



**NOTICE OF REGULAR MEETING
CITY OF TITUSVILLE
AFFORDABLE HOUSING ADVISORY COMMITTEE
AGENDA
MONDAY, JUNE 23, 2025
HARRY T. MOORE SOCIAL SERVICE CENTER
4:00 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 to the chairperson that the physically handicapped person desires to attend the meeting.

The following meeting will be held at the Harry T. Moore Social Service Center, 725 S. DeLeon Avenue, Titusville. For public attendance information, please contact the Neighborhood Services Department at 321-567-3783 at least 24 hours in advance.

- I. CALL TO ORDER
- II. ROLL CALL
- III. DETERMINATION OF QUORUM
- IV. NEW BUSINESS
 - A. COMMITTEE ELECTIONS
 - 1) Chairperson
 - 2) Vice-Chairperson
 - 3) Secretary
 - B. STAFF UPDATE ON SHIP INCENTIVE PLAN AND ACTIONS NEEDED
 - C. DETERMINE FUTURE MEETING DATES AND TIMES, AS NEEDED
- V. PETITIONS AND REQUESTS FROM THE PUBLIC PRESENT (OPEN FORUM)
- VI. ADJOURNMENT

THE CITY OF TITUSVILLE

HOUSING INCENTIVE PLAN
2025



City Logo

State Housing Initiative Partnership Program
(S.H.I.P.)

City of Titusville
Affordable Housing Advisory Committee
2025 Housing Incentive Plan Review and Recommendation Report

I. Background Information:

On May 13, 2008, the City of Titusville adopted Ordinance #14-2008 adding article IV to the Code of Ordinances entitled “State Housing Initiative Partnership Program” by adding Sections 10-65 through 10-75; providing for definitions; providing for the creation of the Local Housing Assistance Trust Fund; providing for the intent and establishment of the Local Housing Assistance Program; providing for the creations of the Local Housing Partnership; providing for the administration and implementation of the Local Housing Assistance Program; providing for the creation and duties of an Affordable Housing Advisory Committee; and providing for the adoption of an Affordable Housing Incentive Plan. Additionally, on September 24, 2024, Resolution #17-2024 was adopted appointing members to the Affordable Housing Advisory Committee (AHAC) as follows:

Joe C. Robinson, Elected Official
Kayla Manning
William “Bill” Gary
Member Kodi Coles
City Principal Planner
Jose “Joe” Mantecon
Vacant Seat
Vacant Seat

The purpose of the AHAC is to review the City’s established policies and procedures, ordinances, land development regulations, and the comprehensive plan; to develop a Housing Incentive Plan which would incorporate specific incentives and actions to encourage or facilitate the development of affordable housing while protecting the ability of the property to appreciate in value.

The AHAC must develop local housing incentive strategies to encourage or facilitate affordable housing production, which include at a minimum, assurance that permits for affordable housing projects are expedited to a greater degree than other projects, as provided in s. 163.3177(6)(f)3, and an ongoing process for review of local policies, ordinances, regulations, and plan provisions that increase the cost of housing prior to their adoption; and a schedule for implementing the incentive strategies. Local housing incentive strategies may also include other regulatory reforms, such as those enumerated in s. 420.9076 (listed below), or those recommended by the Committee in its annual evaluation of the implementation of affordable housing incentives and adopted by the local governing body.

- The modification of impact fee requirements, including reduction or waiver of fees and alternative methods of fee payment for affordable housing.
- The allowance of flexibility in densities for affordable housing;
- The reservation of infrastructure capacity for housing for very low-, low-, and moderate-income persons;
- The allowance of affordable accessory residential units in residential zoning districts;
- The reduction of parking and setback requirements for affordable housing;
- The allowance of flexible lot configuration, including zero-lot-line configurations for affordable housing;
- The modification of street requirements for affordable housing;
- The establishment of a process by which the City considers, before adoption, policies, procedures, ordinances, regulations, or plan provisions that increase the cost of housing;
- The preparation of printed inventory of city-owned public lands suitable for affordable housing;
- The support of development near transportation hubs and major employment centers and mixed-use developments.

The AHAC held its first meeting on July 29, 2024, with its final meeting on November 4, 2024.

The AHAC reviewed the City’s previous 2024 Housing Incentive Plan along with the City’s current Code of Ordinances, Land Development Regulations, and Comprehensive Plan to develop the City’s 2025 Housing Incentive Plan in conjunction with the City’s SHIP LHAP for years 2022-2026 and current recommendations regarding the Live Local Act, also known as SB 102. Overall consensus of the AHAC was that the City’s current codes and regulations were overall sufficient, and its previous Plan was working effectively to encourage affordable housing and increase the availability of units. However, it was the opinion of the Committee that, because of the ongoing challenges stemming from the affordable housing crisis, when applicable, existing incentives needed to be expanded upon and researched to thereby address the relevant anticipated needs going forward.

The AHAC reviewed and approved the final draft of the proposed Housing Incentive Plan at its regular meeting on October 21, 2024.

II. Public Hearing

The public hearing was advertised on October 17, 2024, which provided a short and concise summary of the local housing incentives strategies recommendations to be considered by the advisory committee.

The public hearing was held on November 4, 2024.

III. Incentives & Recommendations:

A. Incentive: Expedited Permitting Ongoing Review Process

Review Synopsis:

Staff provided the committee with its past actions. Current adopted City incentive provides for priority status to be given to affordable housing projects. The Committee agreed that City staff is currently working at capacity, whereby reviews are being conducted as quickly and effectively possible.

It was the consensus of the AHAC that City Staff is timely and efficient regarding the review process for affordable housing projects.

Recommendation:

AHAC unanimously agrees that no further action is needed as the incentive is working effectively.

City Council Action: *Approved as written*

B. Incentive: Modification of Impact Fee Requirements including Reduction or Waiver of Fees and Alternative Method of Fee Payment

Review Synopsis:

Staff provided the Committee with its past actions. Due to local restrictions and regulations, no further action could be taken because these fees could not be waived or modified. Notwithstanding, the Committee recommends that research be conducted regarding other municipalities and what, if any, impact fees that they waive, and the processes that they use to do so.

Recommendation:

The AHAC unanimously agrees to accept incentive as is, with the direction that Council direct staff to research the municipalities that are offering waivers for impact fees and the processes that are being used to do so.

City Council Action: *Approved as written*

C. Incentive: Increase Allowable Density Levels

Review Synopsis:

Staff provided the AHAC with a synopsis of the existing residential zoning classifications, regulations, and the previous recommendation. It was the opinion of the Committee that until further clarification is received from the State regarding the Live Local Act and the associated impact on density levels, no changes be made for this incentive

Recommendation:

The AHAC unanimously agrees that the previous incentive is working successfully pending any changes, mandates, or guidance from the state of Florida.

City Council Action: *Approved as written*

D. Incentive: The Reservation of Infrastructure Capacity for Affordable Housing.

Review Synopsis:

Staff provided the Committee a summary of the State requirements that the City must follow regarding maintaining a concurrency system that tracks that capacity of the City's infrastructure facilities and provided the Committee with a summary of prior recommendations, which entailed researching ways to incentivize this issue.

It was the consensus of the Committee that at this time, the recommendation for this incentive should remain the same.

Recommendation:

By unanimous vote, the AHAC recommends that Council continue to direct staff to look into ways to create incentives for this issue.

City Council Acton: *Approved as written*

E. Incentive: The Allowance of Affordable Accessory Residential Units in Residential Zoning Districts.

Review Synopsis:

Staff provided the Committee a brief overview of the City's current ordinances regarding ADUs.

It was the consensus of the AHAC that the incentive is continuing to work effectively, pending any improvements made to the flexibility of zoning requirements for ADUs within the City's ordinances.

Recommendation:

The AHAC unanimously agrees to accept the incentive as is.

City Council Action: *Approved as written*

F. Incentive: Reduction of Parking and Setback Requirements for Affordable Housing

Review Synopsis:

Staff provided an update on the Committee’s prior actions regarding applying incentive to ADUs.

It was the consensus of the Committee that the existing incentive was effective, but it is important for this incentive to apply to all affordable housing projects “city-wide”.

Recommendation:

The AHAC unanimously recommends retaining incentive as is, with the recommendation that Council direct staff to monitor the effectiveness of incentive and apply to all applicable affordable housing projects city-wide.

City Council Actions: *Approved as written*

G. Incentive: Flexible Lot Configurations for Affordable Housing

Review Synopsis:

Staff updated the Committee on its previous recommendation.

It was the consensus of the AHAC that the incentive was implemented and working effectively; therefore, this incentive was considered successful and no further action needed at this time.

Recommendation:

It is the finding of the AHAC that no further action is needed, incentive is working effectively.

City Council Action: *Approved as written*

H. Incentive: Modification of Street Requirements for Affordable Housing.

Review Synopsis:

AHAC discussed its previous recommendation submitted to Council, and current City design standards.

It was the consensus of the AHAC that this incentive is working effectively, however, should still be monitored regularly for any pertinent changes that would require or allow for additional recommendations for the benefit of affordable housing.

Recommendation:

AHAC unanimously recommends retaining incentive as is with the additional direction that staff monitor for any relevant changes needed to further incentivize the construction of affordable housing.

City Council Action: *Approved as written*

I. Incentive: 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.

Review Synopsis:

Staff provided the Committee with its prior actions. It was the consensus of the AHAC that the incentive should remain the same to avoid imposing any further development costs that could potentially be passed on to residents, thereby increasing housing costs. Notwithstanding, the Committee recommends that for any proposed housing ordinances and/or policies, an affordable housing economic impact analysis should be conducted and the collective experience of the AHAC should be utilized to determine whether a proposed action affects the cost of housing.

Recommendation:

AHAC unanimously recommends retaining existing incentive, with the additional recommendation that an affordable housing economic impact be conducted for any proposed housing ordinance or policy.

City Council Action: *Approved as written*

J. Incentive: The preparation of printed inventory of locally owned public lands suitable for affordable housing.

Review Synopsis:

Staff provided the AHAC with the updated printed inventory of City-owned lands, which have been deemed suitable for affordable housing by staff and pursuant to the standards of the Live Local Act. While AHAC found the list to be comprehensive and satisfactory, the AHAC also discussed the potential benefits of growing the inventory list through partnering with Brevard County and the State of Florida regarding the additional publicly owned lands within City limits.

Recommendation:

The AHAC unanimously recommends accepting incentive as is, with the recommendation that Council direct staff to research County and State publicly owned lands within the City.

City Council Action: *Approved as written*

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

Review Synopsis:

Staff provided the committee with the past actions of the AHAC, and the previous recommendations.

It was the consensus of the Committee that incentive has been implemented effectively pursuant to the current needs of the City, and no further action was needed.

Recommendation:

The AHAC unanimously recommends retaining the existing incentive. No further action needed.

City Council Action: *Approved as written*

L. Inclusionary Zoning

Review Synopsis:

Staff provided an update on the Committee's prior year actions, which was for the City to research how and where to implement an Inclusionary Zoning (IZ) Ordinance as a land use planning tool that would require certain market-rate developers to include a percentage of number of affordable units within the market-rate development.

It was the consensus of the Committee that staff continue to research Inclusionary Zoning and also research unit size and set aside requirements, and income guidelines.

Recommendation:

The AHAC unanimously recommends to keep incentive as is with the additional recommendation that the City research additional requirements of inclusionary zoning, specifically unit size and set aside requirements, and income guidelines.

City Council Action: *DENIED*

M. Community Land Trust

Review Synopsis:

Staff provided the Committee with an overview of previous year's recommendation, which was for the City to continue to research and encourage partnerships with qualified CLTs to implement the usage of community land trusts to be offered as an affordable housing option for homeownership.

Recommendation:

The AHAC unanimously agrees to retain the previous year recommendation as is.

City Council Action: *Approved as written*

IV. City Council Consideration:

This report is hereby submitted to City Council for consideration at its special session on December 3, 2024, at 5:30 p.m.

Corresponding Resolution's codifying the adoption of the 2025 Housing Incentive Plan will be brought before City Council at a regular meeting in January 2025.

V. Attachments:

A. Public Hearing Advertisement

B. Surplus Property List- City-owned lots suitable for affordable housing

**CITY OF TITUSVILLE PUBLIC HEARING NOTICE
STATE HOUSING INITIATIVE PARTNERSHIP PROGRAM
2025 HOUSING INCENTIVE PLAN ADOPTION**

Notice is hereby given that the City of Titusville's Affordable Housing Advisory Committee will hold a public hearing on its 2025 SHIP Housing Incentive Plan at 4:30 p.m. on Monday, November 4, 2024, at the Harry T. Moore Social Service Center, 725 S. DeLeon Avenue, Titusville, FL 32780, for the purpose of receiving comments on the Plan prior to its adoption. This Plan identifies incentives and actions to encourage or facilitate the development of affordable housing within the city limits of Titusville.

PROPOSED INCENTIVES ARE:

Expedited Permitting

Incentive- retain existing incentive that provides a priority status to Affordable Housing Projects.

On-Going Review Process

Incentive- retains existing incentive that provides for a member of the local Planning Staff to serve as liaison with the Planning & Zoning Commission. Additionally, recommends a process which requires an affordable housing economic impact analysis to be conducted and utilize the collective experience of the AHAC to determine whether a proposed action affects the cost of housing.

Modification of Impact Fees

Incentive- retains existing incentive with recommendation that staff be given direction to research successful waiver programs, and processes used within, for impact fees that are being utilized by other municipalities.

Parking and Setback Requirements

Incentive- retains existing incentive with recommendation that Staff be directed to monitor the effective utilization of incentive regarding all applicable affordable housing projects.

Modification of Street Requirements for Affordable Housing

Incentive- retains existing incentive with recommendation that direction be given to staff to monitor for pertinent changes needed that would further incentivize affordable housing.

Preparation of Inventory of Locally Owned Public Lands

Incentive- retains existing incentive with the recommendation that staff be directed to research partnering with the County and State regarding the additional publicly owned lands within City limits.

Inclusionary Zoning

Incentive- retains existing incentive and prior year recommendation that staff continue to research the additional requirements of inclusionary zoning, specifically unit size and set aside requirements, and income guidelines.

All citizens are invited and encouraged to attend the public hearing and make oral or written comments on the above incentives. Copies of the proposed Housing Incentive Plan is available for examination at the Neighborhood Services Department located at the Harry T. Moore Social Service Center, 725 S. DeLeon Avenue, Titusville. Persons with disabilities requiring special accommodations to participate in the public hearing should contact the department at 321-567-3997, by 4:00 p.m. October 31, 2024.

FT-4044682

ATTACHMENT B

CITY OF TITUSVILLE
SURPLUS PROPERTIES SUITABLE FOR AFFORDABLE HOUSING

Tax Acct	Location Address or Description	ParcelID	Owner	Land Use Code	Land Use Code Description	Acres	Market Value	Conditions
2104475	3765 MILITIA DR TITUSVILLE FL 32796	21-35-19-56-6-14	TITUSVILLE, CITY OF	8080	MUNICIPALLY OWNED LAND - VACANT	0.16	\$ 19,000.00	
2200467	431 CANAVERAL AVE TITUSVILLE FL 32796	22-35-03-03-22-10	TITUSVILLE, CITY OF	8080	MUNICIPALLY OWNED LAND - VACANT	0.17	\$ 6,180.00	
2200523	504 RODERICK A HARRIS SR AVE TITUSVILLE FL 32796	22-35-03-03-29-2	TITUSVILLE, CITY OF	10	VACANT RESIDENTIAL LAND (SINGLE FAMILY,	0.26	\$ 7,120.00	
2200624	NE OF RODERICK HARRIS AND TROPIC ST	22-35-03-27-B-12	TITUSVILLE, CITY OF	8080	MUNICIPALLY OWNED LAND - VACANT	0.11	\$ 4,250.00	
2200467	431 CANAVERAL AVE TITUSVILLE FL 32796	22-35-03-03-22-10	TITUSVILLE, CITY OF	8080	MUNICIPALLY OWNED LAND - VACANT	0.17	\$ 6,180.00	
2200523	504 RODERICK A HARRIS SR AVE TITUSVILLE FL 32796	22-35-03-03-29-2	TITUSVILLE, CITY OF	10	VACANT RESIDENTIAL LAND (SINGLE FAMILY,	0.26	\$ 7,120.00	
2200624	NE OF RODERICK HARRIS AND TROPIC ST	22-35-03-27-B-12	TITUSVILLE, CITY OF	8080	MUNICIPALLY OWNED LAND - VACANT	0.11	\$ 4,250.00	
2200703	706 RODERICK A HARRIS SR AVE TITUSVILLE FL 32780	22-35-03-50-* -64	TITUSVILLE, CITY OF	8080	MUNICIPALLY OWNED LAND - VACANT	0.34	\$ 13,750.00	
2200711	700 WAGER AVE TITUSVILLE FL 32780	22-35-03-50-* -81	TITUSVILLE, CITY OF	8080	MUNICIPALLY OWNED LAND - VACANT	0.15	\$ 9,290.00	
2200768	910 DUMMITT AVE TITUSVILLE FL 32780	22-35-03-51-* -83	TITUSVILLE, CITY OF	8080	MUNICIPALLY OWNED LAND - VACANT	0.14	\$ 4,000.00	Lot size irregular shaped- restrictive
2200909	701 LUCKY ST TITUSVILLE FL 32780	22-35-03-54-3-15	TITUSVILLE, CITY OF	8080	MUNICIPALLY OWNED LAND - VACANT	0.11	\$ 5,500.00	
2200948	1112 SECOND AVE TITUSVILLE FL 32780	22-35-03-54-7-2	TITUSVILLE, CITY OF	8080	MUNICIPALLY OWNED LAND - VACANT	0.19	\$ 5,500.00	Lot size irregular shaped- restrictive
2200958	2ND AV AT LUCKY ST	22-35-03-54-9-1	TITUSVILLE, CITY OF	8080	MUNICIPALLY OWNED LAND - VACANT	0.11	\$ 5,500.00	
2200973	1125 SECOND AVE TITUSVILLE FL 32780	22-35-03-54-10-8	TITUSVILLE, CITY OF	8080	MUNICIPALLY OWNED LAND - VACANT	0.11	\$ 5,500.00	Lot size irregular shaped-restrictive
2201594	BLANTON ST AT BROWN AVE	22-35-04-02-35-6	TITUSVILLE, CITY OF	8080	MUNICIPALLY OWNED LAND - VACANT	0.45	\$ 16,830.00	