



**NOTICE OF REGULAR MEETING
CITY OF TITUSVILLE
AFFORDABLE HOUSING ADVISORY COMMITTEE
AGENDA
MONDAY, AUGUST 10, 2026
HARRY T. MOORE SOCIAL SERVICE CENTER
725 S. DE LEON AVENUE, TITUSVILLE, FL 32780
4:30 P.M.**

The City desires to accommodate persons with disabilities. Accordingly, any physically handicapped person, pursuant to Chapter 286.26 Florida Statutes, should, at least 48 hours prior to the meeting, submit a written request that the physically handicapped person desires to attend the meeting.

NO QUORUM – MEETING CANCELED



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- I. CALL TO ORDER
- II. ROLL CALL
- III. DETERMINATION OF QUORUM
- IV. APPROVAL OF MINUTES
July 27, 2026
- V. OLD BUSINESS
 - 1) **Incentive A:** Expedited Permitting
- VI. NEW BUSINESS
 - 1) **Incentive D:** Reservation of Infrastructure Capacity for Affordable Housing
 - 2) **Incentive E:** Allowance of Affordable Accessory Residential Units in Residential Zoning Districts
 - 3) **Incentive F:** Reduction of Parking and Setback Requirements for Affordable Housing
- VII. PETITIONS AND REQUESTS FROM THE PUBLIC PRESENT (OPEN FORUM)
- VIII. REPORTS
 - A. Chairman update
 - B. Members update
 - C. Staff update
- IX. ADJOURNMENT



**CITY OF TITUSVILLE
AFFORDABLE HOUSING ADVISORY COMMITTEE
MINUTES
MONDAY JULY 27, 2026
4:30 P. M.**

The Affordable Housing Advisory Committee meeting was held at the Harry T. Moore Social Service Center, 725 S. DeLeon Avenue.

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The members present were Chairperson Manning, Vice-Chairperson Watson, Member Gary, Member Mantecon, Member Clark, and Member Eddy Galindo, Principal Planner. City Staff present were Tracy Davis, Neighborhood Services Manager, and Sheila Martin, Neighborhood Services Housing Program Specialist.

XXX

I. Meeting was called to order at 4:33 p.m.

XXX

II. Roll Call

XXX

III. Quorum established by roll call.

XXX

IV. APPROVAL OF MINUTES – JULY 13, 2026

Chairperson Manning stated that the only change needed was on page 2 of the minutes, “Cole” needed to be added after “Vice Mayor” to properly identify the member that made the motion, all the members agreed.

Motion to accept the minutes with the change that “Cole” be added after “Vice Mayor” made by Member Gary; Seconded by Member Clark.

Motion passed by unanimous voice vote of yes.

XXX

V. OLD BUSINESS
NONE

XXX

VI. NEW BUSINESS

1) Incentive A: Expedited Permitting

Tracy Davis stated that incentive A has been implemented and working effectively for the last few years, and that incentive A is a required incentive pursuant to the SHIP rules. Tracy Davis also

stated that the AHAC can make recommendations regarding this incentive if they would like, but overall, the incentive is working.

Member Clark asked if the SHIP definition of affordability is different than the HUD definition, and Tracy Davis stated no, they are the same. The Committee discussed the approval cycle for proposed housing projects. The members also discussed how long it takes an affordable housing project to be completed, from beginning to end.

Member Clark asked what the maximum allowable area median income (AMI) level that developers can use in Titusville to be deemed an affordable housing project, specifically, does Titusville currently allow for developers to use the 120% AMI income level and is that statutory. Tracy Davis stated that historically in Titusville, affordable housing developments have used the 80% AMI income level as the maximum, but that she would research this issue and would provide the Committee with this information at the next AHAC meeting. Member Clark asked how the changes to the CDBG rules regarding building affordable housing effect SHIP. Tracy Davis stated that it will be interesting to see how the changes will affect affordable housing.

Member Gary asked if the City Staff had a dedicated person that reviewed affordable housing projects. Tracy Davis responded that at the very beginning, it is her and Neighborhood Services Director, Terrie Franklin, that initially review projects to assess if they meet the classification for affordable. Member Gary asked what the obstacles that a developer may encounter when trying to build an affordable housing complex are. Tracy Davis responded that it would mainly be the rules and regulations that developers are required to follow. Vice-Chairperson Watson stated that Orlando requires that developers must receive an affordable housing certification and asked if Titusville requires the same. Tracy Davis stated that in Titusville, any proposed projects that come through the Neighborhood Services Department, there is a form that is completed by Terrie Franklin that states the project is classified as affordable housing, and the developer affirms that they will abide by the required rules and regulations of the associated grant program.

Motion to table Incentive A until the next meeting to allow for the Committee to review the maximum allowable AMI income levels for affordable housing made by Member Clark; Seconded by Member Gary.

Motion passed by unanimous voice vote of yes.

2) Incentive B: Modification of Impact Fee Requirements

The Committee discussed that last year's AHAC recommendation for Incentive B included language that the Incentive remain as is "pending the results of the Affordable Housing Study with Inclusionary Zoning and Linkage Fee." Chairperson Manning stated that last year the Committee recommended to Council that the Affordable Housing Study with Inclusionary Zoning and Linkage Fee be conducted in Titusville. Chairperson Manning then stated that Brad Parrish, Community Development Director, had informed her that the grant to fund the study had been denied. Member Galindo informed the Committee that the study is required for any City that is looking to change the linkage fees charged for affordable housing. Member Clark stated that this study would be beneficial if it enabled the lowering of the fees associated with building affordable housing.

Motion to keep the same recommendation as last year, "The AHAC unanimously agrees to accept incentive as is, pending the results of the Affordable Housing Study with Inclusionary Zoning and Linkage Fee," made by Member Clark; Seconded by Vice-Chairperson Watson.

Motion passed by unanimous voice vote of yes.

3) Incentive C: Increase Allowable Density Levels

Chairperson Manning reviewed AHAC's recommendation from last year. Member Galindo stated that there are caps in the consolidated plan regarding maximum density, but he did not recall any policy regarding affordable housing being able to exceed those limits, and zoning districts also have their own density limits, so it would be possible to recommend to City Council that the maximum density is increased for some of the future land use designations, right now in the City, the maximum density is around 15 units per acre for high density residential, and there are other areas like downtown and urban-mixed use that have higher caps; 20 for urban-mixed use, 30 for downtown, and downtown also has a density pool versus it being per acre. The Committee discussed set-back and parking requirements, which are land development regulations and impact density, and developers are not usually able to build to the maximum density because of these types of regulations and adjusting the land development regulations could possibly help developers achieve the current maximum density. The Committee discussed the maximum allowable stories, which are dependent upon the applicable zoning. Member Clark stated that there are some areas that allow for an additional allowable story for affordable housing complexes. Member Clark stated that his recommendation would be to ask for an increase to the maximum density in future land use to allow for higher density for affordable housing projects which would allow for more affordable housing units to be built in a smaller area.

Motion to recommend that there be an increase to the allowable maximum density for future land use designation for affordable housing projects made by Member Clark; Seconded by Member Gary.

Motion passed by unanimous voice vote of yes.

XXX

VII. PETITIONS AND REQUESTS FROM THE PUBLIC PRESENT (OPEN FORUM)

NONE

XXX

VIII. REPORTS

A. Chairman Update

NONE

B. Members Update

Member Gary asked the Committee if anyone knew what the standard rent for a 2-bedroom apartment was, and the Committee discussed how affordable is defined for housing and the area median income, which is the average. Tracy Davis stated that she would bring the income and rent limits chart to the next meeting.

C. Staff Update

Tracy Davis asked the Committee if they still wanted to review the incentives that have been implemented and working effectively; it was the consensus of the Committee that they wanted to review every incentive.

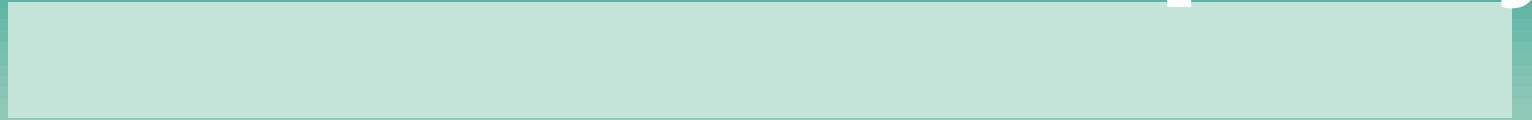
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IX. ADJOURNMENT

With no further business and discussions, the Committee adjourned the meeting at 5:14 p.m.



Incentive D: Reservation of Infrastructure Capacity



Infrastructure Capacity

(d).“The reservation of infrastructure capacity for housing for very-low-income persons, low-income persons, and moderate-income persons.”

- Some parts of Florida may not have enough water, sewer capacity, or transportation concurrency for all potential development
- Without existing infrastructure capacity, developers may not build in certain areas
- **Purpose:** strategize how to pair infrastructure investments with housing development and smart growth
- Majority of AHAC reports have no recommendations on this strategy

Infrastructure to consider

Roadways

Public
transit

Water
supply

Wastewater

Broadband

Stormwater

Flood
protection

Schools

Parks

Hospitals

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Public infrastructure funding

- AHAC could make recommendations on how best to target publicly-funded infrastructure investments
- **Ask:** Where has my City/County invested in roads, water, sewer, stormwater? Have my City/County's investments excluded certain neighborhoods?
- **Idea:** in the decision-making process for infrastructure improvements, have LMI neighborhoods as a priority or consideration

AHAC Ideas: Infrastructure Capacity

REVIEW

RECOMMEND

Assess long-range infrastructure plans (road projects, public transit, stormwater, sewer, etc.)	Require or incentivize developments that utilize publicly-funded infrastructure to contain affordable homes
Study historical infrastructure investment trends	Target infrastructure investments to underserved neighborhoods
Recruit a local Metropolitan Planning Organization to discuss long-range planning	Explore incorporating affordable housing into the infrastructure decision making process
Identify funds that can be devoted to infrastructure for affordable housing	



Incentive E: Accessory Dwelling Units

Accessory Dwelling Units

(e) “Affordable accessory residential units.”

- An ADU is an accessory living unit, with a separate kitchen, bathroom, and sleeping area, on the same lot as a primary home
- Can be attached or detached from primary unit
- Also called granny flats, mother-in-law suites, carriage houses, backyard apartments, etc.
- Zoning is not the only barrier to ADU growth, but can be the first barrier to overcome



Zoning for ADUs

- **Location.** ADUs should be allowed by-right in all single-family districts.
- **Owner-occupancy restrictions.** Allow owners to occupy either the primary unit or ADU, or have no owner-occupancy requirements.
- **Use restrictions.** Allow ADUs to be rented freely on the market.
- **By-right v. conditional use.** Allow ADUs by-right w/predictable standards.
- **Size.** Allow up to 800-1200 sq feet with no minimum size and allow ADUs larger than maximum size for large lots.
- **Minimum lot size.** Reach a solution that allows the most lots to contain a lawful ADU.
- **Setbacks.** Consider zero-lot-line or other configurations that do not burden smaller lots.
- **Parking.** Flexible standards; stay away from “one-spot per ADU rule”
- **Density.** Exempt ADUs from calculating density.

Supporting ADU growth

- In addition to zoning reforms, local government can otherwise facilitate ADU development through:
 - Homeowner education
 - Pre-approved design plans
 - De-minimus impact fees
 - Financing support for affordable rental ADUs
- Collect data on how ADUs are used & where they are permitted
- Bottom-line: Too many restrictions will prevent ADU development altogether

ADU Examples

St. Petersburg

- 2019: Amended ADU regulations to exempt ADUs from density calculations, reduce minimum lot size requirements, and eliminate minimum unit size
- 2022: Amended ADU regulations to expand where ADUs are allowed, clarified unit sizes, increase max ADU size, and lessened parking regs
- Collects real-time data on ADU permitting

Orlando

- Does not require parking for ADUs of a certain size

Sarasota

- Zoning reforms in 2019 in City and County to allow ADUs in most single-family districts

AHAC Ideas: Accessory Dwelling Units

REVIEW

RECOMMEND

Study existing ADU regulations	Adopt or revise an ADU ordinance containing best practices
Recruit a planner to assess how many more lots could contain ADUs if certain regulations were lessened	Explore ADU financing & education program for lower-income homeowners
	Designate a staff person to help homeowners navigate the permitting process



Incentive F: Parking & Setback Requirements

Parking & Setback Requirements

(f) “The reduction of parking and setback requirements for affordable housing.”

- Housing costs can be reduced through a reduction in the required number of parking spaces
- Reducing setback requirements can allow more area of a lot to built on
- Purpose: lower development costs (for parking) and ensure that more buildable land is available for housing development
- A key way to unlock density



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Parking reductions

- More parking means more costs and less land for homes
- AHAC can make recommendations on reducing parking requirements and by allow parking reductions in exchange for affordable units
- Possible recommendation: Lower required parking close to transit stations or major bus lines or where on-street or nearby parking will suffice
- Possible recommendation: Remove minimum parking reductions and decide standards on case-by-case basis, rather than one-size-fits-all solution

Parking reduction examples

Orlando, FL (August 2022)

- Removed certain parking minimums in the Downtown Parking Area of the Central Business District

Boston, MA (January 2021)

- Eliminated parking minimums for affordable housing developments – parking determined on a case-by-case basis based on need

St. Petersburg, FL (2019)

- Reduced parking requirements for affordable multi-family construction and for units within close proximity to high-frequency transit routes

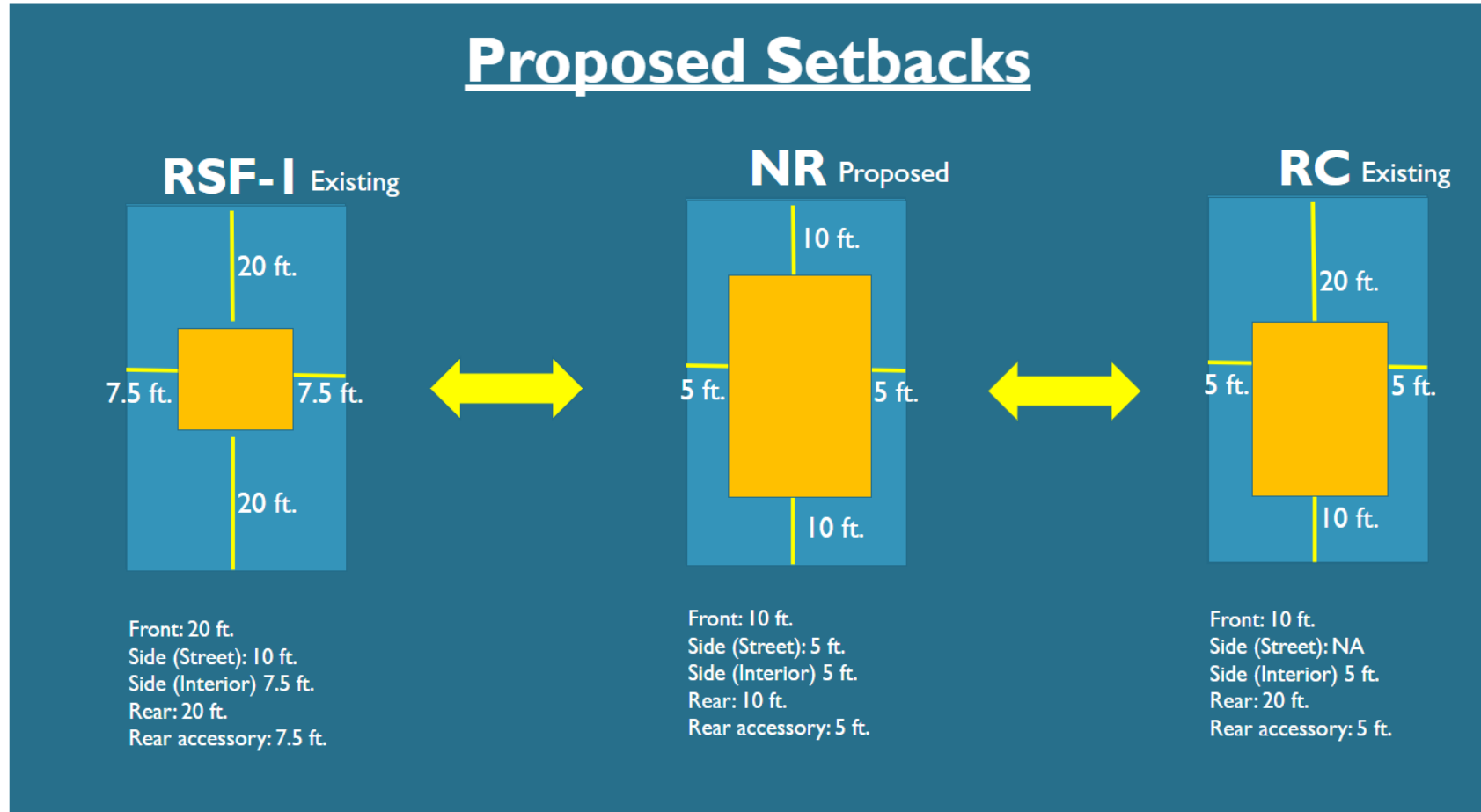
Evanston, IL (2019)

- Removed parking requirements for bonus IZ units

Setback reductions

- Stringent setback requirements prevent missing middle housing types such as duplexes and triplexes, and small unit development generally
- They also may prevent smaller lots from having livable units – pair setback reform with minimum lot size reform
- Like other strategies, setbacks can be reduced by-right or on a case-by-case basis in exchange for affordability
- Possible recommendation: lower setback requirements to encourage zero-lot line development and cluster development
- Possible recommendation: allow certain setback reductions by-right that do not require additional meetings or reviews

Visualizing setback reductions



City of Gainesville “Missing Middle” Zoning Reform.

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Setback reduction examples

Clearwater

- Housing element of Comprehensive Plan – “Allow flexibility with regard to setbacks . . . to accommodate density bonuses associated with affordable housing developments.”



Gainesville (from 2021 AHAC report)

- “the City should also consider allowing reduced setbacks for subdivisions that provide a certain amount of affordable housing . . . without requiring those subdivisions to go through the entire Planned Development process.”

AHAC Ideas: Parking & Setbacks

REVIEW

RECOMMEND

Recruit a planner or engineer to visualize the City or County's parking and setback requirements in various districts	Remove parking minimums for affordable housing developments
Conduct an unused parking space study	Lower setback requirements to facilitate missing middle housing types and small lot development
Utilize development experience on the AHAC to assess the cost of a parking space	Conduct a study on how underused parking can be adapted into housing
Create a map visualizing area dedicated to parking	Offer parking & setback reductions in exchange for affordable units
Recruit planning staff to assess how many more units could be built through various setback reductions	