing to the City of Port St. Lucie.

6. Unfinished Business

There was nothing scheduled under this portion of the Agenda.

7. Public to be Heard

There was nothing heard under this item.

8. Adjourn

There being no further business, the meeting was adjourned at 3:24 p.m.

Stephanie Heidt, Chair

Attended:

Traci Mehl, Deputy City Clerk

Typed:

Daisy Ruiz, Deputy City Clerk



Agenda Summary

2025-775

Agenda Date: 8/21/2025

Agenda Item No.: 5.a

Placement: New Business

Action Requested: Discussion

2025 Affordable Housing Advisory Committee (AHAC) Incentive Strategies Discussion

Submitted By: Bolivar Gomez, Acting Housing Programs Manager

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

Executive Summary (General Business): Review of the 2024 AHAC Incentive Strategies and discuss potential modification of the existing strategies as well as discuss any new potential incentive strategies to include in the 2025 AHAC Report.

Presentation Information: N/A

Staff Recommendation: Move that the committee discuss the 2024 AHAC Incentives Strategies and provide staff direction on which existing strategies should be modified as well as any new incentive strategies that should be included in the 2025 AHAC Report.

Background: The following is a summary of the existing 2024 AHAC Incentive Strategies:

1. Expedited permitting: The processing of approvals of development orders or permits for affordable housing projects is expedited to a greater degree than other projects.
2. Modification of impact fees: All allowable fee waivers provided for the development or construction of affordable housing.
3. Flexible Densities: The allowance of flexibility in densities for affordable housing.
4. Reservation of infrastructure capacity: The reservation of infrastructure capacity for housing for very-low-income persons, low-income persons, and moderate-income persons.
5. Affordable Accessory Residential Units (or Accessory Dwelling Units "ADUs": Affordable accessory residential units.
6. Reduction of Parking and Setback Requirements: The reduction of parking and setback requirements for affordable housing.
7. Allowance of Flexible Lot Configurations: The allowance of flexible lot configurations, including zero-lot-line configurations for affordable housing.
8. Modification of Street Requirements: The modification of street requirements for affordable housing.
9. 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.
10. Printed inventory of locally owned lands: The preparation of a printed inventory of locally owned

public lands suitable for affordable housing.

11. Support of Development Near Transportation Hubs: The support of development near transportation hubs and major employment centers and mixed-use developments.
12. Other Recommendations of the Committee: Workforce Housing Program development and the development of additional Incentives to help vulnerable populations.

Issues/Analysis: Staff from the Neighborhood Services Department will compile the feedback received during the meeting and bring back a refined incentive strategies chart at the September 18, 2025 Affordable Housing Advisory Committee meeting for consideration.

Financial Information: N/A

Special Consideration: N/A

Location of Project: City of Port St. Lucie

Attachments: 2024 AHAC Incentive Strategies - Approved

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.

The following incentives were reviewed on June 20, 2024, and November 13, 2024.

City of Port St. Lucie AHAC Incentive Review Chart 2024

City of Port St. Lucie AHAC Incentive Review Chart 2024				
Incentive	Definition Pursuant to F.S. 420.9076	Required	Adopted Incentive	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)	MAINTAIN & UPDATE: 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)	MAINTAIN, ANALYZE & UPDATE: 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	ANALYZE & UPDATE: The 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	ANALYZE & UPDATE: 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	ANALYZE & UPDATE: 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	MAINTAIN, ANALYZE & UPDATE: The Committee recommends to continue with 2021 recommendation, which states 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 upcoming 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 REC/UPDATE: Incentive reviewed and not recommended by the Committee at this time.

(h) Modification of Street Requirements	The modification of street requirements for affordable housing.	No	No	NO REC/UPDATE: Incentive reviewed and no recommended by the Committee 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.	Yes	Yes (2009 & 2020)	MAINTAIN & UPDATE: 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 Treasure Coast Builders Association.
(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)	MAINTAIN & UPDATE: 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 affordable housing projects.
(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)	MAINTAIN & UPDATE: 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 Recommendations 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 (see Exhibit D).