

**Board of County Commissioners
Leon County, Florida
and
City of Tallahassee Commission**

Joint Workshop on Affordable Housing

**Tuesday
February 22, 2022
9:00 a.m.**

City Hall
Commission Chambers, 2nd Floor
300 S. Adams Street Tallahassee, Florida 32301



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Citizens wishing to provide input during the Joint workshop agenda may:

1. Provide comments in person at the workshop; or
2. Provide comments during the meeting via video conference; register before 9 p.m. on February 21st at www.talgov.com/citizeninput.

In order to protect the health and safety of residents and visitors, the City of Tallahassee is allowing public participation for this Workshop using electronic communications technology. Anyone needing assistance with registering to participate virtually should contact the City Treasurer-Clerk's Office during business hours at 850-891-8130.

Those wishing to submit written comments in advance of the workshop may use the online "[Contact All City Commissioners at Once](#)" form, and/or the [email all the County Commissioners](#) form.

The media and the public can access the meeting in real time on [WCOT Channel 13](#), [Talgov.com Homepage](#), [CityofTLH Facebook](#) and [CityofTLH Twitter](#)

Notes for Workshop



Joint Workshop on Affordable Housing February 22, 2022

To: Honorable Chairman and Members of the Board of County Commissioners
Honorable Mayor and Members of the City Commission

From: Vincent S. Long, County Administrator
Reese Goad, City Manager

Title: Joint Workshop on Affordable Housing

Department Review Alan Rosenzweig, Deputy County Administrator
Cynthia Barber, Deputy City Manager
Wanda Hunter, Assistant County Administrator
Ken Morris, Assistant County Administrator
Wayne Tedder, Assistant City Manager
Benjamin Pingree, Director, PLACE

Lead Staff / Project Team: Abena Ojetayo, Director, COT Housing & Community Resilience
Shington Lamy, Director, LC Human Services & Community Partnerships
Barry Wilcox, Director, LC Development Support & Environmental Management
Karen Jumonville, Director, COT Growth Management
Artie White, Director, Tallahassee-Leon County Planning Department
Jean Amison, COT Housing Manager
Matthew Wyman, LC Housing Services Manager

STATEMENT OF ISSUE

This workshop item provides a comprehensive report on Leon County and the City of Tallahassee's collaborative and committed efforts to increase the stock of affordable housing in the community through a variety of policies, programs, services, and initiatives. The item details local housing data including the current residential real estate and construction market and information on the highest affordable housing needs in Tallahassee-Leon County. The item culminates with recommendations that serve to strengthen the County and City's mutual commitment to increase the stock of affordable housing and improve access to quality housing for low-income families in the community.

FISCAL IMPACT

This agenda item has no fiscal impact.

RECOMMENDED ACTIONS

- Option #1: Accept the joint report on affordable housing in Tallahassee-Leon County.
- Option #2: As recommended by the County and City Affordable Housing Advisory Committees, direct County and City staff to partner with the Florida Housing Coalition to draft updated Inclusionary Housing Ordinances for the County and City that are identical and mandatory within the Urban Services Area to be considered by the County Commission and City Commission, respectively.
- Option #3: Direct Planning staff to initiate a Comprehensive Plan amendment concurrent with the development of a uniform and mandatory Inclusionary Housing Ordinances in the County and City.
- Option #4: Direct County and City staff to draft an Interlocal Agreement for the collaboration on the State Housing Initiative Partnership Program within the City limits for consideration by the County Commission and City Commission respectively.
- Option 5: Direct City and County staff to pursue a partnership with Promised Land Community Development Corporation for the development of affordable housing for homeownership.

BACKGROUND

Leon County and the City of Tallahassee regularly collaborate and coordinate on the planning, adoption, and implementation of policies, programs, and services that seek to increase the stock of affordable housing in the community. Additionally, over the past few years, the City Commission and the Board of County Commissioners have held regular meetings as well as separate and joint workshops to strengthen policies, programs, and partnerships to better address the affordable housing needs of Tallahassee-Leon County. On October 27, 2016, the County and City Commissions held a joint workshop and together established the Tallahassee-Leon County Affordable Housing Workgroup (Workgroup) to identify opportunities for greater collaboration and coordination among County and City governments and affordable housing stakeholders. A year later, on October 26, 2017, the County and City Commissions held a second joint workshop to receive the Workgroup's final report. The Report contained 13 recommendations (Attachment #1), most of which have since been implemented or are on-going efforts by the City and County. The recommendations led to new programs and initiatives such as the Community Land Trust, the Housing Leadership Council of Tallahassee-Leon County, and the South City Foundation which operates using the principles of the Purpose-Built Communities Network.

On March 23, 2021, the County Commission held a workshop on affordable housing initiatives in Leon County. Subsequently, on April 13, 2021, the County Commission approved preliminary actions taken at the March 23rd workshop and directed the County Administrator to work with the City Manager to schedule joint workshops on homelessness and affordable housing. The joint workshop on homelessness was scheduled and held on Tuesday, July 13, 2021, with participation from the Big Bend Continuum of Care. The July 13th workshop included an update on the Tallahassee Housing Authority's redevelopment of the Orange Avenue Apartments and a presentation on the local residential real estate and construction market. The County Commission and City Commission both requested that the joint workshop on affordable housing workshop be scheduled subsequent to the completion of the County and City's Affordable Housing Advisory Committees (AHACs) respective annual reports which were to be completed by December 2021. As required by Florida Statutes, the annual reports included recommendations to improve access to housing for low-income citizens. In December 2021, County and City AHACs submitted their annual reports to the County Commission and City Commission respectively. Both annual reports included a recommendation for the adoption of a uniform and mandatory inclusionary housing policy by the County and City to increase the stock of affordable housing. The County Commission and City Commission each directed that the recommendation of the AHAC be included for the joint workshop on affordable housing for consideration.

Upon the County and City Commission's approval of their respective FY 2022 meeting calendars, it was agreed that a joint workshop on affordable housing would be set for Tuesday, February 22, 2022.

The analysis section of this item defines affordable housing, provides local data on the current inventory of affordable housing, and identifies the highest needs for affordable housing in the community. During the July 13, 2021 workshop on homelessness the County and City Commission received an update on the Tallahassee Housing Authority's Orange Avenue Apartment redevelopment project and briefly discussed the local residential real estate and construction market. However, due to time constraints the County and City Commissions requested that the information and presentation on the local residential real estate and construction market be included in the February 22nd workshop. The analysis section of this item will provide an update on the current real estate and construction market conditions along with an assessment of the markets' impact on housing affordability.

Following this review, the next section of the analysis offers an overview of the City and the County's roles in addressing affordable housing and discusses the variety of programs and services implemented exclusively and jointly to preserve and grow affordable housing. Policymaking resources available to the City and County to address affordable housing that have been adopted through the Tallahassee-Leon County Comprehensive Plan, Land Development Code, and inclusionary housing policies are also included in this section.

The analysis section culminates with recommendations that serve to strengthen the County and City's mutual commitment to increase the stock of affordable housing and improve access to quality housing for low-income families in the community. The recommendations include the following:

- As recommended by the County and City Affordable Housing Advisory Committees, direct County and City staff to partner with the Florida Housing Coalition to draft updated Inclusionary Housing Ordinances for the County and City that are identical and mandatory within the Urban Services Area to be considered by the County Commission and City Commission, respectively.
- Direct Planning staff to initiate a Comprehensive Plan amendment concurrent with the development of a uniform and mandatory Inclusionary Housing Ordinances in the County and City.
- Direct County and City staff to draft an Interlocal Agreement for the collaboration on the State Housing Initiative Partnership Program within the City limits for consideration by the County Commission and City Commission respectively.
- Direct City and County staff to pursue a partnership with Promised Land Community Development Corporation for the development of affordable housing for homeownership.

ANALYSIS

The analysis portion of this report is presented in four sections:

- Affordable Housing and Local Data: The first section defines affordable housing, identifies the community's greatest affordable housing needs by evaluating data that shows the number of households that pay more than 30% of their income on housing cost.
- Real Estate & Construction Market Conditions: The next section of the analysis discusses the demand and supply relationship of housing impacted by wages, population growth, costs of construction and explains how a shortage of skilled labor and other resources impact the trend in housing values and rent rates.
- Role of Local Government: The third section includes an overview of the City and the County's policymaking roles in support of the provision of affordable housing and summarizes existing programs that the County and City implement to preserve and grow affordable housing in the community.
- Recommendations for Policy and Programmatic Improvements: The fourth and final portion of the analysis describes policy and programmatic recommendations designed to enhance the County and City's mutual efforts to increase the stock of affordable housing and collectively address the greatest affordable housing needs in the community.

Affordable Housing and Local Data

Affordable housing as defined by the State of Florida and federal governments is housing that costs no more than 30% of a household's income. Section 420.9071, Florida Statutes, defines affordable housing as follows:

"Affordable" means that monthly rents or monthly mortgage payments including taxes and insurance do not exceed 30 percent of that amount which represents the percentage of the median annual gross income for the households as indicated in subsection (20), [with

income at 80% the area’s median income (AMI)], subsection (21), [with income at 120% AMI] or subsection (30) [with income at 50% AMI] ...”

The U.S. Department of Housing and Urban Development’s (HUD) determination of affordability considers rent/mortgage, utilities, homeowner’s association fees, property insurance, renters’ insurance, and other housing costs. Households that expend more than 30% of their total income on housing expenses are cost burdened and therefore occupy housing that is not affordable. Government housing programs are established to ensure access to affordable housing. These programs primarily target low-income households which are defined as households earning 80% or less of the area’s median income (AMI). The AMI is established by HUD for all geographic areas in the U.S. based on household size.

For Leon County (including the City of Tallahassee), the AMI for a household of four is \$76,400. Table #1 provides the income thresholds (income relative to the AMI) and shows the annual and monthly maximum amounts that should be spent on housing expenses to avoid being cost-burdened (spending no more than 30% of income for housing expenses). For example, using the table below, a household of four with an annual income of \$61,050 is earning approximately 80% of the AMI. If that household is spending more than \$18,315/year (\$1,526/month) for housing, utilities, homeowner’s insurance, etc., the household is considered cost burdened.

Table 1: HUD Income Thresholds for a Household of Four (4)

Income Threshold	Household Income Limit for a Family of Four	30% of Annual Income	30% of Monthly Income
120% (AMI)	\$91,560	\$27,468	\$2,289
100% (AMI)	\$76,400	\$22,920	\$1,910
Low-Income (Approx. 80% of AMI)	\$61,050	\$18,315	\$1,526
Very Low-Income (Approx. 50% of AMI)	\$38,150	\$11,445	\$954
Extremely Low-Income (30% - adjusted to poverty guideline)	\$26,500	\$7,950	\$663

Figures based on HUD totals

HUD further defines the degree of cost burden for households as follows:

- **Moderately cost burdened:** Households spending 31%-50% of their total income on housing expenses.
- **Severely cost burdened:** Households spending more than 50% of their total income on housing expenses.

As reflected in Table #2, according to the Shimberg Center for Housing Studies (Shimberg), most households in Leon County (73,907 or 64%) have enough income to meet their housing

needs and are not burdened by housing costs; however, approximately 41,489 households are either moderately or severely cost burdened.

Table 2: Cost Burdened Households in Leon County by Area, 2020

Household Income Category for All Household Sizes	Not Cost Burdened	Moderately Cost Burdened	Severely Cost Burdened
Income Below 50% AMI	3,288	5,746	18,026
50.1-80% of AMI	7,902	8,588	2,414
Income Over 80% AMI	62,717	6,090	625
Total by Cost Burden	73,907	20,424	21,065

Additionally, as shown in Table #3, renter occupied households are nearly three times as likely to be cost burdened than homeowner households in Leon County. The percentage of cost burdened renters in Leon County (55%) is higher than the Florida average of cost burdened renters (52%); while the percentage of cost burdened homeowners in Leon County (20%) is lower than the Florida average of 25%.

Table 3: Comparison of Leon County’s Cost Burdened Population by Housing Type

	Homeowners	Renters
Moderately Burdened	12%	24%
Severely Burdened	8%	31%
Total Cost Burdened	20%	55%
Total Florida Average	25%	52%

It is important to note that the college student population is included in the data sets previously discussed and likely skew the percentage of cost burdened renters when compared to homeowners. College students are predominately renters and represent approximately 20% or 58,000 of Leon County’s total population. Although the data may be skewed by the number of college students occupying rental housing, this fact does not negate the housing needs of students. The housing market data may reflect the characteristics of students and their housing needs rather than nonstudent, permanent residents as noted in a recent study by the Florida Housing Coalition.

In 2020, the Florida Housing Coalition which serves as the technical arm for affordable housing policy for the State of Florida conducted a study for the City of Tallahassee as part of their CDBG Consolidated Plan (Attachment #2). The Florida Housing Coalition study affirmed the following for Tallahassee-Leon County:

- A general lack of smaller (1 to 2 bedroom) affordable units:
- A lack of affordable rental units for extremely low and low-income households (earning 30% to 50% of the AMI); and
- Aging of currently available housing stock.

The Florida Housing Coalition study as well as the Shimberg data, concluded that the greatest affordable housing need in the community is for more rental units for households with income 50% or less of the area median income (AMI). This means that households that earn 50% or below the AMI in Tallahassee-Leon County are more likely to reside in apartments that they cannot afford. There are multiple factors that impact housing affordability which has been exacerbated due to the pandemic and recent trends in the real estate and construction markets as will be discussed in the following section.

Real Estate & Construction Market Conditions

As mentioned earlier, the County and City Commissions held a joint workshop on homelessness and at that time updated the Commissions on the Tallahassee Housing Authority's Orange Avenue Apartment redevelopment project and the local residential real estate and construction market. However, due to time constraints the County and City Commission requested that presentation on Residential Real Estate and Construction Market be included in the February 22nd workshop. As requested by the County and City Commissions, this subsection provides an overview of the Tallahassee-Leon County's residential real estate market and discusses topics of critical concern that impact housing affordability including indirect factors such stagnant wage growth and population growth as well as the current imbalance of demand and supply in the housing market.

Single-Family Residential Supply, Demand and Price Appreciation

The Tallahassee/Leon County real estate market is reflective of the market in many communities across the nation currently experiencing a surge in buyer demand that has outpaced the supply of homes for sale. According to the National Association of Realtors, historically, six months of supply is associated with moderate price appreciation, and a fewer number of months' supply, while seen as a sign of a healthy active market, tends to push prices up more rapidly. The available supply is made up of both existing homes listed for sale and the construction of new homes being added to the market. As of November 2021, the months average inventory supply of single-family homes in the Tallahassee Metropolitan Statistical Area (MSA), which includes Leon, Gadsden, Jefferson, and Wakulla counties, and Leon County was 2.5 and 2.3 respectively. The low supply of single-family housing has been a contributing factor to the increase in home sales and sales price.

The Tallahassee MSA reported 4,656 single-family home sales in 2020 and 5,136 sales in 2021. The market for the past two years lagged behind only 2005 and 2006 in the number of home sales. Local real estate professionals anticipate demand for homes to remain high over the next year as mortgage rates remain relatively low. However, the supply of homes is also expected to remain low due to global supply chain issues for the procurement of lumber, plastics, and other necessary building materials. Other housing supply chain disrupters across the nation include the following: delayed deliveries (due to COVID-19 restrictions), low supply of skilled labor, weather delays and increased ready-mix concrete prices are causing project delays which in turn often increase construction costs, according to Realtor.com. The high demand and low supply naturally impact home sales price and housing affordability. The single-family median purchase price for a home in the Tallahassee MSA rose from \$248,000 in 2020 to \$273,700 in 2021. This represented a 10% increase which is more than triple the 3% average annual rate.

Despite the supply issues, Tallahassee-Leon County, primarily unincorporated Leon County, has seen an increase in the construction of new single-family homes over the past three years. As reflected in Table #4, unincorporated Leon County saw an increase in the number new single-family home permits issued in 2020 and this trend has continued in 2021 signifying a 40% and 36% growth over the previous year respectively. Requests for building permits for new single family (detached) homes within the City of Tallahassee marked a 21% decrease in 2020 from the previous year with a modest increase in 2021 (220 permits). It is important to note that the City, unlike unincorporated Leon County and the surrounding counties, experiences new housing development in various forms (single family detached and attached, townhomes, and condominiums). City land use policies increasingly favor urban infill and higher density development and as such, make it difficult to draw conclusions with regard to trends based on the production of single-family housing alone.

Table 4: Single-Family Building Permits Issued 2017-2021

Building Permits Issued for New Single-Family Homes					
Jurisdiction	2017	2018	2019	2020	2021
Leon-Unincorporated	332	287	319	448	608
% change over previous year	-	-13.55%	11.15%	40.44%	35.71%
Tallahassee	307	254	257	203	220
% change over previous year	-	-17%	1%	-21%	8.37%

Multi-family Development

While single-family home permits have increased significantly in unincorporated Leon County, permitting for the construction of new multi-family (i.e., apartments) housing which primarily occurs within the city limits has remained stagnate or inconsistent as reflected in Table 5. This data includes apartments developed for the college student population.

Table 5: Multi-Family Building Permits Issued by Jurisdiction, 2017-2021

Jurisdiction	2017	2018	2019	2020	2021
Leon – Unincorporated	40	0	120	0	4
Tallahassee	1354	835	133	662	711
% change over previous year	-	-38.33%	-84.07%	397.74%	7.40%

Currently there are 27,340 multifamily apartment units in Leon County with the lowest unit vacancy rate of 7.2% since OEV began collecting data on multi-family unit vacancy. For comparison, the highest vacancy rate over the 15-year period was observed in 2008 at 13.6% (Great Recession) the lowest at 7.0% in 2016. As mentioned earlier 55% of renters in Leon County are cost burdened and as reported by the Florida Housing Coalition there is a lack of affordable rental units for extremely low and low-income households (earning 30% to 50% of the AMI). Therefore, more affordable rental units for households that earn 50% or below the AMI is the highest need in the community. However, other factors beyond the real estate and construction market impacts housing affordability including wages and population growth.

Wages and Population

Prior to the COVID-19 pandemic, “Hardest Hit” workers in industries such as Accommodations and Food Services, Retail, Arts, Entertainment, and Recreation as well as laundry, and personal care services were already among the most housing cost burdened in our community according to the Shimberg. Households that depend on these industries for their income are likely struggling to meet their housing expenses. Economic development that expands existing income opportunities for blue collar and lower wage earners, such as many of those employed at the Amazon distribution center, and employers that compensate at or beyond a living wage may help to alleviate the cost burden among existing Leon County households.

The growth in population anticipated over the next 20 years will require continued economic development, wage growth and an increase in the inventory of affordable housing. Based on the most current population projections from the Bureau of Economic and Business Research (BEBR), the combined population of Tallahassee and Leon County is anticipated to grow from 299,484 to 344,600 by the year 2045 representing a 13% population increase. If the average family size remains 2.33 persons per household, this population increase would represent a demand for an additional 19,363 residential units. To allow for mobility and flexibility, it is common practice to apply a multiplier (typically 1.5) to this number. Using this formula, 29,044 dwelling units are projected to be needed by 2045 beyond the greatest housing need discussed in the previous section of which more than 11,500 units should be affordable to households earning 80% of AMI or less based on this demographic’s current proportion of population (39.9%).

Although many of the conditions within the local real estate market are the result of forces beyond the scope of local governments’ control, the County and City have been deliberate in adopting and implementing policies, programs, and services to address housing affordability as discussed in the following section.

Role of Local Government

This section details the housing programs and services that the County and City have adopted to preserve and increase the stock of affordable housing in the community focusing primarily on low-income households. This section also addresses the major funding sources for the programs and services; the partnerships that are critical to building the inventory of affordable housing; and the County and City Commissions’ respective policies that are key to the long-term development of affordable housing.

Housing Services Programs

The goal of the County and City’s respective Housing Services Programs is to ensure the purchase, livability, affordability, and quality of the homes owned by low-income families in the community. The County and City’s housing divisions have a variety of similarly aligned programs such as down payment assistance, housing rehabilitation, and home replacement that primarily serve households at or below 80% of the area median income. These program support our mutual goal of increasing and preserving the stock of affordable housing and generating wealth through homeownership. On average the County and City invests more than \$2.5 million annually in housing services programs that assist low-income households to have access and

maintain affordable, quality housing. As will be discussed later in the item, the primary source of funding for the County and City's housing programs is the State Housing Initiative Partnership (SHIP). Typically, the County's housing funds have been used to serve the needs of low income households in the unincorporated areas of the County, while the City's funds have assisted households within the City limits. The following provides a description on each program and the services currently provided by the County and City either separately or jointly and details the specific funding sources that support these programs.

Down Payment Assistance

The Down Payment Assistance (DPA) programs support home ownership through awards to assist with down payment and closing costs typically for first time homebuyers of new and existing homes. The County's DPA program assists with down payment and closing costs for first time homebuyers in unincorporated Leon County and awards between \$7,500-\$20,000, depending upon household income (up to 120% of AMI). The City's DPA Program provides down payment and closing cost assistance to help low-income residents within the city limits with household income of up to 80% of AMI. The amount is based on what is needed to close the gap in financing but cannot exceed 20% of the purchase price. Both the County and City DPA programs are administered by Tallahassee Lenders' Consortium, with funding from the SHIP (County) and HOME (City). County and City staff meet with TLC regularly to discuss opportunities for operational and programmatic enhancement each organization's DPA program to improve access to homeownership for moderate to low-income households in Leon County. On average, the DPA Program assists approximately 36 first time homebuyers each year (County 12; City 24).

Emergency Home Repair, Home Rehabilitation and Home Replacement

The Emergency Home Repair, Home Rehabilitation and Home Replacement programs preserve the existing stock of affordable housing of owner-occupied households (second homes and rentals are not eligible for these funds) with income at or below 80% of AMI. The County and City's respective Emergency Home Repair Programs (Repair Program) provide repairs to remediate an immediate need and typically includes roof replacement, septic system replacement, HVAC replacement, electrical repair, plumbing repair, and/or tree removal. The SHIP is the primary source of funding for both the County's and the City's Repair Program. The County's Repair program is also funded by the Housing Finance Authority of Leon County (HFA) funds and focuses primarily on mobile homes throughout Leon County. On average, the County and City Emergency Home Repair programs assists a combined 100 households each year (County 40; City 60).

The respective Home Rehabilitation programs provide funds for comprehensive repairs to improve the health and safety of households, including preparation for future disasters and bringing homes up to safe, habitable standards. The repairs commonly require a combination of structural, electrical, and water/sewer updates to ensure that the home is safe, sanitary and in compliance with local and state building codes. The County and City's respective Home Replacement programs demolish and reconstruct homes of eligible low-income families when it is determined that the cost to rehabilitate the home exceeds 50% of the current value of the

home. The County provides up to \$200,000 while the City provides up to \$175,000 per household. SHIP funds the City and the County's Home Rehabilitation and Home Replacement programs and together assists about 126 households (County 3; City 123) each year. The City also leverages its SHIP funds with federal funds it receives as an entitlement community.

Rental Development

Recognizing that the highest affordable housing need in the community is for rental units for households with income 50% or less of the AMI, the County and City have recently adopted new and enhanced existing programs to increase the availability of affordable rental units. In April 2020, the County established a rental development program with its SHIP funds to provide funding to developers to build and redevelop affordable rental units in Leon County. Developers may receive between \$20,000-\$50,000 per unit depending on the type of development (single-family detached or multifamily) and the target population for the units (i.e., low-income, special needs, exiting homelessness, etc.). The City also established a rental development program with its SHIP funds to incentivize developers to build and redevelop affordable rental units within the City limits providing \$20,000-\$50,000 per unit depending on the target population for the units (i.e., low-income, special needs, exiting homelessness, etc.).

As described later in the item, due to the annual sweep of State Housing Trust Funds by the Florida Legislature, implementing Rental Development programs has been challenging for both the County and the City. For more than a decade the County and City have not received full allocation of SHIP funds and have prioritized funding for homeownership program such as DPA and Home Rehabilitation over other services. However, during the 2021 session, the Florida Legislature took action to end to sweep of the State Housing Trust Fund and establish recurring and consistent funding for the SHIP. This action will now allow the County and City to better support its respective rental development programs.

Additionally, the City uses targeted incentives to assist developers as a primary strategy for producing new units. Current incentives include regulatory flexibility in zoning variances and density bonuses, affordable housing certification and subsidies to leverage private/state funding for large projects, and the water/sewer fee waiver program. These incentives are working. Currently, the City has about 250 certified affordable units in the permitting process and another 1,200 units in the pipeline at various stages of the planning process.

In addition, the City has recently reopened its Rental Rehabilitation Loan Program (RRLP). The goals of the RRLP are to develop partnerships between the private sector and the City to provide safe, decent, and sanitary housing for lower-income tenants, prevent displacement of lower-income tenants to the greatest extent feasible while supporting rental housing rehabilitation and neighborhood revitalization, upgrade and maintain the existing rental housing stock, and provide higher quality affordable housing for lower-income tenants living in smaller rental properties. Forgivable loans of up to \$25,000 per unit (max award of \$100,000) will be offered to owners of rental property who agree to rent to low-income tenants for 15 years (60% AMI or less) and enroll in the Landlord Risk Mitigation Fund. Eligible properties must be located within the city limits and include 1-4-unit buildings.

Homeownership Development

In the past two years, each Commission has adopted programs that address the need to grow the inventory of housing for homeownership that is affordable to low-income residents. The City recently implemented several initiatives to encourage affordable housing development on vacant publically owned parcels, including:

- CRA funded affordable housing infill in Frenchtown and Greater Bond
- Habitat for Humanity City Build homes
- Missing middle housing (neighborhood-scale multifamily units) through the Community Land Trust

The County's Homeownership Development program provides up to \$75,000 to for-profit and not-for-profit organizations such as Big Bend Habitat for Humanity and the Community Land Trust for the construction of a home to reduce the sale price to an income-eligible first-time homebuyer. As mentioned earlier, the expected increase in SHIP funds positions the County to implement this program in the unincorporated areas of the County in 2022.

The City's Construction Loan Program provides private developers an 18 month construction loan to build affordable single-family homes including duplexes, triplexes, and quadraplexes. The City provides up to \$175,000 per project for up to two projects at a time at below prime interest rates.

Community Housing Development Organizations

The City reserves a portion of its federal funding for Community Housing Development Organizations (CHDOs) to acquire, rehabilitate, or build new affordable housing (ownership or rental). A CHDO is a private nonprofit, community-based organization that has staff with the capacity to develop affordable housing for the community it serves. To qualify for designation as a CHDO, the organization must meet certain requirements pertaining to their legal status, organizational structure, capacity and experience. The City also provides technical assistance for non-certified nonprofits to build capacity to become a CHDO.

Community Land Trust

The City and County have diligently worked in partnership to establish a Community Land Trust (CLT). A CLT is used to promote affordable housing. Under the CLT model a nonprofit organization acquires, manages, and retains ownership of the land on which a home is located. The land is preserved under a 99-year ground lease held by the nonprofit CLT. Because the land is leased by the CLT and held separately from the home, the price of the home is limited to the value of the structure which ensures the home remains affordable. The CLT model restricts the future sale price of single-family homes to ensure that they remain affordable regardless of market price increases. Multi-family housing units would be leased at rates that do not exceed 30% of the tenant's household income.

In November 2020, the County donated four parcels (located within City limits) to the CLT for construction of new affordable homes for sale or lease and has reserved additional lots for future donation to the CLT. Under the CLT's development plan, the four parcels include construction of nine new affordable housing units (one single-family detached home and four two-unit duplexes or paired townhomes) the first of which will welcome its owner within a couple months.

Density increases authorized by the City allow for the provision of more units than parcels. Additionally, the City is providing HOME funds for construction and down payment assistance.

Landlord Risk Mitigation Fund

Risk mitigation funds incentivize landlords to provide housing to individuals and families considered high risk due to poor credit history, past evictions, and/or criminal background. This population traditionally experiences a greater challenge to accessing quality affordable housing and also requires a higher level of human services such as mental health and substance abuse treatment, education, childcare assistance, and job training. The Risk Mitigation Fund alleviates the financial risk to the landlord for costs associated with past due rent and property damages.

In October 2020, the Tallahassee-Leon County Commission on the Status of Women and Girls (CSWG) submitted its annual report to the County Commission and City Commission respectively. The CSWG Report included a recommendation to explore the establishment of a landlord risk mitigation fund. During its December 8, 2020 Housing Stability workshop, the City voted to establish a Landlord Risk Mitigation Fund (LRMF) to support local landlords who agree to provide housing for vulnerable populations. Participation in the LRMF represents a partnership between property owners and the City, housing service providers, and tenants. The program offers financial incentives, which include a one-time bonus of \$500 as incentive to lease to an individual or family experiencing homelessness and allows landlords to receive up to \$2,000 for unpaid rent and up to \$1,000 for damages. The City's Housing Trust Fund provided the initial financial support for the LRMF. The application period opened in February 2021.

During its March 23, 2021 workshop on affordable housing initiatives, which was ratified at the April 13, 2021 Board meeting, the County Commission directed staff to bring back an agenda item to consider a partnership with the City on the LRMF. Additionally, the County Commission directed that the \$100,000 set aside for jail diversion programs be used to support the partnership with the City. On July 13, 2021, the County Commissioner approved the Tallahassee-Leon County Landlord Risk Mitigation Fund (LRMF) and authorized the County Administrator to enter into a Memorandum of Understanding with the City to implement the joint LRMF. To date, approximately 19 landlords with approximately 45 units have enrolled into the program.

COVID-19 Housing Stability Response

The County and City have each adopted programs to address the public health and economic crisis caused by the COVID-19 pandemic and its impact on residents ability to remain in their homes. In 2020, the County successfully leveraged \$62.2 million in federal funding to support a broad range of community needs through the Leon CARES plan of which \$11.5 million was used to provide over 4,900 households earning less than 120% of the Area Median Income (AMI) and impacted by COVID-19. Up to \$5,000 in one-time assistance was awarded to these households to pay past-due rent, mortgage, and utility bills. In March 2021, the County also launched the Emergency Rental Assistance (ERA) Program established through the U.S. Treasury. The ERA Program provided Leon County residents whose income is 80% or below the AMI and impacted by COVID-19 up to 12 months of financial assistance for past due rent, utilities and internet service and also gave them up to three months for future rent, utilities, and

internet service. During the six-months of County's ERA operation, approximately 3,150 households were assisted with rent, utilities and internet totaling over \$15 million.

In order to respond to the ongoing needs of the most vulnerable populations during the pandemic, the County requested additional ERA funding from the U.S. Treasury in the amount of \$11 million to provide rental and utility assistance, relocation assistance, and housing stability services to eligible Leon County residents. In January 2022, the County was awarded \$901,835.80 and notified that additional funding may be distributed in response to the County's \$11 million request. Utilizing remaining ERA funding in the amount of \$2.4 million and the additional ERA funding recently awarded, the County will launch a temporary relocation assistance program as approved by the Board on December 14, 2021. The temporary relocation assistance program will launch in March in partnership the Tallahassee Housing Authority, Sheriff's RISE Center and local homeless services providers including the Kearney Center, Big Bend Homeless Coalition, Capital City Youth Services, and Ability 1st. The partners will assist eligible clients with completing the online application and uploading required documents to be awarded with up to three months of rent and move-in costs.

In the fall of 2020, the City was awarded \$839,000 from the State's CARES Coronavirus Relief Funds through the Florida Housing Finance Corporation. These funds were used to provide one-time assistance to households impacted by COVID-19 in the form of rental or utility assistance and emergency repairs. The City assisted over 200 households with unpaid rent or utilities, and provided emergency repairs to 21 low income households. The City has also received allocations from HUD through the Coronavirus Aid, Relief, and Economic Security Act (Public Law 116-136) (CARES Act). HUD provided funding through the Community Development Block Grant (CDBG-CV) in the amount of \$2,579,209, and through the Emergency Solutions Grant (ESG-CV) in the amount of \$2,439,614. As of September 30, 2021, the City had expended 25% of its CDBG-CV allocation, and 70% of its ESG-CV allocation. Activities include homelessness response, public services, public facilities, shelter operations, rapid rehousing, and homeless prevention. All activities are designed to prevent, prepare for and respond to the COVID-19 pandemic. As of the September 30, 2021 reporting period, the City had assisted almost 4,000 persons affected by COVID-19. In addition, the City of Tallahassee was awarded \$46.2 million through the American Rescue Plan (ARP), passed by Congress and signed by President Biden in March 2021, which created the Coronavirus Local Fiscal Recovery Fund (CLFRF). The U.S. Treasury Department distributes this Fund to cities, counties, and other eligible entities to help turn the tide on the pandemic, address its economic fallout, and lay the foundation for a strong and equitable recovery. A portion of these funds were allocated by the City Commission to address affordable housing issues to include expanding existing programs such as down payment assistance, construction loans, and rehabilitation, but to also craft new avenues to advancing affordable housing such as adaptive reuse and conversion of vacant buildings.

Housing Services Funding

The City is recognized by the U.S. Department of Housing and Urban Development as an entitlement community and as a result receives a direct allocation of approximately \$2.9 million of federal funds annually from programs such as the Community Development Block Grant (CDBG) and HOME Investments Partnership Program (HOME) to supplement its allocation of

State Housing Initiatives Partnership (SHIP) funding for its housing programs. However (SHIP) is the primary source of funding for the County and City's housing programs and services as previously described including DPA, Emergency Home Repair, Home Rehabilitation, Home Replacement, Rental Development, and Homeownership Development. SHIP is administered by the Florida Housing Finance Corporation (FHFC). In State Fiscal Year 2022 (SFY 2022), the County received \$673,269 in SHIP funds and the City received \$1,325,748. Funding is based on population size (County – Unincorporated area; City – City limits). FHFC prohibits the use of County funds within the City limits unless there is an interlocal agreement in place between the two jurisdictions. To date, an interlocal agreement has not been necessary because SHIP funds are significantly limited and are successfully exhausted to assist residents throughout the City and the County.

Until 2021, SHIP funds have been limited and inconsistent for more than a decade due to actions taken by the Florida Legislature to reallocate funding from the Sadowski Trust Fund, which is dedicated to affordable housing, to other State programs. However, in Spring 2021, the Florida Legislature passed Senate Bill 2512 (SB 2512) which guarantees the end to sweeps (after July 1, 2021) of the State Housing Trust Fund and establishes that state and local housing trust funds will be recurring revenue. As a result, the Sadowski Housing Coalition, which leads lobbying efforts for affordable housing funding in Florida, estimates based on SB 2512 and the amount of money available in the State Housing Trust Fund, the County and City are projected to receive over \$3 million in SHIP funds (\$2 million – City; \$1.2 million – County) for SFY 2023 (beginning on July 1, 2022) and that Sadowski revenue is expected to increase 14% over the next five years. The size and consistency of SHIP funding will better position the County and City to focus on producing new affordable units through programs that will be discussed later in this section.

Section 420.9076, Florida Statutes requires each jurisdiction that receives SHIP funding to maintain a Local Housing Assistance Plan (LHAP) and appoint an Affordable Housing Advisory Committee (AHAC). The LHAP serves as the policy that governs the provision of SHIP funded affordable housing programs previously described such as DPA, Emergency Home Repair, Home Rehabilitation, Home Replacement, Rental Development, and Homeownership Development. City staff anticipate presenting its new LHAP to the Commission in the coming months while the Board recently approved enhancements to its LHAP (active through 2023) that include elimination of the waitlist for the Home Rehabilitation and Home Replacement programs for which the County is currently accepting applications.

The AHAC must submit a Report of Recommendations to the governing body annually that consider the affordable housing incentives established in Florida Statutes as well as proposed changes to the organization's policies, procedures, regulations, ordinances or plan revisions that encourage or facilitate affordable housing. The AHAC is required to submit its report of recommendations by the end of the calendar year. The County and City AHACs submitted their respective reports of recommendation for 2021 to the County Commission and City Commission in December 2021 (Attachments #3 and #4).

As mentioned previously, since 2018, the County and City AHACs have held a joint meeting once each year as directed by the Board and City Commission; however, in 2021, the joint committees voted to hold quarterly meetings. The joint AHAC held four meetings during 2021

and focused primarily on reviewing the County and City's current inclusionary housing policies. Including a review of local inclusionary housing policies compared to other policies in Florida and across the nation. The recommendations of both AHACs are presented later in the item. In December 2021, County and City AHACs submitted their annual reports to the County Commission and City Commission respectively. Each annual report included a recommendation for the adoption of a uniform and mandatory inclusionary housing policy by the County and City in order to increase the stock of affordable housing. The County Commission and City Commission each directed that the recommendation of the AHAC be included for the joint workshop on affordable housing for consideration which is presented later in the item.

Housing Services Partnerships

Partnerships are critical to the County and City efforts to increase the stock of affordable housing, specifically for low-income residents with households that earn 50% or below the AMI. Key partners include the Housing Leadership Council of Tallahassee-Leon County, the Tallahassee Housing Authority and the Housing Finance Authority of Leon County.

Housing Leadership Council of Tallahassee-Leon County

In 2018, as recommended by the Affordable Housing Workgroup, the Housing Leadership Council of Tallahassee-Leon County (Leadership Council) was established as a public/private partnership that would serve as the entity to foster greater collaboration and coordination among affordable housing stakeholders. The County and City contracts with United Human Services Partnerships (UPHS) to provide administrative support to the Leadership Council in the amount of \$5,000 annually.

The Leadership Council Board of Directors is comprised of a cross section of affordable housing stakeholders representing the public sector, not-for-profit and for-profit sectors. Over the past few years, the Leadership Council focused on engaging private sector participation and investment in affordable housing through social mixers and workshops on subject matters such as permitting and financing. The Leadership Council planned to hold an affordable housing conference targeted to builders, realtors, and other private entities in fall 2020, but it was canceled due to COVID-19. Due to the pandemic, the Leadership Council has experienced significant challenges fundraising and conducting private sector outreach.

The Leadership Council has served as a platform to evaluate proposed affordable housing programs and initiatives. Prior to the establishment of its Land Risk Mitigation Fund, the City gathered input from the Leadership Council on the program criteria and strategies to recruit the participation of landlords. Additionally, the Leadership Council continues to be essential to identifying opportunities to enhance the Community Land Trust through increased private sector participation. There are regular discussions on developing an approach to assist the CLT in securing private financing for single-family and multi-family housing developments as well as engaging private developers to build affordable housing units within the CLT.

Tallahassee Housing Authority

The Tallahassee Housing Authority (THA) is a quasi-governmental agency comprised of seven members appointed by the Mayor. For more than 50 years, the THA has provided affordable housing to low-income residents through public housing developments. THA manages 344

public housing units and about 2,600 Housing Choice/Section 8 Vouchers which pays a portion of housing costs directly to private landlords. THA has over 5,000 income-eligible households on the waitlist for housing vouchers.

Over the past several years, the County and City have worked with the THA on the redevelopment of the Orange Avenue Apartment. The Orange Avenue Apartments are a 29-acre public housing complex comprised of 200 housing units built between 1971 and 1972. In December 2016, Columbia Residential was selected by the THA to assist with developing a Master Plan for the Orange Avenue Corridor and includes the redevelopment of the Orange Avenue Apartments. The Master Plan proposed redeveloping the Orange Avenue Apartments as a mixed-income, multi-family facility with two and three-story structures that includes 390 rental units. The majority of these units will be dedicated to households with incomes not greater than 60% of area median income (AMI), and 32 units will be market rate. The Magnolia Senior phase will build 110-120 housing units on the northeast quadrant of the intersection of Sebring Court and Country Club Drive. All housing units in this phase of the project will be dedicated to households with incomes not greater than 60% of area median income (AMI). When complete, the Orange Avenue Apartments will increase the number of units primarily due to the Magnolia Senior phase, which includes building a single, three floor residential structure with an elevator dedicated to housing elderly tenants.

The County and City Commission have supported and made commitments to the redevelopment of the Orange Avenue Apartments as demonstrated through continued investments reflected in Table 6. Federal tax credits and/or bonds are the primary source of funding for each phase of the redevelopment of the Orange Avenue Apartments. Local contribution or authorization is commonly required to secure such financing.

Table 6. Local Government Financing and Funding Authorization for Orange Ave. Apartments

Phase	City	County*	City & County**
Magnolia Family Phase 1	\$275,000	\$18,000,000	\$1,025,000
Magnolia Family Phase 2	\$500,000	N/A	\$1,500,000

*Bond financing authorization

**CRA funding

Housing Finance Authority of Leon County

The Housing Finance Authority of Leon County (HFA) is a dependent special district comprised of seven members appointed by the County Commission that serve to alleviate the shortage of affordable housing and investment capital. As approved by the County Commission, the HFA manages its own administrative functions and policies including staffing, budget, and procurement activities.

The primary function of the HFA is to issue bonds for affordable housing projects. Florida Statutes as well County Resolution No. 21-24 requires County authorization prior to the issuance of bonds by the HFA. In the last two years, the County Commission has provided final approval for the issuance of bonds for two multifamily housing developments: Magnolia Terrace

Apartments and Phase I of the Orange Avenue Apartments for a total of \$28 million in bond financing.

The HFA is a strategic and financial partner and collaborates with the County's Housing Services Division and Real Estate Division to identify nonprofit and/or for-profit organizations, like Habitat for Humanity that may be interested in developing affordable housing on County-owned parcels that have been escheated to the County. A list of the parcels deemed suitable for affordable housing is presented annually for the County Commission's consideration and approval. If no housing organization is interested in the properties, the parcels are marketed for sale by the Real Estate Division and the HFA shares in the costs of advertising the parcels. Since 2015, the sale of affordable housing parcels has yielded \$400,000 for the HFA. All revenue received by the HFA is reinvested to support the County's affordable housing efforts. For example, the HFA supports several County programs and events including the Emergency Housing Repair Program, the Annual Home Expo and the County's 9/11 Day of Service and Remembrance events.

On May 11, 2021, the County Commission approved a new Interlocal Agreement with the HFA which included the establishment of an application process for considering requests from developers seeking local support and financial contribution for FHFC programs such as 9% tax credits. Developers that wish to request County support and/or funding must apply and submit their proposal to the HFA for evaluation and any recommendation to the County Commission. This ensures that proposed developments to build affordable housing rental units are vetted for construction and financial feasibility prior to consideration by the County. However, it is important to note that as directed by the County Commission, the application process will not be implemented until every phase of the THA's Orange Avenue Apartment redevelopment project is funded.

Policies

The County and City Commission have independently and collectively adopted policies to impact the long-term development of affordable housing through the community. The actions taken have been reflected in the Tallahassee-Leon County Comprehensive Plan, County and City respective land development codes, and through each jurisdiction's inclusionary housing policy.

Tallahassee-Leon County Comprehensive Plan

The ability to plan for and provide housing to meet long term needs is shaped by the Tallahassee-Leon County Comprehensive Plan (Comp Plan) which is a translation of community values and aspirations into public policy. The Comp Plan includes goals, objectives, and policies intended to guide economic, social, physical, environmental, and fiscal development of the community over the next 20-30 years. The Comp Plan addresses housing and the affordability of housing primarily in the Land Use Element and the Housing Element (Attachment #5). The Housing Element of the Comp Plan, which consists of three sections (Joint, City, and County), includes the long-term goals for affordable housing, objectives to achieve the goals, and policies used to implement the goals. Programs and initiatives such as the Community Land Trust and inclusionary housing were initially identified in the Housing Element of the Comp Plan prior to

the adoption by the County and/or City Commissions. Therefore, recent actions taken by the County and City on such policies are consistent with the Comp Plan.

The Housing Element has not been updated since 2010. As part of its 2021 report, the County AHAC recommended that the Housing Element be updated in conjunction with the Land Use and Mobility Element of the Comp Plan. In April 2021, the County and City Commission directed staff to develop and release an RFP to hire a consultant to update the Land Use and Mobility Element of the Comp Plan. The RFP was released on July 27, 2021, with responses due September 14, 2021. The selection committee, which consists of staff from Planning, Development Support and Environmental Management, City Growth Management, and citizens met in November to rank the proposals and requested presentations from consultant teams as part of the evaluation process. The approval of the selection committee ranking by the Board and City Commission is anticipated to be requested in March 2022. The addition of the Housing Element of the Comp Plan would require an expansion of the scope of the RFP and is not recommended at this time. Following the completion of the updates to the Land Use and Mobility Elements, staff will bring back for consideration by the County and City Commission proposals to update the Housing Element as recommended by the County AHAC.

Land Development Codes

In accordance with the goals, objectives and policies established in the Comp Plan, the purpose of each government's Land Development Code (LDC) is to establish consistent standards and procedures for the review and approval of all proposed development of land within each jurisdiction. Through each respective LDC, both the Leon County Development Services and Environmental Management and the Tallahassee Growth Management departments provide current planning services, including LDC interpretation and implementation (land use, zoning, site plan and subdivision review and approval, sign code and temporary permit implementation) and concurrency management.

LDC regulations can incentivize the development of affordable housing. For example, Leon County and the City of Tallahassee employ strategies to incentivize the development of affordable housing, such as expedited site plan review and permitting, construction fee waivers, providing density bonuses and zoning flexibility, allowing for the construction of accessory dwelling units at existing home sites, and making publicly-owned properties available for affordable housing development. On April 21, 2021, as part of a broader affordable housing agenda item, the City Commission directed City staff to draft an ordinance that provides a framework for review and approval of development regulation incentives and exemptions for certified affordable housing projects. The new ordinance will define 'affordable' for use in the City's Affordable Housing Certification process, provide the requirements for projects to be considered eligible for incentives, and create a process for staff to review and approve requests for incentives within certain parameters. The draft ordinance is available for review and comment.

In addition to these incentives, both the County and City have inclusionary housing policies in place that are consistent with the Comp Plan; however, the County's policy is voluntary while the City's policy is mandatory for developments of certain sizes.

Inclusionary Housing Policy

As established in sections 125.01055 and 166.04151, Florida Statutes, the County and City may adopt mandatory inclusionary housing policies to require developers to provide a number or percentage of affordable housing units within a development or allow a developer to contribute to a housing fund or other alternatives, in lieu of building affordable housing units. However, local governments with a mandatory policy are required to “fully offset” costs to a developer through incentives, such as density bonuses and fee waivers.

In 2005, the City adopted a mandatory inclusionary housing ordinance (Attachment #6) as required by the Tallahassee-Leon County Comprehensive Plan. The Ordinance applies to developments in those portions of the City where income levels are above the area median income. Within those areas, all new developments with 50 or more units are required to set aside no less than 10% of the units for households earning 100% or below the area median income. The City prohibits payment in lieu of building affordable housing units. The City provides a variety of incentives to fully offset all costs to the developer as required by State law including, but not limited to, density bonuses, design flexibility for types of housing (single-family, duplex, townhouse, etc.), expedited permitting, and water/sewer tap fee waivers. The City’s inclusionary housing requirement currently does not apply to multifamily housing developments (i.e. apartments). Since the City’s establishment of the Ordinance, there are two developments that have participated in the program: Brush Hill Townhomes at Evening Rose, and the Canopy Planned Unit Development.

As previously mentioned, the County does not have a mandatory inclusionary housing policy. Instead, the Housing Element of the Comp Plan require the establishment of a voluntary program by which the provision of affordable units is incentivized. The voluntary incentive program found in the County’s Housing Element is implemented through Section 10-7.402 of the Leon County LDC, which allow for reduced thresholds for site plan review and permit cost savings if 50% of the residential units within a proposed development meet the criteria for affordable housing (Attachment #7). The intent of the incentive is to save the developer time and money through a more streamlined review process. There are similar incentives for development within the Southern Strategy Area and Gum Road Target Area. The County currently does not provide other common voluntary inclusionary housing incentives, such as density bonuses and fee waivers.

To date, the current County voluntary incentive has not been utilized by developers. The lack of interest in the current incentives is likely attributable to the relatively high ratio (50%) of affordable to market rate units needed to trigger the incentives. In addition, the current incentives may not be sufficient to encourage the construction of affordable units; moreover, the County does not impose impact fees or water/sewer connection charges, so a waiver or reduction of such fees is not an available option.

As previously mentioned, the County and City AHACs met jointly four times in 2021 to discuss and make recommendations for opportunities for greater collaboration and coordination in the area of affordable housing with a specific focus on the County and City’s current inclusionary housing policies. As reflected in their respective reports, each AHAC made the following recommendations that were submitted for consideration in December 2021:

County AHAC: The Board adopt a mandatory inclusionary housing ordinance, uniform with the City of Tallahassee, applicable within the urban services area (unincorporated and City), that require residential developments (single and multifamily) that exceed 20 units to set aside at least 10% of units for households earning no more than the area median income no matter the average income level of the area where the development is constructed. To offset the costs of the mandatory inclusionary housing policy as required by Florida Statutes, the AHAC recommends that staff evaluate incentives including, but not limited to, increased density bonuses to offset the costs to developers.

City AHAC: Amend the Inclusionary Housing Ordinance to apply to rental developments as well as homeownership developments, lower the threshold number of units to 20, and expand applicability to citywide.

The County and City Commissions respectively directed that the recommendation on inclusionary housing be included for consideration as part of this joint workshop.

Several local governments in Florida have implemented mandatory or voluntary inclusionary housing policies. In 2021, County staff worked with Florida Housing Coalition (FHC) to conduct a survey of Florida local governments inclusionary housing policies. The results of the survey are highlighted in the Inclusionary Housing Policy Comparison (Attachment #8) and were provided to the City and County's Affordable Housing Committees which will be discussed in the next section. Overall, each policy evaluated differ in age, effectiveness and complexity; however, the following provides an overview of the information collected:

- Established in 2006, Palm Beach County has been most successful with its policy, producing over 2,500 units (built, permitted or in progress) of which 61% are rental units
- Palm Beach and Jupiter Counties both require 10+ unit developments across the entire jurisdiction to produce affordable units
- Density Bonuses are the most popular and productive incentive creating over 100 units in Lee and Nassau Counties as well as in the City of St. Petersburg respectively.

Since 2015, a total of 76 residential developments with more than 20 units have been or are expected to be constructed inside the Urban Services Area (USA) (66 inside City limits and 10 in unincorporated Leon County). Over 10,315 units (City 2,674 single family units, 6,379 multi-family units; unincorporated Leon County 776 single family units, 486 multi-family units) have been or are expected to be constructed in these developments (Attachment #9). The developments located in the unincorporated areas of the County are not required to construct affordable units since the County does not have a mandatory inclusionary housing policy. Alternatively, other than the Canopy Planned Unit Development, the developments inside the City limits are not required to include affordable units pursuant to the City's Inclusionary Housing Ordinance because they had less than 50 units or were not in areas of the City where the average income exceeded the AMI.

As previously mentioned, the AHACs are recommending that the County and City adopt a mandatory inclusionary housing policy applicable within the urban services area. The (USA) is a concurrency (adequate public facilities to support new development) planning strategy adopted in the Comp Plan by the Board and City Commission and intended to ensure that adequate infrastructure is planned and provided in coordination with land use and land development. The size of the USA is related to the projected fiscal capacity of the local government to provide urban infrastructure. This approach to planning results in the phasing of infrastructure that supports urban housing densities while also preventing urban sprawl and preserving the rural character of Leon County outside of the USA. Policies in the Land Use Element of the Comp Plan specifically prevent Rural and Urban Fringe lands outside of the USA from being converted to a more intense land use category unless the subject site adjoins the USA or a designated Rural Community.

The recommendations made by the County and City AHACs on inclusionary housing provides an option to enhance the County and City's regulatory policies to increase the stock of affordable housing in the community. This recommendation along with others that will better align our policies and strengthen our partnership is presented in the following section.

Recommendations for Policy and Programmatic Improvements

The County and City's continued long-term planning and policymaking partnership and cooperation are critical to addressing the greatest affordable housing needs in the community and have been the foundation for the coordination and collaboration of resources among stakeholders. The following recommendations on aligning County and City inclusionary housing policies as proposed by the AHACs, establishing an interlocal agreement to maximize the use of SHIP funds to address the highest affordable housing needs, and expanding collaboration on infill redevelopment will better position the Tallahassee-Leon County community in addressing our continued affordable housing needs as well as improve neighborhoods that historically experienced poverty and inequities.

Inclusionary Housing Policy Within the Urban Services Area

Consistent with the recommendations of the County and City AHACs, it is recommended that County and City staff work jointly and in partnership with the Florida Housing Coalition to update the current Inclusionary Housing Ordinances of the County and City to develop ordinances that are identical and mandatory within the Urban Services Area (USA). Currently, both jurisdictions have inclusionary housing policies in place. The City's policy has been in place since 2005 and requires developments constructing greater than 50 units for homeownership in more affluent parts of the City to produce at least 10% of units as affordable to households earning less than area median income. The City's inclusionary housing requirement currently does not apply to rental developments. To date, the current County voluntary incentive has not been utilized by developers who have shown a lack of interest in the current incentives. The City's mandatory inclusionary housing ordinance currently does not apply to multifamily housing developments and has produced approximately 70 single family units in the Canopy development since establishment in 2005. However, other Florida local governments, particularly Palm Beach County (over 2,500 units), have been successful in the production of affordable units. Some of

the success of these programs can be attributed to a lower unit threshold (10), inclusion of multifamily development and maximizing the area covered by the ordinance.

As reflected in their respective reports, both AHACs recommended changes to the City and the County's current policy on inclusionary housing. The City AHAC recommended an amendment to the existing policy that would expand its application throughout the City, reduce the threshold number of units to 20 and require multifamily developments to produce affordable units. The County AHAC recommended that the Board adopt a mandatory, inclusionary housing policy, uniform with the City's policy and applicable within the urban services area (unincorporated and City), to require residential developments (single and multifamily) that exceed 20 units to set aside at least 10% of units for households earning no more than the area median income no matter the average income level of the area where the development is constructed.

To better effectuate the proposals of the City and County AHAC it is recommended that County and City staff work jointly and in partnership with the Florida Housing Coalition to draft an Inclusionary Housing Ordinance(s) applicable within the (USA). City and County staff would also analyze whether separate but corresponding City and County Inclusionary Housing Ordinances are legally required or advisable. As the technical assistance provider of the SHIP program, the Florida Housing Coalition annually sets aside resources including staff hours, to assist SHIP participating local governments with policy formulation, program evaluation and other activities that further affordable housing efforts. Therefore, staff does not anticipate a cost associated with technical assistance from the Florida Housing Coalition on the development of a uniform and mandatory Inclusionary Housing Ordinances. Staff would engage the Florida Housing Coalition and offer robust engagement with citizens, realtors, developers, homebuilders and other stakeholders in the development of an ordinance or ordinances.

In order to adopt the above recommended ordinance (s), an amendment the Comp Plan should be considered concurrently with the development of the inclusionary housing ordinance(s). Currently, the Comp Plan addresses mandatory inclusionary housing within the City limits and only voluntary inclusionary housing in unincorporated Leon County. An amendment to the Comp Plan would reflect the County and City's commitment to a establish uniform and mandatory inclusionary housing policy within the USA. This would ensure that any inclusionary housing ordinance(s) considered by the County and City are consistent with the Comp Plan. It is anticipated that any proposed ordinance(s) and comp plan amendment would be provided for final consideration to the County and City Commissions in Spring 2023.

Recommendation: *As recommended by the County and City Affordable Housing Advisory Committees, direct County and City staff to partner with the Florida Housing Coalition to draft updated Inclusionary Housing Ordinances for the County and City that are identical and mandatory within the Urban Services Area to be considered by the County Commission and City Commission, respectively.*

Recommendation: *Direct Planning staff to initiate a Comprehensive Plan amendment concurrent with the development of a uniform and mandatory Inclusionary Housing Ordinance(s) in the County and City.*

State Housing Initiative Partnership Interlocal Agreement

It is also recommended that the County and City enter into an interlocal agreement to allow utilization of the County's SHIP funds inside the City limits to increase the development of affordable rental units and homeownership in the community. As previously presented, the primary source of funding for the County and City's Housing Program is SHIP which is administered by FHFC. SHIP funds the County and City's respective DPA, Emergency Home Repair, Home Rehabilitation, Home Replacement, Rental Development, and Homeownership Development programs. FHFC prohibits the use of County funds within the City limits unless there is an interlocal agreement in place between the two jurisdictions. It is important to note that FHFC prohibits City SHIP funds to be utilized outside the City limits even if there was an interlocal agreement in place. To date, an interlocal agreement has not been necessary because SHIP funds are significantly limited and are successfully exhausted to assist residents throughout the City and the County, with the County annually expending all its funds. However, recent actions taken by the Florida Legislature is anticipated to increase SHIP funds that the County and City receive over the next several years.

Based on the data and study presented in this item, the highest housing need in the community is affordable rental units for households with income that is 50% of AMI or less. As reflected earlier, most multifamily housing development occur within the City limits and highly encouraged in order to access urban services such as public transit and employment centers. Without an interlocal agreement County SHIP funds can not be utilized to develop rental units in within the City limits. Additionally, SHIP limits the amount of each annual allocation that can be used for rental activities to less than 35%. This limits the amount of SHIP funds that the County and City can utilize for multifamily developments. With an interlocal agreement in place the County and City could collectively utilize SHIP funds to construct more rental units for households that earn 50% or less of AMI.

Additionally, an interlocal agreement would allow the County and City to maximize SHIP funds for the development of homes and homeownership in neighborhoods that have historically experienced poverty and inequities. The City's Neighborhood First Program works with residents and community stakeholders in targeted neighborhoods to develop plans to improve the social and economic outlook of the neighborhoods. The neighborhoods are identified by the City's Public Safety Collective (PSC), which is comprised of the Tallahassee Police Department, Leon County Sheriff, U.S. Attorney, State Attorney, City's Neighborhood Affairs, Big Bend Crime Stoppers, and other community stakeholders. The PSC selects neighborhoods for the Neighborhood First Program through the City's Neighborhood Public Safety Initiative (NPSI) with an emphasis on public safety and developing safer neighborhoods in areas that have experienced high crime and high poverty. Plans have been developed and adopted for Greater Bond, Frenchtown, and Griffin Heights. The City is currently engaging the Providence neighborhood to establish a Neighborhood First Plan.

On November 9, 2021, in order to address poverty and inequities in the neighborhoods that have historically experienced disinvestment and disenfranchisement, the County Commission directed County staff to work with the City on the development and implementation of the Neighborhood First Program. Additionally, during its January 24, 2022 Board Retreat, the County

Commission adopted as a strategic initiative to: *“Work with the City of Tallahassee on the development and implementation of the Neighborhood First Program to engage residents and develop plans to address poverty and inequity in targeted neighborhoods including 32304”.*

Since the Board action taken in November 2021 and January 2022, County staff has participated in all neighborhood meetings hosted by the City and the residents to implement the neighborhood first plans. Each plan is unique to each neighborhood; however, all express the need for more homeownership development to address poverty and improve economic security for residents. With an interlocal agreement in place the County and City could work with the residents as well as affordable housing stakeholders such as Habitat for Humanity and the CLT to invest collective SHIP funds in building homeownership in the neighborhoods.

As mentioned earlier, due to actions taken by the Florida Legislature in 2021, the sweep of State Housing Trust Fund has been limited and the County and City are projected to receive over \$3 million in SHIP funds for SFY 2023 (beginning on July 1, 2022). Additionally, according to the State revenue of the State Housing Trust Fund is expected to increase 14% over the next five years. The anticipated and gradual increase in SHIP funding presents an opportunity to maximize County and City resources to increase the stock of affordable housing and build homes in neighborhoods that have historically experienced poverty and inequities. The County will be able to meet the needs of the unincorporated areas of the community while investing in the development of affordable housing units within the City limits. By Florida law at least 65% of annual SHIP funding must be utilized to support homeownership programs such as DPA and Home Rehabilitation. Funding for such programs with County SHIP funds would continue to be exclusive to eligible residents in the unincorporated areas. County SHIP funds in the City limits would be limited to the Rental Development and Homeownership Development programs.

Should the County and City Commission approve this recommendation, staff would work jointly to develop an interlocal agreement that would be presented to the respective governing bodies for approval. The interlocal agreement would outline specific County SHIP programs such as rental development and homeownership development that could be administered and implemented within the City limits as well as a general maximum level of funding within the City limits in order to ensure the County’s SHIP funds continue to meet the needs of the unincorporated areas of Leon County.

Recommendation: Direct County and City staff to draft an Interlocal Agreement for the collaboration on the State Housing Initiative Partnership Program within the City limits for consideration by the County Commission and City Commission respectively.

Infill Redevelopment Partnership

As previously described, part of the City and County’s strategy to address affordable housing development is to collaborate with community partners for infill redevelopment. Per Sections 125.379 and 166.0451, Florida Statutes, every three years each municipality and county in Florida must prepare an inventory of municipally owned real property that is appropriate for use as affordable housing. Sections 125.379 and 166.0451 further state, respectively, that properties identified as appropriate for use as affordable housing on the inventory list adopted

by the municipality or county may be offered for sale and the proceeds may be used to purchase land for the development of affordable housing or to increase the local government fund earmarked for affordable housing, or may be sold with a restriction that requires the development of the property as permanent affordable housing, or may be donated to a nonprofit housing organization for the construction of permanent affordable housing. Alternatively, the municipality or county may otherwise make the property available for use for the production and preservation of permanent affordable housing. In accordance with City Commission Policy #136 – Real Estate Policy, the City Commission can approve the sale of the property without a bid if the Commission determines that the sale is in the best interest of the City.

Similarly, County Policy No. 16-5 “Real Estate Policy” authorizes the County Administrator to dispose of such parcels, including those pending Board review to advance affordable housing without further Board action. A published notice calling for bid is required only if the parcel has not yet been deemed suitable for affordable housing by the County Commission. As mentioned earlier, the County partners with the HFA to identify nonprofit and/or for-profit organizations, like Habitat for Humanity that may be interested in developing affordable on County-owned parcels that have been escheated to the County once deemed suitable for affordable housing. In coordination with the HFA, the County would work in partnership with the Promised Land CDC similarly and consistent with its relationship to other local partners to expand homeownership development in the community.

Bethel Missionary Baptist Church recently formed the Promised Land Community Development Corporation(CDC) to increase affordable homeownership in the community and has reached out to City and County staff for collaboration on identifying City and County properties to build single-family homes. A formal request was submitted to the City Manager by Promised Land CDC. This new collaborative partnership is committed to bridging the wealth gap in minority communities, through financial capability, and sustainable homeownership. Promised Land CDC has been ramping up partnerships with other community organizations and businesses such as Capital City Bank, Capital City Home Loans, Federal Home Loan Bank Atlanta, and the Sabal Palm Community Partnership School. The partnership has recently implemented an 8-week First Time Homebuyer Certification series. Recent discussions with City and County staff on partnership opportunities included technical guidance on becoming a certified developer, information on available financing and incentives for developing affordable housing, and review of the inventory of vacant parcels reserved for affordable housing construction. Partnering with organizations such as Promised Land CDC would promote comprehensive plan priorities such as infill development and redevelopment. Allowing the sale of developable parcels facilitates infill redevelopment generates revenue for affordable housing activities, and returns vacant property to the tax rolls while revitalizing the community and surrounding neighborhoods.

Recommendation: Direct City and County staff to pursue partnership with Promised Land CDC for the development of affordable housing for homeownership.

Conclusion

As detailed throughout the item, Leon County and the City of Tallahassee are committed to a collaborative approach in addressing affordable housing in the community. Although most Leon

County residents (64%) have enough income to meet their housing needs and are not burdened by housing costs, approximately 41,489 households are cost burdened (moderately and severely cost burdened) and reside in rental units. The data and reports shared in the item shows that the highest affordable housing need in Tallahassee-Leon County is affordable rental units for households with income 50% or below AMI. The County and City are collectively implementing policies, programs, services, and partnerships that are critical to meeting the affordable housing needs in the community. Recent actions by the respective Commissions to launch innovative and groundbreaking initiatives to increase access and the stock of affordable housing include the creation of a Community Land Trust and a Landlord Risk Mitigation Fund. The AHACs' recommendations to align County and City inclusionary housing policies, establish an interlocal agreement to maximize the use of SHIP funds to address the highest affordable housing needs, and expand collaboration on infill redevelopment will better position the Tallahassee-Leon County community in addressing our continued affordable housing needs as well as improve neighborhoods that historically experienced poverty and inequity.

To further these efforts, it is recommended that the County and City Commissions direct their respective staff to work jointly and in partnership with the Florida Housing Coalition to update the current Inclusionary Housing Ordinances of the County and City to develop ordinances that are identical and mandatory within the Urban Services Area (USA) that would be consistent with the recommendation of the County and City AHACs. If approved by the County and City Commissions, County and City staff would engage the Florida Housing Coalition in the development of identical and mandatory inclusionary housing policies. Staff estimates that the updated inclusionary housing policies would be brought to the County and City Commissions respectively in Spring 2023 following feedback and input from housing stakeholders including the County and City AHACs, developers, and realtors. Concurrently, a Comprehensive Plan amendment would be required, to reflect the County and City's mutual commitment to establish uniform and mandatory inclusionary housing policies.

It is also recommended that the County and City enter into an interlocal agreement to allow utilization of the County's SHIP funds inside the City limits to increase the development of affordable rental units and homeownership in the community. FHFC prohibits the use of County funds within the City limits unless there is an interlocal agreement in place between the two jurisdictions. An interlocal agreement would allow the collective use of County and City SHIP funds to develop rental units within the City limits for specific populations such as households that earn 50% or less of AMI. Additionally, an interlocal agreement would allow the County and City to maximize SHIP funds for the development of homes and homeownership in neighborhoods that have historically experienced poverty and inequities including Greater Bond, Frenchtown, and Griffin Heights which are all located within the City limits. Should the County and City Commission approve this recommendation, staff would work jointly to develop an interlocal agreement that would be presented to the respective governing bodies for approval. The interlocal agreement would outline specific County SHIP programs such as rental development and homeownership development that the could be administered and implemented within the City limits.

Finally, because part of the City and County's strategy to address affordable housing development is to collaborate with community based organizations for infill redevelopment

through the construction of affordable single-family development as reflected in the Comp Plan, staff also recommends that the City and County pursue a partnership with the newly created Promised Land CDC to increase homeownership. Staff would work with Promised Land CDC to identify County- and City-owned properties suitable for affordable housing to build single family homes similar to the County and City's partnership with Habitat for Humanity of the Big Bend.

OPTIONS

1. Accept the joint report on affordable housing in Tallahassee-Leon County.
2. As recommended by the County and City Affordable Housing Advisory Committees, direct County and City staff to partner with the Florida Housing Coalition to draft updated Inclusionary Housing Ordinances for the County and City that are identical and mandatory within the Urban Services Area to be considered by the County Commission and City Commission, respectively.
3. Direct Planning staff to initiate a Comprehensive Plan amendment concurrent with the development of an Inclusionary Housing Ordinance(s) in the County and City.
4. Direct County and City staff to draft an Interlocal Agreement for collaboration on the State Housing Initiative Partnership Program for consideration by the County Commission and City Commission respectively.
5. Direct City and County staff to pursue a partnership with the Promised Land Community Development Corporation for the development of affordable housing for homeownership.

RECOMMENDED ACTIONS

Options #1, #2, #3, #4, and 5

ATTACHMENTS

1. Tallahassee-Leon County Affordable Housing Workgroup Final Report
2. City of Tallahassee's Consolidated Plan
3. County Affordable Housing Advisory Committee Report 2021
4. City Affordable Housing Advisory Committee Report 2021
5. Comprehensive Plan Elements
6. City of Tallahassee Inclusionary Housing Ordinance
7. Leon County Voluntary Housing Incentive
8. Inclusionary Housing Policy Comparison
9. Residential Development Activity having 20 or More Units

Tallahassee-Leon County Affordable Housing Workgroup Final Report

October 26, 2017

Tallahassee-Leon County Affordable Housing Workgroup Final Report

Introduction:

The Charge:

The County and City Commissions created the Tallahassee-Leon County Affordable Housing Workgroup (Workgroup) during their joint workshop held on October 27, 2016. At that time the two Commissions established the following “Guiding Principles” as a framework for the Workgroup to address affordable housing:

1. Holistic Approach to Affordable Housing – provides programs and services that enhance the quality of life for the family or individual.
2. Strong and Extensive Collaboration and Partnerships – plan and design affordable housing developments with partners to leverage funds, technical support, and best practices.
3. Capital Stack/Multiple Funding Streams – utilize multiple financing sources, including public funds, tax credits, bonds, grants, sales tax programs, and private donations to fund affordable housing projects.

Utilizing the Guiding Principles, the County and City Commissions charged the Workgroup with developing a plan for the redevelopment of multi-family housing. The plan was directed to include the following:

1. Recommendations for the coordination and collaboration of local government, non-profit and for-profit resources.
2. A housing design that considers the needs of residents and enhances the overall community.
3. Recommendations for leveraging the financial resources of local, state and federal resources to address permanent supportive housing for the homeless population.
4. Consider engaging organizations that promote best practices in affordable housing models.
5. Recommendations for a structure that would sustain the collaborative effort of the Affordable Housing Workgroup.

The plan that follows is labeled and organized to follow the order of the charge above. An additional Recommendation (6) is at the end, which addresses dedicated revenue for affordable housing. The issue of bringing in additional affordable housing revenue beyond that for permanent supportive housing for the homeless population in item (3) was not expressly included in the Commissions’ charge, but the Workgroup believes it warrants a recommendation.

The Process:

The Workgroup met eight times starting in January 2017; Minutes from those meetings and materials from various presentations are included in Appendix C. County and City staff delivered a comprehensive notebook to all Workgroup Members, containing a summary of workgroup responsibilities, information on current City and County assistance, a summary of housing research and investigative housing-related trips conducted in 2016, and more. Initial meetings offered presentations on many affordable housing topics relevant to the Workgroup’s goals. In April, the Workgroup met with representatives from Purpose Built Communities and discussed how to apply recommendations to the Orange Avenue multifamily redevelopment project as the case study in the Workgroup’s report. The Workgroup also had four

meetings primarily focused on group discussion to identify recommendations. A survey was employed to obtain additional workgroup member input to inform the recommendations.

The recommendations presented in this report serve as the plan developed by the Workgroup that will foster greater collaboration and coordination of affordable housing in Tallahassee-Leon County. Additionally, the recommendations that follow seek to emphasize good design and best practices that address the need for quality affordable housing that improves the lives of its residents and support community redevelopment. The Guiding Principles established by the County and City Commissions were utilized to formulate the Workgroup's recommendations.

#1 – Recommendations for coordination and collaboration of local government, non-profit and for-profit resources.

The Workgroup employed the following approach to develop recommendations for this section: opportunities for collaboration and coordination of local government resources (i.e. Leon County and the City of Tallahassee planning and regulatory work); and opportunities for collaboration and coordination of local government, non-profits, and for profit resources (i.e. capital stack/multiple funding streams).

A. Streamline the process for the affordable housing developer to interact with all governmental entities needed to approve the affordable housing development, including, but not limited to, environmental review, permitting, and building inspections.

Several governmental entities are involved when affordable housing is constructed or repaired. The cost of housing development is reduced when all governmental entities meet together upfront to review the project. The developer may receive guidance and answers more quickly and confirm that all parties involved are in agreement. One workgroup member provided an example from his personal experience getting development approval for an affordable housing development. It required a road on the side of the property long enough to accommodate fire trucks. One department was requiring a paved road, while another would consider allowing for a gravel road. The cost difference for the two types of roads was substantial, and it demonstrates the need for a unified approach that involves all departments communicating with each other and the developer from the beginning of the project.

B. Offer flexibility in regulatory requirements for affordable housing projects, as appropriate for the circumstances.

An examination of regulatory requirements is a task for the Affordable Housing Advisory Committee, but there may be code requirements that have not been examined by the AHAC. One example for flexibility is in parking requirements. When an affordable housing development serves populations that have fewer cars, such as seniors or homeless, the required number of spaces should be reduced.

C. Task a member of staff in both the County and the City to act as advocate/ombudsman for affordable housing across governmental departments.

The City and County each currently have an ombudsman, but he/she is not specifically tasked with shepherding and trouble-shooting affordable housing developments. Workgroup members

talked about the importance of a person in both local governments with a pioneering spirit, who can convene stakeholders and encourage inter-departmental interaction.

D. Direct the Office of Economic Vitality to use its mapping and GPS resources to identify publicly owned properties which may be available for the development of affordable housing.

The staff of Office of Economic Vitality will create an overlay or otherwise filter the list to identify parcels that are near transit. Al Latimer from the Office of Economic Vitality confirmed this might be a project his office could support, considering that quality low cost housing is part of the strategy for reducing crime and increasing economic development.

E. The City and County should have a cohesive inclusionary housing policy to increase the affordable housing inventory, including homeownership and rental units.

The County currently has no inclusionary housing ordinance. The consequence is that market rate developers are able to produce large scale housing developments in the County without any affordable housing units and then annex the property into the City. This exacerbates the affordable housing deficiency in the City. The City's Inclusionary Housing Ordinance is designed to promote the construction and equitable distribution of affordable housing within the City. The ordinance requires that new housing developments of 50 units or more that are built in designated census tracts must include affordable housing in the development. The adoption of a cohesive inclusionary policy for the City and County should continue to provide for increasing housing in areas of opportunity but should also promote a greater number of affordable homes for both homeownership and rental and provide for those homes to be affordable long term. Appendix B of this report includes the text of the ordinance and the city's implementation policy.

F. City and County AHACs should meet jointly at least once a year to identify opportunities for coordination on affordable housing policies and incentives as reflected in the respective jurisdiction's Local Assistance Plans (LHAP).

These committees should consider the following recommendations.

- 1. The County should adopt an inclusionary housing ordinance in coordination with the City to support expansion and equitable distribution of affordable housing in the community.**

The AHACs should consider a policy that will result in a greater number of affordable housing units developed and will further the objective of the inclusionary housing policy to create housing in areas of opportunity.

- 2. Work with staff to identify quality lands that the City or County may donate for nonprofit development.**

Currently, the County provides the Housing Finance Authority of Leon County the right of first refusal for County-owned property that are deemed appropriate for affordable housing development. Traditionally, the HFA has sold the properties and dedicated the proceeds for future affordable housing projects. The AHACs should consider the donation of County and City-owned properties to nonprofit development.

3. Propose a program for the City and County to engage large employers in the effort to produce more affordable housing.

The Workgroup considered collaborations with hospitals, universities, the school board, state government, and other large employers, that could leverage their relationships with lenders to encourage the lenders to contribute some additional benefit to the financing of affordable housing. Similarly, the City, County, and other large employers could work with their lender partners to establish a linked deposits program. Under this approach, the large employer's funds would be deposited in such a way as to support a housing development loan program with conditions that might include below-market interest rates, flexible terms, and careful targeting to specific credit needs. The AHAC should identify opportunities for large employers to provide purchase assistance to their employees. This employer-assisted purchase program should be implemented in coordination with a local agency already providing purchase assistance and homebuyer education.

4. Develop recommendations to link affordable housing development with public transit.

The availability of transportation can open opportunities for the development of affordable housing and provide greater employment opportunities for the workforce that is unable to afford a personal car, and relies upon public transportation to get to and from work.

G. Create the Tallahassee-Leon County Affordable Housing Leadership Council.

The Workgroup recommends the creation of the Tallahassee-Leon County Affordable Housing Leadership Council (Leadership Council) to serve as a structure that will promote the collaboration and coordination of affordable housing stakeholders in the community. The Leadership Council would be an independent nonprofit organization comprised of developers, real estate professionals, bankers, not-for-profit affordable housing organizations, affordable housing tenants/homeowners, and County and City Housing staff. The Leadership Council would also serve as an entity for networking and leveraging of affordable housing resources. The nonprofit incorporated entity envisioned by the Workgroup shares similarities with the Housing Leadership Council of Palm Beach County (website <http://www.hlcpbc.org/>), a coalition of business, civic and community leaders working to identify solutions for affordable housing shortage which could serve as a model. Several Workgroup members would work with the United Partners for Human Services (UPHS) in assessing interest and viability for the creation of the Leadership Council. City and County participation in the Leadership Council would encourage commitment from other stakeholders.

H. Increase awareness among the public, City, and County housing staff about the current role of the Leon County HFA currently and work with the Leon County HFA to explore new initiatives that would benefit the community.

The Leon County HFA operates throughout the City and the County. It currently provides 4% tax credit bond financing for multifamily housing. An example of how the Leon County HFA can collaborate with the current effort to redevelop the Orange Avenue apartments is as follows. The redevelopment will most likely seek 9% tax credits from the FHFC, and even if successful, it is highly unlikely that 9% credits would be secured for the entire redevelopment. A combination of 9% and 4% credits is likely to be used for a phased redevelopment. A current example for this is with the Tampa Housing Authority redevelopment of public housing property into Encore. This redevelopment is a mixed income, mixed use project used 9% credits for some buildings and 4% credits for other buildings that are part of the same redevelopment plan.

The Hillsborough HFA provides a number of best practices that may serve our community needs well. For example, the Up and Out Program run by the Hillsborough HFA provides rental assistance for homeless families. Other opportunities exist for having a portion of the SHIP monies in the City used to supplement the down payment assistance program that Leon County HFA currently operates in conjunction with Escambia HFA, and is currently limited to \$7,500 per household.

I. Give priority to City and County infrastructure projects that support the development of affordable housing.

Good quality infrastructure such as roads, sidewalks, and central sewer are essential to the successful development of affordable housing. The City and County should give priority to capital improvement projects that would enhance the infrastructure needed in areas where affordable housing could be developed in concert with private sector investment. Infrastructure is needed both for new construction and to revitalize neighborhoods which currently have affordable housing single family or multifamily developments.

#2 – Housing design that considers the needs of residents and enhances the overall community.

A. Establish criteria for City/County funded development that include affordable housing.

There is no single, universally used application for applying to receive City or County funds for affordable housing projects. The City and County should consider incorporating these recommended criteria in all applications used to select recipients of funding for affordable housing projects. Adopt the following criteria to help ensure the best distribution of City and County funds:

- 1) Establish an application mechanism to promote mixed income housing developments.
- 2) Reward applications that propose projects involving collaboration between housing developers and providers.

- a) Reward applications that highly leverage resources to increase the affordability of housing.
- b) Establish a priority of funding for a variety of housing types. Prioritize permanent housing above transitional housing or homeless shelters. Also provide definitions for housing types like homeownership, rental, and homeless household assistance.
- c) Prior to funding, the application process should involve activities of interagency communication between the Leon County Office of Human Services & Community Partnerships, the City of Tallahassee Community Housing & Human Services Department, and other relevant governmental entities.

B. Ensure that requests for City or County funding of affordable housing projects include threshold requirements that meet industry standards for good design.

Workgroup members identified several specific requirements:

- 1) Good design produces affordable housing that is indiscernible from market rate housing. The City and County should invest in long-term quality affordable housing. Applications should require that construction materials, appliances, and equipment will be of a quality that serves the residents and the neighborhood's interests in having quality affordable housing, in contrast to housing that just meets the minimum standards.
- 2) An application should define design features, construction specifications, and amenities for each housing type that must be included as a threshold for all applications. These threshold requirements could include elements of the Florida Green Building certification checklist, as well as universal design principles to optimize accessibility for people with disabilities and all other occupants. Consider if the accessibility standards in the Florida Housing Finance Corporation's applications should be adopted in local applications, with particular attention to cost benefit analysis.
- 3) Workgroup members acknowledged that designing for the community at large means addressing many types of affordable housing, including multi-family, homeownership maintenance, home buyer assistance, and homeless assistance. However, they suggested establishing a priority of which types of affordable housing are needed in the community, and at what amounts. Research the market demand for affordable housing in part by checking the Housing Finance Authority of Leon County's Housing Study. Also the Tallahassee Housing Authority has available statistics on the need for affordable housing.

C. Use a community land trust (CLT) to increase opportunities for homeownership.

A CLT refers to the vehicle of separating land from house for the purpose of transferring title to the house without selling the land. It also denotes an organization that holds title to the land and manages the ground leases on community land trust properties. Such affordable housing may be rented or sold to a low income buyer together with a 99 year leasehold interest in the land.

The CLT ensures that the home will be affordable and available for other low income households in the future. The terms of the 99 year ground lease place limitations on the resale of the home, preventing resale to a household that is not eligible under the terms of the ground

lease (which may provide that the home must be sold to very low, low, or moderate income households). The lease includes a “resale formula” that determines the maximum allowable price. In the typical ground lease, if a family member who inherits the CLT property is not income eligible, he or she may continue to live in the property but can only sell it to someone who is income eligible at the restricted resale price.

In addition to providing construction financing and SHIP down payment assistance to buyers of CLT homes, the City and County may support CLT activities by providing land on which the housing can be built, and ongoing administrative support to the CLT that is providing services which would otherwise fall upon the local government to perform. The Community Land Trust can be seeded with donated parcels of government owned land that are appropriate for affordable housing development, with affordable units scattered throughout the community. More information on CLTs is in Appendix E.

#3 – Consider engaging organizations that promote best practices in affordable housing models.

A. Form a partnership with the nonprofit consulting group Purpose Built Communities to help integrate the workgroup’s recommendations into the Orange Avenue public housing redevelopment project.

David Edwards and Kathleen Brownlee from Purpose Built Communities met with the Workgroup in April. Purpose Built Communities is a consulting group that provides its services for free to local neighborhood leaders interested in implementing the Purpose Built comprehensive community revitalization model in their community. Mr. Edwards gave a brief overview of the origins of the organization, which started in 1993 in Atlanta, GA and soon started work in New Orleans, LA. The affordable housing new construction work in these communities focused on implementing several strategies that provided a holistic approach to transforming the community, including:

- Mixed income housing of high standards.
- Ensuring that the size of the development was large enough to have a widespread impact on the neighborhood.
- The impact includes a high quality cradle to college educational pipe line through revitalizing or building schools and expanding educational support services.
- The impact also includes community wellness programs such as health centers, fitness centers, and urban gardening opportunities that are tailored to the community needs.

Mr. Edwards discussed some of the community successes from the Purpose Built Communities model, including:

- Substantial and measurable educational improvements for the neighborhood children.
- Attraction of businesses to the community.
- Increased home values in the community.
- Increases in access to retail options.

- Increases in resident incomes.

Purpose Built Communities currently has 16 up and running communities and is in conversation with 38 other communities. The prospective communities are in the preliminary phase, in which each community is under evaluation for its potential for success. This process can take anywhere from 18 months to 3 years or more.

Mr. Edwards emphasized that the continued success and sustainability of the redevelopment project hinges on the “Community Quarterback”, which is typically a non-profit organization that develops and implements the components of the Purpose Built Communities model and raises funds to support the neighborhood efforts. He stated that the Community Quarterback team must collaborate with high capacity local leaders who want to make sure the project is successful.

B. City, County, and housing developers should pursue philanthropy and corporate sponsorship to contribute to Orange Avenue re-development projects.

The recommendation should be applied to Orange Avenue re-development projects, as well as affordable housing initiatives community-wide. It involves identifying citizens and those in the business community who want to participate in corporate sponsorship opportunities. Sponsors can volunteer to help build or maintain playgrounds, a transit center, a community center in a multifamily property, or other components of an affordable housing development.

The City, County and business community should create a community based recognition program for local businesses that support low income housing, and homelessness issues. This could possibly be an activity of the entity encouraging collaboration between housing professionals, which is another recommendation of the workgroup. Additional tasks include:

- Establish a list of potential sponsors and pair them with development projects as they arise.
- Take information from sponsors on what types of projects they want to be involved in to help encourage the building of a long and healthy partnership between the sponsor/developer and property manager.

C. Fund the Orange Avenue/Meridian Place Making project in Blueprint 2020 in the first year of the new funding cycle.

One of the key issues with the redevelopment of the Orange Avenue corridor is the current flood plain designation. The Orange Avenue/Meridian Place Making project in Blueprint 2020 includes enclosure of the east-west ditch, enhancements to the storm water pond on the south side of Orange Avenue and the construction of the new Star Metro Station at Orange and Meridian.

The workgroup recommends that this project be funded in the first year of the new funding cycle for several reasons. First, a major infrastructure commitment in the South City area would be a clear sign that local government is supportive of the redevelopment of this area. Second, solving the flooding issues and then having FEMA reevaluate the flood plain will go a long way toward attracting outside development money to the area. It is difficult to get

commercial developers to build in a flood plain. The workgroup's review suggests that this project meets all criteria for priority ranking. This project is critical to the affordable housing development necessary to replace the Orange Avenue Apartment complex.

D. Support the agencies working in the area around the Orange Avenue public housing redevelopment project to improve or produce single family homeownership with financial assistance and incentives from local government and other funding sources.

This recommendation is to support and encourage a mix of single family homeownership along with affordable rental housing in this area.

#4 – Recommendations that promote the development of permanent supportive housing to help end homelessness.

A. The workgroup recommends that the Tallahassee Housing Authority reserve a portion of its Section 8 units and vouchers for Permanent Supportive Housing (PSH).

Permanent supportive housing is not needed by all homeless individuals and households. An explanation of permanent supportive housing is included in Appendix C. Using a nationally recognized tool – the USICH Supportive Housing Opportunities Planner (SHOP Tool) – and the Big Bend CoC's data, the number of PSH needed this year is 126. Assuming no changes in the system, next year 138 are needed and the following year 153. See the spreadsheet of calculations in Appendix C.

This tool recognizes the fact that the PIT is an undercount for several reasons, including the fact that some people needing PSH might be in jails, institutions, hospitals, etc. The tool also reflects other factors. For a full description of the tool, assumptions, and data, see <https://www.usich.gov/tools-for-action/supportive-housing-opportunities-planner-shop-tool>

All of the community PSH slots are full for individuals and there is very little movement in PSH so it is not likely that the current PSH slots would become available to the identified 81 individuals. The community needs additional units to meet the need for permanent supportive housing.

Note: Using the homelessness specific data, and this data only includes those that have entered the homeless system in the area and have been assessed through Coordinated Entry, there are 13 homeless families who were assessed and identified as most appropriate for PSH. The breakdown of family size among those 13 families is 3 households with 3 people in each household, 2 households with 2 people in each, 3 households with 4 persons in each, 1 household with 5 persons, and 4 households where the size of the household is unknown. Currently, there are between 13 and 15 units of PSH for families but there is little movement in that program and it is unlikely that the 13 families needing housing now will be able to move into PSH.

B. Utility providers and housing assistance providers should identify options/opportunities to solve a barrier for some renters transitioning out of homelessness who have large past unpaid utility bills.

This might include a payment plan that is implemented as part of permanent supportive housing case management. Some of this is prevention and might involve utility staff increasing their level of intervention for renters who are part of homeless-related housing initiatives, to help them avoid large bills. Capital Area Community Action Agency and other housing assistance agencies may be helpful in this effort.

C. To the maximum extent feasible, waive concurrency fees, building permit fees, and utility connection fees for affordable housing projects, provided those savings are passed onto the affordable housing residents.

When the development is PSH or other housing serving extremely low income populations it every concession offered by local government is needed, as there is a large gap between what the residents can pay and the cost of development. The caveat for this recommendation is in regard to waiving fees for affordable housing developers who are profit-driven. In that case, the entity waiving the fees should ensure that the cost savings from the concession will be assisting the development or the residents in the development, rather than increasing profit to the developer.

D. Provide education for landlords and case managers to reduce barriers for renting.

A recent example of this type of education included the Tallahassee Housing Authority's 2015 landlord symposium. The Florida Housing Coalition produced the Landlord Collaboration Guidebook which is accessed on line at <http://www.flhousing.org/wp-content/uploads/2012/03/Landlord-Collaboration-Guidebook-2016.pdf>. This is a resource that should be shared with any organization that helps people who are homeless move out of homelessness and into their own rental units. The recommendations are general enough to be used with a wide variety of housing interventions and programs, and for any demographic or subpopulation of homelessness. This guidance will help organizations offering various forms of assistance, including general housing guidance, rapid rehousing, and permanent supportive housing rental assistance or master leasing projects.

#5 – Recommendation for a structure to sustain the collaborative effort of the Affordable Housing Workgroup.

A. Assign ongoing Workgroup tasks to the newly created Tallahassee-Leon County Affordable Housing Leadership Council.

As noted in Section 1 above, the Workgroup recommends the creation of the Tallahassee-Leon County Affordable Housing Leadership Council (Leadership Council) to sustain and promote collaboration and coordination of affordable housing stakeholders. The Leadership Council would also serve as an entity for networking and leveraging of affordable housing resources. If this recommendation is accepted, the newly formed Leadership Council could serve as the structure to sustain the collaborative effort of the Workgroup.

B. Alternatively, in the event that the Leadership Council is not created, the Workgroup recommends that the structure to sustain the collaborative effort of the Workgroup lie with the respective Leon County and City of Tallahassee AHACs.

Under this alternate recommendation, the City of Tallahassee Affordable Housing Advisory Committee (AHAC) and the Leon County AHAC would jointly meet to constitute the Tallahassee-Leon County Collaborative Affordable Housing Taskforce.

Staff by either the Leadership Council or the AHACs, the Tallahassee-Leon County Collaborative Affordable Housing Taskforce (Taskforce) should meet jointly at least one time per year for the dual purposes of:

1. Evaluating the implementation of the Affordable Housing Workgroup recommendations adopted by the City and County Commissions; and
2. Considering whether any of the incentive strategies adopted in only the City Local Housing Assistance Plan (LHAP) or only the County LHAP should be implemented in both jurisdictions.

The Taskforce will be jointly staffed in the same manner as the respective Affordable Housing Advisory Committees. AHAC staff will generate and deliver the Taskforce Report, respectively to the City and County Commissions, within 90 days from the initial annual meeting of the Taskforce.

Note: The Taskforce duties should not be so great as to require the AHACs to meet together for more than two or three additional times per year for this purpose.

#6 – Recommendation for Dedicated Revenue for Affordable Housing.

A. Increase funding for affordable housing with a new local dedicated source of revenue that is responsive to identified affordable housing needs.

The workgroup suggests several sources of revenue for consideration:

- 1) Local housing bonds backed by future tax revenues. General obligation bonds are an approach historically and frequently used in cities such as Seattle and San Francisco, and more currently in Miami, with the approval in July by the City Commission of a \$100 million dollar bond for affordable housing and economic development, subject to voter referendum.
- 2) Dedicated sales and property tax, such as “Penny for Pinellas” which currently provides local funds for affordable housing in Pinellas County, also subject to a voter referendum.
- 3) Economic Development sales tax extension funds.
- 4) Transient Occupancy Tax (TOT). Leon County currently has a 5% TOT; using a portion of the TOT for affordable housing or increasing the TOT for affordable housing.
- 5) Linkage Fee. – A linkage fee is an assessment for the impacts of commercial or industrial development, and infrequently, for high- end market rate residential development. The fee is deposited into a housing trust fund for others to use in building affordable housing. Cities such as Jupiter, Winter Park and Coconut Creek

have implemented linkage fees in Florida. A linkage fee is assessed per square foot, and typically varies depending upon the use. A professional nexus study is used to determine the amount of linkage fees to charge on each type of development. A one page explanation of linkage fees is found in Appendix D.

B. The Workgroup recommends that the County and City AHACs explore the options presented for a local dedicated funding source for affordable housing.

The AHACs should include within this process, affordable housing stakeholders as well as representatives of the development, real estate, and banking community. The AHACs should work should include the available economic analysis that shows how investing in affordable housing provides positive outcomes and economic impacts. Information about the economic benefits of affordable housing are found in many places, including the Florida Public Policy Institute, the Florida Housing Finance Corporation, and the Florida Housing Coalition. In the event that the Leadership Council is adopted, this entity would also be using research about the economic benefits of affordable housing.

C. The Workgroup recommends that the AHACs consider how the City's current housing trust fund might be used as the collection point for any local dedicated source of revenue.

The Affordable Housing Trust Fund (AHTF) was established by the City Commission in 1992 to provide City funding to support the City's affordable housing objectives. The AHTF provides grants and loans to support projects which preserve or expand the City's affordable housing inventory. Priority is given to projects which can leverage other public and private funding. All uses of the AHTF are approved by the City Commission.

D. The Workgroup recommends that the City and County prioritize securing full appropriation of the Sadowski state and local housing trust funds every year.

The Workgroup recognizes that the City and County already have a dedicated revenue source for affordable housing from the William E. Sadowski Affordable Housing Act. This legislation that passed in 1992 provides annual grants to the City and the County on a population based formula for the SHIP program. SHIP can be used for homeownership, rental, and ongoing rent subsidy for rapid rehousing homeless.

For the past fifteen years, the legislature has swept a portion of the Sadowski funds, and in particular, the SHIP funds away from affordable housing and into the general revenue fund. In the last legislative session, for example, approximately half the monies that were dedicated from the Sadowski Act to the SHIP program were swept by the legislature into the GR fund of the state. In FY 2017-18, Tallahassee is expected to receive \$825,065; Leon County is expected to receive \$426,361. Without the sweep, Tallahassee would have received approximately \$1.65 million and Leon County would have received \$852,700.

The projected revenue from the Sadowski Act in FY 2018-19 if even higher than in this fiscal year. Therefore, to increase funding for the City and County without having to raise taxes or issue general revenue bonds, the City and County should adopt a plan of advocacy that helps ensure that the SHIP funds are not swept by the legislature. The City and County hire lobbyists

to advocate for a variety of interests during the Florida legislative session, and their lobbying contracts should explicitly state that the highest lobbying priority is to fully appropriate the Sadowski State and Local Government Housing Trust Fund monies for housing. This is the City and County's most significant dedicated revenue source for affordable housing production. In the event that the Leadership Council is adopted, this entity should also join in advocacy efforts.



CITY OF TALLAHASSEE



FIVE-YEAR CONSOLIDATED PLAN 2020-2024



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Executive Summary

ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

Introduction

This Consolidated Plan presents the City of Tallahassee’s strategic approach to housing and community activities for 2020-2024. Using the latest available data, the plan reviews priority needs in housing, homelessness, public housing, and non-housing community development. The plan also considers market conditions for a wide range of housing characteristics, including the number of available housing units, cost and condition of housing, homeless facilities and services, special needs facilities and services, and barriers to affordable housing.

In addition to a detailed review of needs and the market assessment, this Consolidated Plan presents a strategic set of goals that the City will pursue during its 2020-2024 program years. These goals target the City’s most pressing needs in housing and community development and will be used as a benchmark for performance evaluations over the five-year time period.

The goals established by the City represent a balanced approach to housing and community development. The City will pursue strategies focused on affordable housing including rehabilitation, relocation, purchase assistance, acquisition and new construction; funding of organizations which support low-income, youth, elderly, homeless, and special needs populations. These strategies are intended to ensure the continuing success of the City of Tallahassee’s population, neighborhoods, and businesses.

Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

The City of Tallahassee has identified five priority needs to be addressed during the Consolidated Plan period (2020-2024) that will meet HUD’s objectives of providing decent housing; a suitable living environment, or economic opportunity. Priority needs, objectives, outcomes, and indicators projected for the 5-Year period include:

1	Priority Need Name	Increase Access to Affordable Housing
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children

	Geographic Areas Affected	City Wide Neighborhood Revitalization Strategy Area
	Associated Goals	Housing Rehabilitation Down Payment Assistance New Construction Permanent Relocation Acquisition CHDO Set-Aside Neighborhood First Activities
	Description	Support the provision of decent housing by increasing the availability/accessibility of affordable housing. The City will address the priority need by funding housing rehabilitation, homebuyer assistance, and relocation assistance programs. The City will also undertake acquisition activities and provide funds to CHDO organizations for construction or rehabilitation of affordable housing for low income households (at or below 80% AMI) or to make rental housing affordable.
	Basis for Relative Priority	The City conducted a comprehensive community participation process and needs assessment to determine and prioritize needs. Needs identified in the Consolidated Plan and Neighborhood Revitalization Strategy Area Plan were the result of input received by residents, housing providers, non-profit organizations, social service providers, and other relevant stakeholders. A thorough analysis of data provided in the Needs Assessment, Market Analysis, and NRSA Plan also lead to priority need determinations.
2	Priority Need Name	Increase Access to Public Services
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Victims of Domestic Violence Homeless Persons

	Geographic Areas Affected	City Wide Neighborhood Revitalization Strategy Area
	Associated Goals	Public Service Assistance
	Description	Support availability/accessibility to a suitable living environment by funding organizations providing essential services for low-income and limited clientele populations. The City will assist non-profit organizations in carrying out public service activities assisting low-income persons, youth, elderly, person with disabilities, children, and the homeless.
	Basis for Relative Priority	The City conducted a comprehensive community participation process and needs assessment to determine and prioritize needs. Needs identified in the Consolidated Plan and Neighborhood Revitalization Strategy Area Plan were the result of input received by residents, housing providers, non-profit organizations, social service providers, and other relevant stakeholders. A thorough analysis of data provided in the Needs Assessment, Market Analysis, and NRSA Plan also lead to priority need determinations.
3	Priority Need Name	Improve Access to Public Facilities
	Priority Level	High
	Population	Extremely Low Low Moderate
	Geographic Areas Affected	City Wide
	Associated Goals	Public Facilities
	Description	Support neighborhood livability and a suitable living environment for residents by providing resiliency improvements in low- and moderate-income neighborhood service centers and making public facilities improvements in the community.
	Basis for Relative Priority	The City conducted a comprehensive community participation process and needs assessment to determine and prioritize needs. Needs identified in the Consolidated Plan were the result of input received by residents, housing providers, non-profit organizations, social service providers, and other relevant stakeholders. A thorough analysis of data provided in the Needs Assessment and Market Analysis also lead to priority need determinations.
	Priority Need Name	Increase Access to Homeless Services and Prevention

4	Priority Level	High
	Population	Extremely Low Low Moderate Homeless Persons
	Geographic Areas Affected	City Wide
	Associated Goals	Street Outreach Rapid Re-Housing Shelter Operations/Essential Services Homeless Prevention HMIS Administration
	Description	Prevent homelessness and provide access to a decent living environment by providing funds for shelter and essential services for the homeless and those at-risk of becoming homeless.
	Basis for Relative Priority	The City conducted a comprehensive community participation process and needs assessment to determine and prioritize needs. Needs identified in the Consolidated Plan were the result of input received by residents, housing providers, non-profit organizations, social service providers, and other relevant stakeholders. A thorough analysis of data provided in the Needs Assessment and Market Analysis also lead to priority need determinations.
5	Priority Need Name	Program Administration
	Priority Level	High
	Population	N/A
	Geographic Areas Affected	City Wide
	Associated Goals	Planning and Administration
	Description	Management and operation of tasks related to administering and carrying out the HUD CDBG, HOME, and ESG programs. Activities also include fair housing planning and environmental studies.
	Basis for Relative Priority	N/A

Evaluation of past performance

The City regularly monitors and evaluates its past performance to ensure meaningful progress is made toward its goals identified in its previous PY 2015-2020 Consolidated Plan. The table below summarizes progress made on each goal identified in that Consolidated Plan as of publication of the City's PY 2018-2019 Consolidated Annual Performance and Evaluation Report (CAPER).

Goal	Expected 2015-2020	Actual 2015-2020	Percent Complete
Affordable Housing			
Rental Units Constructed	4	2	50%
Homeowner Housing Added	4	13	100%
Homeowner Housing Rehabilitated	275	165	60%
Direct Financial Assistance to Homebuyers	150	110	73%
Tenant-Based Rental Assistance/Rapid Re-Housing	350	116	33%
Non-Housing Community Development			
Public Facility or Infrastructure Activities other than Low/ Moderate Income Housing Benefit	5	14	100%
Demolition	40	4	10%
Public Service Activities Other than Low/ Moderate Income Housing Benefit	2,275	2,278	100%
Reduced Homelessness			
Homelessness Prevention	465	4,243	100%
Homeless Person Overnight Shelter (Shelter Operations)	0	3,284	100%
Special Needs Assistance			
Public Service Activities Other than Low/ Moderate Income Housing Benefit	2,000	2,530	100%
Other	10	3	30%

Lack of funding and increased costs of labor and materials may have caused barriers in accomplishing activities, including rental construction and owner-occupied housing rehabilitation. Loan products and underwriting criteria often prove as a barrier to providing direct financial assistance to homebuyers. Non-housing community development activities may be multi-year projects and have not been fully completed as the published CAPER. Grant funds were expended in a timely manner.

The City adjusted accordingly for the 2020-2024 Consolidated Plan, recognizing that strategies for addressing needs must consider funding decreases. The City will continue to monitor activities and focus on high priority needs.

Summary of citizen participation process and consultation process

The City of Tallahassee recognizes the importance of a robust, comprehensive, and effective citizen participation and stakeholder consultation process. The community insights and ideals gained from this outreach are invaluable resources to the development of an appropriate, comprehensive, and meaningful strategy set forth in this plan.

The City of Tallahassee reached out to nearly 500 stakeholders during this consultation and participatory process. Four community participation/stakeholder meetings were held in the City, conducted in accordance with 24 CFR Part 91 and the City's Citizen Participation Plan, to collect substantive feedback and input from stakeholders. Their input was recorded and incorporated into this Consolidated Plan.

Concurrently, the City of Tallahassee solicited public feedback through newspapers, local media outlets, official governmental websites, social media, and an online survey. These meetings were conducted to ensure inclusion of all residents of the region, target areas, beneficiaries of federal resources awarded through the public awards process, and public and private agencies operating in the region. The City received a total of 128 responses to its Community Needs Survey.

In addition, The City solicited comment during the 30-day public comment period from November 20, 2020 through December 21, 2020. The City also held a public hearing in November 2020 to solicit comments on the Consolidated Plan and another public hearing in December 2020 where the City Commission adopted the Consolidated Plan. Proper notices of public comment were published in a newspaper of general circulation, on the City's home website, through a virtual public review and comment portal, and social media pages.

Summary of public comments

The City of Tallahassee hosted four public meetings and one public hearing during the citizen participation process for this Consolidated Plan. The following summary represents a broad overview of the comments and input received during those meetings. For further details on comments received, attendance counts, and other details pertaining to the citizen input process, refer to section PR-15.

While there was diffused interest in a wide variety of housing, public facilities, public services, and economic development projects, there were clear leaders in each group:

Housing

Groups were most likely to choose housing rehab (10) and homeownership (8), with housing for ending homelessness (7) and new construction (6) also receiving a significant number of responses.

Public Services

Supportive services were the most common projects selected, with residents indicating that a wide variety of needs (elderly, youth, homeless, and disability support services) (10). Support services were followed closely by employment training (8) and addressing homelessness (7).

Public Facilities/Infrastructure

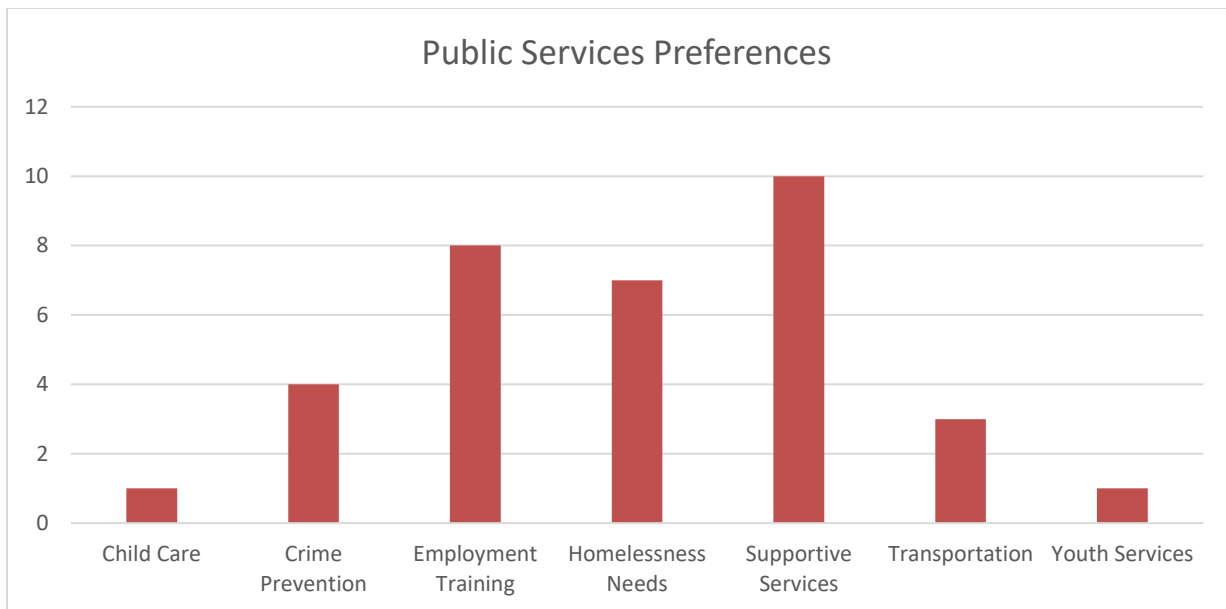
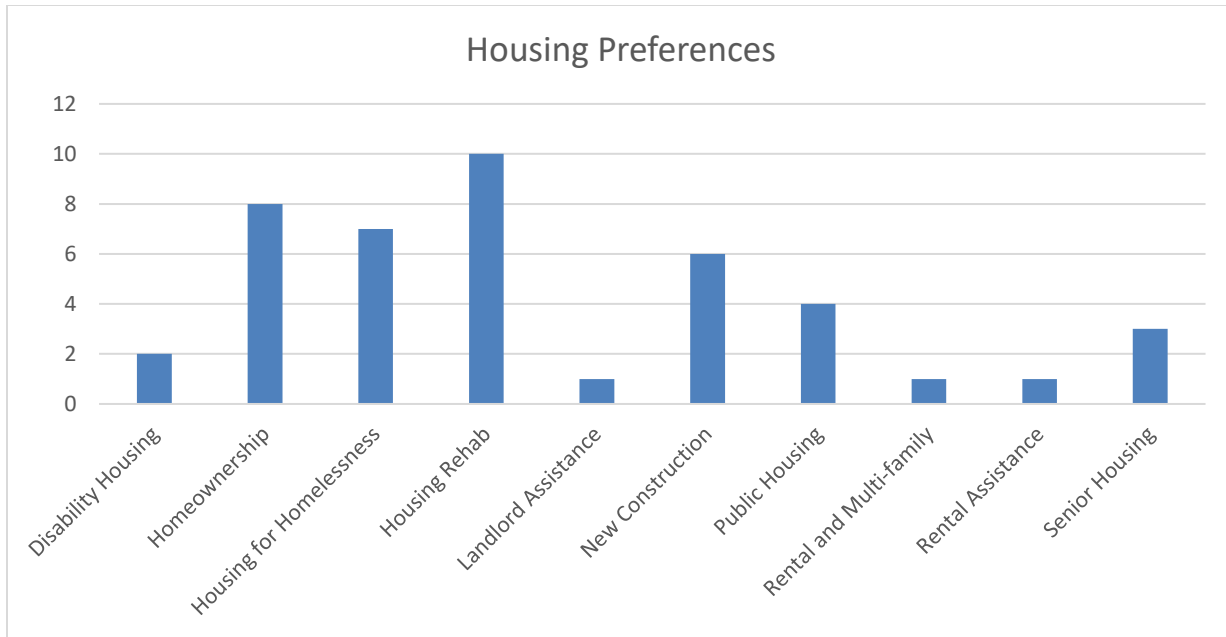
Street improvements was by far the most popular program choice (12), with over double the number of groups selecting it than any other option.

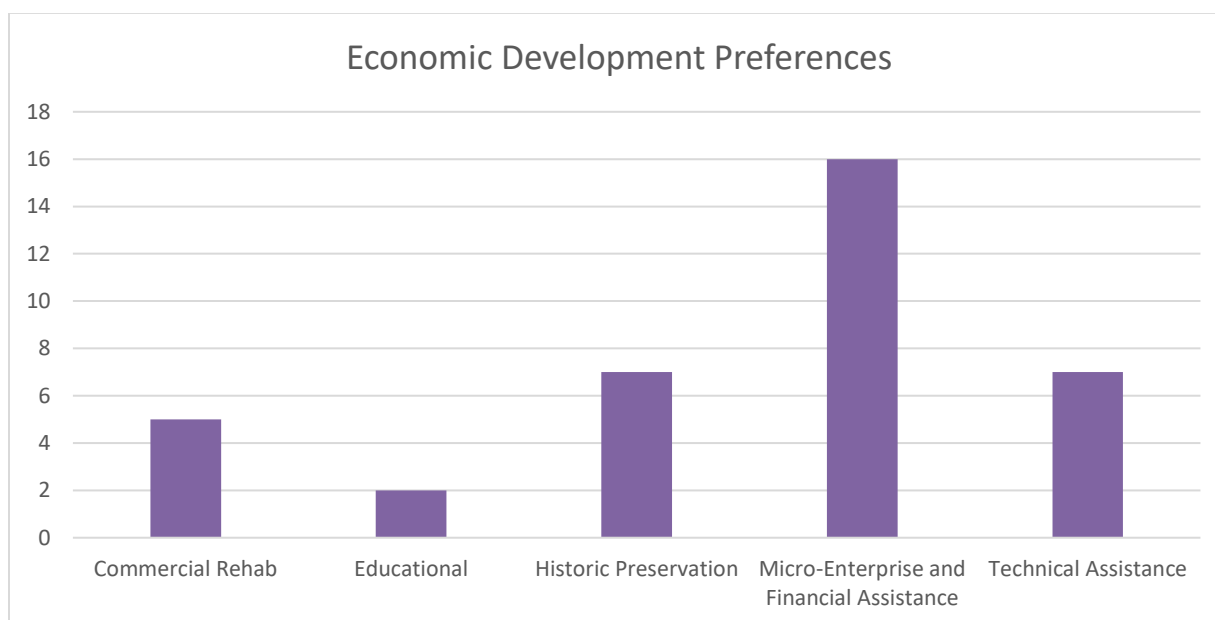
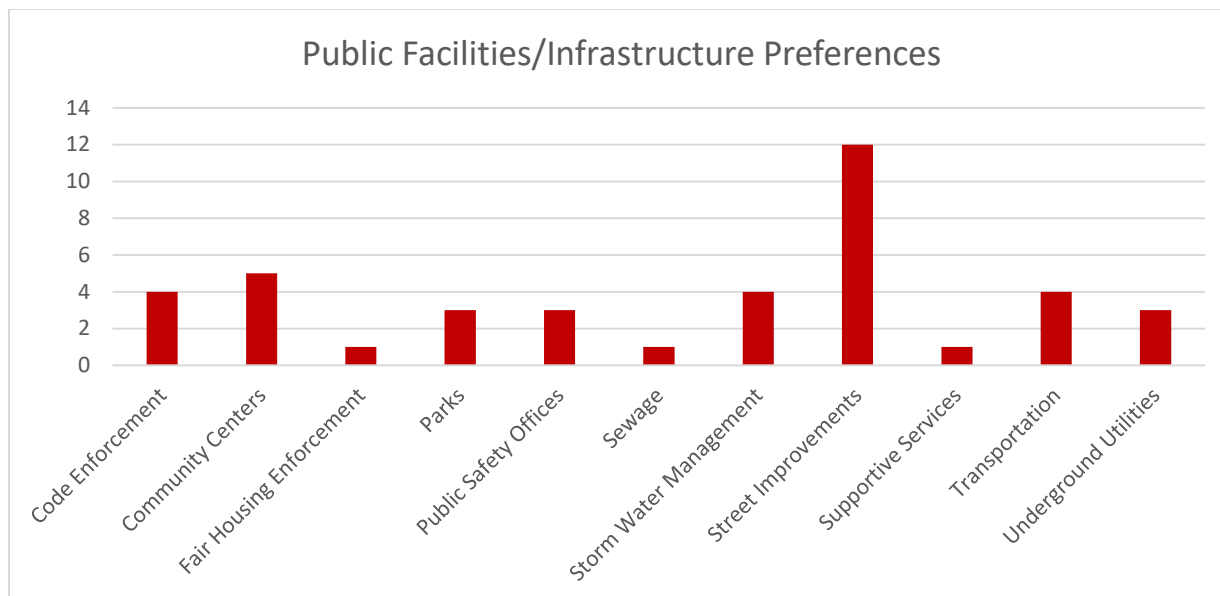
Economic Development

Financial assistance/micro-enterprise grants or loans were dramatically more popular than the other options, with 16 groups selecting it.

Fair Housing

The fair housing discussion identified a significant need for increased fair housing education. An overwhelming number of participants were unfamiliar with local, state, or federal fair housing enforcement agencies or even how to file a fair housing complaint.





Summary of comments or views not accepted and the reasons for not accepting them

There were no comments, opinions, or statements rejected during the course of the public comment period, survey collection, stakeholder forums, publicly available meetings, or public hearings.

Summary

This Consolidated Plan consists of four parts including a housing and community development needs assessment, a market analysis, a Strategic Plan, and the Annual Action Plan. The Strategic Plan is a key component of the Consolidated Plan, as this section outlines the City of Tallahassee's objectives and outcomes to meet the needs identified in the assessment section. The Annual Action Plan, one of five annual plans, outlines how federal resources will be allocated. Each year after that an Annual Plan will be completed to communicate how these funds will be allocated to meet the objectives identified in the Consolidated Plan.

The Annual Action Plans will also include a section that evaluates the community's performance towards meeting the objectives outlined in the Consolidated Plan.

The Process

PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	City of Tallahassee	Department of Housing and Community Resilience
HOME Administrator	City of Tallahassee	Department of Housing and Community Resilience
ESG Administrator	City of Tallahassee	Department of Housing and Community Resilience

Table 1 – Responsible Agencies

Consolidated Plan Public Contact Information

Jean Amison, CCAP, Housing Division Manager
 Housing Division
 Department of Housing and Community Resilience
 300 South Adams Street, B-27
 Tallahassee, FL 32301
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PR-10 Consultation – 91.100, 91.110, 91.200(b), 91.300(b), 91.215(I) and 91.315(I)

Introduction

In developing this Consolidated Plan and Annual Action Plan, the City of Tallahassee conducted a thorough outreach effort to engage with critical stakeholders. This outreach effort was designed to duly record stakeholder input and develop an informed set of priority needs to help guide the City's investment strategies over the course of this Consolidated Plan. This outreach effort included multiple stakeholder meetings, where organizations from across the community development spectrum, social service providers, lenders and financial institutions, realtors, community leaders, and faith-based organizations came together to discuss the City's needs. The City contacted over 500 stakeholders by e-mail to encourage participation in the stakeholder meetings and to complete the online survey. In addition to stakeholder meetings, the City engaged with stakeholders through direct interviews and consultation.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).

The City of Tallahassee actively coordinates with the Tallahassee Housing Authority (THA) to address a multitude of needs within the city. Chief among these needs is provision of affordable housing opportunities for the city's lowest income residents, ideally housing located in communities with access to job, transportation, and healthcare options. The City supports THA's efforts, which includes the provision of social services and other supports in health and housing.

The City enhances coordination between public and private health agencies by: (a) providing operational support to regional coordinating agencies, (b) rewarding collaborative partnerships in applications for public service funding through the Community Human Service Partnership grant process, (c) requiring recipients of Emergency Solutions Grant funding to participate in the local Homeless Management Information System, and (d) coordinating, hosting, and participating in opportunities for community dialogues that are focused on identifying local needs and collaborative approaches to meeting them.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

The City of Tallahassee consulted with the Big Bend Homeless Coalition (BBHC) and the Big Bend Continuum of Care (BBCoC) which are responsible for coordinating social service providers, homelessness outreach, and services targeted to persons experiencing homelessness in the City of Tallahassee. Consultation with the BBHC and the BBCoC was conducted through multiple interactions, including direct engagement with providers working in coordination with BBHC and BBCoC, one-on-one interaction with officials of both organizations, and at community meetings.

The City continues to be an active member of the Continuum of Care and provides funding that support its operation and expansion. The City also plays an active role on the Continuum of Care's governing board and assisted in the development of its governance charter and the overall goals and objectives of the Continuum. In an effort to meet the needs of the homeless, funding is provided to local non-profit homeless and mainstream supportive service providers that helps to support the operations of emergency and transitional shelters, the rehabilitation and construction of emergency and transitional shelters, construction of affordable housing, and operations of countless supportive services that benefit the homeless and persons at risk of homelessness. Funding is also provided to support the Rapid Rehousing program, which provides housing stability case management services and financial assistance to homeless households to attain permanent housing after residing in an emergency or transitional shelter.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS.

In program year 2011, the City convened an ESG subcommittee that consisted of homeless service providers and homeless individuals for the purpose of determining how to allocate Emergency Solutions Grant (ESG) funds and to develop performance standards to evaluate outcomes and policies and procedures. Based on the input from those committee members and the needs of the local community, Rapid Rehousing and Shelter Essential Services were identified as the "highest and best uses" for local ESG funding. Since then, the City has met with the Continuum of Care service providers annually to determine whether those service areas continue to be the best use for local funds. Additionally, each year the Continuum of Care service providers review the policy relative to the use of ESG funds and make recommendations for changes that would assist in providing the best services to the homeless. The ESG describes eligible homeless subpopulations to be served, performance objectives, terms and amount of assistance to be provided, and the types of assistance that will be provided.

Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities.

1	Agency/Group/Organization	Florida A&M University
	Agency/Group/Organization Type	Services - Education
	What section of the Plan was addressed by Consultation?	Market Analysis Non-Housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via community meetings and by invitation to encourage participation in the community needs survey. The organization provided comments regarding community development needs from a public educational institution perspective. As an outcome, the City will further understand the educational needs of the community. The City will continue efforts to coordinate with educational institutions to support educational opportunities for its low-income residents and special needs populations when possible.
2	Agency/Group/Organization	Commission on the Status of Women and Girls (CSWG)
	Agency/Group/Organization Type	Services – Health Services – Employment Services -Education
	What section of the Plan was addressed by Consultation?	Market Analysis Non-Housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via community meetings and by invitation to encourage participation in the community needs survey. The organization provided comments on housing, public service, public facility, economic development, and fair housing needs in the community from an advocacy perspective. As an outcome, the City will further understand the needs of women and girls in the community. The City will continue efforts to coordinate advocacy organizations to support women and girls when possible.

3	Agency/Group/Organization	WTXL ABC 27 News
	Agency/Group/Organization Type	Other
	What section of the Plan was addressed by Consultation?	Market Analysis Non-Housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via community meetings. The organization provided comments on community development needs in the community from a journalism perspective. As an outcome, the City will further understand its connections with the local news community and how they can influence outreach for important causes. The City will continue efforts to coordinate local news organizations to support outreach efforts.
4	Agency/Group/Organization	CESC, Inc.
	Agency/Group/Organization Type	Services – Health
	What section of the Plan was addressed by Consultation?	Market Analysis Non-Housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via community meetings and by invitation to encourage participation in the community needs survey. The organization provided comments on housing, public service, public facility, economic development, and fair housing needs in the community from a service provider perspective. As an outcome, the City will further understand the need for increased resources and capital to improve the quality of life for those living in poverty and the need for increased access to quality health services. The City will continue efforts to coordinate with service providers to support self-sufficiency for its low-income residents.
5	Agency/Group/Organization	Legal Services of North Florida
	Agency/Group/Organization Type	Services – Fair Housing Regional Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Non-Homeless Special Needs Economic Development Fair Housing

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via community meetings and by invitation to encourage participation in the community needs survey. The organization provided comments on fair housing needs in the community from a service provider and legal perspective. As an outcome, the City will further understand the need for fair housing enforcement and legal support for victims of fair housing discrimination. The City will continue efforts to coordinate with legal service providers to support fair housing efforts for its vulnerable populations including low-income and minority residents.
6	Agency/Group/Organization	Big Bend Continuum of Care
	Agency/Group/Organization Type	Homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs – Chronically Homeless Homeless Needs – Families with Children Homelessness Needs – Veterans Homelessness Needs – Unaccompanied Youth Homelessness Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via face-to-face interview with the CoC and at the community meetings. Also conducted a review and discussion of planning documents for further consultation. Further, this organization was consulted by invitation to encourage participation in the community needs survey. The organization provided comments on housing, public service, public facility, and economic development needs in the community from a social services perspective. As an outcome, the City will further understand the housing and supportive service needs of the homeless and those at-risk of becoming homeless. The City will continue efforts to coordinate with homeless service organizations and support non-profit organizations providing essential services when possible.
7	Agency/Group/Organization	Big Bend Homeless Coalition
	Agency/Group/Organization Type	Homeless

	What section of the Plan was addressed by Consultation?	Homeless Needs – Chronically Homeless Homeless Needs – Families with Children Homelessness Needs – Veterans Homelessness Needs – Unaccompanied Youth Homelessness Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via face-to-face interview with the CoC and at the community meetings. Also conducted a review and discussion of planning documents for further consultation. Further, this organization was consulted by invitation to encourage participation in the community needs survey. The organization provided comments on housing, public service, public facility, and economic development needs in the community from a social services perspective. As an outcome, the City will further understand the housing and supportive service needs of the homeless and those at-risk of becoming homeless. The City will continue efforts to coordinate with homeless service organizations and support non-profit organizations providing essential services when possible.
8	Agency/Group/Organization	Tallahassee Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via email and phone interview. Also conducted a review and discussion of planning documents for further consultation. Further, this organization was consulted by invitation to encourage participation in the community needs survey. The organization provided comments on housing needs from a public housing perspective. As an outcome, the City will further understand the housing and supportive service needs of low-income persons. The City will continue to coordinate with the PHA in efforts to provide affordable housing to its low-income residents.
9	Agency/Group/Organization	Tallahassee Lender’s Consortium
	Agency/Group/Organization Type	Private Sector Banking/Financing

	What section of the Plan was addressed by Consultation?	Market Analysis Non-Housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via community meetings and by invitation to encourage participation in the community needs survey. The organization provided comments on housing needs in the community from a lender perspective. As an outcome, the City will further understand the need for increased resources and flexible underwriting and loan terms to develop affordable housing and provide homeownership opportunities. The City will continue efforts to coordinate with lenders to support affordable housing efforts for its low-income residents.
10	Agency/Group/Organization	Big Bend Community Development Corporation
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via community meetings and by invitation to encourage participation in the community needs survey. The organization provided comments on housing needs in the community from a developer perspective. As an outcome, the City will further understand the need for increased resources to develop affordable housing. The City will continue efforts to coordinate with developers to support affordable housing efforts for its low-income residents.
11	Agency/Group/Organization	Bethel Community Development Corporation
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Market Analysis

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via community meetings and by invitation to encourage participation in the community needs survey. The organization provided comments on housing needs in the community from a developer perspective. As an outcome, the City will further understand the need for increased resources to develop affordable housing. The City will continue efforts to coordinate with developers to support affordable housing efforts for its low-income residents.
12	Agency/Group/Organization	Ability 1 st – Center for Independent Living North Florida
	Agency/Group/Organization Type	Services – Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via community meetings and by invitation to encourage participation in the community needs survey. The organization provided comments on housing and supportive service needs in the community from a social services perspective. As an outcome, the City will further understand the need for access to affordable housing and essential services for persons with disabilities. The City will continue efforts to coordinate with non-profit organizations to support the provision of services to persons with disabilities when possible.
13	Agency/Group/Organization	Big Bend Habitat for Humanity
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis Non-Homeless Special Needs

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via community meetings. In addition, this organization was consulted by invitation to encourage participation in the community needs survey. The organization provided comments on housing, public service, public facility, and economic development needs in the community from a housing provider and development perspective. As an outcome, the City will further understand the need for increased access to affordable housing for its residents, with emphasis on owner housing, as well as non-homeless special needs.
14	Agency/Group/Organization	America’s Second Harvest of the Big Bend
	Agency/Group/Organization Type	Services – Homeless
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via community meetings. In addition, this organization was consulted by invitation to encourage participation in the community needs survey. The organization provided comments on public service needs in the community from a social services perspective. As an outcome, the City will further understand the needs of its homeless population including increased essential services such as a food pantry. The City will continue efforts to coordinate with non-profit organizations to support the provision of services to the homeless or at-risk of becoming homeless.
15	Agency/Group/Organization	Big Bend CARES
	Agency/Group/Organization Type	Services – Health
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via community meetings. In addition, this organization was consulted by invitation to encourage participation in the community needs survey. The organization provided comments on public service needs in the community from a social services perspective. As an outcome, the City will further understand the health service needs of its low-income, homeless, and special needs populations. The City will continue efforts to coordinate with non-profit organizations to support the provision of health services to its most vulnerable populations, when possible.
16	Agency/Group/Organization	Tallahassee Urban League
	Agency/Group/Organization Type	Services - Housing Services- Employment
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Market Analysis Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via community meetings. In addition, this organization was consulted by invitation to encourage participation in the community needs survey. The organization provided comments on housing and public service needs in the community from a social services perspective. As an outcome, the City will further understand the housing counseling needs and employment needs of its low-income and elderly populations. The City will continue efforts to coordinate with non-profit organizations to support the provision of services to its most vulnerable populations, when possible.
17	Agency/Group/Organization	American Institute of Architects
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via community meetings. In addition, this organization was consulted by invitation to encourage participation in the community needs survey. The organization provided comments on housing from an architecture perspective. As an outcome, the City will further understand the design needs when developing affordable housing. The City will continue efforts to coordinate with architectural organizations in the development of affordable housing, when possible.
18	Agency/Group/Organization	Tallahassee Senior Center and Foundation
	Agency/Group/Organization Type	Other government – Local
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via community meetings. In addition, this organization was consulted by invitation to encourage participation in the community needs survey. The organization provided comments on public service needs in the community from a social services perspective. As an outcome, the City will further understand the service needs of the elderly population. The City will continue efforts to coordinate with community service centers providing services to the elderly, when possible.
19	Agency/Group/Organization	Tallahassee – Leon County Planning Department (PLACE)
	Agency/Group/Organization Type	Other government – Local
	What section of the Plan was addressed by Consultation?	Non-Housing Community Development Strategy Economic Development

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via community meetings. In addition, this organization was consulted by invitation to encourage participation in the community needs survey. The Department provided comments on community revitalization and economic development needs in the community from a local government perspective. As an outcome, the City will further understand the infrastructure and business needs of the community. The City will continue efforts to coordinate with City and County Departments to address community revitalization and economic needs.
20	Agency/Group/Organization	City of Tallahassee Growth Management
	Agency/Group/Organization Type	Other government – Local
	What section of the Plan was addressed by Consultation?	Non-Housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via community meetings. In addition, this organization was consulted by invitation to encourage participation in the community needs survey. The Department provided comments on community revitalization needs in the community from a local government perspective. As an outcome, the City will further understand the revitalization needs of the community. The City will continue efforts to coordinate with City and County Departments to address community revitalization needs.
21	Agency/Group/Organization	U.S. Veterans Affairs
	Agency/Group/Organization Type	Other government – Federal
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via community meetings. In addition, this organization was consulted by invitation to encourage participation in the community needs survey. The organization provided comments on public service needs in the community from a social services perspective. As an outcome, the City will further understand the service needs of its veterans. The City will continue efforts to coordinate with community service centers providing services to veterans, when possible.
22	Agency/Group/Organization	Greater Frenchtown Neighborhood Organization
	Agency/Group/Organization Type	Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Market Analysis Non-Housing Community Development Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via community meetings. The organization provided comments on public service and community revitalization needs in the community from a resident perspective. As an outcome, the City will further understand the service and revitalization needs of the Frenchtown neighborhood. The City will continue efforts to coordinate with neighborhood organizations, when possible.
23	Agency/Group/Organization	Florida Developmental Disabilities Council
	Agency/Group/Organization Type	Other government – State
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via community meetings. The organization provided comments on public service needs in the community from a social services and state agency perspective. As an outcome, the City will further understand the housing and service needs of persons with disabilities within the community. The City will continue efforts to coordinate with state agencies and providers serving persons with disabilities.
24	Agency/Group/Organization	Mt. Olive Housing & Community Development Inc.
	Agency/Group/Organization Type	Housing

	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via community meetings. The organization provided comments on housing needs in the community from a developer perspective. As an outcome, the City will further understand the need for increased resources to develop affordable housing. The City will continue efforts to coordinate with developers to support affordable housing efforts for its low-income residents.
25	Agency/Group/Organization	Keller Williams Realty
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via community meetings. The organization provided comments on housing needs in the community from a real estate perspective. As an outcome, the City will further understand the housing market and the need for homeowner vs. rental housing. The City will continue efforts to coordinate with real estate brokers to support affordable housing efforts for its low-income residents.
26	Agency/Group/Organization	Florida State University
	Agency/Group/Organization Type	Services - Education
	What section of the Plan was addressed by Consultation?	Market Analysis Non-Housing Community Development Strategy

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted via community meetings and by invitation to encourage participation in the community needs survey. The organization provided comments on community development needs from a public educational institution perspective. As an outcome, the City will further understand the educational needs of the community. The City will continue efforts to coordinate with educational institutions to support educational opportunities for its low-income residents and special needs populations, when possible.
27	Agency/Group/Organization	Tallahassee Emergency Management Division
	Agency/Group/Organization Type	Agency – Emergency Management
	What section of the Plan was addressed by Consultation?	Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted by conducting a review and discussion of resiliency planning documents to address hazard risks and mitigation associated with climate change. Further, this division was consulted by invitation to encourage participation in the community needs survey. As an outcome, the City will further understand climatic effects of climate change that are a threat to Tallahassee and its low-income residents. Further, the City will also understand how these threats impact low-income households within the City. The City will continue to coordinate with the Emergency Management Division for resiliency efforts.
28	Agency/Group/Organization	Xfinity
	Agency/Group/Organization Type	Services – Broadband Internet Service Providers Services – Narrowing the Digital Divide
	What section of the Plan was addressed by Consultation?	Market Analysis

How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Online consultation included a review and analysis of coverage in the Tallahassee and surrounding areas. As an outcome, the City will further understand the level of internet service provided to its residents and if there are areas of low-income concentrations within the City that are not provided adequate and affordable internet services. Because internet service providers are private for-profit entities, coordination is challenging but the City will make every effort to close that gap.
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Table 2 – Agencies, groups, organizations who participated

Identify any Agency Types not consulted and provide rationale for not consulting.

The City endeavored to consult with all agency types and does not exclude any agencies from consultation. Publicly funded institutions including mental health facilities and correctional facilities were consulted through non-profit organizations serving those populations including homeless, mental health, foster care, and youth organizations. These organizations were consulted via public meetings, on-line survey, and interviews.

City staff regularly attends the network meetings of the Big Bend Homeless Coalition and receives input from many of the social service and housing providers so input is solicited routinely throughout the year for the next year's activities. This network includes service providers of a wide variety of human services and affordable housing. In addition, the City and County created the Joint City/County Housing and Human Services Workgroup which meets monthly to discuss resources, alignment of response to ongoing or urgent needs, and outside partnerships. The goal of the Workgroup is to coordinate response and resources for maximum impact to residents of the city and county.

Other local/regional/state/federal planning efforts considered when preparing the Plan.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Local Housing Assistance Plan	City of Tallahassee	The City's Local Housing Assistance Plan (LHAP) includes goals related to homeownership, rental development, rehabilitation, and rental assistance, all of which are identified as priority needs in this Consolidated Plan, particularly in terms of expanding the supply of affordable housing.
Five-Year Strategic Plan	City of Tallahassee	The City's Strategic Plan includes an objective to facilitate and encourage the construction of affordable housing units (Objective 2C) with goals to provide down-payment assistance and new affordable rental units, which overlaps with Consolidated Plan proposed activities.
Comprehensive Plan	City of Tallahassee	The Housing Element of the City's Comprehensive Plan identifies goals in support of affordable housing activities that align with housing needs and priorities of the Consolidated Plan.
2019 PHA Annual Plan	Tallahassee Housing Authority	The PHA annual plan includes rehabilitation, new construction, and preservation of affordable housing as goals; all of which align with the City's priorities.

2016 Five Year Plan	Tallahassee Housing Authority	The goals in the strategic plan overlap with THA’s goals to provide quality affordable rental housing for low-income families and supportive services to achieve family self-sufficiency.
Continuum of Care	Big Bend Homeless Coalition	The City develops goals for the homeless relative to the funding that it provides to support the operation of the Big Bend Homeless Coalition.

Table 3 – Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l)).

The City actively partners with many local, non-profit community agencies. The City also works with County committees to support the goals of the provision of affordable, safe and sanitary housing; a suitable living environment, and expanded economic opportunities for low and moderate-income persons within the City.

Staff participates in community-based groups such as the United Partners for Human Services, the Program Coordinating Committee of the Tallahassee Housing Authority, and the Community Human Service Partnership. The City works with Leon County on such things as Fair Housing activities and other Fair Housing organizations to jointly fund outreach activities.

Because the Florida Housing Finance Corporation is located in the same city and two-thirds of the county's population resides within the city limits, the City interacts with both Leon County and the Florida Housing Finance Corporation regularly.

At a minimum, implicit in these goals is the City’s commitment to providing coordinated community housing and supportive services to its low-income residents. These services are provided through partnerships with government and quasi-government agencies, as well as respective planning efforts. The City of Tallahassee will continue to encourage building partnerships between governments, lenders, builders, developers, real estate professionals, and advocates for low-income persons. The City of Tallahassee will continue to work with the building industry, banking industry, real estate industry, social service providers, and other community groups to promote the development of affordable housing and related housing services.

PR-15 Citizen Participation – 91.105, 91.115, 91.200(c) and 91.300(c)

**Summary of citizen participation process/Efforts made to broaden citizen participation
Summarize citizen participation process and how it impacted goal-setting.**

In accordance with 24 CFR Part 91 and the Citizen Participation Plan, the City conducted a comprehensive community participation process to ensure inclusion of all residents, target areas, beneficiaries of federal resources, and local public and private agencies. The City advertised public meetings in newspapers of general circulation, published an online survey, and consulted directly with stakeholders.

Public Meetings

The City facilitated four (4) public meetings for residents/stakeholders. The public meetings informed residents and stakeholders about the Consolidated Plan, described the process, solicited input, and made available tables/maps to be analyzed for the Consolidated Plan. The City considered times/locations convenient for residents and stakeholders. Meeting dates, times, and locations are detailed below.

Community Meetings	
February 10, 2020 5:00 PM – 7:00 PM	Jack McClean Community Center 700 Paul Russell Rd.
February 11, 2020 5:00 PM – 7:00 PM	Orange Avenue Complex Tallahassee Housing Authority 2710 Country Club Drive
February 17, 2020 5:00 PM – 7:00 PM	Smith-Williams Service Center 2295 Pasco Street
February 18, 2020 5:00 PM – 7:00 PM	Lincoln Center 438 W Brevard Street

Online Survey

To maximize engagement, the City developed an on-line survey. On-line surveys are convenient and confidential, both of which are appealing to residents and stakeholders. The survey gathered information related to priority needs in the City, including housing needs, homeless needs, public infrastructure/facility needs, economic development needs, and public service needs. English and Spanish versions of the survey were made available.

Goals were developed in accordance with high priority needs identified through community input, the needs assessment, and market analysis. Community input helped prioritize needs to be incorporated in the Consolidated Plan and structured activities to be funded to address needs within the City's regulatory and funding frameworks.

In accordance with 24 CFR Part 91 and the City's Citizen Participation Plan, the participants conducted a comprehensive community participation process in a manner to ensure inclusion of all residents of the region, target areas, beneficiary communities of federal resources awarded through the public awards process, and public and private agencies operating in the region.

The City advertised public meetings in newspapers of general circulation in the City, published an online survey, consulted directly with key stakeholders, and hosted public and stakeholder forums.

Direct Agency Consultation

The City developed a list of over 500 stakeholders to provide outreach to during the Consolidated Plan process. Stakeholders were invited to participate in the public meetings, on-line survey, and comment period via direct email to organization contacts. Additionally, participants conducted interviews with pertinent stakeholders to gather supplemental information for the Consolidated Plan including broadband connectivity providers and emergency management departments.

Advertisement of Outreach Activities

The City implemented various methods of advertisement for the outreach activities listed above. The City focused its efforts on reaching the broadest audience possible, while also employing methods specific to underserved populations.

The outreach approach included utilizing local media outlets. The City broadened outreach by utilizing their organizational websites, social media pages such as Facebook, publicizing the process in monthly newsletters, and delivery of regional media releases. It is important to note that the City made every effort to advertise flyers and notices in an alternate language newspaper, however there are no such publications currently serving the Leon County area.

Flyers were distributed electronically to stakeholders including organizations representing populations that are typically underrepresented in the planning process such as persons who reside in target areas, persons who are limited English proficient (LEP), and persons with a disability. Flyers were also distributed at public offices, public and university libraries, and City Hall.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Meeting	Minorities Non-English Speaking – Specify other language: Spanish Non-targeted/broad community Residents of Public and Assisted Housing	31 Attendees	Residents and stakeholders provided commentary on prioritization of needs. In particular, homeownership, housing to end homelessness, new construction, support services, street improvements, and fair housing education were the top priority needs identified.	All accepted	N/A

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
2	Public Meeting	Minorities Non-English Speaking – Specify other language: Spanish Non-targeted/broad community Residents of Public and Assisted Housing	33 Attendees	Residents and stakeholders provided commentary on prioritization of needs. In particular, homeownership, housing to end homelessness, new construction, support services, street improvements, and fair housing education were the top priority needs identified.	All accepted	N/A

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
3	Public Meeting	Minorities Non-English Speaking – Specify other language: Spanish Non-targeted/broad community Residents of Public and Assisted Housing	29 Attendees	Residents and stakeholders provided commentary on prioritization of needs. In particular, homeownership, housing to end homelessness, new construction, support services, street improvements, and fair housing education were the top priority needs identified.	All accepted	N/A

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
4	Public Meeting	Minorities Non-English Speaking – Specify other language: Spanish Non-targeted/broad community Residents of Public and Assisted Housing	21 Attendees	Residents and stakeholders provided commentary on prioritization of needs. In particular, homeownership, housing to end homelessness, new construction, support services, street improvements, and fair housing education were the top priority needs identified.	All accepted	N/A

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
5	Internet Outreach	<p>Minorities</p> <p>Non-English Speaking – Specify other language: Spanish</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	129 Responses	<p>Respondents provided feedback on priority needs in the community. See survey results attached in an appendices for further summary of comments received.</p>	All accepted	www.surveymonkey.com/r/communityneeden
6	Public Hearing	Non-targeted/broad community	City of Tallahassee presented the draft consolidated Plan to Board of City		All accepted	

Consolidated Plan

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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
		Other – Board of City Commissioners	Commissioners. During the presentation, City staff presented the overall funding amounts, steps taken to solicit public feedback, and answered questions from Commissioners and attendees.			
7	Other – Public Comment Period	Non-targeted/Broad community			All accepted	

Table 4 – Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

The Needs Assessment identifies the needs in the City in the areas of affordable housing, community development, homelessness, and non-homeless special needs. The Needs Assessment is the basis for the Strategic Plan and will assist the City in targeting limited housing and community development resources. The needs are determined by analyzing quantitative data as well as qualitative data gathered through the citizen participation and consultation process.

The Needs Assessment is divided into the following sections:

Housing Needs Assessment – The analysis of American Community Survey (ACS) and Comprehensive Housing Affordability Strategy (CHAS) data as well as data and information from local sources shows a significant need for affordable housing in the City of Tallahassee. The most common housing problem is cost burden (a family spending more than 30% of their income on housing costs) which impacts extremely low-income families and renters at the greatest level. Among cost-burdened households, American Indian/Alaska Native households have a disproportionately greater need with 63.22% of these households experiencing cost burden. Among severely cost-burdened households, Pacific Islander households and Hispanic households have a disproportionately greater need at 100% and 37.32%, respectively. Over 31,500 or 68.37% of households in Tallahassee with incomes between 0-100% AMI are experiencing at least one of the four housing problems. These housing problems affect all racial and ethnic groups. However, American Indian/Alaska Native and Pacific Islander households experience the highest rates of housing cost burden, overcrowding, or substandard housing compared to other racial or ethnic groups.

Public Housing – The Tallahassee Housing Authority provides housing opportunities for low-income persons. As of May 2020, the agency manages 526 public housing units and 2,241 housing choice vouchers (HCV). The housing needs of residents of public housing are similar to the needs of the population at large. There is a need for additional affordable and available rental units as demonstrated by the waiting lists for THA programs. The majority of public housing residents and

voucher holders are extremely low-income (0-30% AMI) and, even with lower rent payments than private housing, public housing residents still experience cost burden.

Homeless Needs Assessment – In FY 2018, there were 2,071 persons experiencing first time homelessness, which was a decrease from the previous year by 238 individuals. Additionally, the FY 2018 data reports that 66% of persons were successful when placed from street outreach to permanent housing, with 94% retention in the permanent housing project. The average length of time persons resided in emergency shelter or Safe Haven was 123 nights.

Non-Homeless Special Needs Assessment – The City identified the non-homeless special needs population that require supportive services as the elderly, frail elderly, persons with disabilities, persons with alcohol or other drug addiction, victims of domestic violence, and persons living with HIV/AIDS and their families. Affordable housing is a high need for these populations as well as support services.

Non-Housing Community Development Needs – Based on information gathered through input from residents and stakeholders as well as the review of local studies, the City's non-housing community development needs include: Public Facilities (senior centers, parks and recreational facilities, and community centers); Public Improvements, specifically street improvements; and Public Services (general support services for various populations, employment training, and homelessness needs).

NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

Summary of Housing Needs

The type, size, composition, condition, and cost of Tallahassee's households must be taken into consideration in developing housing goals for a five-year period. Knowledge of housing patterns within the City allows for a comprehensive strategy for addressing needs. Housing information collected enables the City to evaluate the type and condition of the City's current housing stock and the number and type of families or individuals in need of housing assistance. Data gathered will assist in identifying proper housing services that should be provided to sustain affordable housing and to address housing needs for all income levels and categories of persons affected.

HUD definitions of the categories analyzed are as follows:

- Housing Cost Burden – Households spending greater than 30% of their total gross income on housing costs.
- Severe Housing Cost Burden – Households whose housing cost burden is greater than 50% of housing income.
- Overcrowding – Households having more than 1.01 to 1.5 persons per room excluding bathrooms, porches, foyers, halls, or half-rooms.
- Severe overcrowding – Households having more than 1.51 persons per room excluding bathrooms, porches, foyers, halls, or half-rooms.
- Lacking complete kitchen facilities – Kitchen facilities lacking a sink with piped water, a range or stove, or a refrigerator.
- Lacking complete plumbing facilities – Households without hot or cold piped water, a flush toilet, and a bathtub or shower.
- Small Family- 5 or less people residing in a household.
- Large Family- 5 or more people residing in a household.

According to the 2018 ACS data presented in Table 5, since 2009 the population in the Tallahassee area increased by 4.9% from 181,376 persons to 190,180 persons. The number of households in the City increased by 3.4% from 73,007 households to 75,508 households. Between 2009 and 2018, the median household income increased by 24.6% from \$35,147 to \$43,799. As the population has increased, the demand for additional housing units, especially affordable units, has also increased.

Table 6 shows that among all households in the City, 25,880 (35%) are small family households (2-4 members) and 2,999 (4%) are large family households (5 or more members). The remaining are non-family households such as persons living alone or with nonrelatives. Approximately 20% of all households contain elderly persons: 9,874 (13%) of the households contain at least one

person 62-74 years of age and 5,258 (7%) contain at least one person age 75 or older. Just over 8,500 (11%) of households contain one or more children 6 years old or younger. Of all the households, 38,760 (52%) are low- and moderate-income (0-80% AMI).

Analysis of the data in Table 7 indicates that the most common housing problem facing Tallahassee’s residents is cost burden. Tables 9 and 10 provide additional detail on cost burden for LMI households and shows that a total of 28,898 households (24,755 renters and 4,143 owners) are experiencing cost burden greater than 30%. This represents 75% of Tallahassee’s LMI households. Additionally, the population that experiences the greatest level of housing problems are extremely low-income households (0-30% AMI), and mostly renters.

Demographics	Base Year: 2009	Most Recent Year: 2018	% Change
Population	181,376	190,180	4.9%
Households	73,007	75,508	3.4%
Median Income	\$35,174	\$43,799	24.6%

Table 5 - Housing Needs Assessment Demographics

Data Source: 2005-2009 ACS (Base Year), 2014-2018 ACS 5-Year Estimate

Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	16,735	9,315	12,710	7,370	28,275
Small Family Households	3,440	2,690	4,210	2,305	13,235
Large Family Households	445	309	385	240	1,620
Household contains at least one person 62-74 years of age	1,059	1,029	1,135	1,008	5,643
Household contains at least one person age 75 or older	739	840	855	569	2,255
Households with one or more children 6 years old or younger	1,834	1,285	1,605	743	3,038

Table 6 - Total Households Table

Data Source: 2011-2015 CHAS

Housing Needs Summary Tables

1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Substandard Housing - Lacking complete plumbing or kitchen facilities	265	200	25	65	555	0	0	40	4	44
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	345	150	120	55	670	0	0	0	4	4
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	135	124	264	30	553	19	0	75	15	109
Housing cost burden greater than 50% of income (and none of the above problems)	10,750	3,950	725	100	15,525	1,085	620	534	230	2,469

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Housing cost burden greater than 30% of income (and none of the above problems)	825	2,435	4,850	920	9,030	214	455	1,180	699	2,548
Zero/negative Income (and none of the above problems)	1,800	0	0	0	1,800	370	0	0	0	370

Table 7 – Housing Problems Table

Data 2011-2015 CHAS
Source:

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Having 1 or more of four housing problems	11,495	4,415	1,135	250	17,295	1,105	620	650	260	2,635
Having none of four housing problems	1,510	3,234	7,940	4,340	17,024	445	1,045	2,970	2,505	6,965
Household has negative income, but none of the other housing problems	1,800	0	0	0	1,800	370	0	0	0	370

Table 8 – Housing Problems 2

Data 2011-2015 CHAS
Source:

3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	2,594	2,059	1,585	6,238	219	399	784	1,402
Large Related	275	223	45	543	60	64	58	182
Elderly	630	706	318	1,654	566	358	457	1,381
Other	8,710	3,865	3,745	16,320	475	245	458	1,178
Total need by income	12,209	6,853	5,693	24,755	1,320	1,066	1,757	4,143

Table 9 – Cost Burden > 30%

Data 2011-2015 CHAS
Source:

4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	2,405	1,144	130	3,679	185	244	249	678
Large Related	240	84	20	344	60	35	19	114
Elderly	365	454	14	833	439	229	125	793
Other	8,330	2,445	590	11,365	410	105	173	688
Total need by income	11,340	4,127	754	16,221	1,094	613	566	2,273

Table 10 – Cost Burden > 50%

Data 2011-2015 CHAS
Source:

5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	180	174	294	50	698	15	0	65	19	99
Multiple, unrelated family households	50	10	0	10	70	4	0	10	0	14

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Other, non-family households	380	175	85	25	665	0	0	0	0	0
Total need by income	610	359	379	85	1,433	19	0	75	19	113

Table 11 – Crowding Information – 1/2

Data 2011-2015 CHAS
Source:

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present	0	0	0	0	0	0	0	0

Table 12 – Crowding Information – 2/2

Describe the number and type of single person households in need of housing assistance.

Figures from the 2018 ACS 5-Year estimates indicate that 34.4% of all Tallahassee households are single-person households. 44.2% of single person households are owner occupants and 57% are renter occupants.

Further data from the 2018 ACS 5-Year estimates report that 5.6% of all owner households are cost burdened and 33.3% of all renter households are cost burdened, paying more than 30% of their household income for housing expenses. Of all cost burdened households, 3.1% of owner households are severely cost burdened and 21.8% of renter households are severely cost burdened.

Housing assistance is typically provided to low- and moderate-income households experiencing a housing problem and includes rental assistance, assistance to persons at risk of becoming homeless, and assistance to acquire or maintain housing. HUD does not provide data on the income level of single person households; however, the 2018 ACS 5-Year estimates shows that the median non-family household income is \$31,427, which is 33% less than the City's median household income of \$43,799. Male householders living alone have a median income of \$29,006 while female householders living alone have a median income of \$28,715. In addition, persons over 65 living alone are a limited clientele population by HUD's definition and considered to be low-to moderate-income. Based on income, female single person households and elderly single person households would be more likely to require housing assistance.

In addition, Tables 9 and 10 above display the number of households with housing cost burdens by household type including the category 'other households'. 'Other households' is defined as all households other than small related, large related, and elderly households and includes single person households. Based on the data in Tables 9 and 10, there are 29,551 low- and moderate-income households classified as 'other households' that are experiencing cost burden and need housing assistance. This represents approximately 62% of the total low-and moderate-income households in Tallahassee.

Estimate the number and type of families in need of housing assistance who are disabled or victims of domestic violence, dating violence, sexual assault and stalking.

Disabled Families in Need of Housing Assistance

Disability status is self-reported to the U.S. Census Bureau and the types of disability include hearing or vision impairment, ambulatory limitation, cognitive limitation, and self-care or independent living limitation. According to the 2018 ACS 5-Year estimates, 17,864 (11%) of Tallahassee's population over the age of 16 reports having a disability. Data also reports that of the population over the age of 16 with a disability, 29% are below 100% of the poverty level.

The Shimberg Center for Housing Studies reported in a 2018 rent comparison that recipients of Social Security Disability Income in Leon County have a maximum affordable rent of \$225 meaning 103% of their income is needed for a 1-bedroom unit at fair market rent. According to the U.S. Social Security Administration, Office of Retirement and Disability Policy, in 2018, Leon County had 5,969 individuals who were receiving Social Security Disability income and in need of housing assistance.

Victims of Domestic Violence in Need of Housing Assistance

The Florida Department of Law Enforcement (FDLE) Uniform Crime Report provides data on domestic violence offenses and arrests by jurisdiction. In 2018, FDLE reporting indicates that the City of Tallahassee reported 1,221 cases of all types of domestic violence offenses ranging from simple assault to murder, including aggravated assault, rape, threat/intimidation, stalking, and fondling. There is no information available on how many of these victims need housing assistance.

However, Refuge House, a domestic violence center serving Tallahassee and the Big Bend area, provided data on the number of domestic violence victims they served in 2018 to demonstrate the number and type of victims of domestic violence in need of housing assistance. The agency served 418 women, children, and men in their Emergency Shelter program and 33 women in their transitional housing program.

The Big Bend CoC collects information on the number of sheltered and unsheltered homeless persons by household type and subpopulation for the point-in-time count. The 2019 report indicated that 61 homeless persons were victims of domestic violence, of which 47 were sheltered and 14 unsheltered.

What are the most common housing problems?

The categories of housing problems are substandard housing (households lacking complete kitchen or plumbing facilities), overcrowding (more than 1.01- 1.5 persons per room), severe overcrowding (more than 1.51 persons per room), cost burden (more than 30% of the household's gross income is spent on housing costs), severe cost burden (more than 50% of the household's gross income is spent on housing costs), and zero/negative income households who cannot be cost burdened but still require housing assistance.

The most common housing problem residents of Tallahassee face is housing cost burden. Table 7 shows that the number of households with severe housing cost burden and housing cost burden far exceed households living in substandard housing conditions or overcrowded living situations. Approximately 11,578 households experience housing cost burden and 17,994 experience severe cost burden. Renters have a greater rate of cost burden than owners. Table 7 also shows that 599 households live in substandard housing, 1,336 households are overcrowded, and 2,170 households with zero or negative income who cannot have a cost burden but still require housing assistance.

Are any populations/household types more affected than others by these problems?

Tables 9 and 10 show the number of households with housing cost burdens more than 30% and 50%, respectively, by housing type, tenure, and household income. Households classified as 'Other' which includes single person households (discussed above) experience a higher level of need in terms of cost burden and severe cost burden. Approximately 29,551 'Other' households are cost burdened or severely cost burdened and 27,685 of these households are renters. Overall, extremely low-income rental households (0-30% AMI), regardless of tenure, experience the greatest rate of cost burden when compared to all other income categories.

In regard to crowding, Table 11 shows that single-family households have the highest rate of overcrowding in relation to multiple, unrelated family households and other, non-family households. Overcrowding impacts renters to a greater degree than it does owners. There are 1,433 renter households and 113 owner households that are overcrowded. Overcrowding affects households at all income levels, however, extremely low-income rental households (0-30% AMI) and moderate-income owner households (50-80% AMI) experience overcrowding at a higher rate than other income categories.

Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance

There are 16,735 extremely low-income households in Tallahassee including 1,834 (11%) households with one or more children 6 years old or younger. Approximately 12,434 (74%) extremely low-income households are severely cost-burdened and at risk of homelessness. This includes 11,340 renters and 1,094 owners.

The needs of individual and families at-risk of homelessness include short-term or immediate needs and long-term needs that will sustain self-sufficiency. The immediate need of these families is maintaining the housing they currently occupy. For renters, this could mean rent subsidies and utility assistance. Owners may also need temporary financial assistance for foreclosure prevention. Generally, extremely low-income households spend most of their income on housing costs and do not have sufficient funds to cover other basic expenses such as food, medication, or transportation. Therefore, emergency financial assistance, reliable public transportation, and affordable health insurance are other needs that these families typically have. Long-term needs include employment training, educational programs, and access to jobs that pay decent wages. For those families with children that are not yet school-aged, affordable high-quality childcare and early childhood programs are needed.

Rapid re-housing emphasizes housing search and relocation services and short- and medium-term rental assistance to move homeless people as rapidly as possible into permanent housing. According to the HUD 2019 CoC Homeless Assistance Programs Housing Inventory Count Report, the CoC reported 10 year-round rapid re-housing beds for adult-only beds. All 10 of the rapid re-housing beds were dedicated to homeless veterans and their families.

As rapid re-housing participants transition to independent living, their needs consist of locating affordable housing including access to public housing. In order to remain stable in housing, other needs include job training and placement services to increase earning potential. Formerly homeless families and individuals may continue to need supportive services such as medical or mental health treatment and access to and mainstream benefits like Medicaid, SSI, or TANF.

If a jurisdiction provides estimates of the at-risk population(s), it should also include a description of the operational definition of the at-risk group and the methodology used to generate the estimates:

The City of Tallahassee does not provide estimates of at-risk populations and, therefore, does not have a methodology for this.

Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness

Housing characteristics that indicate instability and increased risk for homelessness include a lack of affordable housing, housing cost burden especially for elderly persons and those living on SSI disability income, low vacancy rates that lead to more restrictive tenant screening criteria, overcrowding, and substandard housing conditions.

NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

A disproportionately greater housing need exists when the members of a racial or ethnic group within the same income level experience housing problems of at least 10 percentage points more than the income level as a whole. Housing problems include substandard housing, overcrowded housing situations with 1.01-1.5 people per room, and housing cost burden greater than 30% of income.

Based on the data presented in Tables 13-16, in Tallahassee, a disproportionately greater housing need exists for American Indian/Alaska Natives at all income levels measured (0-30%, 30-50%, 50-80%, and 80-100%), Pacific Islanders at 0-30% AMI, Asians at 30-50% AMI, and persons of Hispanic origin at 50-80% AMI.

0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	13,645	914	2,170
White	5,455	294	874
Black / African American	6,460	593	910
Asian	428	0	195
American Indian/Alaska Native	10	0	0
Pacific Islander	20	0	0
Hispanic	980	30	185

Table 13 - Disproportionally Greater Need 0 - 30% AMI

Data 2011-2015 CHAS
Source:

*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	7,925	1,384	0
White	3,685	820	0
Black / African American	3,190	475	0
Asian	159	4	0
American Indian/Alaska Native	23	0	0
Pacific Islander	0	0	0
Hispanic	715	79	0

Table 14 - Disproportionally Greater Need 30 - 50% AMI

Data 2011-2015 CHAS
Source:

*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	7,825	4,890	0
White	3,650	2,025	0
Black / African American	3,255	2,434	0
Asian	185	119	0
American Indian/Alaska Native	10	4	0
Pacific Islander	0	0	0
Hispanic	565	183	0

Table 15 - Disproportionally Greater Need 50 - 80% AMI

Data 2011-2015 CHAS
Source:

*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	2,140	5,230	0
White	1,384	3,100	0
Black / African American	534	1,525	0
Asian	60	190	0
American Indian/Alaska Native	15	0	0
Pacific Islander	0	0	0
Hispanic	59	314	0

Table 16 - Disproportionally Greater Need 80 - 100% AMI

Data 2011-2015 CHAS
Source:

*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

Discussion

Over 31,500 or 68.37% of households in Tallahassee with incomes between 0-100% AMI are experiencing at least one of the four housing problems. These housing problems affect all racial and ethnic groups. However, American Indian/Alaska Native and Pacific Islander households experience the highest rates of housing cost burden, overcrowding, or substandard housing compared to other racial or ethnic groups.

When comparing the level of need for each race and ethnic group by income category, 81.56% of all households at 0-30% AMI have a housing problem. Within this income category, American Indian/Alaska Native and Pacific Islander households have a disproportionately greater need with 100% of these households experiencing a housing problem.

For households with incomes between 30-50% AMI, 85.13% of these households experience a housing problem. Asian households and American Indian/Alaska Native households are the racial or ethnic groups that have a disproportionately greater need at 97.55% and 100%, respectively.

Households with incomes between 50-80% AMI and 80-100% AMI have a lower level of need when compared to households between 0-50% AMI. That is, 61.54% of households with incomes between 50-80% AMI and 29.04% of households with incomes between 80-100% AMI are experiencing a housing problem whereas over 80% of households at lower income levels (very low-income and extremely low-income) have a housing problem.

Within the higher income brackets, the racial or ethnic groups with a disproportionately greater need are American Indian/Alaska Native households and households of Hispanic origin. Within the 50-80% AMI income category, Hispanic households experience the greatest need at 75.53% compared to 61.54% for the jurisdiction as a whole. And, within the 80-100% AMI income category, 100% of all American Indian/Alaska Native households have a housing problem.

NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

A disproportionately greater number of severe housing problems means that members of a racial or ethnic group in an income range are experiencing housing problems at a greater rate (10 percentage points or more) than the income level as a whole. Severe housing problems include substandard housing, overcrowded households with more than 1.5 persons per room, and households with cost burdens of more than 50% of income.

Based on the data presented in Tables 17-20, American Indian/Alaska Native households at 0-30% and 30-50% AMI, Pacific Islanders at 0-30% AMI, and Asians and persons of Hispanic origin at 50-80% AMI, have a disproportionately greater number of severe housing problems.

0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	12,600	1,955	2,170
White	5,130	619	874
Black / African American	5,800	1,265	910
Asian	420	8	195
American Indian/Alaska Native	10	0	0
Pacific Islander	20	0	0
Hispanic	965	45	185

Table 17 – Severe Housing Problems 0 - 30% AMI

Data 2011-2015 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	5,035	4,279	0
White	2,510	1,995	0
Black / African American	1,850	1,810	0
Asian	84	79	0
American Indian/Alaska Native	19	4	0
Pacific Islander	0	0	0
Hispanic	425	353	0

Table 18 – Severe Housing Problems 30 - 50% AMI

Data 2011-2015 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	1,785	10,910	0
White	784	4,900	0
Black / African American	665	5,040	0
Asian	100	205	0
American Indian/Alaska Native	0	14	0
Pacific Islander	0	0	0
Hispanic	235	518	0

Table 19 – Severe Housing Problems 50 - 80% AMI

Data 2011-2015 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	510	6,845	0
White	280	4,195	0
Black / African American	124	1,934	0
Asian	40	210	0
American Indian/Alaska Native	0	15	0
Pacific Islander	0	0	0
Hispanic	39	329	0

Table 20 – Severe Housing Problems 80 - 100% AMI

Data Source: 2011-2015 CHAS

*The four severe housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than 1.5 persons per room,
4. Cost Burden over 50%

Discussion

Nearly 20,000 or 43.24% of all households in Tallahassee with incomes between 0-100% AMI are experiencing at least one of the four severe housing problems. Without considering income level, Pacific Islander households and Hispanic households experience the highest rates of severe housing problems compared to other racial or ethnic groups – 100% of all Pacific Islander households have a severe housing problem and 53.78% of all Hispanic households have a severe housing problem.

When comparing the level of need for each race and ethnic group by income category, 75.34% of all households at 0-30% AMI have a severe housing problem. Within this income category, American Indian/Alaska Native and Pacific Islander households have a disproportionately greater need with 100% of these households experiencing a housing problem.

For households with incomes between 30-50% AMI, 54.06% of these households experience a severe housing problem. American Indian/Alaska Native households are the racial or ethnic groups that have a disproportionately greater need at 82.61%.

For households with incomes between 50-80% AMI, 14.06% of these households experience a severe housing problem. Asian households and Hispanic households have a disproportionately greater number of severe housing problems at 32.79% and 31.21%, respectively.

There are no racial or ethnic groups experiencing disproportionately severe housing problems at 80-100% AMI. Less than 7% of households in this income range experience at least one of the four severe housing problems.

NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction:

Cost burden is a measure of housing affordability. A cost-burdened household spends more than 30% of its total gross income on housing costs. Severely cost-burdened households spend more than 50% of their total gross income on housing costs. In Tallahassee, 44.25% of all households are cost-burdened and over half of the cost-burdened households are severely cost-burdened.

A disproportionately greater number of cost-burdened households exists when the members of a racial or ethnic group at a given income level experience housing cost burdens at 10 percentage points or more than the jurisdiction as a whole.

Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	39,225	13,950	18,970	2,250
White	25,055	6,890	8,485	909
Black / African American	10,205	5,540	7,845	940
Asian	1,505	424	500	195
American Indian/Alaska Native	18	55	14	0
Pacific Islander	0	0	20	0
Hispanic	1,780	780	1,640	195

Table 21 – Greater Need: Housing Cost Burdens AMI

Data 2011-2015 CHAS
Source:

Discussion:

In Tallahassee, 13,950 (18.75%) households spend between 30% -50% of their income on housing costs. Another 18,970 (25.50%) households are severely cost-burdened, spending more than 50% of their income on housing costs.

Among cost-burdened households, American Indian/Alaska Native households have a disproportionately greater need with 63.22% of these households experiencing cost burden.

Among severely cost-burdened households, Pacific Islander households and Hispanic households have a disproportionately greater need at 100% and 37.32%, respectively.

Of note, Black/African American households, while not experiencing cost burden or severe cost burden at a disproportionate level, are the only other race or ethnic group with a higher rate of cost burden and severe cost burden than the jurisdiction as a whole. Specifically, 22.58% of Black/African American households are cost-burdened and 31.98% are severely cost-burdened.

NA-30 Disproportionately Greater Need: Discussion – 91.205(b)(2)

Are there any Income categories in which a racial or ethnic group has disproportionately greater need than the needs of that income category as a whole?

At the 0-30% AMI income level, American Indian/Alaska Native and Pacific Islander households have disproportionately greater housing problems and severe housing problems than that income category.

At the 30-50% AMI income level, Asians have disproportionately greater housing problems and American Indian/Alaska Native households have disproportionately greater housing problems and severe housing problems than that income category.

At the 50-80% AMI income level, American Indian/Alaska Native households and Hispanic households have disproportionately greater housing problems and Asian households and Hispanic households have disproportionately greater severe housing problems.

At the 80-100% AMI income level, American Indian/Alaska Native households have disproportionately greater housing problems.

Regarding cost burden and severe cost burden, American Indian/Alaska Native households are disproportionately cost-burdened and Pacific Islander and Hispanic households are disproportionately severely cost-burdened.

If they have needs not identified above, what are those needs?

There are no unidentified housing needs. Some of the top housing priorities identified during the citizen participation process include housing rehabilitation, financial assistance to achieve homeownership, and new construction of affordable housing. The needs identified by residents and stakeholders reflect the needs identified above.

Are any of those racial or ethnic groups located in specific areas or neighborhoods in your community?

According to 2018 ACS data, the households that are experiencing disproportionately greater housing needs represent a relatively small percentage of Tallahassee's population. The racial composition of the City includes 6.9% of persons of Hispanic origin, 4.4% Asians, and 0.2% American Indian/Alaska Native persons. Therefore, there are no concentrations of these racial or ethnic groups in the City.

NA-35 Public Housing – 91.205(b)

Introduction

The Tallahassee Housing Authority (THA) provides low-income individuals and families, including the elderly and persons with disabilities, access to housing that is affordable through the operation of three public housing developments (Pinewood Place Apartments, Orange Avenue Apartments, Springfield Apartments), provision of scattered-site housing, and administration of the Section 8 Housing Choice Voucher (HCV) program. THA’s portfolio includes 542 units owned and operated by the housing authority and 2,416 privately owned units that are part of the HCV program. See section MA-25 of this plan for additional information on the total number of units. Of the total units available, 526 public housing units and 2,241 vouchers are in use as shown in Table 22.

The housing needs of residents of public housing are similar to the needs of the population at large. There is a need for additional affordable and available rental housing as demonstrated by the waiting lists for THA programs. The majority of public housing residents and voucher holders are extremely low-income (0-30% AMI) and, even with lower rent payments than private housing, public housing residents still experience cost burden. There is also a need for rehabilitation of existing housing units to improve living conditions, as well as renovations to improve accessibility for the elderly and persons with disabilities. Residents of public housing and housing choice vouchers holders may also desire to become homeowners and are in need of purchase assistance programs. Residents of public housing are also in need of supportive services to achieve self-sufficiency. These needs include childcare, parenting classes, job training, adult education, healthcare and mental health services, and drug prevention services.

Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher		
				Total	Project-based	Tenant-based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	0	526	2,241	46	1,911	182	8	94

Table 22 - Public Housing by Program Type

***includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition**

Data Source: PIC (PIH Information Center)

Characteristics of Residents

	Program Type							
	Certificate	Mod-Rehab	Public Housing	Vouchers			Special Purpose Voucher	
				Total	Project-based	Tenant-based	Veterans Affairs Supportive Housing	Family Unification Program
Average Annual Income	0	0	13,235	16,881	9,974	17,357	12,397	21,799
Average length of stay	0	0	0	0	0	0	0	0
Average Household size	0	0	3	3	1	3	2	5
# Homeless at admission	0	0	0	115	4	107	0	0
# of Elderly Program Participants (>62)	0	0	61	288	18	240	30	0
# of Disabled Families	0	0	140	511	9	446	56	0
# of Families requesting accessibility features	0	0	6	0	0	0	0	0
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

Table 23 – Characteristics of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Race of Residents

Race	Certificate	Mod-Rehab	Public Housing	Program Type					
				Vouchers			Special Purpose Voucher		
				Total	Project-based	Tenant-based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	0	15	215	17	119	56	3	20
Black/African American	0	0	506	2,019	28	1,778	124	5	74
Asian	0	0	3	0	0	0	0	0	0
American Indian/Alaska Native	0	0	2	1	0	1	1	0	0
Pacific Islander	0	0	0	2	0	1	1	0	0
Other	0	0	0	4	1	2	1	0	0

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 24 – Race of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Ethnicity of Residents

Ethnicity	Certificate	Mod-Rehab	Public Housing	Program Type					
				Vouchers			Special Purpose Voucher		
				Total	Project-based	Tenant-based	Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	0	3	44	2	26	4	1	11
Not Hispanic	0	0	523	2,197	44	1,885	178	7	83

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Table 25 – Ethnicity of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Section 504 Needs Assessment: Describe the needs of public housing tenants and applicants on the waiting list for accessible units:

Section 504 of the Rehabilitation Act of 1973, prohibits discrimination on the basis of disability in programs receiving HUD funding, including public housing and the operation of a HCV program. In regard to accessibility, Section 504 requires that there be sufficient accessibility so that persons with disabilities have an equal opportunity to participate in and benefit from the program without causing an undue financial or administrative burden on the recipient of the federal financial assistance, the public housing authority.

According to THA, at the time of this writing there were 96 applicants on the public housing waiting list and 100 applicants on the HCV program waiting list that indicated that their household included a member with a disability. Currently THA has 28 units designated as handicapped accessible for elderly and disabled families. THA conducts a needs assessment of its current tenants as well as applicants on its waiting list and based on the assessment, THA projects that within the next five years, 25 additional accessible units will be needed.

The needs of public housing tenants and applicants on the waiting list for accessible units include accessibility features and ADA modifications. Specifically, the upgrades needed include remodeling bathrooms to improve mobility and access to toilets as well as to improve access to tubs and showers through the installation of grab bars and walk-in showers. Additionally, there is a need for wheelchair ramps, ADA compliant door hardware, and smoke detectors for persons with hearing loss. Some households requested an additional bedroom for live-in aides.

Most immediate needs of residents of Public Housing and Housing Choice voucher holders

Some of the immediate needs of public housing and housing choice voucher holders include the redevelopment of public housing units and overall neighborhood revitalization including commercial corridors to improve living conditions. There is also a need to increase the supply of affordable rental housing as demonstrated by the number of applicants on the waiting lists. Additionally, there is a need for financial assistance and services for public housing residents wishing to transition from renting to homeownership.

Public housing residents and voucher holders are also in need of supportive services to achieve family self-sufficiency and economic opportunity. These needs include:

- resources to help low-income, low skilled individuals find and retain jobs;
- access to adult education and GED classes;
- access to quality, family-based primary and preventative health care services;
- support to residents and applicants with mental health and drug addiction problems necessary to establish and maintain their tenancy;

- Support/prevention services such as after school and summer enrichment programs for children and youth to facilitate educational achievement and breaking the cycle of multigenerational poverty;
- parenting classes; and
- special narcotics and gang teams to purge public housing of drug and gang activity in the surrounding communities, restore order, and educate citizens in tenant responsibility, crime and drug prevention, and basic security measures.

How do these needs compare to the housing needs of the population at large?

The housing needs examined as part of the Needs Assessment in this Consolidated Plan are cost burden, substandard housing, and overcrowding. As mentioned above, the housing needs of residents of public housing and housing choice voucher holders include the need for housing improvements and the need for more affordable housing – comparable to the needs of the population at large. However, because of the extremely low-income levels of public housing residents, among other factors, the needs of public housing residents and voucher holders surpass the needs of tenants with similar characteristics in the City as a whole.

All of THA's public housing developments are located in census block groups that have a high percentage of low- and moderate-income households compared to the low-mod population of the entire jurisdiction. Whereas the City has a 55.74% LMI population overall, Orange Avenue Apartments is located in census tract 10.01, block group 2, where 81.1% of the population is low- and moderate-income. Pinewood Place is located in census tract 16.01, block group 1, where 83.14% of the population is low- and moderate-income. Springfield Apartments is located within the City's Neighborhood Revitalization Strategy Area (NRSA). This is a local target area, designated by the City, for revitalization. Census tract 14.02, block group 3, where Springfield Apartments is located, has a 95.27% low- and moderate-income population. The housing needs of public housing residents within these areas are compounded by the concentrated income level of these households, lack of investment of resources, lack of access to opportunity, and other factors that affect self-sufficiency.

As far as cost burden, in the census tracts where public housing developments are located, the rate of cost burden ranges from 46.60% to 66.20% compared to the cost burden rate of 44.25% for the City as a whole. Specifically, census tract 16.01 (Pinewood Place) has a cost burden rate of 46.60%, census tract 10.02 (Orange Avenue Apartments) has a cost burden rate of 52.85%, and census tract 14.02 (Springfield Apartments) has a cost burden rate of 66.20%.

In regard to the need for housing improvements, 555 low- and moderate-income renter households in the City (Table 7) are living in substandard housing. THA has determined in its 2019

Annual Plan that there is a need to redevelop public housing sites and improve the quality of housing. This is further described under section MA-25 of this Consolidated Plan.

Discussion

THA has a Family Self-Sufficiency (FSS) program that works with residents on identifying goals that lead to independence from public assistance, such as completing educational goals, job training, accessing day care, transportation, grants for GED and college courses, and homeownership. THA works with area supportive services providers to support FSS program participants in reaching their individual goals.

NA-40 Homeless Needs Assessment – 91.205(c)

Introduction:

Responsible for coordinating and implementing an effective housing crisis response system within the jurisdiction, the FL-506 Tallahassee/Leon County Continuum of Care (CoC) works to make homelessness rare, brief, and one-time. The CoC Lead Agency, the Big Bend Continuum of Care (Big Bend CoC), actively develops and executes the strategies through a network of direct service providers. These providers offer outreach, Emergency Shelter (ES), Transitional Housing (TH), Rapid Re-Housing (RRH), and Permanent Supportive Housing (PSH) programs. Additionally, the providers identify, assess, and refer persons experiencing homelessness using the streamlined assessment tool, the Vulnerability Index-Service Prioritization Decision Assistance Tool (VI-SPDAT), and the Homeless Management Information System (HMIS) to track and refer persons entering and receiving interventions within the crisis response system.

It is common for persons experiencing homelessness to overlap across multiple public systems, each household requiring different solutions to resolve that person's housing crisis, and these households need different levels of assistance depending on their unique circumstances. These factors present complex challenges to local jurisdictions, social service providers, and the CoC. These challenges are not unique to the City of Tallahassee and the Big Bend CoC actively pursues the participation of stakeholders across various systems, local government officials, consumers, and membership organizations to adequately support the needs of persons experiencing homelessness in the jurisdiction.

The Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act, codified in 2009, consolidated several programs previously authorized under the McKinney-Vento Homeless Assistance Act, changed an existing program to the new termed Emergency Solutions Grant (ESG) program, and defined the Continuum of Care planning process. Highlighted in the data table below, HHA targets persons who meet HUD's Homeless Definitions, Category 1: Literally Homeless (the household as an individual or family who lacks a fixed, regular, and adequate night-time residence); and Category 4: Individual or family who is fleeing/attempting to flee domestic violence, dating violence, sexual assault, stalking, or other dangerous or life-threatening conditions.

The Point in Time Count (PIT Count) estimates the number of individuals and families experiencing homelessness in the CoC region on a given night, typically held in January. The table below summarizes the data reported by the Big Bend CoC. No data was available for estimates on the number of persons experiencing homelessness each year, the estimate of the number becoming homeless each year, an estimate for the number exiting homelessness each year, or

an estimate for the number of days persons experience homelessness.

Homeless Needs Assessment

Population	Estimate the # of persons experiencing homelessness on a given night		Estimate the # experiencing homelessness each year	Estimate the # becoming homeless each year	Estimate the # exiting homelessness each year	Estimate the # of days persons experience homelessness
	Sheltered	Unsheltered				
Persons in Households with Adult(s) and Child(ren)	262	7	0	0	0	0
Persons in Households with Only Children	9	1	0	0	0	0
Persons in Households with Only Adults	539	91	0	0	0	0
Chronically Homeless Individuals	97	51	0	0	0	0
Chronically Homeless Families	3	0	0	0	0	0
Veterans	89	19	0	0	0	0
Unaccompanied Child	47	9	0	0	0	0
Persons with HIV	8	2	0	0	0	0

Table 23 - Homeless Needs Assessment

Data Source: HUD 2018 Continuum of Care Homeless Assistance Programs Homeless Populations and Subpopulations, FL-506 Tallahassee/Leon County CoC, Point in Time Date: 01/22/2018

If data is not available for the categories "number of persons becoming and exiting homelessness each year," and "number of days that persons experience homelessness," describe these categories for each homeless population type (including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth):

Because the Big Bend Continuum of Care (Big Bend CoC) was unable to provide data on the number of persons becoming and exiting homelessness each year or collect average data on the number of days that persons experience homelessness, it is difficult to sufficiently describe these characteristics.

The Point in Time Count (PIT Count) does describe conditions for certain homeless sub-populations including chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. A discussion of each category is included in the question below regarding the nature and extent of sheltered and unsheltered homelessness.

Nature and Extent of Homelessness: (Optional)

Race:	Sheltered:	Unsheltered (optional)
Black or African American	505	40
White	263	47
Asian	8	0
American Indian/ Alaska Native	4	4
Pacific Islander	6	1
Multiple Races	24	7
Ethnicity:	Sheltered:	Unsheltered (optional)
Hispanic	44	4
Non-Hispanic	766	95

Table 27 – Nature and Extent of Homelessness

Data Source: HUD 2018 Continuum of Care Homeless Assistance Programs Homeless Populations and Subpopulations, FL-506 Tallahassee/Leon County CoC, Point in Time Date: 01/28/2019

Estimate the number and type of families in need of housing assistance for families with children and the families of veterans.

According to the 2018 PIT Count, a total of 91 households included children, three of which were identified as chronically homeless households, and 10 of these households were composed of households with only children. The majority of homeless households with at least one adult and one child are sheltered, with 78 of these households either staying in an Emergency Shelter or in a Transitional Housing project. Only three households with at least one adult and one child remained unsheltered during the time of this count.

Of the 10 households comprised of only children, including persons under the age of 18 who are unaccompanied or parenting youth, and the children of parenting youth, a total of nine households were residing in Emergency Shelter and one remained unsheltered at the time of this count.

In the 2018 PIT Count, there were 108 veterans identified. There were 89 sheltered veterans and 19 veterans who remained unsheltered. The data does not detail family composition for the veteran subcategory. Between FY 2008 and 2018, Tallahassee Housing Authority was awarded

234 HUD-Veteran Affairs Supportive Housing (HUD-VASH) vouchers. The HUD-VASH program combines Housing Choice Voucher (HCV) rental assistance for veterans who are homeless, targeting those who meet the definition of chronically homeless, with case management and clinical services provided by the North Florida, South Georgia VA Health Care System, and Tallahassee Outpatient VA Medical Centers.

Describe the Nature and Extent of Homelessness by Racial and Ethnic Group.

The Black/African American population is the largest population counted during the PIT Count, reporting a total of 545 persons identified as experiencing homelessness, with 505 of those counted as sheltered and 40 unsheltered. There were 310 White persons experiencing homelessness, 263 being sheltered and 47 unsheltered. The eight Asian individuals experiencing homelessness were all sheltered. Of the eight individuals identified as American Indian/Alaska Native, four were sheltered and four remained unsheltered. Seven individuals were identified as Native Hawaiian or Other Pacific Islander, with six persons sheltered and one person staying in an unsheltered location. Thirty-one individuals identify as being Multiple Races, with 24 individuals sheltered and seven persons in this category being unsheltered.

Describe the Nature and Extent of Unsheltered and Sheltered Homelessness.

Big Bend CoC reported a total of 909 persons experiencing homelessness in its 2018 PIT count: comprised of 810 sheltered persons and 99 unsheltered total persons. This indicates there is a significant unmet demand for permanent housing solutions in the region. For people to exit Emergency Shelter, Transitional Housing, or unsheltered homelessness, there must be affordable housing available for a person to transition out of homelessness into a stable living environment.

According to the Big Bend CoC's 2018 System Performance Measures (SPM), in FY 2018 there were 2,071 persons experiencing first time homelessness, which was a decrease from the previous year by 238 individuals. Additionally, the FY 2018 data reports that 66% of persons were successful when placed from street outreach to placement in permanent housing, with a 94% retention in the permanent housing project. The average length of time persons resided in Emergency Shelter or Safe Haven was 123 nights.

The subpopulations evaluated in the PIT Count identify individuals who may require intensive supportive services to help them initially engage in the intervention process, build a trusting relationship with others, and achieve long-term housing stability. There were 85 persons experiencing homelessness who also self-disclosed having a Severe Mental Illness (SMI), 66 persons with SMI were sheltered and 19 remained unsheltered during the count. Persons who self-disclosed having a disability relating to chronic substance abuse include 27 persons residing in a sheltered location and 10 persons experiencing unsheltered homelessness, totaling 37

individuals. During this count, there were 56 individuals identified as unaccompanied youth, 47 youth were in a sheltered location and nine were residing in an unsheltered location.

A subcategory of persons experiencing literal homelessness are persons who meet the definition of chronic homelessness. This means an individual or head of household who has experienced literal homelessness for 12 months continuously or four episodes in three years totaling 12 months, and the person must have a disabling condition. In 2018, there were a total of 151 persons identified as chronically homeless, with 100 residing in emergency shelter and 51 unsheltered at the time of the PIT Count. Chronic homelessness is not limited to single individuals, as three households included at least one adult and one child.

Victims of Domestic Violence who are experiencing homelessness total 73 individuals, all of whom remained sheltered during this PIT Count. Thirty-seven individuals were located in Emergency Shelter and 36 were residing in Transitional Housing.

According to the CoC's 2018 Housing Inventory Count (HIC) report, there are multiple emergency shelters operating in the CoC, including:

1. Big Bend Homeless Coalition (ES for Families)
2. Capital City Youth Services (ES Child-Only Beds)
3. CESC, Inc. (ES Adult-Only and Overflow)
4. Refuge House (ES for Family and Adult Beds)

The CoC continues to allocate resources to six Transitional Housing providers (Brehon Institute for Family Services, Capital City Youth Services, Care Tallahassee, Good News Outreach, Refuge House, and Volunteers of America) to operate 168 transitional housing beds, among eight projects, for adults and mixed populations. Of the total transitional housing beds, Refuge House, the provider of DV services and housing supports, operates 57 DV Transitional Housing beds, Capital City Youth Services operates five child only beds for youth participating in their Transitional Housing project, Volunteers of America for Transitional Housing for veterans operates 52 beds, and re-entry beds are not captured in HMIS HIC data.

Discussion:

As required by HUD, the Big Bend CoC monitors performance based on, among other goals, the System Performance Measure (SPM) benchmarks. These SPM metrics include the length of time persons remain homeless, returns to homelessness once permanently housed, number of persons experiencing homelessness (identified in the Point In Time Count), income growth for persons participating in CoC-funded projects, number of people experiencing homelessness for the first time, homeless prevention for those who meet the HUD Homeless Definition-Category 3 in CoC-funded projects, and successful placement and retention in permanent housing projects.

By monitoring the success of projects and systems, Big Bend CoC is able to identify areas of improvement and expand solutions that are effective in preventing and ending homelessness in the City of Tallahassee.

NA-45 Non-Homeless Special Needs Assessment - 91.205 (b,d)

Introduction:

While the City of Tallahassee is often recognized as a college town, the City is also home to various permanent residents, some of whom require support to live independently. The subpopulations within the category are often more vulnerable and at risk of housing insecurity due to limited income and service needs. The City understands that there is great importance of contributing to community-based services that assist persons with special needs. Therefore, the City of Tallahassee participates in coordination efforts and provides funding to address these needs. To ensure the City has an accurate representation of the extent of non-homeless special needs in the area, this section reviews the latest data from the ACS and other data sources.

Describe the characteristics of special needs populations in your community:

Elderly

For the purposes of this report, persons 65 years of age and older are considered elderly. According to the 2018: ACS 5-year estimates under the category Age and Sex, the City of Tallahassee has a total of 18,964 persons at or above the age of 65. This represents approximately 10% of the total City population. Of the total 65 and over population, there are 5,988 individuals who also have a disability and there are 2,175 households with at least one person who is 60 years or older receiving Food Stamps/SNAP benefits. Those 65 and over who are living below the poverty level totals 9.1%, or 1,661 individuals. There are 12,680 housing units occupied by persons 65 years and older in which 9,410 residents (31.2% of the category) reside in owner-occupied housing units and 3,270 persons (7.2% of the category) are living in renter-occupied units.

Persons with Disabilities

According to the ACS 2018 5-Year Estimate, the City of Tallahassee has a total of 19,245 persons, making up 10.3%, with a disability.

The ACS provides details on the type of disability for the population.

- 2.3% of total population has a hearing difficulty
- 2.1% with a vision difficulty
- 5.2% with a cognitive difficulty
- 4.6% with an ambulatory difficulty
- 1.7% with a self-care difficulty
- 3.8% with an independent living difficulty

Substance Abuse

Big Bend Community Based Care (BBCBC), the Managing Entity responsible for the behavioral health system of care within the City, unduplicated data in FY 2016/17 shows 9,936 adults and 2,987 children received substance abuse services. It should be noted that not all of these cases were for individuals living within the City of Tallahassee, as BBCBC's region covers the entire northwest area of Florida. The data captured offers a snapshot of the population, as MEs coordinate a system of care for people who are indigent or underinsured.

According to the 2018 National Survey on Drug Use and Health, it is estimated that in the last year in Florida (based on persons 12 years of age and older):

- 2,587 persons used marijuana
- 361 persons used cocaine
- 52 persons used heroin
- 83 persons used methamphetamine
- 144 persons were diagnosed with pain reliever use disorder

In the past month, it is estimated that 9,157 persons 12 years of age and older used alcohol, with 4,130 identified as bingeing alcohol in that month. Within a year, 816 people were identified as having Alcohol Use Disorder and 1,171 were diagnosed with Substance Use Disorder.

Domestic Violence

The Florida Department of Law Enforcement (FDLE) Uniform Crime Report provides data on domestic violence offenses and arrests by jurisdiction. In 2018, FDLE reporting indicates that the City of Tallahassee reported 1,221 cases of all types of domestic violence offenses ranging from simple assault to murder and included aggravated assault, rape, threat/intimidation, stalking, and fondling. There is no information available on how many of these victims need housing assistance.

What are the housing and supportive service needs of these populations and how are these needs determined?

Elderly

Residents who completed the community survey responded with feedback reporting that housing for persons with special needs is a high need in the community in addition to the need for senior services. Services for elderly persons typically include adult day care, emergency or short-term assistance with utility bills, food pantry, in-home services, caregiving services, nutrition/Meals on Wheels, senior volunteer programs, medical equipment, and supplying Lifeline units. There is great importance of implementing programs that allow seniors to age in place which includes services related to home modifications such as bathroom modifications (such as grab bars, handrails, high toilets, and non-slip tiles), emergency response systems, ramps/chair lifts, and adding a bedroom or bathroom on the first floor. Additional housing related areas of improvement include increasing the number of zero-step entry units and more housing that is affordable, which includes increasing housing subsidies for elderly households. The aging population may seek support through senior centers that offer social activities.

Persons with Disabilities

As expressed within the survey responses, affordable housing for persons with special needs is a high priority for the City of Tallahassee residents. Thirty-two of the 124 respondents in the community survey report that they live in a household with a person who has a disability. Scoring as high needs, respondents identified that services for persons with disabilities and services for persons with mental health needs are of great importance in the community.

Persons with disabilities benefit from services related to daily activities, life skills development, therapy, in-home care services, nursing, medical and dental services, medically necessary supplies and equipment, support planning, and transportation. Specific to Florida, access to the iBudget waiver services is a need for persons with disabilities and there is currently a significant waitlist to access this waiver.

Substance Abuse

In alignment with the Substance Abuse and Mental Health Services Administration (SAMHSA), services should be recovery-oriented and include support services aimed at assisting consumers to manage their substance use disorder to the best of their ability. The community survey ranked substance abuse education/services needs as moderately important. As evidence proves, prevention is an important component of addressing substance use and the respondents agreed, listing the need for education. SAMHSA's guidance includes incorporating health, home, purpose, and community as the primary needs in a recovery support network. Typical service needs for children and adults include recovery-oriented services such as detoxification, inpatient treatment, residential treatment, assessment, case management, supportive housing, crisis support, skill building, peer support, counseling, and after-care support. Staff providing the direct

services need to receive targeted training that includes Motivational Interviewing training; Screening, Brief Intervention, and Referral to Treatment (SBIRT); Non-Violent Crisis Intervention Training; and Trauma-Informed Care services.

Victims of Domestic Violence

The Florida Department of Children and Families 2019-2020 Annual Capital Needs Assessment details that there is a need to increase the emergency shelter and transitional housing capacity to provide services to persons fleeing domestic violence. The Florida Coalition Against Domestic Violence identifies the following essential services for victims of domestic violence: survivor focused safety plans, counseling and advocacy, information and referrals for persons seeking assistance, child and youth-specific activities, youth-targeted education, and education and training for adults.

Discuss the size and characteristics of the population with HIV/AIDS and their families within the Eligible Metropolitan Statistical Area:

Persons with HIV/AIDS and Their Families

As reported in the 2019 Leon County Health Assessment, Leon County has the seventh highest rate for HIV and the 13th highest rate for AIDS cases throughout Florida. People who are black are nine times more likely to be diagnosed with HIV and more than 11 times more likely to be diagnosed with AIDS, and people who are black account for 85% of HIV/AIDS deaths in Leon County; over 15 times more likely than whites to die from HIV/AIDS. Men who have sex with men account for 61% of new HIV diagnoses, and adults 20-29 years of age represent 48% of new HIV infections.

Ten persons with HIV/AIDS who are also experiencing homelessness were identified during the 2018 PIT Count. Seven individuals within this subcategory were sheltered in Emergency Shelter and one in Transitional Housing. Two persons with HIV/AIDS who were experiencing homelessness remained unsheltered at the time of this assessment.

According to the Florida Health Charts resource, there are 8.6 cases per 100,000 people (as of 2018). The Leon County Community Health Assessment that was completed in September 2019, reports that there are high rates of sexually transmitted infections and HIV within the county and priority goals within the county include reducing new cases of HIV/AIDS and increasing HIV/AIDS testing. Adults ages 20-29 years old represent 48% of new HIV infections and 61% of new HIV diagnoses in Leon County are from men who have sex with men. The Community Health Assessment was supported by 22 community organizations and in partnership with the Leon County Department of Health, United Way of the Big Bend, and Tallahassee Memorial Hospital.

The Florida State Housing Opportunities for Persons with AIDS (HOPWA) Program, administered by the Department of Health, serves persons living with HIV/AIDS. Big Bend CARES is the designated project sponsor service area in Region 2B, which covers the City of Tallahassee. Although the City of Tallahassee does not receive HOPWA funding directly, organizations can apply to the City for financial assistance to improve their facilities. In addition, through the Community Human Services Partnership, the City provides grant funding to support the provision of direct client services including health care and case management support.

Discussion:

Implementation of best practices when serving persons with special needs is essential to that person's stability and recovery. The data shows that across all subcategories within the special needs population there is a need for funding housing and support services. This is pronounced by a long waitlist for disability related services, including housing that is affordable for various vulnerable populations and assistance to remain integrated into the community while receiving services intended to help with housing stabilization and retention. The challenges impacting the special needs populations are complex and may require the assistance of multiple systems to fully address their identified needs .

NA-50 Non-Housing Community Development Needs – 91.215 (f)

Describe the jurisdiction’s need for Public Facilities:

The City largely depends on funding sources received through other departments, such as Parks and Recreation, to prioritize public facilities and infrastructure projects and possibly address that need. However, public facility needs were identified from the community meetings including:

- Street improvements
- Community Centers
- Code enforcement
- Storm water management
- Transportation

Additionally, the City of Tallahassee has a historic and proactive process of evaluating public facilities and infrastructure needs throughout the city. Based upon U.S. Census population by age comparison, the largest growth segment from 2014 to 2018 is persons 62 years old or older.

The City currently has an existing Senior Center that operates routinely at capacity and demand continues to increase for projects and activities for the city’s aging population. A new senior center may be needed to accommodate the additional demand.

Although the City currently has a network of 88 parks, the City also recognized that additional parks are necessary, particularly in low/moderate income neighborhoods throughout the City.

As the State’s capitol, home to two large and renowned universities, and nationally recognized for its parks and nature trails, Tallahassee will continue to experience strong population growth that will continue to create demand for new and improved public facilities.

How were these needs determined?

Tallahassee has recently completed a 5-Year Strategic Plan for 2020-2024. Through a series of public workshops and meetings, the City has identified its most critical infrastructure and public facility needs to improve the safety and quality of life for all Tallahassee residents.

Describe the jurisdiction’s need for Public Improvements:

The City makes efforts to partner with other Departments to undertake public improvement activities when possible.

The City of Tallahassee’s 2024 Strategic Plan reports that 70% of roads are rated as Good, Very Good or Excellent; public transit was rated “on time” 90%; and although the City currently has 88

parks the City has identified a number of roadway, transportation, sidewalk, and park projects to be completed on or before 2024.

Public improvement projects specifically identified in the 2024 Strategic Plan contained within low/moderate income census tracts include:

- FAMU Way, Phase 3, Road and Sidewalks
- Chestwood Avenue Drainage Improvements
- Glendale Neighborhood Drainage Improvements
- Southside Street Stormwater Improvements
- Putnam Drive Sidewalk Project
- Polk Drive Sidewalk Project
- Palmetto Street Sidewalk Project

How were these needs determined?

In 2000, the City of Tallahassee and Leon County facilitated a citizen led initiative to develop support for a continuation of a one penny optional sales tax to support needed community capital improvement projects. Entitled “BluePrint 2020” this initiative was led by a citizen review committee which conducted an extensive evaluation process to identify the most pressing community needs. That review resulted in a project list which was approved by the citizens through a referendum. The BluePrint sales tax authorization expired in December 2019. In January 2020, a new penny sales tax program began. Of the sales tax generated, 12% is directed to economic development and 66% will provide funding to support the implementation of original and new infrastructure projects previously identified in the BluePrint 2020 plan. The remaining 22% is directed to the City of Tallahassee and Leon County to fund projects requiring annual allocations.

The City also conducted a series of public meetings and workshops to finalize its Five-Year 2020-2024 Strategic Plan that details the City’s strengths and opportunities and evaluated and identified public infrastructure as one of seven Priority Areas where goals and objectives were identified. The Strategic Plan identified that one of several strengths of the City of Tallahassee is the availability of parks, trails and other public spaces and further identified that one of several opportunities within the City is the improvement of roads and sidewalks.

The Strategic Plan Public Infrastructure Priority Area report lists five objectives that each contain 5-year goals for specific improvements to be completed by 2024.

In 2019, the City of Tallahassee and the Tallahassee Senior Center partnered to publish the Tallahassee Age-Friendly Communities Work Plan that addresses a number of issues related to

the livability of Tallahassee and identifies planned and ongoing projects. Implementation of the Work Plan is intended to be undertaken through comprehensive public/private partnerships.

All of these detailed reports provide a responsible and coordinated plan for continued public infrastructure improvements and public facilities.

Describe the jurisdiction's need for Public Services:

With a rising senior population, all measure of elder care services will continue to increase in need.

In addition to the contribution of 15% of the City's CDBG funding for public services, the City contributes additional funding to further address pertinent community needs and support the area's social service agencies.

In 2018, the City received a HUD Opportunity Zone designation by the Governor of Florida based upon the analysis of economically disadvantaged census tracts statewide. The demographics within these selected census tracts, as well as other citywide low/moderate income census tracts within the City, demonstrate the significant need for public services offered through local government, local and regional non-profit social service agencies, and public-private partnerships.

How were these needs determined?

U.S. Census data currently report that 47,649 people, 26.7% of the total population of the City of Tallahassee, are living at or below the poverty level.

In addition, according to the Feeding America Map the Meal Gap Analysis, 18.9% of Leon County's total population are indicated as being food-insecure. This rate places Tallahassee/Leon County as one of the four highest food insecure areas in the state. Elder Care Services, the city's local senior services agency, reports that it serves 120,000 meals through its Nutrition Services program (i.e., Meals on Wheels and Congregate Meal Sites).

Annually, the City of Tallahassee receives more requests for social service funds than can be allocated.

Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

The Housing Market Analysis section of the Plan provides a snapshot of the City's current housing stock and housing facilities. Housing market characteristics reviewed include the supply of housing, availability of affordable housing, housing cost and condition of housing units, and the supply of housing or facilities for persons with disabilities and persons experiencing homelessness. The Housing Market Analysis is divided into the following sections:

Number of Housing Units – The Housing Market Analysis begins with a basic count of the total number of housing units and occupied housing units in the City by property type, unit size, and tenure. There are 87,561 units in the City including subsidized units. Analysis of the data indicate that the current housing supply does not meet the need of all the City's residents.

Cost of Housing – This section of the Plan compares the cost of housing in the City to household incomes to determine if there is a sufficient supply of affordable housing. Housing cost burden (unaffordability of housing) is the foremost housing problem in the City and the data in this section of the Plan further supports the need for programs that produce or preserve affordable housing.

Condition of Housing – The supply of quality, decent housing is shaped by the condition of the housing inventory. This section of the Plan analyzes the age of the housing, risk of exposure to lead-based paint, and presence of housing problems. These factors coupled with the definition of substandard housing, justify the need for housing preservation activities. Tallahassee's housing stock is older with 43% owner-occupied units and 39% renter-occupied units being built prior to 1980. The older housing stock creates the need to rehabilitate units to maintain the affordable housing stock and eliminate undesirable conditions.

Public and Assisted Housing – The affordable housing inventory in any jurisdiction typically includes units subsidized by federal, state, or local programs including public housing. The Tallahassee Housing Authority manages 542 public housing units and administers 2,416 vouchers through the Housing Choice Voucher Program. THA has a waiting list for public housing units and vouchers which demonstrates the gap in the availability of affordable housing citywide.

Homeless Facilities and Services – This section of the Plan provides an inventory of homeless facilities and services in the County. The 2018 Housing Inventory report identifies 1,342 total year-round beds for persons experiencing homelessness. This total includes emergency shelter, transitional housing, and permanent housing.

Special Needs Facilities and Services – Persons with special needs such as elderly persons and persons with disabilities may require supportive housing and services. This section of the Plan provides information on facilities and services that meet the needs of this subpopulation.

Barriers to Affordable Housing – It is a goal of the City to increase the supply of affordable housing for low-and moderate-income persons. To accomplish this goal, the City must overcome any barriers to the creation of affordable housing. Government regulations including land use/zoning codes and building codes adopted by a jurisdiction have the potential to impact the cost of housing and limit the supply of affordable housing.

Non-Housing Community Development Assets – In addition to the non-housing community development needs identified in the Needs Assessment, the City also has economic development needs such as the need for employment training/education for workers to better align with the major employment sectors. Local economic trends are discussed in this section of the Plan as well as opportunities for economic growth.

Needs and Market Analysis Discussion – This section of the Plan summarizes key points from the Needs Assessment and Market Analysis in relation to areas of the City that have a low-income or minority concentration.

Broadband Needs of Housing Occupied by Low- and Moderate-Income Households – Access to broadband is an essential need for individuals and families and should be equally available to low- and moderate-income households. The broadband services available to residents of the City are described in this section.

Hazard Mitigation - The supply of housing is directly impacted by the effects of natural disasters and other hazards such as climate change. Low- and moderate-income persons are more vulnerable to these effects and this section of the Plan discusses the natural hazard risks that this population faces including the risk of displacement due to a natural disaster.

MA-10 Number of Housing Units – 91.210(a)&(b)(2)

Introduction

The Housing Supply Analysis provides an estimate of the current supply of housing in the City of Tallahassee. In this section, the existing housing inventory is examined, including the type and size by tenure (owners/renters).

All residential properties by number of units

Property Type	Number	%
1-unit detached structure	37,064	42.3%
1-unit, attached structure	7,562	8.6%
2-4 units	10,933	12.5%
5-19 units	13,345	15.3%
20 or more units	16,679	19%
Mobile Home, boat, RV, van, etc	1,978	2.3%
Total	87,561	100%

Table 28 – Residential Properties by Unit Number

Data Source: 2014-2018 ACS

Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	110	0%	2,275	5%
1 bedroom	390	1%	9,995	22%
2 bedrooms	4,344	15%	16,915	38%
3 or more bedrooms	24,599	84%	15,760	35%
Total	29,443	100%	44,945	100%

Table 29 – Unit Size by Tenure

Data Source: 2011-2015 ACS

Describe the number and targeting (income level/type of family served) of units assisted with federal, state, and local programs.

The City of Tallahassee actively pursues to improve the housing stock for its economically disadvantaged residents by using HOME, CDBG, and SHIP to support affordable housing and provide housing assistance to low income households when available. The City pairs federal and state dollars with their own local City Affordable Housing Trust Fund (AHT) for affordable housing activities. The City uses SHIP and AHT dollars as match for HOME projects.

During the 2015-2020 Consolidated Plan period, the City was able to make a significant impact towards affordable housing. Units assisted with federal, state, and local dollars include: 2 rental

units constructed, 13 homeownership units constructed, 165 units rehabilitated, financial assistance to 110 low- and moderate-income households, and tenant-based rental assistance for 116 extremely-low, low, and moderate income persons.

During the 2020-2024 Consolidated Plan period, the City aims to provide affordable housing through the rehabilitation of 126 units, the provision of financial assistance to 75 homebuyers, the construction of 18 units, and the acquisition of 18 units.

In addition, the Local Housing Assistance Plan (LHAP) details the City's strategies for the State Housing Incentive Partnership (SHIP) program, passing through state housing trust fund dollars into the community through rental and homeownership activities for extremely low, very low, and sometimes moderate-income Tallahassee residents. Eligible activities may include purchase assistance, rental development, acquisition/rehabilitation/new construction, disaster repair, and rental assistance. Based on the City's LHAP, the City of Tallahassee aims to serve 63 VLI units under the homeownership strategy, specific to owner-occupied rehabilitation, during 2019-2022.

The City has targeted, and will continue to target, extremely low, low, and moderate-income families and individuals whose incomes are at or below 80% AMI. Household types targeted include family, elderly, disabled, homeless or at-risk of becoming homeless, and special needs households.

Provide an assessment of units expected to be lost from the affordable housing inventory for any reason, such as expiration of Section 8 contracts.

The City of Tallahassee is home to one Public Housing Agency, the Tallahassee Housing Authority (THA). THA operates 526 public housing units and 2,241 Housing Choice Vouchers. The Shimberg Center's Assisted Housing Inventory for the City of Tallahassee, inclusive of all funders, reports that there are currently 4,049 total assisted units in the City of Tallahassee; this figure represents the loss of an estimated 1,313 assisted units within the City since 2002. Shimberg reports 636 assisted units at risk of loss in the next five years due to subsidy expiration for the assisted property or program.

The 2019 Rental Market Study outlines development and unit preservation risk factors. Leon County reports there are two developments (273 units) that have Florida Housing Finance risk, one (61 units) has Rural Development maturing mortgages, and five developments (419 units) with HUD expiring rental assistance. There are 25 developments and 2,341 units with at least one risk factor.

Does the availability of housing units meet the needs of the population?

The City of Tallahassee recognizes that the current availability of housing units does not meet the needs of the population based on several factors. First, the City of Tallahassee has not resolved homelessness among its residents. If there was available housing, then the Big Bend CoC would see a significant reduction in the length of time spent homeless and the number of people experiencing homelessness in Tallahassee. Second, the City's Five-Year Strategic Plan outlines several housing-related initiatives to address the need to expand housing type and capacity. The City plans to convert vacant student housing units into affordable housing because the current housing stock does not meet the needs of the population. Additionally, the City intends to increase the residential density within city limits which will then create more availability of housing targeting specific household types.

Tallahassee's median income, based on ACS 2018: Median Income in the Past 12 Months, is \$43,799 for a household. According to the Zillow Home Value Index, the median of homes currently listed for sale in Tallahassee is \$210,000, with projections continuing to increase home values over the next year. The median rental price in Tallahassee is \$1,200. Once property tax, PMI, and homeowner's insurance is added to the principal mortgage, a person earning the median income in Tallahassee will be cost burned. If the household's income is within the median range and the household is a renter, again that household will be paying more than 30% of their income toward rent. Therefore, the cost to rent or purchase a home exceeds the average income earner in the City of Tallahassee.

Describe the need for specific types of housing:

Based on average income and cost of living, housing that is affordable and available is the most in need for various households. Despite the Tallahassee Housing Authority administering scattered site voucher programs, they remain at an occupancy rate of 85.2%. With high utilization rates, waitlists for subsidized housing are long and do not open regularly. There are 630 individuals in households without children who were experiencing homelessness at the time of the 2018 PIT Count, in addition to 269 persons in households with at least one child and one adult. Therefore, this data expresses that there is a need for housing that accommodates both single adults as well as families. According to unit size by tenure, only 5% of units for renters have zero bedrooms. Recognizing that a large population of those experiencing homelessness are single individuals, increasing the capacity of single room occupancy can help address the need for housing resources which would decrease homelessness.

Discussion

As the cost of living continues to rise and wages remain stagnant, it is important that the City continues to invest in strategies that make renting and homeownership activities available to Tallahassee residents of all income levels. The need for housing subsidies surpasses what is available, and it is the same situation with housing that is earmarked as affordable to people within lower income brackets.

MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

Introduction

The following tables show the cost of both owner and renter housing in the City of Tallahassee. These tables have been updated with American Community Survey (ACS) data to better reflect the current market.

Cost of Housing

	Base Year: 2010	Most Recent Year: 2018	% Change
Median Home Value	194,500	193,100	-0.7%
Median Contract Rent	688	799	16%

Table 30 – Cost of Housing

Data Source: 2010 ACS (Base Year), 2014-2018 ACS (Most Recent Year)

Rent Paid	Number	%
Less than \$500	2,585	6%
\$500-999	19,921	45%
\$1,000-1,499	16,448	37%
\$1,500-1,999	3,791	8%
\$2,000 or more	1,755	4%
Total	44,500	100.0%

Table 31 - Rent Paid

Data Source: 2014-2018 ACS

Housing Affordability

% Units affordable to Households earning	Renter	Owner
30% HAMFI	2,270	No Data
50% HAMFI	8,509	1,755
80% HAMFI	28,652	5,645
100% HAMFI	No Data	8,932
Total	39,431	16,332

Table 32 – Housing Affordability

Data Source: 2011-2015 CHAS

Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent	728	771	958	1,279	1,413
High HOME Rent	728	771	958	1,254	1,379

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Low HOME Rent	598	641	770	889	992

Table 33 – Monthly Rent

Data Source: 2018 HUD FMR and HOME Rents

Is there sufficient housing for households at all income levels?

Within the City of Tallahassee, 45% of renters are leasing rental units ranging between \$500-\$999 monthly, and the median contract rent is \$799 per month. The median home value from 2010 decreased by less than 1% and the median contract rent increased since 2010 by 16%. Both renters and homeowners earning over 100% HAMFI have the most access to affordable units because their higher earnings allow for a more expensive cost of living. The data reports that homeownership is more attainable for homeowners earning 80% HAMFI and above, with 14,577 identified homeowners in that HAMFI range. However, while there are 39,431 HAMI renter households, the homeowners in all HAMI categories total 16,332, which is a significant difference. While homeownership down payment assistance is available through City programs, the funds are limited, and the homeowner must qualify for a mortgage from the lender prior to receiving the down payment assistance, which can be a barrier to households within the lower HAMFI categories. On each side of the spectrum, there is no data available for homeowners within the 30% HAMFI range and no data for renters in the 100% HAMFI range. It is assumed that households earning 30% HAMFI and below could not access homeownership due to the additional expenses such as closing costs, PMI, down payment, and homeowner’s insurance. Additionally, households earning 100% HAMFI have the resources available to own their home, pay the additional expenses, and save disposable income for a down payment.

How is affordability of housing likely to change considering changes to home values and/or rents?

As the trend is described, the cost of renting has increased and the number of HAMFI renter households are significantly more than those of Tallahassee residents who own their homes. Being as that the City of Tallahassee is home to three colleges; the market may reflect the characteristics of students and their housing needs rather than non-student, permanent residents. Therefore, as new students arrive and senior students graduate and relocate from Tallahassee, it is anticipated that the landlord market will continue with rentals continuing to increase. Tallahassee home values have increased 4.3% since 2017 and are projected to continue to increase. The Zillow Home Value Index median home valuation for Tallahassee is \$192,968 as of March 2020. Additionally, rental units continue to increase and the current median rental price in the Tallahassee Metro area is \$1,200 per month. Within Tallahassee, 11.1% of homeowners are underwater, expressing that they owe more on their home than it is worth.

How do HOME rents / Fair Market Rent compare to Area Median Rent? How might this impact your strategy to produce or preserve affordable housing?

The area median rent as of 2018 seems to be consistent with HUD's published HOME/Fair Market rents for 2-bedroom units, demonstrating rents are slightly high for 0 to 1-bedroom units. Rents are continually rising in the current market and may fall within an unaffordable range for low-income families. In Tallahassee, 51% are paying rents of up to \$1,000 per month and an astounding 37% pay between \$1,000 and \$1,500 in rent, not including utilities.

Though THA provides Housing Choice Vouchers and has several subsidized housing developments, high median rents may indicate the need to involve more landlords in the City's housing assistance programs. Landlord participation in subsidized housing programs is essential to maintaining affordable rental housing. To increase access to available affordable housing through landlord engagement, the THA offers access to list rental units on www.gosection8.com in addition to a landlord portal. The continued increase in housing costs will place an additional burden on the Tallahassee Housing Authority, as they continue to operate 544 public housing units and 2,398 voucher subsidy programs. Additionally, the need to preserve and produce housing that is affordable to a variety of income earners is essential to preventing and ending homelessness.

Discussion

About half of the renters in the City pay under \$1,000 per month toward rent. Using this data, the City recognizes the importance of preserving housing that's affordable for households with a wide variety of income ranges. While some households can afford more expensive rental units, it is not the majority. Home values and rents continue to rise, but homebuyer assistance and housing subsidies remain limited.

MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

Introduction

The following section outlines “selected” housing conditions as defined by the Census. These conditions are generally considered identifiers of substandard housing, although the last two conditions on the list relate to the household, not the housing unit. The Census defines a “selected” condition as:

- Lacking complete plumbing facilities
- Lacking complete kitchen facilities
- More than one person per room
- Housing costs greater than 30% of household income

The City of Tallahassee’s housing market analysis examines the condition of existing housing stock in the city. Of the total 87,561 housing units reported by the 2018 ACS, 12,053 (13.8%) are vacant and 75,508 (86.2%) are occupied housing units. The City is home to 30,135 owner-occupied units and 45,373 are renter occupied units. The limited rental vacancy rate of 6.8% provides a small stock of available units to all renters but does not detail whether or not the vacant units are affordable.

The quality of the housing stock varies depending on several factors including housing condition, age of the structure, and the risk of lead-based paint in the unit. These factors assist in determining the need for housing rehabilitation for owners and renters.

Definitions

The City strives to increase the availability of permanent housing in standard condition. To ensure housing projects and activities meet this goal, it is important to define the terms standard condition and substandard condition but suitable for rehabilitation.

As required by HUD regulation, the City’s definitions are as follows:

Standard Condition

- The unit meets all state and local codes.
- The unit does not have any life, health, and safety conditions.

Substandard but Suitable for Rehabilitation

- The unit does not meet standard conditions and it is both structurally and financially feasible to rehabilitate.

Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	6,069	20.1%	25,005	55.1%
With two selected Conditions	124	0%	836	1.8%
With three selected Conditions	0	0%	87	0%
With four selected Conditions	0	0%	0	0%
No selected Conditions	23,942	79.4%	19,445	42.9%
Total	30,135	99.5%	45,373	99.8%

Table 34 - Condition of Units

Data Source: 2014-2018 ACS

Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	6,352	22%	9,974	22%
1980-1999	10,439	35%	17,519	39%
1950-1979	10,855	37%	15,618	35%
Before 1950	1,770	6%	1,835	4%
Total	29,416	100%	44,946	100%

Table 35 – Year Unit Built

Data Source: 2011-2015 CHAS

Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	12,238	17.3%	16,524	36.4%
Housing Units built before 1980 with children present	5,777	47.2%	2,303	13.9%

Table 36 – Risk of Lead-Based Paint

Data Source: 2014-2018 ACS (Total Units) 2011-2015 CHAS (Units with Children present)

Vacant Units

	Suitable for Rehabilitation	Not Suitable for Rehabilitation	Total
Vacant Units	7,232	4,821	12,053
Abandoned Vacant Units	0	0	0
REO Properties	2,872	717	3,589
Abandoned REO Properties	0	0	0

Table 37 - Vacant Units

Alternate Data Source Name:
2018 ACS

Data Source Comments: REO total units from RealtyTrac REO Listing Data. Units not suitable for rehabilitation, calculated 40% of total vacant units and 20% of REO properties.

Need for Owner and Rental Rehabilitation

The City of Tallahassee’s housing stock tends to be older with 43% of owner-occupied housing and 39% of renter-occupied housing being built prior to 1980. The housing stock contains even older units in the market with 6% of owner-occupied housing and 4% of renter-occupied housing units being built prior to 1950. In addition, 20% of owner-occupied units and 55% of renter-occupied units reported having at least one sub-standard housing condition identifier as defined above. Because of the age of housing in Tallahassee, it is estimated that approximately 40% of vacant units and 20% of REO properties meet the definition of “substandard, not suitable for rehabilitation”. These are assumed not to be suitable for rehabilitation due to dilapidation causing unsafe living environments, lack of heating, lack of kitchen facilities, and lack of complete plumbing facilities. It is estimated that approximately 60% of Tallahassee’s owner-occupied and renter-occupied housing units are in need of housing rehabilitation and would qualify as suitable to rehabilitate.

Estimated Number of Housing Units Occupied by Low -or- Moderate Income Families with LBP Hazards

Lead based paint was used prior to 1978 and can cause health issues as the paint cracks, becomes dusty, and deteriorates. This toxic substance was banned in 1978 but is still present in older homes. When the paint is in poor condition, it may require specialized remediation to prevent health hazards to the occupants. For the purposes of this report, data from units constructed prior to 1980 will be evaluated; this also includes units occupied by households with children. Of the total 12,238 owner-occupied units built before 1980, 5,777 (47.2%) of those units have children present. The number of renter-occupied units built before 1980 totals 16,524, of which 2,303 (13.9%) have children present.

In a recent CDC state surveillance data reporting childhood blood lead, 781 children less than 72 months of age were tested in Leon County, Florida. Of those tested, 17 (2.2%) children had

elevated blood lead levels. The City invests CDBG funding in activities such as housing rehabilitation to reduce lead paint risks and by providing lead-based paint testing. Additionally, in 2018, the CDC provided \$155,748 to the Florida Department of Health in Tallahassee for childhood lead poisoning prevention.

Discussion

The City of Tallahassee is addressing the need for rehabilitation and redevelopment through adoption of Community Redevelopment Areas. While revitalization is the focus and improvements are being completed, the development of newer housing opportunities may direct the housing market toward more expensive rental and homeownership costs. With the bulk of units built for both rental and homeownership between 1950-1980, the City is right to invest dollars into making housing safe and decent for all Tallahassee residents, but must incorporate measures to ensure existing residents do not get priced out of neighborhoods which once were affordable for permanent residents upon revitalization of historically low-income neighborhoods.

MA-25 Public and Assisted Housing – 91.210(b)

Introduction

Public housing was established to provide decent and safe rental housing for eligible low- and moderate-income families, the elderly, and persons with disabilities. Public housing agencies play an important role in the provision of affordable housing by operating housing developments and/or managing housing choice vouchers. This section of the Plan describes the number and physical condition of public housing and vouchers managed by the Tallahassee Housing Authority (THA).

Totals Number of Units

Program Type									
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available			542	2,416	50	2,004	244	8	110
# of accessible units			28						
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 38 – Total Number of Units by Program Type

Data Source: PIC (PIH Information Center)

Describe the supply of public housing developments:

THA has a total of 542 public housing units in its stock. There are three public housing developments: 198 units at Orange Avenue Apartments, 195 units at Springfield Apartment, and 96 units at Pinewood Place Apartments. THA also owns 12 apartments at Hidden Pines located on Trimble Road and 41 scattered site houses located throughout the City and County.

Of the 542 public housing units, 28 units are designated handicapped accessible for elderly and disabled families. Twenty-eight units are equipped with wheelchair accessible ramps, of which 20 are equipped with accessible showers. Six units have accessible stoves and three have smoke detectors for the hearing impaired. Fifteen accessible units are located at Orange Avenue apartments, five units at Springfield Apartments, and eight at Pinewood Place.

Describe the number and physical condition of public housing units in the jurisdiction, including those that are participating in an approved Public Housing Agency Plan:

HUD's Real Estate Assessment Center (REAC) conducts physical property inspections of properties that are owned, insured or subsidized by HUD, including public housing and multifamily assisted housing. The inspection of public housing units ensures that assisted families have housing that is decent, safe, sanitary, and in good repair. A passing score for a REAC Physical Inspection is 60 or above.

All 542 public housing units in Tallahassee are included in the approved Public Housing Agency Plan. The condition of the public housing units operated by THA are all within the HUD Housing Quality Standard Guidelines.

Public Housing Condition

	Average Inspection Score
Springfield Apartments	67
Orange Avenue Apartments	81
Pinewood Place	81

Table 39 - Public Housing Condition

Describe the restoration and revitalization needs of public housing units in the jurisdiction:

In its Five-Year Plan and subsequent Annual Plans, THA states it will improve the quality of housing by continuing to perform timely and thorough annual inspections for the HCV program, reviewing inspection indicators quarterly with a focus on improvement of findings and deficiencies, and by completing a physical needs assessment for all public housing units. As a result of the inspections of the public housing units as well as based on input from residents and community stakeholders, THA has identified deficiencies that it plans to address. These improvements are needed to maintain the structures, improve safety/health issues, and maintain and improve property values.

One of the major projects that THA will undertake is the planned restoration and revitalization of the Orange Avenue Apartments. Based on the findings of a master plan created in 2018 – The Orange Avenue Corridor and Transformation Plan – THA will demolish 198 public housing units and replace it with a mixed income development comprised of conventional public housing, project-based vouchers, Low-Income Housing Tax Credit (LIHTC) units, and market rate units.

The 2020 Annual Plan also identified the following restoration and revitalization needs for dwelling units:

- Replace kitchen cabinets and make other kitchen repairs to 125 units as they become vacant in Springfield and Pinewood apartments;
- Bathroom remodeling in units as they become vacant at Springfield and Pinewood Place apartments;
- Replace flooring in units as they become vacant in Springfield, Pinewood Place, and Hidden Pines apartments;
- Repair 58 slab leaks in Springfield, Orange, Pinewood Place, and Hidden Pines apartments;
- Complete Section 504 improvements/upgrades in Springfield, Orange, Pinewood Place, and Hidden Pines apartments as needed;
- Change all electrical boxes at Springfield Apartments; and
- Complete other improvements including installing new, energy efficient ranges, refrigerators and water heaters, and upgrading air conditioners and insulated windows as needed.

Describe the public housing agency's strategy for improving the living environment of low- and moderate-income families residing in public housing:

THA's strategy for improving the living environment of residents of public housing includes undertaking activities that will address a broad range of issues faced by low- and moderate-income persons and families including physical issues with their environment and social issues.

To improve safety and security and deter crime at THA-owned properties, THA plans to improve site lighting and install wireless security cameras at two of its properties. THA also plans to replace fencing around the perimeter of each of its public housing sites.

Through the FSS program, THA helps families address issues and barriers that keep a family from becoming self-sufficient. THA staff work with program participants to develop short and long terms goals and coordinate with community agencies for services that include guidance, vocational training, transportation, job search skills, resume development, education, homeownership, establishment of escrow accounts, and physical and mental wellness.

Through the HCV program, THA is committed to deconcentrating poverty and increasing access to opportunity by providing housing options in all areas of the City. THA accomplishes this goal of diversifying HCV locations by conducting outreach to landlords in areas with lower minority concentration and higher area median incomes and by updating its website with available rental properties that voucher holders may access.

THA also supports homeownership opportunities by utilizing housing vouchers which provide mortgage assistance. THA is currently assisting 23 families with mortgage assistance.

Discussion:

THA's goals also include expanding the supply of public housing and other assisted housing as well as the number of housing choice vouchers. The actions THA will take to achieve this goal include:

- Implementing the Orange Avenue Corridor and Transformation Plan;
- Applying for additional VASH, Mainstream, and Family Unification vouchers;
- Applying for affordable housing funding opportunities, including LIHTCs, for the Orange Avenue redevelopment plan;
- Partnering with public and private service providers such as the Big Bend Continuum of Care to provide housing for the elderly, homeless population, and permanent supportive housing for individuals with special needs;
- Working with State, County, City, and other housing finance agencies to target resources to specific housing needs; and
- Consider applying for HUD for the Rental Assistance Demonstration (RAD) program.

MA-30 Homeless Facilities and Services – 91.210(c)

Introduction

Big Bend CoC (FL-506) reported 1,342 total year-round beds on their 2018 Housing Inventory Count (HIC). This total includes Emergency Shelter, Transitional Housing, and Permanent Housing. Out of the total, there are 143 family units with 444 family beds, 877 adult-only beds, 21 child-only beds. The three sub-categories include 187 beds earmarked for chronically homeless individuals, 400 beds for veterans, and 21 beds for youth experiencing homelessness.

Facilities and Housing Targeted to Homeless Households

	Emergency Shelter Beds		Transitional Housing Beds	Permanent Supportive Housing Beds	
	Year Round Beds (Current & New)	Voucher / Seasonal / Overflow Beds	Current & New	Current & New	Under Development
Households with Adult(s) and Child(ren)	201	40	62	62	0
Households with Only Adults	252	133	101	424	0
Chronically Homeless Households	0	0	0	187	0
Veterans	0	0	52	325	0
Unaccompanied Youth	16	0	5	0	0

Table 40 - Facilities and Housing Targeted to Homeless Households

Describe mainstream services, such as health, mental health, and employment services to the extent those services are used to complement services targeted to homeless persons

Not every person experiencing an episode of homelessness requires long-term emergency shelter, intensive supportive services, or a lifetime housing subsidy. Just as housing-focused services should be the emphasis during episodes of literal homelessness, community-integrated supports that are tailored to the household's level of need should be folded in to ensure continuity of care. The housing crisis response system will phase out upon housing stabilization, and therefore community-based supports are as equally necessary to assist the household with maintaining their permanent housing and preventing future episodes of homelessness. The City's Emergency Solutions Grant (ESG) funding is designated based upon the Big Bend CoC's needs assessment and includes Rapid Re-housing, Homelessness Prevention, Emergency Shelter, Street Outreach, and Homeless Management Information System (HMIS) activities. City general revenue and Leon County funds are combined with the public services funded with federal funds to support human service activities in the community. The City has dedicated ESG funding to Emergency Shelter, Rapid Re-housing, Street Outreach, and Homeless Prevention activities, with goals of serving 750 persons who are homeless or at-risk of becoming homeless.

The Big Bend CoC maintains a resource list for persons experiencing homelessness detailing resources for shelter, housing, food/clothing, drop-in centers, outreach, behavioral health and medical services, job training and placement, family services, legal services, services for veterans, financial assistance, help obtaining vital documents and benefits, and transportation. This resource guide is available in both English and Spanish. The person experiencing homeless can also call 2-1-1 for additional assistance linking to resources in the community.

To ensure that consumers exiting other systems of care are not discharged into homelessness, the CoC service providers actively participate in discharge planning across the foster care system, health care providers, behavioral health system of care, and correctional facilities. This collaboration employs prevention and diversion strategies to keep people from entering the homeless system when possible and working to link the most vulnerable to emergency shelter beds upon discharge rather than being returned to an unsheltered location. The CoC increases access to employment and non-employment cash sources through local workforce programs and Managing Entity-funded SSI/SSDI Outreach, Access, and Recovery (SOAR) specialists, who assist persons experiencing homelessness or formerly homeless with applying for SSI/SSDI benefits through the Social Security Administration.

The Kearney Center collaborates with community partners to provide services that include emergency shelter, meal services, daytime services, and medical assistance for persons experiencing homelessness throughout the eight-county Big Bend region. The Kearney Center is an entry point into the CoC's system of care and works with inpatient behavioral health and

medical service providers to assist with discharging people out of institutional settings who are without a home. Consumers can access on-site supportive service providers without staying at the emergency shelter. Connecting Everyone with Second Chances (CESC) Health Services, housed at the Kearney Center, provides on-site medical services and medication assistance on a nightly basis in collaboration with Tallahassee Memorial Hospital. More recently, dental services have been made available to consumers as well.

Other permanent housing solutions identified in the 2018 Housing Inventory Count include the Big Bend Homeless Coalition's Advocates for Veterans Housing Rapid Re-Housing project that serves 10 adult veterans. Family Endeavors administers Supportive Services for Veteran Families (SSVF) Rapid Re-Housing totaling four family beds and 21 adult beds, with one family unit. Good News Outreach's Maryland Oaks project offers 112 family beds and 34 adult-only beds. Tallahassee Housing Authority's vouchers for Permanent Supportive Housing (PSH) program offers 25 beds.

PSH projects incorporate housing in conjunction with services to assist the most vulnerable and long-term homeless persons to obtain and maintain their housing. Implementing a housing first philosophy when assisting these consumers, the person first secures housing then is continually engaged with self-identified supports to help achieve stability and improve quality of life. Oftentimes, the Managing Entity's system of care direct service providers are delivering case management, clinical supports, and recovery-oriented services to PSH participants in CoC-funded projects. Services provided may include benefit acquisition (such as SSI/SSDI, food stamps/SNAP benefits), linkage to employment resources in the community such as CareerSource, Vocational Rehabilitation or the Clubhouse model, or coordination with community-based services aimed at individuals with a specific disabling condition live in their community and in a home of their choosing. Additionally, the CareerSource Capital City CEO is a member of the board and the Treasurer of the Big Bend CoC.

List and describe services and facilities that meet the needs of homeless persons, particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth. If the services and facilities are listed on screen SP-40 Institutional Delivery Structure or screen MA-35 Special Needs Facilities and Services, describe how these facilities and services specifically address the needs of these populations.

The Big Bend CoC is responsible for coordinating the homeless crisis response system within the City of Tallahassee. To achieve the goal of preventing and ending homelessness in the region, Big Bend CoC receives funding from a variety of local, state, and federal sources and passes these dollars through to direct service providers who operate programs in accordance with the CoC's guidance and funder regulations.

Big Bend CoC (FL-506) received \$1,988,134.85 in total federal funds and \$375,392.85 in state funds during FY 2018. Most recently, FY 2019 HUD CoC project competition grants were announced, awarding Big Bend CoC \$1,730,216 in grant funding to address homelessness in the CoC's region. The Big Bend CoC programs include:

CoC Planning Project Application

Funds activities related to carrying-out the mission of the Continuum as a Lead Agency, including conducting the Point in Time Count, completion of the Housing Inventory Count (HIC) for the program beds within the CoC, submission of the projects for funding consideration under the NOFA, monitoring of programs for compliance, Executive Director's Report, planning and coordinating activities, programs, services to address the homeless need, and submission of reports related to HUD Performance Standards.

HMIS Renewal

Funds activities and staff to execute functions related to HMIS including maintaining the database and securing client level data, training new users, and ensuring HUD-mandated data collection, management, and reporting standards are followed.

A Place Called Home (Ability 1st) and A Place Called Home for Families (Ability 1st)

A Place Called Home and A Place Called Home for Families provides permanent supportive housing placements for chronically homeless individuals with a disability and for families that include a parent with a disability. Both programs include coordinating additional services such as life skills training, applying for and maintaining government benefits, and crisis counseling and money management. Currently, Ability 1st provides stable housing for 45 chronically homeless adults and 13 families. Each individual or family in the program works with an Ability 1st housing coordinator who negotiates leases with local landlords, processes rent payments, and documents the progress of their Individual Service Plan, which includes long-term goals set by the consumer.

Home Plate (Big Bend Homeless Coalition) and Home Plate Expansion (Big Bend Homeless Coalition)

Home Plate, a permanent housing program, serves persons with disabilities who are chronically homeless. This rental subsidy program, which began in 2005, pairs with supportive services to assist housing participants to achieve housing stability. Individuals entering the program have intensive needs and high barriers which are addressed through case management, money management, roommate/tenant skill building, and life skill development to increase housing retention.

HUD RRH for Youth (CCYS)

The Capital City Youth Services Rapid Re-Housing program for Youth incorporates a Housing Specialist to address homelessness among youth using the Housing First model. Braiding funding sources with CoC Challenge Grant funding and CoC Emergency Solutions Grant funding, this program provides housing, hotel vouchers, and homeless prevention to youth experiencing homelessness in Tallahassee.

Safe Landing (Refuge House)

Refuge House is the regional certified domestic violence and sexual assault provider. The Safe Landing Rapid Re-Housing program is focused on providing housing and services to victims who are fleeing domestic violence.

MA-35 Special Needs Facilities and Services – 91.210(d)

Introduction

Persons with special needs living within the City of Tallahassee have access to various services and facilities targeting specific disabling conditions and needs. The City supports activities targeting persons experiencing homelessness and those with special needs by adopting plans to increase affordable housing while preserving the current affordable housing stock, to increase access to public services, support efforts to reduce persons experiencing homelessness, and renovate public facilities and infrastructure. Through collaboration with direct service agencies, the Big Bend Continuum of Care (Big Bend CoC) and Big Bend Community Based Care (Big Bend CBC), the City works to address the needs of persons experiencing homelessness through housing that's affordable, strategic partnerships intended to serve persons with special needs, and targeted use of Emergency Solutions Grant (ESG) funding. In alignment with the CoC, the City mandates that recipients of ESG and CoC funding are required to participate in the Homeless Management Information System (HMIS).

In addition to the City's participation in Big Bend CoC activities, the City uses non-federal funding to support the Comprehensive Emergency Services Center. ESG funding is used to target priority needs for addressing homelessness which are identified by the agencies in the housing crisis response system.

Including the elderly, frail elderly, persons with disabilities (mental, physical, developmental), persons with alcohol or other drug addictions, persons with HIV/AIDS and their families, public housing residents and any other categories the jurisdiction may specify, and describe their supportive housing needs

Based on community feedback in the survey, community members expressed that special needs housing for persons with HIV/AIDS, elderly, and persons with disabilities is a high need, holding great importance.

Elderly

To help elderly households remain in their homes rather than transition to a residential living environment, it is important to provide services that focus on addressing needs such as home repairs and modifications that make the home safe and accessible for seniors to age in place. According to the Shimberg Center's Assisted Housing Inventory for Leon County, there are 10 affordable developments that target the elderly population, who are in need of more affordable housing options. Elders typically need funded programs that focus on prevention and health maintenance for Tallahassee residents who are 55 years of age and older. Typically, elderly persons residing in these rental units can receive a limited range of supportive services such as

transportation to medical appointments, recreational activities, and referrals to other community-based resources.

Persons with Disabilities

Service needs that support persons with disabilities often include supports to achieve, maintain, and strengthen independence through environmental modifications and medical supplies and/or equipment. These activities are supported by the City using CDBG and general revenue funding. The Assisted Housing Inventory identifies three developments within Leon County that target persons with disabilities, which does not meet the need of persons with disabilities receiving SSI or SSDI benefit from affordable housing units or deep-end subsidies to achieve long-term affordability aligned with their fixed, limited income. Persons with developmental, physical, or behavioral health disabilities require housing with more intensive supportive services such as transportation, case management, supported employment, support coordination, life skill building, in-home care, and therapies. Regardless, support services typically are focused on assisting persons with disabilities obtain and retain community integrated housing.

The service array typically offered to persons with behavioral health needs include assessments and services, residential treatment/group care, case management, emergency shelter, behavioral health interventions and supportive services, foster home management, adoptions and visitation, prevention, and information/referral for mental health and substance use services. In 2016, Managing Entities began implementation of the Housing Coordination initiative which focused on improving multi-system coordination to address housing integration for persons receiving services in the behavioral health system of care. Oftentimes, persons experiencing chronic homelessness receive CoC-funded housing subsidies paired with the Managing Entity-funded supportive services intended to assist with housing stabilization and retention.

Substance Abuse

The Department of Children and Families Office of Substance Abuse and Mental Health (DCF SAMH) Triennial Needs Assessment and Master Plan includes the Northwest Region Plan, executed by Big Bend Community Based Care, which focuses on the following strategic priorities based on needs for persons with substance abuse, mental health, or co-occurring disorders:

1. Recovery Oriented Systems of Care
2. Children's Mental Health System of Care
 - a. Child welfare, substance abuse and mental health integration
3. Opioid Epidemic

- a. Reduce opioid related overdose deaths
 4. Community Based Health Promotion and Prevention
 5. State Mental Health Treatment Facilities Improvement
 6. Collaboration and Communication

To best support the needs outlined in the Northwest Region's Plan specific to substance abuse treatment, Big Bend Community Based Care contracts with Apalachee Center to provide a Central Receiving Facility as a drop off point for law enforcement. Typically, community-based services are offered to persons with behavioral health needs such as case management, supported housing, medication management, and services specific to housing retention and maintaining independent living skills.

According to the Florida Association of Recovery Residences, there are no Certified Recovery Residences within the City of Tallahassee or Leon County. There is a need for Certified Recovery Residents within the jurisdiction as it addresses the needs of persons with substance use disorders by providing furnished rental units, live-in house managers, one-on-one consultations, weekly house meetings, linkage to community resources (12-step meetings, counseling services), and meals/toiletries/household items. Such services are essential in the individual's recovery process.

HIV/AIDS

The City does not receive HOPWA funding, and therefore relies on the expertise of HIV/AIDS agencies to provide feedback about the needs of this population. To support a comprehensive system of care for persons with HIV/AIDS, service needs include HIV primary medical care, essential support services, and medications for low-income people living with HIV. Additionally, assistance to people living with HIV/AIDS, HIV prevention and education programs to the community, rent/utility/mortgage assistance, and providing a place where both clients and community members can receive primary care, radiology, dental, prescriptions, and lab work in one location maybe valuable to this population.

Public Housing

Persons residing in public housing projects benefit from Family Self Sufficiency programs which pairs affordable housing with services such as case management guidance, vocational training, transportation, assisting with employment search, education, homeownership, and physical and mental well-being. To exit public housing into homeownership, the City provides down payment assistance, water and sewer fee waivers, in addition to housing and financial counseling.

Describe programs for ensuring that persons returning from mental and physical health institutions receive appropriate supportive housing

Adhering to ADA/Olmstead, housing options that support community integration for persons existing institutional care settings are essential. Ensuring that individuals can return home to independent living promotes a person's recovery and encourages housing stability. Big Bend CBC employs Care Coordination Specialists throughout their region to connect individuals with the services and supports what they need to transition successfully from higher levels of care to effective community-based care. This care coordination initiative targets high utilizers of systems, providing services and supports that includes primary health care, peer support services, housing, and education. This is a time limited service intended to fully connect the consumer to continuous supports that address on-going needs. The continuity of care upon discharge from an in-patient setting can include services funded by Big Bend CBC in addition to Medicaid, Medicare, or private insurance.

Ability 1st, the Center for Independent Living of North Florida, offers resources for home modifications, telephonic relay services, mental health outreach, victims assistance, retrofitting, loaning of medical equipment and mobility aids, and provision of disposable medical supplies to assist persons with special needs to transition home from an institutional care setting.

The Florida Statutes set forth state discharge guidelines and notes that the intent of the Legislature is to ensure that persons leaving care and custody are not discharged into homelessness. The Florida State Department of Corrections requires contracted halfway houses to discharge clients into transitional or permanent housing residence. The Federal Bureau of Prisons Halfway House Program has the same requirements.

The Big Bend CoC's encourages board participation throughout a breadth of leadership throughout service systems. As an example, the CoC's Board membership includes representatives from the cities and counties, Tallahassee Housing Authority, Center for Independent Living, Refuge House (DV service provider), the VA, Apalachee Mental Healthcare Center, the public school system, employment services, the Kearney Center, Ability 1st, Capital City Youth Services, the Big Bend Homeless Coalition, and the Neighborhood Medical Center. This collaborative approach to address homelessness, supportive services, and permanent and supportive housing solutions is an effective process when service planning for the most vulnerable community members.

Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. 91.315(e)

Non-homeless persons with special needs benefit from targeted supportive services aimed at housing stabilization and retention, recovery, and activities that support self-sufficiency. Through case management supports, this population can help the persons served live independently. Using CDBG, HOME, and ESG dollars, the City of Tallahassee supports senior services to offer prevention and health maintenance for residents 55 and older; physical health services to address basic needs such as food, transportation, utility assistance, medical case management, mental health and substance use counseling, housing assistance, preventative education, support groups, and medical transportation; and services for persons with disabilities to provide environmental modifications, medical supplies/equipment, and assist them to strengthen their independence through a wide range of services.

For entitlement/consortia grantees: Specify the activities that the jurisdiction plans to undertake during the next year to address the housing and supportive services needs identified in accordance with 91.215(e) with respect to persons who are not homeless but have other special needs. Link to one-year goals. (91.220(2))

Not applicable. The City of Tallahassee is not part of a Consortium. Please see information in previous question.

MA-40 Barriers to Affordable Housing – 91.210(e)

Negative Effects of Public Policies on Affordable Housing and Residential Investment

Affordable housing is a growing concern at the federal, state, and local levels. Housing affordability has also become an important public policy issue, as home ownership is viewed as being an important goal for both individual and social reasons. Housing prices, household incomes, and mortgage rates are the primary determinants of housing affordability.

Government regulations including land use/zoning codes and building codes adopted by a jurisdiction have the potential to impact the cost of housing and limit the supply of affordable housing. The City of Tallahassee recognizes that there can be institutional, regulatory, or policy barriers to development and promotion of access to affordable housing. Some of these barriers are at the discretion of City policymakers, including the permitting, zoning, and housing and community development offices. The following barriers may impact the development of affordable housing:

- **Development approvals process:** The development approval process can be time- and resource-intensive, particularly for developers of affordable housing.
- **Density restrictions:** Depending on the maximum allowable density in any given zoning category, higher density housing developments may be prohibited. Higher density housing is typically able to absorb more income-restricted housing and still maintain profitability for the developer, in addition to naturally enhancing the availability of housing overall in the City.
- **Parking and setback requirements:** Depending on the restrictions of parking and setbacks in the local land use code and comprehensive plan, these requirements may prohibit development of affordable housing.
- **Affordable housing accessible to transit:** Low-income households are more likely to depend on public transportation as a means of mobility. A lack of affordable housing near public transportation networks places an inherent restriction on a family's ability to reasonably access housing.
- **Not in My Back Yard (NIMBY) Syndrome:** The social and financial stigma of affordable housing can lead to significant resistance from surrounding properties.

In the case of new construction, significant barriers to creating affordable housing are reductions in federal and state housing funds, the land costs, impact fees, zoning, and compliance with new hurricane standards building codes. An additional barrier is the poor credit record of many low- and moderate-income households.

In the case of existing housing rehabilitation, the cost of upgrading to new construction codes is a barrier. Health Department regulations restrict expansion of existing septic systems and the Federal Emergency Management Agency (FEMA) restricts rehabilitations to existing structures beyond a certain value on properties located within 100-year Floodplain.

As a recipient of funding from the US Department of Housing and Urban Development (HUD), the City of Tallahassee develops an Analysis of Impediments to Fair Housing Choice (AI) to identify impediments or barriers to affordable housing and fair housing choice, and create actions toward the resolution of the barriers. The City recently updated its AI and identified the following impediments to affordable housing and fair housing choice:

- Lack of awareness by residents and landlords of fair housing laws.
- High number of fair housing complaints on the basis of disability.
- Insufficient supply of affordable rental and homeowner housing in high opportunity census tracts.
- Low labor market engagement for Blacks/African Americans relative to White households.
- Concentration of housing vouchers in segregated and high poverty neighborhoods.
- Poor credit history and collateral as a barrier to accessing traditional capital and wealth building through homeownership, especially for Black/African American residents.

MA-45 Non-Housing Community Development Assets – 91.215 (f)

Introduction

In Tallahassee, fostering creativity and innovation is part of the business philosophy. Tallahassee is a welcoming environment, bringing out the innovative spirit of companies and attracting global investment. From the streamlined tax structure to the affordable cost of doing business, Florida's Capital is a great place for economic prosperity.

The City of Tallahassee offers all the benefits and amenities of a big city in a community with a small-town feel. Tallahassee celebrates what makes it unique, like its high racial and gender diversity. Thanks to the colocation of major research colleges and universities, including Florida A&M University, Florida State University, Tallahassee Community College, and Lively Technical Institute, the community has embraced and applied a laser-like focus on reducing gaps women and minorities face.

This colocation along with the state government has organically grown a critical mass of innovative companies seeking the best and brightest the region has to offer. Tallahassee's talent supply rivals the national average, and as the City builds the bridge between what is and what could be, the competition will soon increase. The low cost of living and relatively young average age means businesses that choose our community leverage fresh talent and low overhead costs to move their mission forward.

Economic Development Market Analysis

Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	264	53	1	0	-1
Arts, Entertainment, Accommodations	13,616	15,856	16	19	3
Construction	2,686	2,503	1	3	2
Education and Health Care Services	27,515	18,268	28	22	-6
Finance, Insurance, and Real Estate	5,245	5,816	5	7	2
Information	1,347	3,572	1	4	3
Manufacturing	1,757	1,352	2	2	0
Other Services	4,001	5,273	4	6	2
Professional, Scientific, Management Services	13,061	10,735	13	13	0
Public Administration	12,554	0	13	0	-13
Retail Trade	11,452	12,505	12	15	3
Transportation and Warehousing	2,536	1,106	3	1	-2

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Wholesale Trade	1,475	2,048	2	2	0
Total	97,509	79,087	--	--	--

Table 41 - Business Activity

Data Source: 2014-2018 ACS 5-Year Estimate (Workers), 2015 Longitudinal Employer-Household Dynamics (Jobs)

Labor Force

Total Population in the Civilian Labor Force	161,576
Civilian Employed Population 16 years and over	97,509
Unemployment Rate	8.9
Unemployment Rate for Ages 16-24	46.3
Unemployment Rate for Ages 25-65	32.5

Table 42 - Labor Force

Data Source: 2014-2018 ACS 5-Year Estimate

Occupations by Sector	Number of People
Management, business and financial	43,140
Farming, fisheries and forestry occupations	87
Service	18,985
Sales and office	27,953
Construction, extraction, maintenance and repair	2,256
Production, transportation and material moving	6,117

Table 43 – Occupations by Sector

Data Source: 2014-2018 ACS 5-Year Estimate

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	79,566	83.5%
30-59 Minutes	13,340	14%
60 or More Minutes	2,382	2.5%
Total	95,289	100%

Table 44 - Travel Time

Data Source: 2014-2018 ACS 5-Year Estimate

Education:

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	2,726	1,664	4,009
High school graduate (includes equivalency)	9,895	1,689	7,342
Some college or Associate's degree	20,502	1,719	9,128
Bachelor's degree or higher	37,975	1,380	11,293

Table 45 - Educational Attainment by Employment Status

Data Source: 2014-2018 ACS 5-Year Estimate

Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	378	520	376	625	787
9th to 12th grade, no diploma	2,541	1,075	632	1,772	948
High school graduate, GED, or alternative	6,912	4,366	2,969	6,276	3,626
Some college, no degree	28,861	5,880	3,813	6,334	3,526
Associate's degree	9,089	3,749	2,285	2,813	1,222
Bachelor's degree	6,741	9,897	4,851	8,287	4,101
Graduate or professional degree	700	6,310	4,161	6,907	4,754

Table 46 - Educational Attainment by Age

Data Source: 2014-2018 ACS 5-Year Estimate

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	18,341
High school graduate (includes equivalency)	24,789
Some college or Associate's degree	29,553
Bachelor's degree	42,649
Graduate or professional degree	54,518

Table 47 – Median Earnings in the Past 12 Months

Data Source: 2014-2018 ACS 5-Year Estimate

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

As home to two historic and large universities, Education and Health Care Services is indicated as the City of Tallahassee's highest employment sector. The Arts, Entertainment and Accommodations sector is also reported among the four highest concentrations of employment within the City. Another top employment sector is Professional, Scientific and Management Services (including careers in legal, accounting, and scientific research). In addition, because the City of Tallahassee is the capitol of Florida, among other top employment sectors reported is Public Administration.

Together, these four sectors comprise 68% of Tallahassee's total workforce.

Describe the workforce and infrastructure needs of the business community:

In 2019, Inc. Magazine reported that three companies headquartered in Tallahassee, representing the Advertising, Real Estate and IT Management industries, were included in the magazine's 5,000 fastest growing companies in the United States.

With a regularly replenishing supply of qualified workers across all sectors due to the presence of the City's two large universities the workforce remains plentiful, as reflected in the City's low unemployment rate.

Increased demand resulting from growth of the City on the aging infrastructure will require continued allocation of resources to make needed improvements.

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.

Continued progress toward completion of the projects identified within the BluePrint 2020 Plan will continue to improve the opportunity for attraction and retention of businesses. The Blueprint 2020 program includes 27 projects: one has been completed, 15 are underway, and the remainder will be programmed by the IA Board. Over \$200 million will be invested in improving Tallahassee-Leon County over the next five years through 15 Blueprint infrastructure projects.

Current featured projects include:

- Market District Placemaking:

This project provides funding to implement the Market District Placemaking Action Plan. Project improvements include construction costs for a new community park; portions of

the Timberlane Greenway; new sidewalks; stormwater improvements; pedestrian connectivity and safety; streetscaping; and gateway enhancements. Blueprint is coordinating with the City of Tallahassee regarding the public-space component of this placemaking project, to align the design and construction activities with the completion of the City's Market District Stormwater project.

- Capital Cascades Trail:

The Capital Cascades Trail project is designed to provide a multi-faceted, multi-use stormwater and recreation facility and connected trail network. It is separated into physically distinct segments stretching across 4.25 miles of downtown Tallahassee.

- Orange/Meridian Placemaking:

This project will create a new park and improve stormwater facilities in the area surrounding the future StarMetro Transit Center at the intersection of South Meridian Street and Orange Avenue West. The project will enclose the East Drainage Ditch and create an improved pedestrian path between South Monroe Street and Meridian Street, which will promote safety and connectivity. The project also includes contributing \$1 million to the development of a planned StarMetro Transit Center and beautifying the stormwater pond located at Orange Avenue and Meridian Street to create a community-gathering place.

- Airport Gateway:

The Airport Gateway will create a beautiful, safety-enhanced, multimodal gateway between Downtown and the International Airport by improving seven miles of roadway; constructing over 12 miles of new sidewalks, trails and bicycle lanes; and enhancing the safety of this corridor and transportation network. Additional project goals include expanded investment in Southwest Tallahassee-Leon County, which has seen a historic underinvestment; supporting local growth of the high-tech sector in areas such as Innovation Park , which houses the National Magnetics Field Lab; and improving neighborhood safety by constructing dedicated entrances to Innovation Park and the FAMU-FSU College of Engineering.

- Lake Jackson Greenway:

The Lake Jackson and Lake Jackson South Greenways projects will be implemented together to provide a 5-mile trail connecting two very popular recreational facilities, Lake Ella and the Lake Jackson Mounds Archaeological State Park.

In addition, the Tallahassee/Leon County Office of Economic Vitality currently reports over 241 acres of commercial development currently underway.

Though these improvements will continue to attract new businesses, Tallahassee will continue to have access to a highly qualified workforce resulting from utilization of university graduates and skilled workers completing in-demand training programs.

The City will also continue to diligently plan development and improvements to ensure there is adequate infrastructure support.

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

Tallahassee is fortunate to have two major research universities located in the heart of its community. More than 50,000 students are enrolled at Florida State University and Florida A&M University and flood the capital region with intellectual capital. The team of educators at each university are recognized globally as being experts in their respective fields and frequently collaborate with the private sector to explore new technologies and develop new ideas.

According to the Office of Economic Vitality, there are more than 70,000 students who reside in the area while attending college. U.S. Census Bureau American Community Survey data indicate that 66% of the total workforce has a college degree (Associate, Bachelor, or higher). This compliments the City's demand for employees in the education, government and professional industry sectors.

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.

CareerSource Capitol Region provides several incentives and employer services to support local businesses. Among the incentives are:

- Work Opportunity Tax Credit – based upon the number and type of adult hires
- Professional Development Workshops – CareerSource Capitol Region offers 6 workshops to assist employers and employees grow professionally
- Professional Development Training grants – to assist employers pay the cost of professional development training for their workforce.
- On-The-Job Training grants – to assist employers by paying a percentage of wages for training new hires
- Short Time Compensation Program – to assist employers during periods of slow business, off-season reduction of work and potential lay-off

In addition, in 2017, the Office of Economic Viability commissioned a Targeted Industry Study which also included an Economic Retrospective study and an Incubator and Accelerator study. Combined, these three studies provided information, analysis and strategic recommendations to support economic growth and marketing efforts to be undertaken.

The Targeted Industry Study concluded that four industry sectors be recommended for special incentives: (1) Applied Science and Innovation; (2) Manufacturing and Transportation Logistics; (3) Professional Services and Information Technology; and (4) Health Care.

By targeting these specific industry sectors, it is anticipated that these sectors will provide the most impactful results toward the goals of contributing to private sector job growth, wealth creation and a diversification of the economy.

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

The Apalachee Comprehensive Economic Development Strategy was developed by the Apalachee Regional Planning Council (ARPC). The ARPC serves nine counties including Leon County. The City and County participated along with the other jurisdictions in the creation of this Strategy. The elements of the City's economic development efforts most appropriate for coordination are those of a regional scope. The proposed development of the Tallahassee Regional Airport has been included in the economic development strategy.

As part of a nine county Regional Planning Council region, Leon Apalachee Regional Planning Council published the 2018 Comprehensive Economic Development Strategy that contains 29 goals and 59 objectives for the defined region.

The Business Climate and Competitiveness narrative contained within the Strategy notes that among all counties contained within the Apalachee Region, Leon County's Gross Domestic Product is far and away greater than the other counties within the region with a GDP of \$13.8 billion.

The Civic and Governance section of the Strategy also reports that an overwhelming concentration of non-profit organizations are located within Leon County (2,098 in 2017). The Strategy further reports that the Institute for Nonprofit Innovation and Excellence found that - the non-profit sector in Leon County accounts for \$3.1 billion in revenue and \$5.5 billion in total assets.

Wallet Hub, a website that provides free credit scores and credit reports for individuals and also publishes comparison studies and reports meant to inform the public, ranks the City of Tallahassee as 195th out of 501 named cities in the United States for economic diversity with a

score of 73.73. Tallahassee’s “Industry Diversity” and “Occupational Diversity” rank very low (426th and 441st, respectively) but the City’s “Worker Class Diversity” rank is 22 out of 501.

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

Coordination among the economic studies and plans listed above may present opportunities to identify specific goals of each of these studies and plans for inclusion in this Consolidated Plan. These include development of economic development projects/activities and infrastructure projects that will expedite the goals outlined in the complimenting studies and plans.

MA-50 Needs and Market Analysis Discussion

Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")

By overlaying the AFFH mapping tool over the City of Tallahassee municipal annexation maps, data details that areas with concentrated housing problems fall within the oldest municipal annexation areas. The identified areas with most housing problems appear in areas of the City which were inhabited beginning in 1920. The City of Tallahassee City Commission established the Community Development Agency, the Tallahassee CRA, in 1998. Currently there are two districts within the City designated for redevelopment, Greater Frenchtown/Southside Community and the Downtown District Redevelopment Area. Both CRA districts are located within older areas of the community, surrounding the original and current central business district, primarily to the northwest, east, southeast, and southwest areas of the capital.

The Greater Frenchtown/Southside CRA includes 13 neighborhoods, spanning over 1,450 acres, and incorporates zoning for residential, commercial, and industrial land uses. This CRA borders both the Florida State University and Florida Agricultural and Mechanical University. Sections of Tennessee Street, Tharpe Street, North and South Monroe Streets, Gaines Street, Lake Bradford Road, and South Adams Street are located within the boundary areas of the CRA.

In 2002, the City authorized a study evaluating if the conditions met the threshold of creating a downtown redevelopment area. The Finding of Necessity for Redevelopment identified that 79 of 93 surveyed blocks in the downtown met the criteria to support a slum and blight designation. There are five subareas within this CRA that includes North Monroe Street, the Downtown Core, Franklin Boulevard, Gaines Street, and Capital Cascades.

The community survey produced comments that described these areas as poor neighborhoods in the Southside of Tallahassee/Frenchtown neighborhood, predominantly African American neighborhoods within zip codes 32304 or 32305, and low-income households are "limited to run down houses/apartments in high crime areas." Other comments include the existing affordable housing is not well maintained and are common to older neighborhoods.

Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")

According to HUD's AFFH mapping tool, there are 10 census tracts identified as Racially or Ethnically Concentrated Areas of Poverty (R/ECAP) within the City of Tallahassee. One of these tracts (002003) extends beyond the City's border. The R/ECAP census tract codes include: 002104, 001402, 0006000, 0004000, 001001, 001002, 001101, 001200, 002004, and 002003. Of the 10 identified tracts and aligning with the concentration threshold of non-white population of

50% or more, the demographics of nine have 50% or more of the population identified as Black, Non-Hispanic residents. Additionally, nine of the 10 census tracts detail having 50% or more of the households with any of four housing problems.

The Tallahassee resident feedback collected during this Comprehensive Planning process produced feedback reporting that 85.37% of survey respondents believe that affordable housing options are concentrated in certain areas/neighborhoods. One solution verbalized by a respondent is to use the overabundance of student housing as affordable housing.

The AFFH map identifying the percent of rental units affordable, renting at or less than 30% of household income for households within 50% AMI, identifies the location of this rental housing within the same census tracts as areas with multiple housing problems and racial concentrations.

What are the characteristics of the market in these areas/neighborhoods?

The R/ECAP areas and CRAs are overlapping in the City. However, the 10 census tracts are wildly spread around, surrounding the central business district. According to a 2016 report, *Frenchtown, Planning for a Better Block*, published by FSU, the total population in the Frenchtown neighborhood is 3,999 with the median age being 29.6, and 63.9% of the population is living below poverty line. This historic neighborhood consists of mostly residential and vacant land uses. The CRA districts are within these concentrated areas, and to be approved for that designation, verifiable documentation proving these areas were distressed and in need of assistance to improve the blighted neighborhoods.

Are there any community assets in these areas/neighborhoods?

The Frenchtown/Southside CRA identified community assets through workshops and meetings with community representatives. The community assets in this CRA district are:

- History, continuity, stability, and longevity of the community.
- Neighborhood institutions
- Sense of community
- Location
- Physical design and facilities
- Services
- Housing affordability

The Downtown District Redevelopment Area is unique, as it includes several sub-areas, which all have different characteristics that contribute to the community. The community assets in this area are:

- State Capitol with rich history
- Steep, undulating topography with extensive tree canopies
- Architectural elements with appropriate urban form (building size, setbacks, and massing)
- Northern gateway from I-10
- Proximity to downtown
- Existing residential areas
- Entrance elevations
- Traffic volume supports investment
- Extensive tree cover in some areas
- Historic buildings

Are there other strategic opportunities in any of these areas?

There are numerous opportunities for revitalization that will have a positive impact on the redevelopment programs. The CRA's stimulate private investment through new development. This strengthens the tax base, creating additional revenue for public improvements. Opportunities for improved residential housing stock that increases units for various area median income households, addresses deteriorating structural conditions, enhances historic preservation, and leads the revitalization of distressed communities.

The Downtown District Redevelopment Area's specific opportunities include development of gateway treatments into the downtown, streetscaping enhancements, property assembly of vacant and developed parcels by the CRA and private investors, development of joint access parking, ability to attract new investment, housing infill opportunities (including affordable housing), historic housing stock rehabilitation, development of neighborhood gateway features, and identity signage.

Strategically, economic development activities will be enhanced by better jobs and business opportunities. Replacing obsolete structures with mixed-used development opportunities will attract new businesses and residents in otherwise vacant and blighted areas. Addressing the needs of these underserved parts of the City, there are now opportunities to create new neighborhoods. The Frenchtown/Southside CRA district incorporates the plan for residential development, using infill strategies, urban revitalization, medium/high density apartment developments, producing a total of 2,893 dwelling units and 1,082,000 square feet of commercial development. The City owns several properties within the Downtown District Redevelopment Area and is undertaking improvements within the commercial corridor.

Tax funding dedicated by the CRA will support projects such as sidewalk construction in a high-traffic area that borders Florida A&M University, streetscape improvements along Railroad Avenue (within the Gaines Street Revitalization Area), the Goodbread Hills Affordable Apartment Complex which braided CRA and private investment to develop housing for VLI and LI households, Tish Byrd Community Garden, the Residential Landscape Program to help residents plan and purchase plants to improve the neighborhood, the Commercial Façade Improvement Program for exterior improvements to non-residential structures to eliminate slum and blight, Affordable and Workforce Housing Funding Program for both non and for-profit developers, Commercial Painting Grant Program, and updates to the Frenchtown/Southside Community Redevelopment Plan.

MA-60 Broadband Needs of Housing occupied by Low- and Moderate-Income Households - 91.210(a)(4), 91.310(a)(2)

Describe the need for broadband wiring and connections for households, including low- and moderate-income households and neighborhoods.

Lack of Internet access acts as a social and economic barrier for the City's economically disadvantaged residents. Highspeed internet, or broadband, is instrumental to residents as it relates to providing economic opportunity, job creation, education, and civic engagement. However, there are many areas in this country where broadband access is unavailable. In urban areas, 97% of Americans have access to high-speed fixed service. In rural areas, that number falls to 65%. And on Tribal Lands, barely 60% of residents have access. Nearly 30 million Americans are currently unable to benefit from the advantages of being a part of the digital age (FCC, 2019).

The City's local ISP market includes at least 16 providers guaranteeing varying levels of bandwidth for up to 100% of city residents. Two of those providers, Century Link and Comcast, represent the largest share of the local market and advertise 97 and 98 percent coverage across the community, respectively. Viasat (Exede) and HughesNet (both of whom provide Satellite internet) are the only two that extends to 100% of the area.

The market includes five providers with market coverage of 97% or more. Those providers with both broadband speed service and community-wide coverage operate on varying types of infrastructure including satellite, DSL, and fiber. Rates for broadband service in the City's local market range from \$29.99/month for residential service to \$499.95/month for up to 1Gbps speed business service.

In December 2018, the City of Tallahassee partnered with the Florida Agricultural and Mechanical University research team to collaborate in a research effort to learn about the quality and performance of the current internet service for both residents and businesses and the impact of these services of the internet on residents. The study also examined the feasibility of utilizing or expanding the City's existing municipal fiber network to provide broadband Internet to residents and businesses.

Through this process it was determined that 44% of residents that responded to the survey are unhappy with their current Internet Service Provider (ISP) because they believe the cost is too high, or that the internet quality is low. This is significant because inadequate broadband access is a hurdle that affects the ability to move upwards from poverty. The inability to apply for jobs, do homework, and other menial tasks that allow people to connect with the world is tied to

accessibility of their internet. Perceived high internet costs may be posing a significant barrier for extremely low- and low-income populations in obtaining internet access.

Findings of the residential survey determined that 80% of respondents were not aware of low-cost programs. This does not mean that local ISPs have not provided such low-cost programs, as discussions with them have indicated that efforts have been made to bring awareness to and provide access to such services. It does, however, indicate that for unknown reasons residents themselves are not knowledgeable of these programs and what they provide, even if they may be currently participating in them.

Describe the need for increased competition by having more than one broadband Internet service provider serve the jurisdiction.

The Tallahassee ISP market includes multiple alternatives for high data transfer rates across the community. Sixteen potential providers provide broadband speed (25 Mbps or greater) service to residential and business customers. Across multiple internet service providers, there are already fiber optic network services available for residents in Tallahassee, which include the following:

- Xfinity (Comcast);
- MediaCom;
- CenturyLink; and
- Crown Castle Fiber.

With nearly 75,000 households within the Leon County area, the need for competitive online service providers is highly underserved, as there are only five internet service providers that serve at least 10% of Tallahassee residents.

In terms of current expansion of access to new fiber optic entities, Metronet has recently announced an expansion of broadband internet service available in the city; it is estimated that Metronet projects a \$75 million investment for a new high-speed fiber optic internet, TV and phone network.

The rapid growth of the internet and online services that has been witnessed worldwide is only the tip of the iceberg. With the ever-changing societal and technological trends, quality internet connection is undoubtedly crucial, and Tallahassee is no exception. The growth and needs of the internet market within the Tallahassee area has historically increased exponentially. This is especially true for the past two decades. Since 2000, there has been an 82.3% increase in internet users worldwide (McLuhan, 2018). With this drastic increase, the existing cable, DSL and satellite connections simply cannot satisfy current consumer needs, requirements and desired speed. Thus, the implementation of the fiber optic networks for residents and businesses could see

almost instantaneous results; as speeds could potentially increase by over five times the current rate. In addition, internet service providers should see significant benefits as their market development will undoubtedly experience tremendous growth through related diversification.

Additional issues that drive these initiatives include fiber optic connectors that are used in data center applications in IT industries, which allows more fiber ports per unit of rack space and higher data rate.

Further, fiber optics technology is also propelling the market growth to a large extent. The fiber optics technology is widely used in the telecommunication industries, which offers noise rejection, higher data rate capabilities, electrical isolation, and other services that are driving its popularity.

MA-65 Hazard Mitigation - 91.210(a)(5), 91.310(a)(3)

Describe the jurisdiction's increased natural hazard risks associated with climate change.

Tallahassee has recently experienced unprecedented exposure to extreme weather events, from hurricanes and tornadoes to the first snow event in the last 30 years. It can be perceived that these events could be the result of climate change, though the topic is widely controversial. With one of the largest networks of public utilities and infrastructure in the region, the impact of extreme events on our infrastructure and services affect hundreds of thousands of people in our city and surrounding region.

After Tallahassee was affected by a series of storms, beginning with Hurricane Hermine in 2016, the City developed a resilience plan. That storm marked the first time in more than three decades that Tallahassee was heavily impacted by a hurricane. Two more hurricanes would impact the City in the two years that followed Hurricane Hermine, each with increasing strength and damage. Between the recent hurricane impacts and the socioeconomic stresses that have been growing over the past three decades, it became clear that we needed to develop a comprehensive approach to prepare the City and its residents for a future that will continue to bring challenges and opportunities.

Beyond these top threats and insecurities, there are a multitude of shocks and stressors that contribute to our city and region's overall vulnerability and risk, including climate change. Climate change will impact people, wildlife, agriculture, and economies as more areas are exposed to increasingly severe weather events, as well as changes in temperature, rainfall, and other climate factors. Climate change will be experienced all over the world, with weather and climate events impacting different regions uniquely. According to the National Climate Assessment, in the Southeast, climate change will cause sea level rise threats, increased temperature, and decreased water availability. It is important for our community to take actions toward reducing human contribution to climate change such as reducing greenhouse gas emissions and making more environmentally sustainable investments. The City of Tallahassee also needs to prepare for the possibility of experiencing some of the weather-related events identified in the National Climate Assessment for the southeastern region.

Describe the vulnerability to these risks of housing occupied by low- and moderate-income households based on an analysis of data, findings, and methods.

The most common housing problem low-income residents of Tallahassee face is housing cost burden. Nearly 43% of households in Leon County paid more than 30% of their income for housing, which is considered cost burdened. The 2018 Point-in-Time count also identified over 900 homeless individuals and according to the US Census Bureau, approximately 20% of Leon

County's population is living in poverty. In addition, the United Way further identifies about 41% of the population as being Asset Limited, Income Constrained, Employed (ALICE), or "working poor."

Extremely low and low-income cost burdened households are typically one emergency away from a total crisis. A natural disaster such as a hurricane or flooding would immediately put the City's low-and moderate-income households at risk of losing their homes and potentially becoming homeless. Climatic effects from storms and hurricanes also impact efficient delivery of essential services for residents and hardest hit populations, typically extremely low and low - income households.

Further, the City performed a GIS based spatial risk and vulnerability assessment to visualize the extent of threat exposure within the physical footprint of the City of Tallahassee. Different scales of data and information were made available through the tool, including citywide statistics, census block group summary maps, and parcel-level land and development data. Using the GIS assessment, key issues and areas were identified based on the vulnerability and risk information for each of the threats. Below further describes vulnerability to risks:

- **Hurricane/Severe Storms**-Vulnerability is based on regional exposure to hurricanes and tropical storms at an increasing rate and severity, along with Tallahassee's dense urban forest canopy. Despite being about 20 miles from the coast, the southern end of Tallahassee (mostly in the area around Lake Munson) is vulnerable to storm surge. Several critical utility assets are within the exposed region, including south of the Leon County border (not mapped). Most of the vulnerability is to a Category 5 storm surge event.

The primary area at risk for storm surge is South/Lake Munson. This area has 124 residential parcels at risk including mostly single-family homes. Even though some properties are also in flood-prone areas and may have built-in adaptive capacity for flooding, it may not be sufficient for dealing with storm surge inundation.

- **Flooding**-Vulnerability is based on property exposure to 100-yr and 500-yr FEMA designated flood zones, as well as building elevation. Residential properties, including low-and-moderate income households, have a 4.7% vulnerability risk. Nearly 3,400 households are at risk when flooding occurs with a total cost to replace these assets being at \$525.17M.

There are two specific areas in Tallahassee prone to flooding. Area 1, the Orange Avenue Corridor, includes some multi-family units, but most are single-family residences built before 1976 (low adaptive capacity) with relatively high-risk probability to flooding. Also

includes some areas with high social vulnerability. Area 2, Southwest/Munson Slough, includes many apartments, condos, and multi-family residences. Some built before 1976 (low adaptive capacity) but vulnerability is driven by the multi-residential aspect (high potential impact). Some high-risk probability to flooding, but most is moderate (100-yr). This area also has highly vulnerable mobile home properties and mobile home parks. This area also has more social vulnerability.

- **Wildfire**-Vulnerability is based on the City's proximity to vast forest land (Urban-Wildland Interface), increased amount of storm debris from recent hurricanes, building age and construction, and proximity to fire suppression service. There are three areas in Tallahassee that have a high-risk of being vulnerable to wildfires including North, Southeast, and East. These areas include 2,158 residential parcels at risk and comprised of mostly single-family residences, including low-income populations.
- **Extreme Heat** - Citywide, Tallahassee has a relatively high amount of tree canopy that provides mitigation of the urban heat island. Areas with high levels of both impervious surfaces and sensitive populations (age, health, income) are the most vulnerable to extreme heat. Vulnerability is largely driven by the high percentage of households living below the poverty line (most with more than 40%). These are also the areas with some of the lowest amount of tree canopy in the City.

Strategic Plan

SP-05 Overview

Strategic Plan Overview

The Strategic Plan is the framework for how the City will invest its CDBG, HOME, and ESG funding during program years 2020 through 2024 based on the data and information analyzed in the Needs Assessment and Market Analysis and in consideration of stakeholder input. The Strategic Plan outlines goals and measurable outcomes for addressing priority needs during the Consolidated Plan period and is divided into the following sections:

Geographic Priorities – In addition to carrying out activities Citywide, the City allocates funding in a HUD approved Neighborhood Revitalization Strategy Area (NRSA). The City will primarily allocate CDBG, HOME, and ESG funds on a Citywide basis based on current needs, the availability of funds, and capacity. Projects may be carried out in areas that qualify as low- and moderate-income based on data provided by HUD annually.

Priority Needs – Funds are allocated based on the priorities established from the data in the Needs Assessment and Market Analysis, data gathered through the 2020 Consolidated Plan survey, and local reports. The City identified five priority needs including: increase access to affordable housing, increase access to public services, improve access to public facilities, increase access to homeless services and prevention, and program administration. Due to funding limitations, the City will use HUD funds on “high” priority projects and activities and coordinate with City departments and community stakeholders to address unmet needs not funded through this Consolidated Plan.

Influence of Market Conditions – In making funding decisions, the City will also consider housing market conditions. Housing market considerations include the limited availability of affordable housing, high incidence of housing cost burden, and housing costs that are significantly higher than fair markets rents. Limited resources also influence the housing assistance that the City will provide.

Anticipated Resources – This section of Plan identifies the resources the City anticipates will be available to address the priority needs. During the five-year period covered by this Plan, the estimated amount of HUD funds available is \$4,145,170 based on the CDBG, HOME, and ESG funding levels for the first year of the Plan. This amount also includes annual program income and reprogrammed funds expected from the CDBG and HOME programs.

Institutional Delivery Structure – The City’s institutional delivery structure is comprised of the organizations or departments that will be involved in carrying out the program objectives. The

Department of Housing and Community Resilience is responsible for overall program administration and planning. The Department coordinates with other City departments and with community organizations to ensure compliance with program requirements when carrying out projects.

Goals – The City has set fifteen goals for the term of the Consolidated Plan to address the priority needs. The goals are housing rehabilitation, down-payment assistance, new construction, permanent relocation, acquisition, CHDO set-aside, neighborhood revitalization, public service assistance, public facilities, rapid re-housing, homeless prevention, street outreach, shelter operations and essential services, HMIS administration, and planning and administration. This section of the Plan also identifies the anticipated accomplishments for each goal.

Public Housing Accessibility and Involvement - The Tallahassee Housing Authority administers the Housing Choice Voucher Program with the goal of providing affordable rental housing to low-income persons. The City will continue to strive to be a community that does not discriminate based on source of income or limit housing opportunities for housing choice voucher holders who desire to reside in the City of Tallahassee.

Barriers to Affordable Housing - It is a goal of the City to increase the supply of affordable housing for low-and moderate-income persons. To accomplish this goal the City must overcome any barriers to the creation of affordable housing. During the term of the Strategic Plan, the City will take actions to address barriers to affordable housing identified in the Local Housing Assistance Plan, the Comprehensive Plan Housing Element, and the Analysis of Impediments to Fair Housing Choice (AI).

Homelessness Strategy – The Point-in-Time count and data in the Needs Assessment shows that there are extremely low-income individuals and families that may be susceptible to homelessness after just one crisis. To address current homeless needs and curb future homelessness, the City will use their ESG funds for shelter, rapid re-housing, outreach, and homelessness prevention activities.

Lead-Based Paint Hazards - The City is obligated to take steps to address lead hazards when assisting housing built before 1978. For any housing rehabilitation projects that involve HUD funding, the City will follow its policies and procedures to ensure that the occupants of the housing, especially young children, are not exposed to lead-based paint, and that families are aware of the risk.

Anti-poverty Strategy – The City strives to increase the availability, affordability, and accessibility of decent housing for low- and moderate-income households and to provide essential services. Persons living below the poverty level are often forced to make hard decisions about how to meet their basic needs with limited financial resources. By addressing poor housing conditions

through housing rehabilitation, the burden of making costly home repairs is addressed and cost savings from lower utilities and other household expenses may also be realized. Providing financial assistance to low-income homebuyers also offers the opportunity to access affordable, decent housing and supports upward mobility. In addition, the City will fund public service programs aimed at promoting self-sufficiency for low-income persons.

Monitoring – This section provides a description of how the City will monitor its projects to ensure compliance with program requirements, Consolidated Planning requirements, and crosscutting federal requirements applicable to the CDBG, HOME, and ESG Programs such as environmental review, procurement, and uniform administrative requirements.

SP-10 Geographic Priorities – 91.215 (a)(1)

Geographic Area

1	Area Name:	City Wide
	Area Type:	Citywide
	Other Target Area Description:	N/A
	Identify the neighborhood boundaries for this target area.	City of Tallahassee boundaries.
	How did your consultation and citizen participation process help you to identify this neighborhood as a target area?	The needs assessment, market analysis, and community meetings determined that various areas throughout the City suffer from a lack of affordable housing and the need for public facility and capital improvements and that homeless and special needs populations require public/social services to reduce poverty.
	Identify the needs in this target area.	Tallahassee, overall, needs an increased supply of affordable housing, public facility improvements, increased public services, and increased economic opportunities.
	What are the opportunities for improvement in this target area?	Opportunities for improvement include increased access to affordable housing and the provision of services to provide decent housing and a suitable living environment for all residents. There is also an opportunity for local/regional organizations that have similar goals of the City to partner on projects and other efforts.
2	Area Name:	Neighborhood Revitalization Strategy Area
	Area Type:	Local Target Area
	Other Target Area Description:	N/A

<p>Identify the neighborhood boundaries for this target area.</p>	<p>The NRSA is composed of the Frenchtown, Bond Community, and Southside neighborhoods and encompasses the following census tracts: Frenchtown - Census tracts 6, 7, 14.01, and 14.02 located in the northern portion of the NRSA, Bond Community - Census tracts 5, 11.01 and 12 located in the central and southwest portion of the NRSA, and Southside - Census tracts 4 and 10.01 located in the southeast portion of the NRSA.</p>
<p>How did your consultation and citizen participation process help you to identify this neighborhood as a target area?</p>	<p>During consultations with stakeholders and residents, it was made clear that this previously identified target area will continue to be an area to work in. The City desires to continue allocating a portion of their CDBG funds to the NRSA to improve this area as much as possible. The City holds public meetings and coordinates with the CoC, other organizations, and departments to target funding in the NRSA.</p>
<p>Identify the needs in this target area.</p>	<p>This area needs improvements in housing, public facilities, infrastructure, and public services.</p>
<p>What are the opportunities for improvement in this target area?</p>	<p>Opportunities for improvement include increased access to affordable housing and the provision of services to provide decent housing and a suitable living environment for residents in this target area. Opportunities for improvement also include increased economic and employment opportunities.</p>
<p>Are there barriers to improvement in this target area?</p>	<p>This area has a very high percentage of low-income residents and is also minority concentrated so the degree of need in the target area is high. Transformational change requires significant investment, sustained over a long period of time. Limited funding acts as a barrier to comprehensive change.</p>

Table 48 - Geographic Priority Areas

General Allocation Priorities

Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA).

The City's federal grant funded programs for affordable housing, public services, and public facilities are available City-wide. The City promotes these programs to residents, businesses, and non-profit organizations that reside in or provide services to these targeted areas more heavily and has targeted some non-federal funding for public services to those areas in the past. The City's housing programs are concentrated on scattered sites throughout the City. The public service locations will be throughout the City. The City has designated census tracts and block groups that qualify as low- and moderate-income per HUD regulations. If the City funds projects that must meet the low-moderate income area benefit criteria, they will be in the qualified census tracts and block groups.

The City also has a designated Neighborhood Revitalization Strategy Area which is the focus of comprehensive redevelopment and revitalization efforts. Community revitalization projects such as housing and economic development activities will take place within the NRSA in accordance with the criteria set forth in HUD's regulations.

SP-25 Priority Needs - 91.215(a)(2)

Priority Needs

1	Priority Need Name	Increase Access to Affordable Housing
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children
	Geographic Areas Affected	City Wide Neighborhood Revitalization Strategy Area
	Associated Goals	Housing Rehabilitation Down Payment Assistance New Construction Permanent Relocation Acquisition CHDO Set-Aside Neighborhood Revitalization
	Description	Support the provision of decent housing by increasing the availability/accessibility of affordable housing. The City will address the priority need by funding housing rehabilitation, homebuyer assistance, and a relocation assistance program. The City will also undertake acquisition activities and provide funds to CHDO organizations for construction or rehabilitation of affordable housing for low income households (at or below 80% AMI) or to make rental housing affordable.
	Basis for Relative Priority	The City conducted a comprehensive community participation process and needs assessment to determine and prioritize needs. Needs identified in the Consolidated Plan and Neighborhood Revitalization Strategy Area Plan were the result of input received by residents, housing providers, non-profit organizations, social service providers, and other relevant stakeholders. A thorough analysis of data provided in the Needs Assessment, Market Analysis, and NRSA Plan also lead to priority need determinations.
2	Priority Need Name	Increase Access to Public Services
	Priority Level	High

	Population	Extremely Low Low Moderate Large Families Families with Children Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Victims of Domestic Violence Homeless Persons
	Geographic Areas Affected	City Wide Neighborhood Revitalization Strategy Area
	Associated Goals	Public Service Assistance
	Description	Support availability/accessibility to a suitable living environment by funding organizations providing essential services for low-income and limited clientele populations. The City will assist non-profit organizations in carrying out public service activities assisting low-income persons, youth, elderly, person with disabilities, children, and the homeless.
	Basis for Relative Priority	The City conducted a comprehensive community participation process and needs assessment to determine and prioritize needs. Needs identified in the Consolidated Plan and Neighborhood Revitalization Strategy Area Plan were the result of input received by residents, housing providers, non-profit organizations, social service providers, and other relevant stakeholders. A thorough analysis of data provided in the Needs Assessment, Market Analysis, and NRSA Plan also lead to priority need determinations.
3	Priority Need Name	Improve Access to Public Facilities
	Priority Level	High
	Population	Extremely Low Low Moderate
	Geographic Areas Affected	City Wide

	Associated Goals	Public Facilities
	Description	Support neighborhood livability and a suitable living environment for residents by providing resiliency improvements in low- and moderate-income neighborhood service centers and making public facilities improvements in the community.
	Basis for Relative Priority	The City conducted a comprehensive community participation process and needs assessment to determine and prioritize needs. Needs identified in the Consolidated Plan were the result of input received by residents, housing providers, non-profit organizations, social service providers, and other relevant stakeholders. A thorough analysis of data provided in the Needs Assessment and Market Analysis also lead to priority need determinations.
4	Priority Need Name	Increase Access to Homeless Services and Prevention
	Priority Level	High
	Population	Extremely Low Low Moderate Homeless Persons
	Geographic Areas Affected	City Wide
	Associated Goals	Street Outreach Rapid Re-Housing Shelter Operations/Essential Services Homeless Prevention HMIS Administration
	Description	Prevent homelessness and provide access to a decent living environment by providing funds for shelter and essential services for the homeless and at-risk of becoming homeless.
	Basis for Relative Priority	The City conducted a comprehensive community participation process and needs assessment to determine and prioritize needs. Needs identified in the Consolidated Plan were the result of input received by residents, housing providers, non-profit organizations, social service providers, and other relevant stakeholders. A thorough analysis of data provided in the Needs Assessment and Market Analysis also lead to priority need determinations.
5	Priority Need Name	Program Administration
	Priority Level	High
	Population	N/A

Geographic Areas Affected	City Wide
Associated Goals	Planning and Administration
Description	Management and operation of tasks related to administering and carrying out the HUD CDBG, HOME, and ESG programs. Activities also include fair housing planning and environmental studies.
Basis for Relative Priority	N/A

Table 49 – Priority Needs Summary

SP-30 Influence of Market Conditions – 91.215 (b)

Influence of Market Conditions

Affordable Housing Type	Market Characteristics that will influence the use of funds available for housing type
Tenant Based Rental Assistance (TBRA)	<ul style="list-style-type: none"> • Availability of affordable single family and multifamily rental housing stock for families of all sizes. • Availability of voucher programs. • Availability of enforcement agencies to regulate eligibility terms and conditions of tenant based rental assistance program. • Local land use policies and jurisdiction comprehensive planning goals that support the development of multi-family housing stock. • Increasing housing costs due to high demand. • Increase in fair market rents. • High rates of cost burden and severe cost burden especially for LMI renters.
TBRA for Non-Homeless Special Needs	<ul style="list-style-type: none"> • Availability of affordable single family and multifamily rental housing stock for persons with disabilities and their families. • Availability of voucher programs. • Availability of enforcement agencies to regulate eligibility terms and conditions of tenant based rental assistance programs. • Availability of enforcement agencies to regulate accommodations and modifications for persons with disabilities and their families. • Availability of supportive housing services, when necessary. • Local land use policies and jurisdiction comprehensive planning goals that support the development of accessible multi-family housing stock for persons with disabilities and their families. • Increasing housing costs due to high demand. • Increase in fair market rents. • High rates of cost burden and severe cost burden especially for LMI renters. • Lower earning potential and lower household income of persons with special needs.

<p>New Unit Production</p>	<ul style="list-style-type: none"> • Local land use policies and jurisdiction comprehensive planning goals that support the development of accessible multifamily housing stock for persons with disabilities and their families. • Current cost of materials for new unit production. • Availability of incentives to developers to produce new single family and multi-family affordable housing units. • Loss of affordable housing stock. • Limited supply of decent, affordable housing for LMI households. • Population growth.
<p>Rehabilitation</p>	<ul style="list-style-type: none"> • Current cost of materials for rehabilitation. • Availability of funding for housing rehabilitation activities. • Aging housing stock • Condition of housing units. • Deteriorated homes driving down property value. • Risk of exposure to lead-based paint.
<p>Acquisition, including preservation</p>	<ul style="list-style-type: none"> • Availability of funding for acquisition activities. • Evaluation of fair market prices for home purchases. • Cost of materials for redevelopment of historic housing structures. • Increasing home values. • Stricter lending requirements.

Table 50 – Influence of Market Conditions

SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)

Introduction

During the five years covered by this Plan, the City of Tallahassee expects to receive \$9,625,565 in CDBG funding, \$6,650,405 in HOME funding, and \$813,745 in ESG funding for a total of \$17,089,715. The anticipated amount assumes annual program allocations remain the same. Program income is also included for CDBG in the amount of \$54,650 and HOME in the amount of \$1,382,640. Total funds available also includes reprogrammed funds for CDBG in the amount of \$300,035 and for HOME in the amount of \$608,355. The CDBG, HOME, and ESG funds will be used to address the priority needs identified in this Strategic Plan.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Federal	Affordable Housing Public Services Public Facilities Neighborhood Revitalization Planning & Admin	\$1,854,176	\$10,930	\$300,035	\$2,165,141	\$7,460,424	The CDBG Entitlement program provides annual grants to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons.
HOME	Federal	Affordable Housing CHDO Set-Aside Planning & Admin	\$931,882	\$276,528	\$608,355	\$1,816,765	\$4,833,640	HOME is the largest Federal block grant to State and local governments designed exclusively to create affordable housing for low-income households. HOME funds are awarded annually as formula grants to

								participating jurisdictions.
ESG	Federal	Rapid Re-Housing Homelessness Prevention Shelter Operations Street Outreach Planning & Admin	\$162,749	\$0	\$0	\$162,749	\$650,996	The Emergency Shelter Grant Program is a program that provides resources to address homeless and special needs.

Table 51 - Anticipated Resources

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City leverages its federal funds by using them in conjunction with state and local funding. State SHIP is often used to fund activities that are of an emergency nature and are too difficult to complete timely with the restrictions attached to the federal funds. In addition, the City has a local Affordable Housing Trust fund (AHT) which is used for affordable housing activities. While the City currently has a large amount of excess matching funds from past years, both SHIP and AHT funding is often used as matching funds for HOME-like and other eligible projects.

City general revenue and Leon County funds are combined with the public services funded with federal funds to support human service activities in the community. General revenue funding is also used for affordable housing strategies such as the water and sewer fee waiver program which provides funding to pay these fees as provided by ordinance allowing the developers of affordable housing to decrease their costs and pass this savings on to the homebuyer.

In addition, the City Commission regularly looks for opportunities to fund the Affordable Housing Trust Fund to increase the City's dedicated source of funding for affordable housing.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City currently owns property acquired under the NSP program funded through the State of Florida. That property may be used in conjunction with other property subsequently acquired with non-federal funds or federal funds to target the area for CDBG/NSP eligible activities.

The City periodically acquires land through various means such as surplus parcels acquired for public improvements, foreclosures associated with outstanding code enforcement liens and violations, and through donations. The City's process for disposal of surplus property includes a review by City departments to determine whether the property has a City related use. The Department of Housing and Community Resilience reviews these parcels and determines if the property can serve a community development or housing purpose.

The Tallahassee Community Redevelopment Agency (CRA) can acquire property to facilitate redevelopment objectives and provides funding for affordable housing. The City has coordinated with the CRA to advance their common objectives which include the construction and preservation of affordable housing. The CRA has also provided funding for the purchase of land when it would be amenable to future development of affordable housing or neighborhood revitalization or improvement.

According to the Tallahassee Affordable Housing Advisory Committee Report, the City maintains an inventory of all publicly available land suitable for affordable housing development. The following map is contained on the City of Tallahassee Real Estate Services Department webpage and identifies publicly held land (yellow outlined parcels) that is currently available for development. The map is interactive and when selecting a specific parcel, the map provides address and acreage.

SP-40 Institutional Delivery Structure – 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
City of Tallahassee	Government Agency	Affordable Housing – ownership Non-Homeless Special Needs; Homelessness; Neighborhood Improvements; Public Services; Public Facilities; Planning.	Jurisdiction
Big Bend Continuum of Care	Continuum of care	Homelessness	Region
Big Bend Homeless Coalition	Continuum of care/CBDO	Homelessness	Region
Tallahassee Lenders Consortium	CHDO	Affordable Housing - ownership	Region
Big Bend Community Development Corporation	CBDO	Affordable Housing - ownership; Affordable Housing - rental; Public Services; Economic Development	Region
Bethel Community Development Corporation	CHDO	Affordable Housing - ownership; Affordable Housing - rental.	Other
Ability 1 st (Center for Independent Living of North Florida)	Non-profit organization	Non-homeless special needs	Region
Tallahassee Housing Authority	PHA	Public Housing	Region
Big Bend Habitat for Humanity	Non-profit organization	Affordable Housing - ownership	Region
America’s Second Harvest of the Big Bend	Non-profit organization	Non-homeless special needs	Region

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
Big Bend CARES	Non-profit organization	Non-homeless special needs; Public Services.	Region
Tallahassee Urban League, Inc.	Non-profit organization	Affordable Housing – ownership	Jurisdiction

Table 52 - Institutional Delivery Structure

Assessment of Strengths and Gaps in the Institutional Delivery System

The City has a long-standing policy of working with the private sector to accomplish goals without competing with those organizations having widespread grassroots support. Through a variety of processes, local non-profit organizations that effectively assist in meeting the City's goals are identified and awarded funds for specific activities. The contract for performance between the City and each nonprofit agency identifies the tasks to be accomplished, the use of funds, and the timelines for each activity. In this way, the City supports the agencies already at work in the community and effectively leverages state, and local, and federal funds with private funds available to the agencies. This approach also supports grassroots volunteer efforts that are a powerful source of assistance.

Where non-profit capacity to carry out an activity is not enough, the City works to build capacity through support of and technical assistance to non-profits. The City will continue to work with Community Housing Development Organizations (CHDOs) to increase the stock of affordable housing through new construction and rehabilitation whether for resale or rental.

When capacity is not present in the community, and efficiency can be improved by carrying out a task with City staff, the City may undertake in-house tasks necessary to meet Consolidated Plan goals. For example, many years ago, when a non-profit staff of 12 could no longer provide emergency repairs with volunteer efforts at the level needed and dissolved, the City developed the Emergency Home Repair program operated by an in-house staff of 2-3 people. This team also manages other minor programs such as the Water and Sewer Expansion Program and the Code enforcement Rehabilitation Program. These programs operate year-around using a variety of licensed contractors and volunteers when available and appropriate.

Processes such as the Community Human Services Partnership (CHSP), which coordinates human services funding in response to the needs in the community and an evaluation of the non-profit agencies and their ability to meet the needs identified, place a premium on the efficient use of funds by nonprofit and volunteer agencies. The increasing gap between the funding requests and

the availability of funds continues to burden the local government and forces hard choices. Many of the citizens' needs cannot be met with existing funding.

Tallahassee is home to government and educational facilities and lacks large private corporations that provide support in other communities. Local agencies spend precious administrative funds in search of adequate funding because the local funding support base simply cannot adequately address the need for funds. The reduction of funds from state and federal sources continues to tax the community's ability to meet human service needs. The tendency of funding sources to provide funding for capital projects or improvements but not operating funds may lead to agencies with adequate facilities but insufficient operating funds to provide the service that could be delivered within these facilities.

The Tallahassee Housing Authority (THA) was set up by the City, but now operates as an independent, highly successful organization. The Mayor appoints members of the housing authority board and the City reviews plans (for consistency with the City's strategic plan goals) submitted to the US Department of Housing and Urban Development (HUD), thus maintaining a monitoring function that has been beneficial to both.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Counseling/Advocacy	X	X	X
Legal Assistance	X	X	X
Mortgage Assistance	X	X	X
Rental Assistance	X	X	X
Utilities Assistance	X	X	X
Street Outreach Services			
Law Enforcement	X	X	X
Mobile Clinics	X	X	X
Other Street Outreach Services	X	X	X
Supportive Services			
Alcohol & Drug Abuse	X	X	X
Child Care	X	X	X
Education	X	X	X
Employment and Employment Training	X	X	X
Healthcare	X	X	X
HIV/AIDS	X	X	X
Life Skills	X	X	X
Mental Health Counseling	X	X	X
Transportation	X	X	X

Other			
Other	X	X	X

Table 53 - Homeless Prevention Services Summary

Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth).

The City was a partner in funding the successful construction of a Comprehensive Emergency Services Center which includes the relocated homeless shelter. This state -of-the -art facility came to fruition after collaboration of over 300 people from many organizations. This facility includes offices for various service providers to bring case workers and services to the homeless population and develop a plan of action for each homeless person. Through this process, they are assessed and then assisted to access the needed services with consequences for failure to follow through on their plan. The goal is to get them through the system in 60 days.

In addition, Big Bend CoC, Big Bend Homeless Coalition, and the City collaborate in order to ensure that the CoC program funds and ESG funds are coordinated to address homelessness. BBCoC and BBHC identify the needs of individuals and families for housing and services and the City consults with both on how to allocate ESG funds while supporting mutual goals and increasing the leveraging of the funds.

The City utilizes federal, state, and local funding for homeless prevention activities and to provide various housing options for the homeless population including emergency shelter, transitional housing, and rapid re-housing. Programs are also funded for various supportive services including, but not limited to, case management, nutritional services, transportation, substance abuse counseling, education, child-care, employment training, life skills, health care services, and mental health services.

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above.

The strength of this process is that it brings the service providers on-site at the shelter where they have regularly scheduled hours of operation. It also provides a systematic approach to assisting the homeless population to access needed services while treating them with care and dignity. Because the facility is open during the day for those being sheltered there, it is anticipated that it will decrease the number of homeless persons on the streets during the daytime as was experienced in the past.

An institutional gap identified has been the Community Housing Development Organizations (CHDOs). There are currently two active CHDOs. They are the Tallahassee Lenders' Consortium and the Bethel Community Development Corporation (Bethel CDC). Both organizations are limited in capacity and in financial resources which impedes increased access to affordable housing and related services.

Another gap that is consistently present in the service delivery system for the special needs population and persons experiencing homelessness is a shortage of funding required to address the housing and supportive services needed for this population. The shortage of affordable housing also creates a gap in meeting the needs of homeless persons that can live on their own with or without supportive services.

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs.

The City of Tallahassee has identified five high priority needs including: increase access to affordable housing, increase access to public services, improve access to public facilities, increase access to homeless services and prevention, and program administration. Resources are being dedicated to these priorities. The market has been analyzed to direct funds to the areas/services that need them. The continuing analysis of all areas, funding, and services throughout the Consolidated Plan period will allow the City to see if the gaps in institutional structure are being properly addressed or if changes are needed. If changes in the housing market or changes in other housing relating funding impacts the needs and goals, the plan will be amended to reflect it.

SP-45 Goals Summary – 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing Rehabilitation	2020	2024	Affordable Housing	City Wide	Increase Access to Affordable Housing	CDBG: \$932,643 HOME: \$1,315,612	Homeowner Housing Rehabilitated: 126 Units Rehabilitated
2	Down-Payment Assistance	2020	2024	Affordable Housing	City Wide	Increase Access to Affordable Housing	HOME: \$750,000	Direct Financial Assistance to Homebuyers: 75 Households Assisted
3	New Construction	2020	2024	Affordable Housing	City Wide	Increase Access to Affordable Housing	HOME: \$1,395,000	Homeowner Housing Added: 18 Units Constructed
4	Permanent Relocation	2020	2024	Affordable Housing	City Wide	Increase Access to Affordable Housing	CDBG: \$250,000	Other: 50 Households Receiving Relocation Assistance

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Acquisition	2020	2024	Affordable Housing	City Wide	Increase Access to Affordable Housing	HOME: \$1,395,000	Other: 18 Units/Properties Acquired for the Development/Rehabilitation of Affordable Housing
6	CHDO Set-Aside	2020	2024	Affordable Housing	City Wide	Increase Access to Affordable Housing	HOME: \$1,125,000	Rental Units Constructed/Rehabilitated: 25 Units Constructed/Rehabilitated
7	Neighborhood Revitalization	2020	2024	Affordable Housing	Neighborhood Revitalization Strategy Area	Increase Access to Affordable Housing	CDBG: \$2,000,000	Other: 750 Units Rehabilitated/Acquired/Removed for Blight
8	Public Service Assistance	2020	2024	Non-Homeless Special Needs Non-Housing Community Development	City Wide; Neighborhood Revitalization Strategy Area	Increase Access to Public Services	CDBG: \$3,286,162	Public Service Activities Other Than Low/Moderate Income Housing Benefit: 5,225 Persons Assisted
9	Public Facilities	2020	2024	Non-Housing Community Development	City Wide	Improve Access to Public Facilities	CDBG: \$1,300,000	Public facility or infrastructure activities other than low/moderate-income housing benefit: 23 Facilities Improved

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
10	Rapid Re-Housing	2020	2024	Homeless	City Wide	Increase Access to Homeless Services and Prevention	ESG: \$187,749	Tenant-based rental assistance / Rapid Rehousing: 150 Persons Assisted
11	Homeless Prevention	2020	2024	Homeless	City Wide	Increase Access to Homeless Services and Prevention	ESG: \$100,000	Homelessness Prevention: 100 Persons Assisted
12	Street Outreach	2020	2024	Homeless	City Wide	Increase Access to Homeless Services and Prevention	ESG: \$100,000	Homelessness Prevention: 100 Persons Assisted
13	Shelter Operations/Essential Services	2020	2024	Homeless	City Wide	Increase Access to Homeless Services and Prevention	ESG: \$100,000	Homeless Person Overnight Shelter: 400 Persons Assisted
14	HMIS Administration	2020	2024	Homeless	City Wide	Increase Access to Homeless Services and Prevention	ESG: \$325,996	N/A

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
15	Planning and Administration	2020	2024	Planning and Administration	City Wide	Program Administration	CDBG: \$1,853,040 HOME: \$458,825	N/A

Table 54 – Goals Summary

Goal Descriptions

1	Goal Name	Housing Rehabilitation
	Goal Description	Funds assist with maintaining and preserving the City’s existing affordable housing stock and provides decent housing for low income households. Funding is used for rehabilitation of owner-occupied homes for low-and moderate-income households or single-family homes for resale to an eligible buyer.
2	Goal Name	Down-Payment Assistance
	Goal Description	Funds support affordable housing and self-sufficiency by providing homeownership opportunities to eligible low-income buyers. This program provides direct financial assistance for purchase of a home. It is paired with homebuyer education and counseling using federal or non-federal resources.
3	Goal Name	New Construction
	Goal Description	Supports the increase of affordable housing units through the construction of new owner and rental units. Funding will be used for a variety of City sponsored initiatives such as the Community Land Trust and City In-Fill Lots program to encourage new construction of single-family affordable homes or multifamily units for rental or sale to an eligible buyer or low/moderate household.

4	Goal Name	Permanent Relocation
	Goal Description	Funds support the provision of decent housing and decreases the risk of becoming homeless by providing assistance to households displaced through code action to enable them to be relocated into permanent housing.
5	Goal Name	Acquisition
	Goal Description	Funds assist with increasing affordable units and providing decent housing through acquisition of real property to support construction of affordable housing. Funding will be used for a variety of City sponsored initiatives such as the Community Land Trust and City In-Fill Lots program to encourage new construction of single-family affordable homes or multifamily units for rental or sale to an eligible buyer or low/moderate household.
6	Goal Name	CHDO Set-Aside
	Goal Description	In accordance with HOME requirements, this funding is set aside and awarded only to eligible CHDO organizations for construction or rehabilitation of affordable housing for low income households (at or below 80% AMI) or make rental housing affordable.
7	Goal Name	Neighborhood Revitalization
	Goal Description	Provision of funds to support the City's Neighborhood First Implementation Plans. Activities will take place in the Neighborhood Revitalization Strategy Area and will include affordable housing activities such as housing rehabilitation, acquisition, and removal of blight.
8	Goal Name	Public Service Assistance
	Goal Description	Create a suitable living environment by increasing the availability of public services to low income residents, youth, elderly, children, persons with disabilities, and the homeless or at-risk of becoming homeless.
9	Goal Name	Public Facilities
	Goal Description	Supports creating a suitable living environment by funding improvements to community service centers and resiliency improvements to public facilities in low- and moderate-income neighborhoods allowing centers to be used during times of crisis. These service centers are often used in conjunction with the provision of public services to low and moderate-income households funded through federal or non-federal funding.

10	Goal Name	Rapid Re-Housing
	Goal Description	Provides decent housing, decreases homelessness, and supports self-sufficiency by providing affordable rental housing to those experiencing homelessness as well as the administration involved in implementing the activity.
11	Goal Name	Homeless Prevention
	Goal Description	Funds support decreasing homelessness or the risk of becoming homeless by providing affordable rental housing to those at imminent risk of experiencing homelessness as well as the administration involved in implementing the activity.
12	Goal Name	Street Outreach
	Goal Description	Supports homelessness prevention and promotes self-sufficiency by providing essential services necessary to reach out to unsheltered homeless people; connect them with emergency shelter, housing, or critical services; and provide urgent, non-facility based care to unsheltered homeless people who are unwilling or unable to access emergency shelter, housing, or an appropriate health facility.
13	Goal Name	Shelter Operations/Essential Services
	Goal Description	Funds to assist with the operation and management of emergency shelters for the homeless and the provision of essential services including case management, child care, education services, employment assistance and job training, outpatient health services, legal services, life skills training, mental health services, substance abuse treatment services, transportation, and services for special populations.
14	Goal Name	HMIS Administration
	Goal Description	Funds for the administration of the Homeless Management and Information System (HMIS).
15	Goal Name	Planning and Administration
	Goal Description	Funds will be used for the administration and implementation of the CDBG, HOME, and ESG programs. Activities include staff salaries; financial responsibility; and preparation of HUD required documents such as the Consolidated Plan, Annual Action Plan, CAPER, and Analysis of Impediments. Activities also include fair housing planning and environmental studies.

Table 55 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

The City of Tallahassee will utilize its CDBG and HOME funds to provide affordable housing opportunities for 1,011 extremely low, low, and moderate income households during the Consolidated Plan period through: housing rehabilitation (75 HH); down-payment assistance (75 HH); new construction (18 HH), permanent relocation (50 HH), acquisition (18 units), CHDO set-aside activities (25 HH), and neighborhood first activities which includes acquisition, rehabilitation, and the removal of blight (750 HH). Affordable housing activities are targeted towards extremely low, low, and moderate-income individuals and families. In addition, the City will use \$813,745 of ESG funds to support the homeless population being sheltered or obtaining affordable housing.

SP-50 Public Housing Accessibility and Involvement – 91.215(c)

Need to Increase the Number of Accessible Units (if Required by a Section 504 Voluntary Compliance Agreement)

THA is not under a Section 504 Voluntary Compliance Agreement. THA staff projected in its Five-Year Plan that 25 additional accessible units were needed. THA's 2019/20 capital improvement program has budgeted for accessibility improvements, as needed, in each public housing apartment complex for the years 2019 through 2022.

Activities to Increase Resident Involvements

The City of Tallahassee staff will continue its role as an active member of the local Housing Authority Coordinating Committee for its FSS Program. In that role, the City of Tallahassee assists in developing resources to support program planning initiatives that are designed to encourage housing authority residents to become more self-sufficient, to explore opportunities, and when appropriate, to be active in management.

THA's 2020 Annual Plan contains the following goals and objectives:

- Identify resident and staff training for overall professional development: Collaborate with the THA community wide partners (i.e., Workforce Plus, Tallahassee Community College, Star Metro and Leon County Schools), and qualified trainers to provide resident and staff training for professional development.
- Provide a safer community for residents: Continue to work with local law enforcement Security Liaison officer; Continue discussions regarding the viability of police sub-stations at Pinewood, Orange Avenue and Springfield complexes with local law enforcement.

Resident participation in safety and crime prevention activities, operation and management, and planning is also described as follows:

Safety and Crime Prevention. Managers attend monthly meetings with local law enforcement agencies and housing providers where information is given and exchanged on suspected criminal activities.

Operation and Management. THA employs several residents and program participants. Residents are involved in operation and management decisions, as required by HUD. THA's resident rules are incorporated in dwelling leases, the Admissions and Continued Occupancy Policies for public housing, and the Administrative Plan for participants in the HCV Program. THA updates its policies as required by HUD and reviews them on an annual basis. Any policy changes are posted on the THA website, in management office and made available for public review and

comment for not less than 30 days. The updates are then submitted to the THA Board of Commissioners for approval. Operational Rules and Procedures are posted on THA's website [tallha.org] and at each Site Office on a bulletin board in public view with applicable subtitles.

Planning. THA conducts annual public hearings to secure resident/participant input for its PHA Plan. As required by HUD, THA will conduct several group and individual meetings as part of its relocation plan for its Orange Avenue redevelopment.

Is the public housing agency designated as troubled under 24 CFR part 902?

No, THA is a standard performer.

Plan to remove the 'troubled' designation

N/A

SP-55 Barriers to affordable housing – 91.215(h)

Barriers to Affordable Housing

Government regulations including land use/zoning codes and building codes adopted by a jurisdiction have the potential to impact the cost of housing and limit the supply of affordable housing. The City of Tallahassee recognizes that there can be institutional, regulatory, or policy barriers to development and promotion of access to affordable housing. Some of these barriers are at the discretion of City policymakers, including the permitting, zoning, and housing & community development offices. The following barriers may impact the development of affordable housing:

- Development approvals process. The development approval process can be time- and resource-intensive, particularly for developers of affordable housing.
- Density restrictions. Depending on the maximum allowable density in any given zoning category, higher density housing developments may be prohibited. Higher density housing is typically able to absorb more income-restricted housing and still maintain profitability for the developer, in addition to naturally enhancing the availability of housing overall in the City.
- Parking and setback requirements. Depending on the restrictions of parking and setbacks in the local land use code and comprehensive plan, these requirements may prohibit development of affordable housing.
- Affordable housing accessible to transit. Low-income households are more likely to depend on public transportation as a means of mobility. A lack of affordable housing near public transportation networks places an inherent restriction on a family's ability to reasonably access housing.
- Not in My Back Yard (NIMBY) Syndrome. The social and financial stigma of affordable housing can lead to significant resistance from surrounding properties.

In the case of new construction, significant barriers to creating affordable housing are reductions in federal and state housing funds, the land costs, impact fees, zoning, and compliance with new hurricane standards building codes.

In the case of existing housing rehabilitation, the cost of upgrading to new construction codes is a barrier. Health Department regulations restrict expansion of existing septic systems and the Federal Emergency Management Agency (FEMA) restricts rehabilitations to existing structures beyond a certain value on properties located within 100-year Floodplain.

As a recipient of funding from the US Department of Housing and Urban Development (HUD), the City of Tallahassee develops an Analysis of Impediments to Fair Housing Choice (AI) to identify impediments or barriers to affordable housing and fair housing choice. The City's most recent Analysis of Impediments identified the following impediments to affordable housing and fair housing choice:

- Lack of awareness by residents and landlords of fair housing laws;
- High number of fair housing complaints on the basis of disability;
- Insufficient supply of affordable rental and homeowner housing in high opportunity census tracts;
- Low labor market engagement for Blacks/African Americans relative to White households;
- Concentration of housing vouchers in segregated and high poverty neighborhoods; and
- Poor credit history and collateral as a barrier to accessing traditional capital and wealth building through homeownership, especially for Black/African American residents

Strategy to Remove or Ameliorate the Barriers to Affordable Housing

To combat barriers to affordable housing, the City adopted an Affordable Housing Incentive Plan as part of their Local Housing Assistance Plan (LHAP). The LHAP is required to participate in the State Housing Initiatives Partnership (SHIP) program. The SHIP program requires that the City adopt two incentives – expedited permitting for affordable housing projects and the regular review of regulatory actions that may impact the cost of housing. In addition to these two incentives, the City also adopted other incentives recommended by its Affordable Housing Advisory Committee (AHAC). The additional incentives include water/sewer connection fee exemption, density bonus for inclusionary housing, regulation reduction for inclusionary housing, density bonus for affordable housing, regulation reduction for affordable housing, and allowance of accessory dwelling units in residential districts.

In January 2019, City Commission directed the development of a five-year strategic plan that would steer policy setting, budget decisions, and chart progress toward achieving collective aspirations for the community. The plan focuses on Economic Development, Impact of Poverty, Organizational Effectiveness, Public Infrastructure, Public Safety, Public Trust, and Quality of Life. The City identified “facilitate and encourage the construction of affordable housing units” as an objective of its strategic plan. The five-year targets under this community objective include:

- 35 new affordable homes or rental units built through the Community Land Trust.

- 60 new homes built as a result of inclusionary housing programs.
- 10 Habitat for Humanity homes built by City employees.
- 125 down payment assistance grants awarded, creating pathways to home ownership.
- Secure funding for Purpose Built Community and redevelopment of an additional 200 dwelling units at the Orange Avenue Housing Complex.

The Housing Element of Leon County's 2030 Comprehensive Plan includes an Affordable Housing objective outlining several policies including providing monetary incentives, such as a down payment assistance program and regulatory incentives, such as streamlined processing, to encourage the private sector to develop cost saving and innovative techniques for affordable housing initiatives. Funding Programs is also an objective identified in the Housing Element Since the County's affordable housing program is predicated on obtaining non-property tax funding. The policy states "the Leon County Housing Finance Authority shall annually develop a financial plan for the rehabilitation of 30 units and the subsidy of down payment costs for 15 low income units which emphasizes, first, private sector funding; second, financial institution funding; third, state and federal housing funds, and fourth, grants".

In addition, the Leon County and City of Tallahassee Commissions established an Affordable Housing Workgroup. The Affordable Housing Workgroup is a thirteen-person body composed of representatives from local government, non-profit housing and homeless service providers, and affordable housing clients. The Workgroup was charged with developing recommendations which: (a) develop a plan for a multifamily affordable housing project which utilized multiple funding sources, (b) provide for coordination and collaboration for local government, non-profit and for-profit resources, (c) encourage housing designs that considered the needs of residents and enhances the overall community, (d) leverage the financial resources of local, state, and federal resources to address permanent supportive housing for the homeless population, (e) engage organizations that promote best practices in affordable housing models, and (f) recommend a structure that would sustain the collaborative effort of the Affordable Housing Workgroup.

In the event any policies or regulations are identified as barriers to affordable housing, staff and the advisory committee will review those policies or regulations. In addition, the City will continue to reduce possible regulatory and barriers to the development of affordable housing in the next year as follows:

- Continued use of general revenue or other government funds for the payment of water and sewer connection fees under the local ordinance;
- Fast-tracking the permitting process for affordable housing developments;

- Maintain and implement those incentives to affordable housing as recommended by the Affordable Housing Advisory Committee to the extent possible; and
- Continued partnership with the County through the Affordable Housing Workgroup to address recommendations regarding barriers to affordable housing.

Further, the City is recently updated its Analysis of Impediments to Fair Housing Choice and will implement mitigation strategies to address barriers to affordable housing based upon the findings of the AI.

SP-60 Homelessness Strategy – 91.215(d)

The former Mayor of the City of Tallahassee, Andrew Gillum, participated in the Mayor's Challenge to End Homelessness and, in 2006, former Mayor John Marks created a taskforce and 10-Year Plan to End Chronic Homelessness. The Big Bend Continuum of Care's (Big Bend CoC) Housing and Homelessness Assistance Plan (HAP) is currently being updated, so for the purpose of this report, the adopted 2017-2018 HAP will be detailed.

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

As outlined in the Big Bend CoC's HAP, outreach efforts are categorized by subpopulation. When addressing persons experiencing unsheltered homelessness, the strategy is focused on identifying persons who are residing in primitive camps and offering housing within 14 days to all consumers who meet the definition of chronic homelessness, improving coordination to expand outreach efforts with other systems such as the U.S. Department of Veterans Affairs (VA) and school boards, expanding use of Coordinated Entry to track outreach efforts, and dedicating street outreach to homeless camps, youth hotspots, local schools, to identify and engage youth experiencing homelessness. Additionally, because unaccompanied youth are such a vulnerable population, the CoC's strategy incorporates provision of basic needs, connection to service providers to increase exits to stable housing, increasing focus on the youth's safety, well-being, and self-sufficiency, and providing positive adult connections.

Addressing the emergency and transitional housing needs of homeless persons

The Big Bend CoC is actively implementing diversion strategies to prevent people from entering shelter, or the homeless system altogether, when alternative options for temporary housing is identified, leaving emergency shelter beds for those who lack resources to resolve their homeless episode. The Big Bend CoC's strategy to address emergency housing needs begins at the Coordinated Entry System (CES) where a diversion and prevention screening is part of the pre-screening tool. Per HUD regulations, CoCs have adopted a streamlined Coordinated Entry process to identify, assess, refer, and house persons experiencing homelessness. When someone is experiencing a housing crisis in the City of Tallahassee, the designated access points are tasked at completing assessment and are located at Capital City Youth Services (CCYS) Going Places Drop In Center (for youth), the Kearney Center Emergency Shelter (for individuals), HOPE Community Emergency Shelter (families), 2-1-1 Big Bend (phone hotline available 24 hours), and Ability 1st. Additionally, Street Outreach and other dedicated outreach teams serve as access points by engaging unsheltered consumers who do not otherwise participate in services. The City aims to provide homelessness prevention to 100 persons throughout the City of Tallahassee through targeting ESG dollars to that activity.

Strategies to address the emergency needs of people experiencing homelessness include an overarching theme throughout the emergency shelter system to increasing resources available to emergency shelter case management needed to increase referrals and placements in permanent housing interventions. This translates to a need for more housing and resources to obtain that housing. To accommodate subpopulation-specific needs, the CoC's strategy incorporates assessing the need for additional shelter capacity in neighboring counties for families fleeing domestic violence, identifying need and potential funding for Emergency Shelter beds targeting young people ages 18-24 years old, reducing the rate of chronic homelessness in Emergency Shelter by implementing diversion and prevention efforts through dedicated funding, and designating a "safe place" within the current shelter system for LGBTQ+ youth. The CoC is exploring the option of coordinating a Night Stop program that links youth with spare rooms throughout the community and evaluating the needs to accommodate shelter options for minors with children and/or pregnant minors.

In recent years, HUD has transitioned from Transitional Housing models to scattered-site permanent housing interventions such as Rapid Re-Housing. The City use of ESG funds incorporates \$287,749 of ESG funding dedicated to Homeless – Essential Services and Rapid Re-Housing to address Emergency Shelter and Rapid Re-Housing.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

The City of Tallahassee recognizes the importance of preventing and ending homelessness. Currently, the City supports efforts to decrease homelessness through participation and funding of housing and services promoted by the Big Bend CoC. At this time, the City of Tallahassee relies of the Big Bend CoC to drive the strategy and manage implementation of projects and services to prevent and end homelessness. The CoC pursues a community-wide coordinated effort to strategically prevent and end homelessness in the community. Using a streamlined, targeted approach with evidence-based practices, direct service providers engage persons experiencing homelessness and linking them to housing resources and supports. The Big Bend CoC began participating in the Built for Zero Campaign eight years ago which initiated the By-Name List. This list identifies veterans who are homeless and persons experiencing chronic homelessness, and through case staffing at monthly By-Name List meetings, people are identified, prioritized, and housed. As part of the CoC's strategy, families and children are being incorporated into the master By-Name List. Evidence proves that persons experiencing homelessness are more

successful when participating in programs where housing is seen as the groundwork for recovery and rather than mandatory participation in housing readiness activities prior to obtaining housing or living in a site-based housing program. Therefore, Big Bend CoC's strategy to utilize the housing first model encourages the immediate transition from homelessness to housing, then offering consumer-identified support to help the person achieve housing stability and work on their recovery.

The most recently adopted Housing and Homelessness Assistance Plan (HAP), the Big Bend CoC's goal for System Performance Measure (SPM) 1 is to target an average length of time homeless of less than 73 nights and a median of less than 31 nights. To drastically reduce the length of time it takes for a person experiencing homelessness to obtain housing, there must be an increase of housing stock that is available and attainable to income disadvantaged households and persons who are hard to house due to housing barriers such as poor credit, criminal background, or lack of educational opportunities that offer an exit from poverty.

Highly vulnerable populations such as families with children, unaccompanied youth, and chronically homeless individuals generally require more intensive services to help them achieve housing stabilization. Pairing supportive services such as, life skills training, case management supports, and housing stabilization services with a housing subsidy assists the household achieve permanent housing. CoC providers are responsible for linking consumers to other community-based services to address other support needs outside of the housing crisis response system.

Permanent housing interventions with demonstrated success of quickly housing persons experiencing homelessness and preventing returns to homelessness include Permanent Supportive Housing (PSH) and Rapid Re-Housing (RRH). PSH, which is intended to serve individuals with the most severe service needs and long-term homeless histories, provides long-term supportive services that help the housing participant address chronic health issues, outpatient treatment/supportive services, and housing stability and retention with a housing subsidy. Big Bend CoC's strategy includes increasing permanent housing for chronically homeless persons by 102 units.

Big Bend Community Based Care's (Big Bend CBC) FY 2019-2020 budget summary identifies \$6,083,969 on case management services. Many times, PSH housing participants receive case management services funded by the Managing Entity (Big Bend CBC in Leon County). Additionally, Big Bend CBC funds SSI/SSDI Outreach, Access, and Recovery (SOAR) Processors to assist persons experiencing homelessness with a mental illness to apply for SSI/SSDI benefits using the SOAR model.

Rapid Re-Housing (RRH) programs can serve anyone experiencing homelessness; however, the rental and supportive services are time limited so programs often target households who will

have the ability to self-sustain their lease independently of the program. While PSH participants may receive more clinical or medically related services, RRH focuses on housing stabilization services rather than focusing on long-term clinical or medical needs.

Help low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families who are likely to become homeless after being discharged from a publicly funded institution or system of care, or who are receiving assistance from public and private agencies that address housing, health, social services, employment, education or youth needs

The Continuum of Care (CoC) works with various systems to increase collaboration on discharge policies and procedures, which helps prevent homelessness. Participating in CoC efforts to develop and execute strategies to prevent and end homelessness within the City, a board seat is dedicated to City of Tallahassee City Commissioner Dianne Williams-Cox. The state's Challenge Grant funds activities related to providing re-housing of persons who are homeless and homeless prevention assistance to those at imminent risk of losing housing. The CoC employs diversion strategies at Emergency Shelter and Supportive Services for Veteran Families (SSVF) programs to help prevent homelessness. There is increased coordination during reentry and discharge with hospitals, psychiatric facilities, jails, prisons, and improved coordination with disaster shelters and emergency operations.

A strong economy that supports improved education and employment opportunities assists entry-level workers to achieve career advancement and low-income households to move out of poverty and into economic stability. This may include linkage to Vocational Rehabilitation, Family Self-Sufficiency programs, or supported employment activities that can offer competitive employment. The Workforce Innovation Act (WIOA) federally funded program is available in Leon County through CareerSource's Capital Region, connecting individuals to opportunities and employers.

The Capital Area Community Action Agency provides a Getting Ahead program as part of their Family Self Sufficiency Program in Leon County and surrounding areas. Eligibility is contingent on household gross income must not exceed 125% of the poverty level, the household must be a current Head Start participant, one who repeatedly requests crisis assistance, is referred for more in-depth services to assist with/overcome a financial crisis, and requires assistance from the education and employment program. The program provides support and skills to low-income participants to facilitate the transition from crisis to economic stability.

The Tallahassee Housing Authority administers the HUD-sponsored Family Self-Sufficiency project. This program pairs a housing subsidy with supportive services aimed at assisting participating families to become economically self-sufficient. The Tallahassee Housing

Authority's program incorporates guidance, vocational training, transportation, job search skills, education, homeownership, and physical and mental wellness.

Big Bend CBC dedicates state funds for housing-related needs for persons experiencing homelessness, including individuals who are high utilizers of public systems to provide housing-related needs that include emergency services, psychiatric stabilization, detoxification and jail services, SOAR training and processing to obtain SSI/SSDI benefits, and care coordination. Additionally, Big Bend CBC is responsible for coordinating and managing an effective system of care, which includes strategies to prevent homelessness at the time of discharge from institutional care settings. The organizations funded through Big Bend CBC offer both in-patient and community-based services to ensure consumers within the system can reintegrate back into the community once discharged from an inpatient setting.

SP-65 Lead based paint Hazards – 91.215(i)

Actions to address LBP hazards and increase access to housing without LBP hazards

Lead is a toxic metal that was used for many years in paint and was banned for residential use in 1978. Exposure to lead can result in health concerns for both children and adults. Children under six years of age are most at risk because their developing nervous systems are especially vulnerable to lead's effects and because they are more likely to ingest lead due to their more frequent hand-to-mouth behavior.

The City maintains regulatory compliance regarding the rehabilitation of any housing unit it assists by conducting lead-based paint tests. In conjunction with its Housing Rehabilitation Program, the City implements testing to ensure that all federally funded construction-related activities undertaken undergo a lead paint assessment when appropriate based upon the age of the structure. If lead paint is detected, the City undertakes all required measures to mitigate and/or remove lead-based paint where it exists. The City procures certified providers of lead paint testing, abatement and clearance testing. In addition, all contracts and agreements executed by the City for the implementation of programs or projects where federal funding will be utilized contain lead-based paint requirements.

Removing all lead-based paint from every house within the City of Tallahassee is not an economically feasible or realistic goal. However, the City addresses this issue through disseminating printed information concerning lead-based paint hazards to all residents in the City's housing rehabilitation program. The City's housing rehabilitation contractors are certified and/or have received training in the identification of lead hazards, proper methods of paint stabilization, interim control, abatement procedures and rehabilitation activities.

As the administrator of the City's Housing Rehabilitation and Down-Payment Assistance Programs, the Department of Housing and Community Resilience is committed to mitigating lead-based paint exposure in each housing unit constructed prior to 1978 that is assisted with federal grant funds.

Specific actions the Department takes to address lead-based paint hazards in the City of Tallahassee's housing stock include:

- Testing all houses built prior to 1978 that are rehabilitated under the owner-occupied rehabilitation program for lead-based paint and, if found be sure the necessary mitigation work is incorporated into the rehabilitation work and clearance tests indicate the home is safe before allowing homeowner to occupy the home; and
- Requiring all agencies or sub-recipients contracted for the rehabilitation work to follow the lead-based paint rules and abide by the City's process.

How are the actions listed above related to the extent of lead poisoning and hazards?

As documented, housing units built prior to 1980 comprise 77% of all existing housing stock in Tallahassee. For purposes of this Consolidated Plan, houses constructed prior to 1980 and occupied by households with children are the units considered to contain lead-based paint hazards. Of the total 12,238 owner-occupied units built before 1980, 47% of those units have children present. An additional 16,524 renter-occupied were built before 1980, of which 14% have children present. Based on this data, approximately 9% (8,080) of occupied housing units in Tallahassee may contain lead-based paint.

Based on the data, there is a low incidence of lead poisoning in the City. The strategy outlined above is intended to address lead paint hazards in housing units occupied by low- and moderate-income households. The City has a moderate risk of the presence of lead-based paint in its housing units because of the age of its housing stock, however by adhering to the process outlined above, the City has a thorough method for ensuring any risk is eliminated in the housing units it assists.

The potential extent of lead hazards in Tallahassee housing merit continued efforts to assess and remediate lead-based paint, especially in light of the health impact of lead on babies, children less than 6 years of age, and older adults in the home. According to the CDC, no safe blood lead level in children has been identified. Even low levels of lead in blood have been shown to affect IQ, the ability to pay attention, and academic achievement. However, childhood lead poisoning is 100% preventable.

How are the actions listed above integrated into housing policies and procedures?

All contract agreements for federally funded construction projects contain a covenant prohibiting the use of lead-based paint, as well as a copy of the federal regulations pertaining to the use and removal of lead-based paint. The amount of federal subsidy determines the course of action taken when the repair or removal of painted surfaces is necessary. In all units pre-1978 undergoing rehabilitation, the contractor is required to use lead-safe work practices. Education regarding lead and its effects is also provided to each owner-occupied rehabilitation project.

The City uses a checklist for all rehabilitation activities and the organization under contract with the City responsible for completing the activities is not given notice to proceed until the property is tested, all lead-paint activities are included in the work write-up and the City staff has signed off on the work write-up. The City orders and pays for all lead-based paint testing to ensure that these measures are appropriately taken.

For other sub-recipients of funding for rehabilitation of units, the requirements are incorporated into the Agreement with the City.

SP-70 Anti-Poverty Strategy – 91.215(j)

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

The City of Tallahassee has a progressive, proactive and collaborative approach to globally identify the goals, programs and policies that will lead the City in reducing the number of poverty-level families. Public-private partnerships, active workshopping to identify needs, and effective collaboration across many levels and focus areas of government agencies reflect a best practice model.

The City will continue to carry out goals and objectives established within the Consolidated Plan to assist in reducing poverty. The overarching goal of the plan to benefit the greatest number of people to the greatest extent possible will resonate throughout the anti-poverty strategy. The City will implement various programs and projects that have been identified as the most beneficial to its residents and to assisting families in need. The City funds a number of agencies that provide public services to address the needs of persons in poverty. These agencies typically provide services to homeless and non-homeless special needs populations, as well as low- and moderate-income families. These services include housing, job/skills training and other assistance to promote self-sufficiency.

The City will continue to provide CDBG, HOME, and ESG funding, where appropriate, to support programs that are designed to help families gain self-sufficiency. One of City's goals for the Five-Year Consolidated Plan is to address the role of self-sufficiency in protecting and enhancing the condition of the City's housing stock and neighborhoods. The City will take the following steps to promote self-sufficiency and reduce the number of households living below the poverty level:

- Supporting the provision of public services such as childcare, health services, after-school programs, etc., for low and moderate-income households;
- Supporting the provision of homebuyer and financial education to low and moderate-income households; and
- Supporting the provision of permanent affordable and decent housing for homeownership or lease.

Rather than contradict or conflict, the following published reports complement one another with the same goal of generally improving the quality of life for all Tallahassee residents with the realization that this cannot be achieved without lifting up the lives of all residents:

- City of Tallahassee 2020-2024 Strategic Plan
- Florida State University's "Frenchtown - Planning for a Better Block" report
- Tallahassee/Leon County's BluePrint 2020
- Tallahassee Age-Friendly Communities Work Plan

- Apalachee Regional Planning Council Comprehensive Economic Development Strategy report
- Tallahassee Local Housing Assistance Plan (LHAP) for use of State Housing Initiatives Partnership (SHIP) Program funding for affordable housing preservation and development.
- Tallahassee/Leon County 2030 Comprehensive Plan
- Tallahassee Neighborhood Revitalization Strategy
- Tallahassee Housing Authority 5-Year Agency Plan

The City of Tallahassee also continues to work with the Big Bend Homeless Coalition (BBHC) and the Big Bend Continuum of Care Network to leverage funding to prevent poverty and homelessness.

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan?

Tallahassee has adopted the philosophy that acknowledging and committing to comprehensively address not only the immediate need for food, shelter and clothing of those in poverty but also improving infrastructure, increasing economic opportunities, expanding educational opportunities, and enhancing quality of life by providing additional park and recreational outlets will continue to produce positive results in reducing poverty.

Wherever possible and as funding permits, the City will support the goals and objectives of the many comprehensive reports listed above by offering its federal and state funding to be leveraged with other sources to achieve the anticipated results.

SP-80 Monitoring – 91.230

Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The Department of Housing and Community Resilience serves as the primary monitoring agent for all federal and state housing funds available to the City. The City adopts the policy that if another funding agency (i.e. HUD, Florida Housing Finance Corporation, etc.) conducts monitoring of any city-contracted agency or organization, the City will forego independent monitoring and will instead request a copy of the alternative monitoring report. In all other instances where no other funding agency has conducted or is required to monitor, the City will undertake the appropriate monitoring as required by the City's funding sources. Each agency receiving funding is required to be monitored annually. In addition, desktop monitoring is performed with each pay request. The Department of Housing and Community Resilience works very closely with the Neighborhood Services Department that takes responsibility for CDBG Public Services funding as well as certain City general revenue fund monies used to supplement Public Services funds. All City-initiated monitoring includes three aspects:

1. Desktop monitoring is conducted as often as any city-contracted agency requests payment of reimbursable expenses. All city-executed contracts that are federally and/or state funded are awarded on a reimbursement basis with the requirement that all contractor payment requests are reviewed for proof of completion of an activity outlined in the contract agreement, physical inspection (when applicable) to verify that all items requesting reimbursement have been completed to the extent outlined in the contract. This desktop monitoring activity is done each time a pay request is received, and for most contracts, it is done monthly.
2. Regular reports (usually monthly but some may require less regular reporting) on accomplishments and activities are required from each contractor or sub-recipient to show compliance with the approved tasks and responsibilities described in the contract. This includes audit reports commissioned by and for each agency if required by the Single Audit Act on federal, state, or local level.
3. On-site monitoring of all sub-recipients and contractors is undertaken at least annually to ensure compliance with state and federal regulations. Standard risk assessment criteria established by HUD and desktop monitoring are used to determine the scope of on-site monitoring examination for each agency.

Additional monitoring and technical assistance are provided as needed, based on risk analysis, problems discovered in desktop and/or on-site monitoring, and capacity building needs identified by the City staff or the agency.

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

During Program Year 2020-21, the City of Tallahassee expects to receive \$2,165,141 in CDBG funding, \$1,816,765 in HOME funding, and \$162,749 in ESG funding for a total of \$4,144,655. The anticipated amount assumes annual program allocations remain the same. Program income is also included for CDBG in the amount of \$10,930 and HOME in the amount of \$276,528. Total funds available also includes reprogrammed funds for CDBG in the amount of \$300,035 and for HOME in the amount of \$608,355. The CDBG, HOME, and ESG funds will be used to address the priority needs, goals, and objectives identified in the Consolidated Plan.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Federal	Affordable Housing Public Services Public Facilities Neighborhood Revitalization Planning & Admin	\$1,854,176	\$10,930	\$300,035	\$2,165,141	\$7,460,424	The CDBG Entitlement program provides annual grants to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons.
HOME	Federal	Affordable Housing CHDO Set-Aside Planning & Admin	\$931,882	\$276,528	\$608,355	\$1,816,765	\$4,833,640	HOME is the largest Federal block grant to State and local governments designed exclusively to create affordable housing for low-income households. HOME funds are awarded annually as formula grants to

								participating jurisdictions.
ESG	Federal	Rapid Re-Housing Homelessness Prevention Shelter Operations Street Outreach Planning & Admin	\$162,749	\$0	\$0	\$162,749	\$650,996	The Emergency Shelter Grant Program is a program that provides resources to address homeless and special needs.

Table 56 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied.

The City leverages its federal funds by using them in conjunction with state and local funding. State SHIP is often used to fund activities that are of an emergency nature and are too difficult to complete timely with the restrictions attached to the federal funds. In addition, the City has a local Affordable Housing Trust fund (AHT) which is used for affordable housing activities. While the City currently has a large amount of excess matching funds from past years, both SHIP and AHT funding is often used as matching funds for HOME-like and other eligible projects.

City general revenue and Leon County funds are combined with the public services funded with federal funds to support human service activities in the community. General revenue funding is also used for affordable housing strategies such as the water and sewer fee waiver program which provides funding to pay these fees as provided by ordinance allowing the developers of affordable housing to decrease their costs and pass this savings on to the homebuyer.

In addition, the City Commission is considering a policy to dedicate funding from land sales and general fund budget surpluses to the Affordable Housing Trust Fund, providing a regular, dedicated source of funding to be used for affordable housing.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City currently owns property acquired under the NSP program funded through the State of Florida. That property may be used in conjunction with other property subsequently acquired with non-federal funds or federal funds to target the area for CDBG/NSP eligible activities.

The City periodically acquires land through various means such as surplus parcels acquired for public improvements, foreclosures associated with outstanding code enforcement liens and violations and through donations. The City's process for disposal of surplus property includes a review by City departments to determine whether the property has a City related use. The Department of Housing and Community Resilience reviews these parcels and determines if the property can serve a community development or housing purpose.

The Tallahassee Community Redevelopment Agency (CRA) can acquire property to facilitate redevelopment objectives and provides funding for affordable housing. The City has coordinated with the CRA to advance their common objectives which include the construction and preservation of affordable housing. The CRA has also provided funding for the purchase of land when it would be amenable to future development of affordable housing or neighborhood revitalization or improvement.

According to the Tallahassee Affordable Housing Advisory Committee Report, the City maintains an inventory of all publicly available land suitable for affordable housing development. The following map is contained on the City of Tallahassee Real Estate Services Department webpage and identifies publicly held land (yellow outlined parcels) that is currently available for development. The map is interactive and when selecting a specific parcel, the map provides address and acreage.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing Rehabilitation	2020	2021	Affordable Housing	City Wide	Increase Access to Affordable Housing	CDBG: \$184,643 HOME: \$400,000	Homeowner Housing Rehabilitated: 30 Units Rehabilitated
2	Down-Payment Assistance	2020	2021	Affordable Housing	City Wide	Increase Access to Affordable Housing	HOME: \$150,000	Direct Financial Assistance to Homebuyers: 15 Households Assisted
3	New Construction	2020	2021	Affordable Housing	City Wide	Increase Access to Affordable Housing	HOME: \$475,000	Homeowner Housing Added: 6 Units Constructed

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
4	Permanent Relocation	2020	2021	Affordable Housing	City Wide	Increase Access to Affordable Housing	CDBG: \$50,000	Other: 10 Households Receiving Relocation Assistance
5	Acquisition	2020	2021	Affordable Housing	City Wide	Increase Access to Affordable Housing	HOME: \$475,000	Other: 6 Units/Properties Acquired for the Development/Rehabilitation of Affordable Housing
6	CHDO Set-Aside	2020	2021	Affordable Housing	City Wide	Increase Access to Affordable Housing	HOME: \$225,000	Rental Units Constructed/Rehabilitated: 5 Units Constructed/Rehabilitated
7	Neighborhood Revitalization	2020	2021	Affordable Housing	Neighborhood Revitalization Strategy Area	Increase Access to Affordable Housing	CDBG: \$400,000	Other: 150 Units Rehabilitated/Acquired/Removed for Blight
8	Public Service Assistance	2020	2021	Non-Homeless Special Needs Non-Housing Community Development	City Wide; Neighborhood Revitalization Strategy Area	Increase Access to Public Services	CDBG: \$871,890	Public Service Activities Other Than Low/Moderate Income Housing Benefit: 1,125 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
9	Public Facilities	2020	2021	Non-Housing Community Development	City Wide	Improve Access to Public Facilities	CDBG: \$300,000	Public facility or infrastructure activities other than low/moderate-income housing benefit: 3 Facilities Improved
10	Rapid Re-Housing	2020	2021	Homeless	City Wide	Increase Access to Homeless Services and Prevention	ESG: \$87,749	Tenant-based rental assistance / Rapid Rehousing: 50 Persons Assisted
11	HMIS Administration	2020	2021	Homeless	City Wide	Increase Access to Homeless Services and Prevention	ESG: \$75,000	N/A
12	Planning and Administration	2020	2021	Planning and Administration	City Wide	Program Administration	CDBG: \$370,608 HOME: \$91,765	N/A

Table 57 – Goals Summary

Goal Descriptions

1	Goal Name	Housing Rehabilitation
	Goal Description	Funds assist with maintaining and preserving the City’s existing affordable housing stock and provides decent housing for low income households. Funding is used for rehabilitation of owner-occupied homes for low-and moderate-income households or single-family homes for resale to an eligible buyer.
2	Goal Name	Down-Payment Assistance
	Goal Description	Funds support affordable housing and self-sufficiency by providing homeownership opportunities to eligible low-income buyers. This program provides direct financial assistance for purchase of a home. It is paired with homebuyer education and counseling using federal or non-federal resources.
3	Goal Name	New Construction
	Goal Description	Supports the increase of affordable housing units through the construction of new owner and rental units. Funding will be used for a variety of City sponsored initiatives such as the Community Land Trust and City In-Fill Lots program to encourage new construction of single-family affordable homes or multifamily units for rental or sale to an eligible buyer or low/moderate household.
4	Goal Name	Permanent Relocation
	Goal Description	Funds support the provision of decent housing and decreases the risk of becoming homeless by providing assistance to households displaced through code action to enable them to be relocated into permanent housing.
5	Goal Name	Acquisition
	Goal Description	Funds assist with increasing affordable units and providing decent housing through acquisition of real property to support construction of affordable housing. Funding will be used for a variety of City sponsored initiatives such as the Community Land Trust and City In-Fill Lots program to encourage new construction of single-family affordable homes or multifamily units for rental or sale to an eligible buyer or low/moderate household.

6	Goal Name	CHDO Set-Aside
	Goal Description	In accordance with HOME requirements, this funding is set aside and awarded only to eligible CHDO organizations for construction or rehabilitation of affordable housing for low income households (at or below 80% AMI) or make rental housing affordable.
7	Goal Name	Neighborhood Revitalization
	Goal Description	Provision of funds to support the City's Neighborhood First Implementation Plans. Activities will take place in the Neighborhood Revitalization Strategy Area and will include affordable housing activities such as housing rehabilitation, acquisition, and removal of blight.
8	Goal Name	Public Service Assistance
	Goal Description	Create a suitable living environment by increasing the availability of public services to low income residents, youth, elderly, children, persons with disabilities, and the homeless or at-risk of becoming homeless.
9	Goal Name	Public Facilities
	Goal Description	Supports creating a suitable living environment by funding improvements to community service centers and resiliency improvements to public facilities in low- and moderate-income neighborhoods allowing centers to be used during times of crisis. These service centers are often used in conjunction with the provision of public services to low and moderate-income households funded through federal or non-federal funding.
10	Goal Name	Rapid Re-Housing
	Goal Description	Provides decent housing, decreases homelessness, and supports self-sufficiency by providing affordable rental housing to those experiencing homelessness as well as the administration involved in implementing the activity.
11	Goal Name	HMIS Administration
	Goal Description	Funds for the administration of the Homeless Management and Information System (HMIS).

12	Goal Name	Planning and Administration
	Goal Description	Funds will be used for the administration and implementation of the CDBG, HOME, and ESG programs. Activities include staff salaries; financial responsibility; and preparation of HUD required documents such as the Consolidated Plan, Annual Action Plan, CAPER, and Analysis of Impediments. Activities also include fair housing planning and environmental studies.

Table 58 – Goal Descriptions

Projects

AP-35 Projects – 91.220(d)

Introduction

The City will undertake various projects during the 2020-2021 program year focused on providing decent affordable housing and creating a suitable living environment for residents. The City will utilize their HUD CDBG, HOME, and ESG grant allocations to carry out activities intended to address priority needs in the community and ensure the greatest impact to beneficiaries.

Projects

#	Project Name
CDBG	
1	CDBG Program Administration
2	Housing Rehabilitation
4	Permanent Relocation
5	Neighborhood Revitalization
6	Public Health Programs
7	Youth Services
8	Senior Services
9	Services for Persons with Disabilities
10	Children’s Services
11	Physical Health Services
12	Resilience Hubs Hardening
HOME	
1	HOME Program Administration
2	Housing Rehabilitation
3	Down-Payment Assistance
4	New Construction
5	Acquisition
6	CHDO Set-Aside
ESG	
1	Rapid Re-Housing
2	HMIS Administration

Table 59 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs.

In identifying priorities, the City uses a ranking system to determine needs as low, medium, high, or no need. In ranking needs within the community, the City takes into consideration information from the Needs Assessment, Housing Market Analysis, citizen participation process, and agency consultation. The County assesses the amount of funding available and which activities can be funded within budget to address high priority needs.

The priority ranking system is as follows:

- High Priority: Activities determined as a critical need and will be funded during the Consolidated Plan period.
- Medium Priority: Activities determined to be a moderate need and may be funded during the Consolidated Plan period as funds are available.
- Low Priority: Activities determined as a minimal need and are not expected to be funded during the Consolidated Plan period.
- No Need: Activities determined as not needed or are being addressed in a manner outside of the Consolidated Plan programs. Funding will not be provided for these activities during the Consolidated Plan period.

There are various elements that produce obstacles to meeting need within the community. Addressing all housing, homeless, and community developments needs is a difficult task due to lack of funding. The current housing market and economic environment also serve as barriers to meeting needs. Housing values have increased tremendously limiting access to affordable housing for low income persons while stagnant incomes have added to the number of families and individuals needing access to services. The City utilizes its CDBG, HOME, and ESG funds to the fullest extent to assist in meeting underserved needs. Leveraging efforts with public and private entities are also made to supplement federal funds and increase the resources available to address community needs.

AP-38 Project Summary

Project Summary Information

1	Project Name	Housing Rehabilitation -CDBG
	Target Area	City Wide
	Goals Supported	Housing Rehabilitation
	Needs Addressed	Increase Access to Affordable Housing
	Funding	CDBG: \$184,643
	Description	Funding is used for rehabilitation of owner-occupied homes for low-and-moderate income households, single family homes for resale to an eligible buyer, or for rental units made available to low-and moderate-income households. The program includes lead-based paint testing to ensure that all pre-1978 housing that is not exempt is tested for lead paint hazards. Temporary relocation is also provided as part of the rehabilitation program, if necessary. It covers necessary expenses as allowed by the temporary relocation policy for those households receiving rehabilitation services. These expenses consist primarily of storage of household goods and sometimes temporary lodging when deemed necessary when other options are not available.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	This project will benefit 15 very-low, low, or moderate-income households.
	Location Description	City Wide
	Planned Activities	Housing Rehabilitation
2	Project Name	Permanent Relocation
	Target Area	City Wide

	Goals Supported	Permanent Relocation
	Needs Addressed	Increase Access to Affordable Housing
	Funding	CDBG: \$50,000
	Description	Provision of funds to install an ADA accessible prefabricated concrete restroom and concession stand.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	This project will benefit 10 very-low, low, or moderate-income households.
	Location Description	City Wide
	Planned Activities	Financial assistance for relocation expenses.
3	Project Name	Neighborhood Revitalization
	Target Area	Neighborhood Revitalization Strategy Area
	Goals Supported	Neighborhood First Activities
	Needs Addressed	Increase Access to Affordable Housing
	Funding	CDBG: \$400,000
	Description	Funds will support the City's Neighborhood First Implementation Plans. Activities will take place in the Neighborhood Revitalization Strategy Area and will include affordable housing activities such as housing rehabilitation, acquisition, and removal of blight.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	This project will benefit 150 very-low, low, or moderate-income households.
	Location Description	Neighborhood Revitalization Strategy Area (Bond Community, Frenchtown, Southside Neighborhoods)

	Planned Activities	Housing rehabilitation, acquisition, removal of blight.
4	Project Name	Public Health Programs
	Target Area	City Wide
	Goals Supported	Public Service Assistance
	Needs Addressed	Increase Access to Public Services
	Funding	CDBG: \$271,890
	Description	The program will provide a variety of physical and mental health programs centered in low- and moderate-income neighborhood service centers for those living in the target areas.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	This project will benefit 150 extremely low, low, and moderate-income persons.
	Location Description	City Wide
	Planned Activities	Health services.
5	Project Name	Youth Services
	Target Area	City Wide
	Goals Supported	Public Service Assistance
	Needs Addressed	Increase Access to Public Services
	Funding	CDBG: \$121,283.50
	Description	An after-school, summer enrichment and girls mentoring program providing structured enrichment activities for youth, K-12. Supportive services provided include homework assistance, cultural enrichment, social skills development, reading initiatives, literacy skills, and nutrition and health education.

	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	This project will benefit 125 extremely low, low, and moderate-income youth.
	Location Description	City Wide
	Planned Activities	After school program, summer programs, educational programs.
6	Project Name	Senior Services
	Target Area	City Wide
	Goals Supported	Public Service Assistance
	Needs Addressed	Increase Access to Public Services
	Funding	CDBG: \$80,283.50
	Description	The program will provide a variety of health programs and accessing that focus on prevention and health maintenance for those 55 and older living in the target areas.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	This project will benefit 150 elderly persons who are a limited clientele population and assumed to be low-income.
	Location Description	City Wide
	Planned Activities	Health services.
7	Project Name	Services for Persons with Disabilities
	Target Area	City Wide
	Goals Supported	Public Service Assistance
	Needs Addressed	Increase Access to Public Services
	Funding	CDBG: \$102,811

	Description	The goal of this program is to provide persons with disabilities the opportunity to achieve, maintain, and strengthen their level of independence by providing a range of services such as environmental modifications, and medical supplies and equipment.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	This project will benefit 350 persons with disabilities who are a limited clientele population and assumed to be low-income.
	Location Description	City Wide
	Planned Activities	Accessible accommodations and essential services.
8	Project Name	Children's Services
	Target Area	City Wide
	Goals Supported	Public Service Assistance
	Needs Addressed	Increase Access to Public Services
	Funding	CDBG: \$104,697
	Description	The goal is to create suitable living environments by assisting with enrollment into Head Start and Early Head Start. The focus is on families with special needs children, children born to teen mothers, foster care children, and families receiving TANF.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	This project will benefit 200 extremely low, low, and moderate-income children and youth.
	Location Description	City Wide
	Planned Activities	Educational programs.
	Project Name	Physical Health Services

9	Target Area	City Wide
	Goals Supported	Public Service Assistance
	Needs Addressed	Increase Access to Public Services
	Funding	CDBG: \$190,925
	Description	This program addresses basic needs such as food, transportation and utility assistance. It also provides medical case management, mental health and substance abuse counseling, housing assistance, preventative education, support groups and medical transportation.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	This project will benefit 150 extremely low, low, and moderate-income persons and limited clientele populations.
	Location Description	City Wide
	Planned Activities	Essential services, counseling, case management, transportation.
10	Project Name	Resilience Hubs Hardening
	Target Area	City Wide
	Goals Supported	Public Facilities
	Needs Addressed	Improve Access to Public Facilities
	Funding	CDBG: \$300,000
	Description	This funding is used for resiliency improvements to public facilities in low- and moderate-income neighborhoods allowing the center to be used during times of crisis. These service centers are often used in conjunction with the provision of public services to low and moderate-income households funded through federal or non-federal funding.
	Target Date	9/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	This project will improve 3 community service centers serving extremely-low, low, and moderate-income persons.
	Location Description	City Wide
	Planned Activities	Resiliency improvements.
11	Project Name	Housing Rehabilitation
	Target Area	City Wide
	Goals Supported	Housing Rehabilitation
	Needs Addressed	Increase Access to Affordable Housing
	Funding	HOME: \$400,000
	Description	Funding is used for rehabilitation of owner-occupied homes for low-and-moderate income households, single family homes for resale to an eligible buyer, or for rental units made available to low-and moderate-income households. The program includes lead-based paint testing to ensure that all pre-1978 housing that is not exempt is tested for lead paint hazards. Temporary relocation is also provided as part of the rehabilitation program, if necessary. It covers necessary expenses as allowed by the temporary relocation policy for those households receiving rehabilitation services. These expenses consist primarily of storage of household goods and sometimes temporary lodging when deemed necessary when other options are not available.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	This project will benefit 15 very-low, low, or moderate-income households.
	Location Description	City Wide
	Planned Activities	Housing rehabilitation.
	Project Name	Down-Payment Assistance

12	Target Area	City Wide
	Goals Supported	Down-Payment Assistance
	Needs Addressed	Increase Access to Affordable Housing
	Funding	HOME: \$150,000
	Description	This program provides direct financial assistance for purchase of a home. It is paired with homebuyer education and counseling using federal or non-federal resources.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	This project will benefit 15 very-low, low, or moderate-income households.
	Location Description	City Wide
	Planned Activities	Financial assistance for down-payment, closing costs, gap financing, housing counseling.
13	Project Name	New Construction
	Target Area	City Wide
	Goals Supported	New Construction
	Needs Addressed	Increase Access to Affordable Housing
	Funding	HOME: \$475,000
	Description	Funding will be used for a variety of City sponsored initiatives such as the Community Land Trust and City In-Fill Lots program to encourage new construction or rehabilitation of single family affordable homes or multifamily units for rental or sale to an eligible buyer or low/moderate household.
	Target Date	9/30/2021

	Estimate the number and type of families that will benefit from the proposed activities	This project will benefit 6 very-low, low, and moderate-income households.
	Location Description	City Wide
	Planned Activities	Construction of affordable housing
14	Project Name	Acquisition
	Target Area	City Wide
	Goals Supported	Acquisition
	Needs Addressed	Increase Access to Affordable Housing
	Funding	HOME: \$475,000
	Description	Funding will be used for a variety of City sponsored initiatives such as the Community Land Trust and City In-Fill Lots program to encourage new construction or rehabilitation of single family affordable homes or multifamily units for rental or sale to an eligible buyer or low/moderate household.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	This project will benefit 6 very-low, low, and moderate-income households.
	Location Description	City Wide
	Planned Activities	Acquisition of real property to support the construction of affordable housing.
15	Project Name	CHDO Set-Aside
	Target Area	City Wide
	Goals Supported	CHDO Set-Aside
	Needs Addressed	Increase Access to Affordable Housing
	Funding	HOME: \$225,000

	Description	In accordance with HOME requirements, this funding is set aside and awarded only to eligible CHDO organizations for construction or rehabilitation of affordable housing for low income households (at or below 80% AMI) or make rental housing affordable.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	This project will benefit 5 very-low, low, and moderate-income households.
	Location Description	City Wide
	Planned Activities	New construction, rehabilitation.
16	Project Name	Rapid Re-Housing
	Target Area	City Wide
	Goals Supported	Rapid Re-Housing
	Needs Addressed	Increase Access to Homeless Services and Prevention
	Funding	ESG: \$87,749
	Description	Provision of funds to include the activity of rapid re-housing to assist households experiencing homelessness as well as the administration activity to implement the project.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	This project will benefit 50 households experiencing homelessness or at-risk of becoming homeless.
	Location Description	City Wide
	Planned Activities	Rapid Re-Housing
17	Project Name	HMIS Administration
	Target Area	City Wide

	Goals Supported	HMIS Administration
	Needs Addressed	Increase Access to Homeless Services and Prevention
	Funding	ESG: \$75,000
	Description	Provision of funds to manage, operate, and administer the Homeless Management and Information System (HMIS).
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	City Wide
	Planned Activities	HMIS Administration
18	Project Name	CDBG Program Administration
	Target Area	NA
	Goals Supported	Planning and Administration
	Needs Addressed	Program Administration
	Funding	CDBG: \$370,608
	Description	Funds will be used for the administration and implementation of the HUD CDBG program.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	NA
	Location Description	NA

	Planned Activities	Activities include staff salaries; financial responsibility; and preparation of HUD required documents such as the Consolidated Plan, Annual Action Plan, CAPER, and Analysis of Impediments. Activities also include fair housing planning and environmental studies.
19	Project Name	HOME Program Administration
	Target Area	NA
	Goals Supported	Planning and Administration
	Needs Addressed	Program Administration
	Funding	HOME: \$91,765
	Description	Funds will be used for the administration and implementation of the HUD HOME program.
	Target Date	9/30/2021
	Estimate the number and type of families that will benefit from the proposed activities	NA
	Location Description	NA
	Planned Activities	Activities include staff salaries; financial responsibility; and preparation of HUD required documents such as the Consolidated Plan, Annual Action Plan, CAPER, and Analysis of Impediments. Activities also include fair housing planning and environmental studies.

Table 60 – Project Descriptions

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed.

The City's federal grant funded programs for affordable housing, public services, and public facilities are available City-wide. The City promotes these programs to residents, businesses, and non-profit organizations that reside in or provide services to these targeted areas more heavily and has targeted some non-federal funding for public services to those areas in the past. The City's housing programs are concentrated on scattered sites throughout the City. The priority community development needs and public service locations will be throughout the City. The City has designated census tracts and block groups that qualify as low- and moderate-income per HUD regulations. If the City funds projects that must meet the low-moderate income area benefit criteria, they will be in the qualified census tracts and block groups.

The City also has a designated Neighborhood Revitalization Strategy Area which is the focus of comprehensive redevelopment and revitalization efforts. Community revitalization projects such as housing and economic development activities will take place within the NRSA in accordance with the criteria set forth in HUD's regulations.

The primary distribution of the population benefiting from the grant assistance programs will be citywide, and in most cases extremely low, low, and moderate-income. Beneficiaries will also include elderly, youth, children, persons with disabilities, and the homeless or at-risk of becoming homeless.

Geographic Distribution

Target Area	Percentage of Funds
City Wide	87%
Neighborhood Revitalization Strategy Area	13%

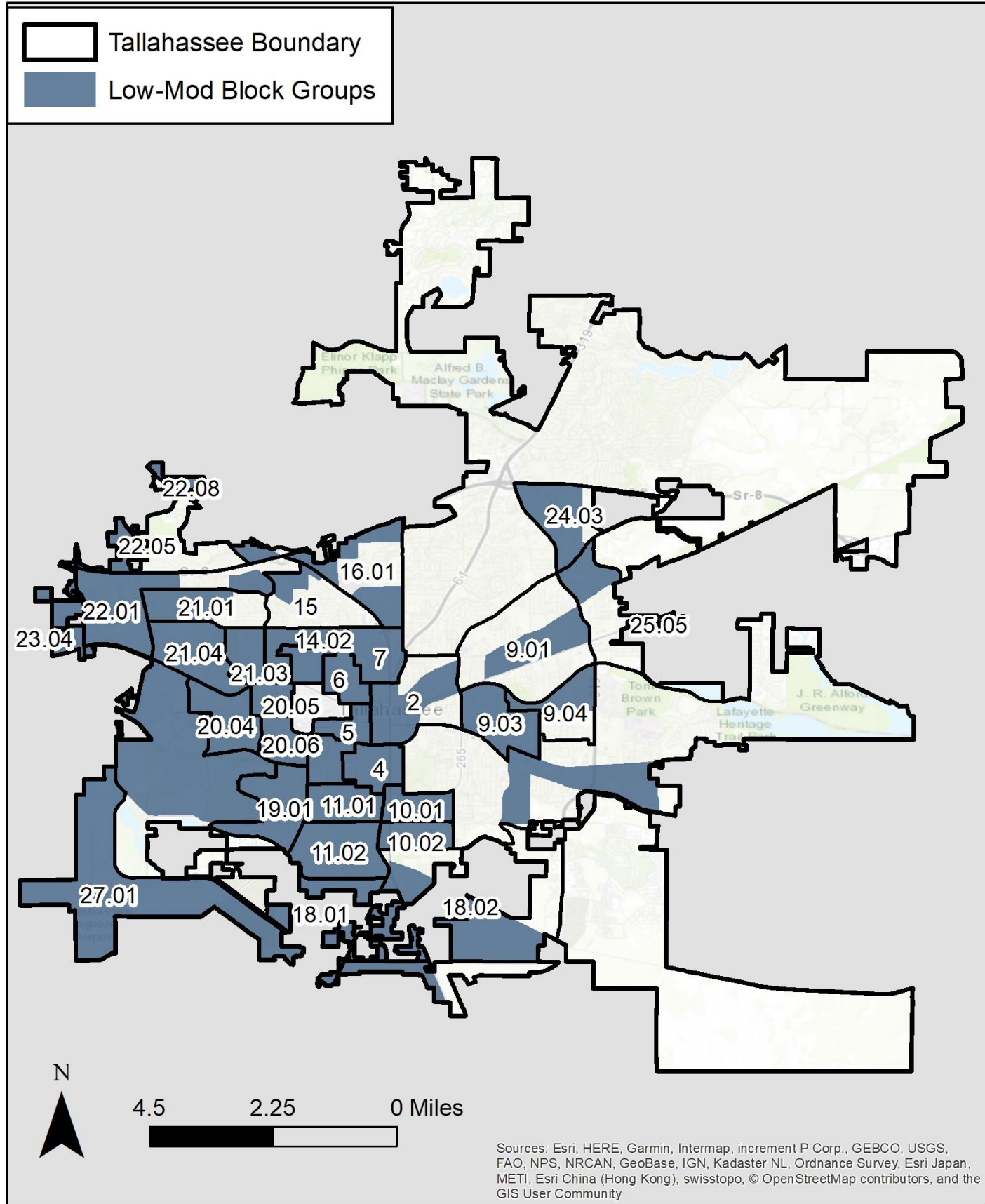
Table 61 - Geographic Distribution

Rationale for the priorities for allocating investments geographically.

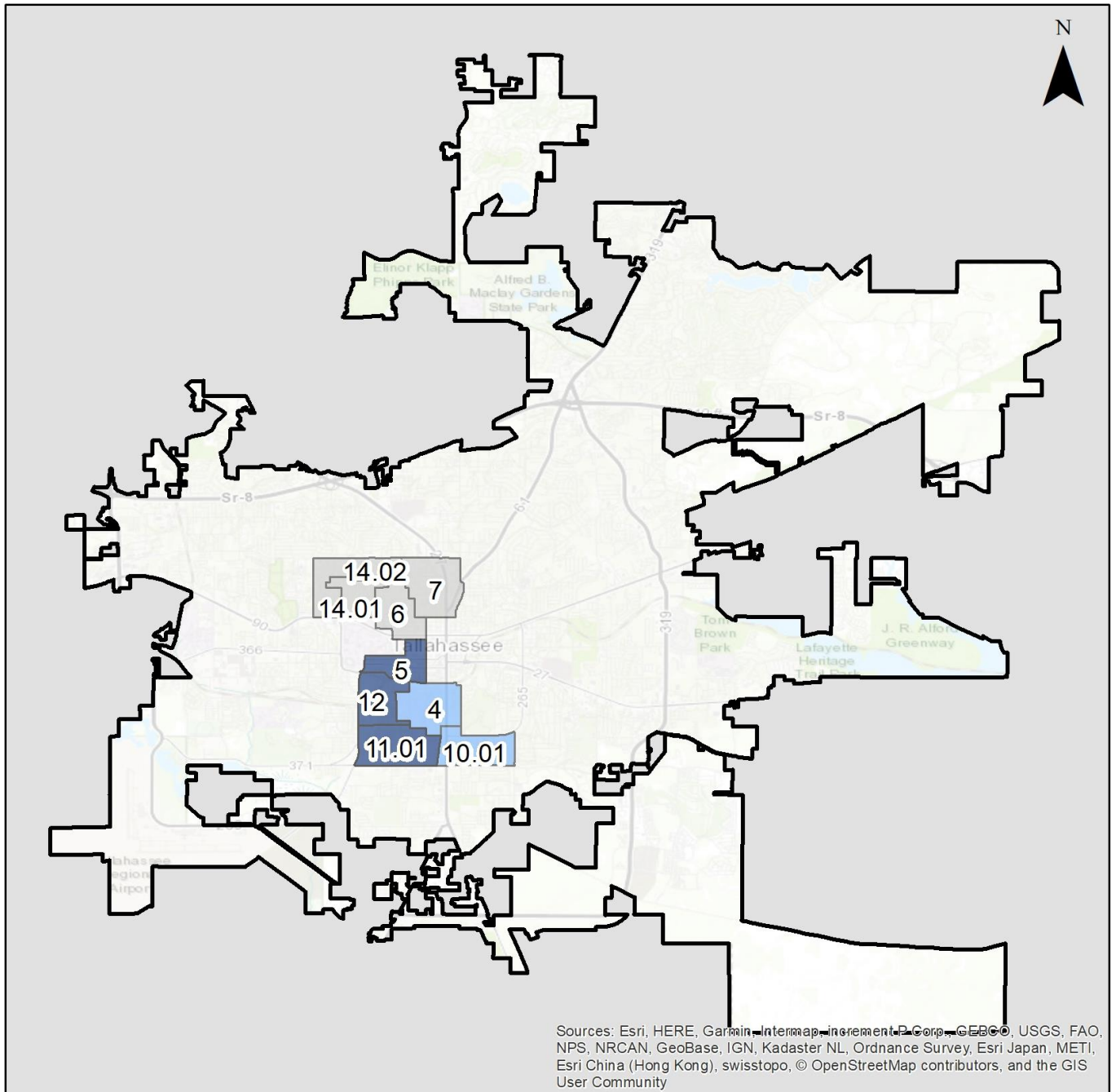
The needs assessment, market analysis, and community meetings determined that various areas throughout the City suffer from a lack of affordable housing and that homeless and special needs populations require public/social services to reduce poverty. In addition, through a comprehensive analysis it was determined that the Neighborhood Revitalization Area suffers from a lack of affordable housing and is in significant need of comprehensive revitalization.

The City adheres to all program-specific eligibility requirements when allocating funds. Funds are allocated on a priority need basis in neighborhoods that demonstrate compliance with HUD's low- to moderate-income criteria. The maps on the following pages identifies LMI census block groups in the City of Tallahassee and Neighborhood Revitalization Strategy Area census block groups and associated neighborhoods.

Low/Moderate Income Population by Block Group and Census Tract in Tallahassee






NRSA Neighborhoods and Census Tract IDs



Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), swisstopo, © OpenStreetMap contributors, and the GIS User Community

Neighborhood

-  Bond Community
-  Frenchtown
-  Southside



Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

In PY 2020-21 the City of Tallahassee will support affordable housing through its CDBG, HOME, and ESG programs by funding activities including: housing rehabilitation, down-payment assistance, new construction, temporary and permanent relocation, acquisition, and rapid re-housing.

One Year Goals for the Number of Households to be Supported	
Homeless	50
Non-Homeless	247
Special-Needs	0
Total	297

Table 62 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	50
The Production of New Units	11
Rehab of Existing Units	140
Acquisition of Existing Units	96
Total	297

Table 63 - One Year Goals for Affordable Housing by Support Type

AP-60 Public Housing – 91.220(h)

Introduction

The public housing needs in Tallahassee are two-fold and include capital improvement needs to improve the physical condition and accessibility of public housing units and the provision of supportive services for residents of public housing to attain self-sufficiency. This section describes how the City will address the needs of public housing during the program year.

Actions planned during the next year to address the needs to public housing

The City does not anticipate utilizing any PY 2021-2020 funds to address the needs of public housing as these needs are addressed by the housing authority. City staff will however continue to be an active partner with the Tallahassee Housing Authority (THA) and, whenever possible, will provide financial support for THA's competitive applications for low income housing tax credits, State Apartment Incentive Loan Program, or other resources to address the public housing needs.

The City will also continue to work with the THA (or their representative) to obtain necessary supporting forms that require execution by the City as needed for applications to HUD, Florida Housing Finance Corporation, Federal Home Loan Bank, and other funders.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

The City of Tallahassee is an active member of the THA's Coordinating Committee for its FSS Program. In that role, the City assists in developing resources to support program planning initiatives that are designed to encourage public housing residents to become more self-sufficient, to explore opportunities, and when appropriate, to be active in management.

The City will encourage public housing residents to pursue homeownership through the City's Down Payment Assistance program and other housing services that are funded by the City including housing and financial counseling.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

N/A

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

Residents who participated in the community survey expressed that there is a high need for homeless prevention activities, permanent housing programs, and shelters. The City contributes to addressing needs to prevent and end homelessness through setting priorities for funding and braiding federal funding with local dollars to conduct activities to prevent and end homelessness in Tallahassee. The Big Bend CoC measures success of their interventions in the housing crisis response system through HUD-identified performance measures and overarching objectives that are actions to reduce homelessness. However, the City's contribution to the increase of housing units, funding for services, and prevention efforts improve the community's ability to address homelessness among all populations and those with special needs appropriately.

The Big Bend Continuum of Care (Big Bend CoC) has also adopted specific goals and actions related to Emergency Shelter, employment & income support services, prevention and diversion, emergency assistance, transportation assistance, healthcare/benefits, Coordinated Entry (intake, assessment, referrals), Permanent Supportive Housing (PSH), other permanent housing, medium term supportive housing/Transitional Housing, child care, Rapid Re-Housing (RRH), rental housing, outreach, education, and homeownership. Additionally, the CoC has identified goals to increase funding sources, housing options, expand collaborations to address homelessness among specific subpopulations, and improve engagement with consumers to help with housing retention.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Using part of the City's dedicated ESG funding to complete the Point in Time Count (PIT Count), the Big Bend CoC helps identify persons residing in sheltered and unsheltered locations. Those who conduct the unsheltered count as well as outreach workers engage persons who otherwise would not connect with services, access shelter, or be counted. Through ESG funds, the City dedicates funding to the Big Bend CoC for outreach activities. The City recognizes the importance of Homeless Prevention and Rapid Re-Housing activities which help the CoC achieve the goal of making homelessness rare, brief, and one-time.

The Apalachee Center Homeless Project provides outpatient services for persons with a major mental illness through outreach, case management, psychiatric medication management, and supportive services. Persons experiencing homelessness, who have no insurance are eligible

receive psychiatric support through this federally funded outpatient program. Big Bend Community Based Care (Big Bend CBC) is responsible for managing an effective system of mental health and substance use services for indigent individuals and underinsured, who many times, overlap into the housing crisis response system.

Additionally, Capital City Youth Services (CCYS) provides support to run-away and homeless youth at their drop-in center. Supported by the City's general revenue, Connecting Everyone with Second Chances (CESC) offers case management services to shelter and unsheltered persons experiencing homelessness.

Addressing the emergency shelter and transitional housing needs of homeless persons

With the City's contribution of \$162,749 of ESG funding, the goal is to serve 50 persons with Rapid Re-housing and administer the Homeless Management Information System (HMIS). CESC offers shelter as part of their facility and services in addition to Big Bend Homeless Coalition's HOPE Shelter. During cold nights, CESC operates a cold weather shelter.

Respondents of the community survey verbalized the importance of addressing needs for persons experiencing homelessness within the community. The community's feedback resulted in a large number of respondents expressing that there is a high need for shelters for homeless persons and victims of domestic violence. Transitional Housing scored much lower. Comments regarding emergency shelter and transitional housing include the need for low-barrier and temporary housing options, frustration that the emergency shelter was moved away from downtown making it inaccessible by walking, and all housing needs to be located near transit. The City is dedicated to contributing both federal and non-federal funding to support activities to prevent and end homelessness in Tallahassee.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City of Tallahassee provides \$87,749 in ESG funds to the Big Bend CoC for Rapid Re-Housing activities. These activities are earmarked as high priorities by the Big Bend CoC and directly relate to reducing the amount of time an individual or family experiencing a homeless episode. The City continues to participate in CoC-led activities such as board participation and the Affordable Housing Committee to maximize the use of these funds.

The community members who participated in the survey emphasized the importance of supportive services for persons experiencing homelessness, especially case management which should be provided prior to and once housed. Feedback includes more programs that only require people to pay 30% of their income toward rent and that new development should have one third of the units set aside for affordable housing. Rapid Rehousing and Permanent Housing are the two categories that received the most responses and these housing interventions are recognized as the highest of all homeless specific needs. To reduce the length of time homeless and help formerly homeless households retain their housing, the community finds that there is a high need for supportive services within housing programs.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Homeless prevention activities solicited many responses within the high need category when community members ranked needs for persons experiencing homelessness in Tallahassee. Homeless Prevention activities are of the highest importance and the City dedicates funding to assist with preventing homelessness among its residents.

Discussion

The homeless-specific goals and actions are thoughtfully aligned with the Big Bend Continuum of Care's strategy to make homelessness rare, brief, and one-time in the City of Tallahassee.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

Government regulations including land use/zoning codes and building codes adopted by a jurisdiction have the potential to impact the cost of housing and limit the supply of affordable housing. The City of Tallahassee recognizes that there can be institutional, regulatory, or policy barriers to development and promotion of access to affordable housing. Some of these barriers are at the discretion of City policymakers, including the permitting, zoning, and housing & community development offices. The following barriers may impact the development of affordable housing:

- Development approvals process. The development approval process can be time- and resource-intensive, particularly for developers of affordable housing.
- Density restrictions. Depending on the maximum allowable density in any given zoning category, higher density housing developments may be prohibited. Higher density housing is typically able to absorb more income-restricted housing and still maintain profitability for the developer, in addition to naturally enhancing the availability of housing overall in the City.
- Parking and setback requirements. Depending on the restrictions of parking and setbacks in the local land use code and comprehensive plan, these requirements may prohibit development of affordable housing.
- Affordable housing accessible to transit. Low-income households are more likely to depend on public transportation as a means of mobility. A lack of affordable housing near public transportation networks places an inherent restriction on a family's ability to reasonably access housing.
- Not In My Back Yard (NIMBY) Syndrome. The social and financial stigma of affordable housing can lead to significant resistance from surrounding properties.

In the case of new construction, significant barriers to creating affordable housing are reductions in federal and state housing funds, the land costs, impact fees, zoning, and compliance with new hurricane standards building codes.

In the case of existing housing rehabilitation, the cost of upgrading to new construction codes is a barrier. Health Department regulations restrict expansion of existing septic systems and the Federal Emergency Management Agency (FEMA) restricts rehabilitations to existing structures beyond a certain value on properties located within 100-year Floodplain.

As a recipient of funding from the US Department of Housing and Urban Development (HUD), the City of Tallahassee develops an Analysis of Impediments to Fair Housing Choice (AI) to identify impediments or barriers to affordable housing and fair housing choice. The City's most recent Analysis of Impediments identified the following impediments to affordable housing and fair housing choice:

- Lack of awareness by residents and landlords of fair housing laws;
- High number of fair housing complaints on the basis of disability;
- Insufficient supply of affordable rental and homeowner housing in high opportunity census tracts;
- Low labor market engagement for Blacks/African Americans relative to White households;
- Concentration of housing vouchers in segregated and high poverty neighborhoods; and
- Poor credit history and collateral as a barrier to accessing traditional capital and wealth building through homeownership, especially for Black/African American residents

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

To combat negative effects of public policies that serve as barriers to affordable housing, the City adopted an Affordable Housing Incentive Plan as part of their Local Housing Assistance Plan (LHAP). The LHAP is required to participate in the State Housing Initiatives Partnership (SHIP) program. The SHIP program requires that the City adopt two incentives – expedited permitting for affordable housing projects and the regular review of regulatory actions that may impact the cost of housing. In addition to these two incentives, the City also adopted other incentives recommended by its Affordable Housing Advisory Committee (AHAC). The additional incentives include water/sewer connection fee exemption, density bonus for inclusionary housing, regulation reduction for inclusionary housing, density bonus for affordable housing, regulation reduction for affordable housing, and allowance of accessory dwelling units in residential districts.

In January 2019, City Commission directed the development of a five-year strategic plan that would steer policy setting, budget decisions, and chart progress toward achieving collective aspirations for the community. The plan focuses on Economic Development, Impact of Poverty, Organizational Effectiveness, Public Infrastructure, Public Safety, Public Trust, and Quality of Life.

The City identified “facilitate and encourage the construction of affordable housing units” as an objective of its strategic plan. The five-year targets under this community objective include:

- 35 new affordable homes or rental units built through the Community Land Trust.
- 60 new homes built as a result of inclusionary housing programs.
- 15 Habitat for Humanity homes built by City employees.
- 125 down payment assistance grants awarded, creating pathways to home ownership.
- Secure funding for Purpose Built Community and redevelopment of an additional 200 dwelling units at the Orange Avenue Housing Complex.

The Housing Element of Leon County’s 2030 Comprehensive Plan includes an Affordable Housing objective outlining several policies including providing monetary incentives, such as a down payment assistance program and regulatory incentives, such as streamlined processing, to encourage the private sector to develop cost saving and innovative techniques for affordable housing initiatives. Funding Programs is also an objective identified in the Housing Element Since the County’s affordable housing program is predicated on obtaining non-property tax funding. The policy states “the Leon County Housing Finance Authority shall annually develop a financial plan for the rehabilitation of 30 units and the subsidy of down payment costs for 15 low income units which emphasizes, first, private sector funding; second, financial institution funding; third, state and federal housing funds, and fourth, grants”.

In addition, the Leon County and City of Tallahassee Commissions established an Affordable Housing Workgroup. The Affordable Housing Workgroup is a thirteen-person body composed of representatives from local government, non-profit housing and homeless service providers, and affordable housing clients. The Workgroup was charged with developing recommendations which: (a) develop a plan for a multifamily affordable housing project which utilized multiple funding sources, (b) provide for coordination and collaboration for local government, non-profit and for-profit resources, (c) encourage housing designs that considered the needs of residents and enhances the overall community, (d) leverage the financial resources of local, state, and federal resources to address permanent supportive housing for the homeless population, (e) engage organizations that promote best practices in affordable housing models, and (f) recommend a structure that would sustain the collaborative effort of the Affordable Housing Workgroup.

In the event any policies or regulations are identified as barriers to affordable housing, staff and the advisory committee will review those policies or regulations. In addition, the City will continue to reduce possible regulatory and barriers to the development of affordable housing in the next year as follows:

- Continued use of general revenue or other government funds for the payment of water and sewer connection fees under the local ordinance;
- Fast-tracking the permitting process for affordable housing developments;
- Maintain and implement those incentives to affordable housing as recommended by the Affordable Housing Advisory Committee to the extent possible; and
- Continued partnership with the County through the Affordable Housing Workgroup to address recommendations regarding barriers to affordable housing.

Further, the City recently updated its Analysis of Impediments to Fair Housing Choice and will implement mitigation strategies to address barriers to affordable housing based upon the findings of the AI.

AP-85 Other Actions – 91.220(k)

Introduction:

The City of Tallahassee recognizes that the needs of its residents extend beyond housing and infrastructure. These needs include reducing lead-based paint hazards, reducing poverty, developing institutional structures, and enhancing coordination between public and private social service agencies. The following is a list of actions that the City intends to implement over the next fiscal year to achieve success in addressing the housing and community development needs of low to moderate income residents.

Actions planned to address obstacles to meeting underserved needs.

There are various elements that produce obstacles to meeting need within the community. The primary obstacle to meeting underserved needs is sufficient resources to meet the needs identified in the outreach conducted for this Action Plan. Addressing all housing, homeless, and community developments needs is a difficult task due to lack of funding. The City utilizes all possible resources and endeavors to secure additional private and public sources of financing over the course of the program year to meet underserved needs.

The current housing market and economic environment also serve as barriers to meeting needs as rental rates and home values have significantly increased while employee incomes have stayed stagnant increasing the number of families and individuals needing access to housing assistance and public services.

Over the timeframe covered by this Consolidated Plan and Annual Action Plan, the following actions will take place in an effort to address obstacles to meeting the underserved needs:

- Continue to educate the community on the needs of the underserved populations, the City's goals, objectives, and framework for community development in an attempt to alter negative perceptions.
- Continue to develop and nurture relationships with stakeholders in an effort to better identify needs.
- Continue to enhance the level of coordination among stakeholders to maximize outputs and deliver more efficient and effective services.
- Promote programs in targeted areas more heavily than City-wide.

Actions planned to foster and maintain affordable housing.

During PY 2020-2021, the City of Tallahassee will foster and maintain affordable housing through the use of its CDBG, HOME, and ESG programs by continuing to implement the Housing Rehabilitation Program, Down-Payment Assistance Program, Relocation Assistance Programs,

and Rapid Re-Housing Program. In addition, the City will acquire units or properties to support the construction of affordable housing.

The City will also continue to coordinate with its partners, including governmental entities and non-profit and for-profit developers to address the need for affordable housing units. This includes the use of HOME funds to support a Community Housing Development Organization (CHDO) that will construct or rehabilitate five units that will be sold or rented to very low or low-income households.

In addition, specific actions the City will take to foster and maintain affordable housing include:

- Continuing to encourage and reward collaborative projects that are consistent with the City's priorities and objectives;
- Continuing to educate affordable housing providers about funding sources and incentives available through the City or elsewhere;
- Continuing to monitor the condition of affordable housing to which the City has provided funding or incentives; and
- Holding joint meetings of the City and County's Affordable Housing Advisory Committees to address barriers to affordable housing.

Other measures the City will take to foster and maintain affordable housing includes supporting the City's Five-Year Strategic Plan objective of "facilitating and encouraging the construction of affordable housing units". The five-year targets under this community objective include:

- 35 new affordable homes or rental units built through the Community Land Trust.
- 60 new homes built as a result of inclusionary housing programs.
- 15 Habitat for Humanity homes built by City employees.
- 125 down payment assistance grants awarded, creating pathways to home ownership.
- Secure funding for Purpose Built Community and redevelopment of an additional 200 dwelling units at the Orange Avenue Housing Complex.

Actions planned to reduce lead-based paint hazards.

The City maintains regulatory compliance regarding the rehabilitation of any housing unit it assists by conducting lead-based paint tests. In conjunction with its Housing Rehabilitation Program, the City implements testing to ensure that all federally funded construction-related

activities undertaken undergo a lead paint assessment when appropriate based upon the age of the structure. If lead paint is detected, the City undertakes all required measures to mitigate and/or remove lead-based paint where it exists. The City procures certified providers of lead paint testing, abatement and clearance testing. In addition, all contracts and agreements executed by the City for the implementation of programs or projects where federal funding will be utilized contain lead-based paint requirements.

The City will continue to:

- Test all houses built prior to 1978 that are rehabilitated under the owner-occupied rehabilitation program for lead-based paint and, if found be sure the necessary mitigation work is incorporated into the rehabilitation work and clearance tests indicate the home is safe before allowing homeowner to occupy the home; and
- Require all agencies or sub-recipients contracted for the rehabilitation work to follow the lead-based paint rules and abide by the City's process.

Actions planned to reduce the number of poverty-level families.

The City will continue to carry out goals and objectives established within the Consolidated Plan to assist in reducing poverty. The overarching goal of the plan to benefit the greatest number of people to the greatest extent possible will resonate throughout the anti-poverty strategy. The City will implement various programs and projects that have been identified as the most beneficial to its residents and to assisting families in need. The City funds a number of agencies that provide public services to address the needs of persons in poverty. These agencies typically provide services to homeless and non-homeless special needs populations, as well as low- and moderate-income families. These services include housing, job/skills training and other assistance to promote self-sufficiency.

The City will continue to provide CDBG, HOME, and ESG funding, where appropriate, to support programs that are designed to help families gain self-sufficiency. One of City's goals for the Five-Year Consolidated Plan is to address the role of self-sufficiency in protecting and enhancing the condition of the City's housing stock and neighborhoods. The City will take the following steps to promote self-sufficiency and reduce the number of households living below the poverty level:

- Supporting the provision of public services such as child-care, health services, after-school programs, etc., for low and moderate-income households;
- Supporting the provision of homebuyer and financial education to low and moderate-income households; and
- Supporting the provision of permanent affordable and decent housing for homeownership or lease.

The City of Tallahassee also continues to work with the Big Bend Homeless Coalition (BBHC) and the Big Bend Continuum of Care Network to leverage funding to prevent poverty and homelessness.

Actions planned to develop institutional structure.

The City of Tallahassee Department of Housing and Community Resilience serves as the lead entity in carrying out the Consolidated Plan along with various public, private, and non-profit agencies. The City has developed sufficient capabilities for implementing and administering programs in house and continues to foster agency coordination. Collaboration between local, county, and state agencies is important in successfully carrying out the goals and objectives identified in the Consolidated Plan and addressing community needs. The City also works closely with the City Manager, Assistant City Manager, and City Commissioners to assure coordination in implementing programs.

Structured service delivery systems are critical to the long-term success of community development efforts in the City. These systems assist in proper targeting of resources, efficient use of those resources, and meaningful change in the number of poverty-level families in the City. The City of Tallahassee will continue to engage in coordination efforts between governmental agencies operating within the City, and continued support for institutional efforts to address long-term challenges in the region.

The City of Tallahassee has a strong institutional delivery system. A wide range of services are available in the community, including homelessness prevention services, street outreach services, and supportive services. These programs are provided by nonprofit organizations and Continuum of Care (CoC) member agencies.

In addition, the City will support the following steps to develop institutional structure:

- Provide opportunities for capacity building through the provision and coordination of training opportunities for local organizations.
- Participate in training opportunities available to City staff.
- Provide technical assistance when staff has the capacity to do so (e.g., HOME or HOME CHDO, CDBG, ESG, etc.).
- Take advantages of opportunities to receive technical assistance and training.

Actions planned to enhance coordination between public and private housing and social service agencies.

The City has made great efforts to increase agency coordination by continuing to communicate the City's strategic goals. It is essential that the Department of Housing and Community

Resilience fosters and maintains partnerships with other agencies and organizations for the successful delivery of its housing and community development programs. The City will:

- Continue participation in the City/County workgroup on affordable housing.
- Continue participation with the Big Bend Continuum of Care in the regular network meetings.
- Continue participation in neighborhood meetings to determine their needs and obtain input relative to City activities and projects funded.

As sub-recipients often administering and implementing programs funded through the City, non-profit organizations play a key role in delivering services to the public and providing programs essential to the community such as homeless services, youth programs, elderly programs, and special needs services. The City of Tallahassee will continue to work with non-profit agencies in carrying out Consolidated Plan strategies.

Further, public and private entities can effectively support the delivery of programs and services by offering additional resources that can be leveraged to supplement existing services or fill in gaps. Tallahassee will continue to seek additional funding sources for neighborhood livability and housing investment in the City. The City will partner with lenders, affordable housing developers, and business and economic development organizations when possible. The City will also continue to participate in the Continuum of Care.

In addition, the City works very closely with the Tallahassee Housing Authority in providing services for low-income public housing to enhance planning for services. The City coordinates with the housing authority on evaluation of proposed projects and for the implementation of the Public Housing Strategy in the Consolidated Plan. The City and the housing authority collaborate when identifying five-year goals and priorities and in making sure that services are delivered successfully.

Program Specific Requirements
AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	\$10,930
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	\$0
3. The amount of surplus funds from urban renewal settlements	\$0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	\$0
5. The amount of income from float-funded activities	\$0
Total Program Income	

Other CDBG Requirements

1. The amount of urgent need activities	\$0
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**HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)**

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The City of Tallahassee does not anticipate providing forms of investment not described in 24 CFR 92.205.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

In anticipation of using home funds to support homebuyers, the City adopts the recapture of the entire unforgiven amount in cases where the assisted unit fails to be the principal residence of the assisted household for the duration of the affordability period. When the recapture is triggered by sale of the unit, either voluntarily or involuntarily, the amount recaptured shall not exceed net proceeds of the sale as defined by HUD methodology. In the event of the sale of a unit participating in the Community Land Trust, the City will employ the resale provisions as outlined in attached policy. Additional information on the City's recapture/resale policy is included as an attachment.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

The City requires that a HOME agreement, as well as a note and mortgage, be executed by the beneficiary of the funds (homebuyer). These are recorded in the public records. If the homebuyer requests subordination for refinancing of superior mortgages, the City has a process to review the new financing. If it meets the subordination requirements, which are structured to ensure the protection of the homebuyer and the City's lien position, then the City provides a subordination to allow the new mortgage to again be superior to the City mortgage.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The City does not anticipate using HOME funds to refinance existing debt secured by multifamily Housing that is being rehabilitated with HOME funds for the period covered by this AAP.

**Emergency Solutions Grant (ESG)
Reference 91.220(l)(4)**

1. Include written standards for providing ESG assistance (may include as attachment).

See attached Written Standards for Providing ESG Assistance.

2. If the Continuum of Care has established centralized or coordinated assessment system that meets HUD requirements, describe that centralized or coordinated assessment system.

As of January 2015, the Big Bend Continuum of Care has adopted the use of the VI-SPDAT (The Vulnerability Index - Service Prioritization Decision Assistance Tool) to use as our community's coordinated intake and assessment tool. The VI-SPDAT is a pre-screening, or triage tool that is designed to be used by all providers within the community to quickly assess the health and social needs of homeless persons and match them with the most appropriate support and housing interventions that are available.

This tool is comprised of questions pertaining to four areas of the client's life:

- History of Housing and Homelessness;
 - Risks - risk of harm to self or others, involvement in high-risk and/or exploitative situations, interactions with emergency services, legal issues, managing tenancy;
 - Socialization and Daily Functions - self-care and daily living skills, personal administration and money management, meaningful daily activities, social relations and networks; Wellness - mental health and wellness and cognitive functioning, physical health and wellness, medication, substance use, experience of abuse and/or trauma;
 - After a caseworker has completed a VI-SPDAT on a client, it is then entered into HMIS (Homeless Management Information System) and scored to determine which intervention is best for the client.
3. Identify the process for making sub-awards and describe how the ESG allocation available to private nonprofit organizations (including community and faith-based organizations).

The City anticipates an RFP process to select non-profit organizations to carry out the activities identified for the use of ESG funding. The basis for the selection is performance-based and supports the City's objectives of supporting the continued development, operation, and expansion of CoC services and operations. Responding entities will be

evaluated in the following areas: experience and ability; past experience; past performance; case management capacity; and fiscal capacity. The organization must demonstrate relevant experience in emergency responsiveness, client eligibility determination and case management. The organization must participate and report into HMIS.

4. If the jurisdiction is unable to meet the homeless participation requirement in 24 CFR 576.405(a), the jurisdiction must specify its plan for reaching out to and consulting with homeless or formerly homeless individuals in considering policies and funding decisions regarding facilities and services funded under ESG.

To comply with 24 CFR 576.205(a), the City will ensure the continued participation of a homeless or formerly homeless individual on the ESG Planning Committee. This committee will continue to be consulted regarding policy and decision-making pertaining to the use of ESG funding on an annual basis. The organization acting as lead agency for the CoC is currently the Big Bend Continuum of Care. This organization holds regular meetings with its network of service providers and obtains feedback in that way.

5. Describe performance standards for evaluating ESG.

The goal of ESG-funding is to reduce the number of persons who are homeless in the community and reduce the length of time the persons are homeless. Therefore, the specific ESG-RRP performance outcomes will be a measure of the number of persons or households that move out of homelessness into permanent housing as well as whether the move to permanent or permanent supportive housing has been successful at the 3 month, 6 months, or other intervals. If not, what are the factors that resulted in the lack of success.



Affordable Housing Advisory Committee

2021 Report of Recommendations

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EXHIBIT A: NOTICE OF PUBLIC HEARING

November 10, 2021

Dear County Commissioners,

It is with immense honor that I submit the Leon County Affordable Housing Advisory Committee's 2021 housing policy recommendations for your consideration and acceptance.

During 2021, our Committee received presentations and considered invaluable input from County and Planning Department staff, hosted four joint meetings with the City of Tallahassee Affordable Housing Advisory Committee and held hours of deliberation and discussion. Through these processes, we crafted the recommendations in this report, which the Committee feels strongly will enable the County to continue to address housing affordability issues within our community and as such the Committee approved all recommendations unanimously.

On behalf of the Committee, please accept our gratitude for allowing us to serve our fellow citizens in this capacity. We are deeply appreciative of the continuing commitment this Board has toward ensuring all citizens of Leon County have affordable housing options.

Sincerely,

A handwritten signature in blue ink that reads "Trina Searcy". The signature is written in a cursive style with a large initial "T".

Trina Searcy

Affordable Housing Advisory Committee Chair

EXECUTIVE SUMMARY

Section 420.9076, Florida Statutes, requires that each jurisdiction in Florida receiving State Housing Initiatives Partnership (SHIP) funds shall appoint an eight- to eleven-member Affordable Housing Advisory Committee (AHAC). Each member represents a different role in the affordable housing industry. The AHAC is mandated to review Comprehensive Plan Elements, County Ordinances, Land Development Regulations, and County Policies and Procedures to identify regulatory barriers to affordable housing and to recommend incentives to create more affordable housing. Section 420.9076, Florida Statutes, requires the Committee to produce a report to submit to the County Commission and to the Florida Housing Finance Corporation (FHFC) annually by December 31st or risk the forfeiture of annual allocations of SHIP funds.

The Committee met six times in 2021 and met jointly with the City of Tallahassee (City) AHAC four times. Committee members reviewed various County documents as required by law as well as the *2019 County Affordable Housing Advisory Committee Report of Recommendations*. The Leon County AHAC, from its review, consideration, evaluation, and recommendations, drafts and submits this report, which details the scope of the Committee’s work and the resulting recommendations, to the Board of County Commissioners, Florida Housing Finance Corporation, and the Florida Housing Coalition as required by Florida Statutes. The final report was also sent to the Directors of the Tallahassee-Leon County Planning Department, Development Services and Environmental Management Department, County Attorney’s Office, Real Estate Management Department, and the City of Tallahassee Housing and Community Resilience Department for review.

Summary Table of Recommendations

All AHAC recommendations were discussed and voted upon by members. Table 1 provides a summary of 2021 AHAC Recommendations and includes only Committee recommendations that require some form of implementation if adopted by the Board of County Commissioners. Recommendations to continue current practices are not included in the table.

Table 1: Summary of 2021 Affordable Housing Advisory Committee Recommendations

Subject	Affordable Housing Advisory Committee Recommendations
<i>Inclusionary Housing Policy</i>	<p>Recommendation: Adopt a uniform inclusionary housing policy, applicable within the urban services area (unincorporated and City), that mirrors the City AHAC’s recommendations on the established City Inclusionary Housing Ordinance which, as a result, would require residential developments (single and multifamily) that exceed 20 units to set aside no less than 10% of units for households earning no more than the area median income no matter the average income level of the area where the development is constructed.</p> <p>Recommendation: Evaluate incentives including, but not limited to, increased density bonuses to offset the costs to developers imposed by the establishment of a mandatory inclusionary housing policy.</p>
<i>Comprehensive Plan-Housing Element</i>	<p>Recommendation: Update the Leon County Housing Element of the Comprehensive Plan concurrently with the Land Use and Mobility Element.</p>
<i>Home Rehabilitation & Replacement Eligibility Criteria</i>	<p>Recommendation: Require applicants (or household members) to meet the Special Needs set aside established in Florida Statutes or be 55 years of age or older due to limited funding and to ensure the community’s most vulnerable receive the needed home rehabilitation to support aging in place.</p>
<i>Home Rehabilitation & Replacement Waitlist</i>	<p>Recommendation: Eliminate the waitlist and direct staff to contact each waitlisted applicant and invite them to apply as soon as possible following Board approval. A new waitlist should not be created.</p>
<i>Increase Maximum Award Amounts</i>	<p>Recommendation: Increase the maximum limits of construction related activities including Owner Occupied, Homebuyer, and Rental Development programs.</p>

BACKGROUND

In 1992, the Florida Legislature enacted the William E. Sadowski Affordable Housing Act, Chapter 92-317 of Florida Session Laws (the “Sadowski Act”), allocating to local governments a portion of documentary stamp taxes on deeds for the development and maintenance of affordable housing. In addition, the Sadowski Act created the State Housing Initiatives Partnership Act, codified at Florida Statutes, Sections 420.907-420.9079 (SHIP Statutes). The SHIP Statutes require participating local governments to establish an Affordable Housing Advisory Committee (AHAC) which is responsible for reviewing and evaluating all aspects of the County’s housing activities that impact the production of affordable housing and is specifically directed to consider and evaluate the implementation of the incentives set forth at Section 420.9076(4).

In 1993, the Board of County Commissioners (Board) incorporated SHIP Act provisions by adopting Ordinance No. 93-2, which was codified in the Code of Laws of Leon County at Chapter 8, Article V, Sections 8-151 through 8-156, entitled Affordable Housing Assistance (Code of Laws). Since its establishment, the Board has adopted ordinances in 2007, 2016, and 2020 amending the Code of Laws, to align its provision with amendments to the SHIP.

Most recently, in 2020 the Florida Legislature adopted House Bill 1339, further amending Sections 420.907-420.9079, F.S. (SHIP Statute). The SHIP Statute, as amended, requires a County Commissioner to serve on the AHAC and requires the AHAC to provide an annual, rather than triennial, report to the Board. Also, a copy of the report must be submitted to the entity providing statewide training and technical assistance for the Affordable Housing Catalyst Program, currently the Florida Housing Coalition, in addition to providing the report to the Florida Housing Finance Corporation (FHFC) which administers the State Housing Initiatives Partnership (SHIP) program. As such, on September 29, 2020, the Board adopted Ordinance No. 20-34, amending the Code of Laws to incorporate the provisions of House Bill 1339.

Composition of the Affordable Housing Advisory Committee

The Office of Human Services and Community Partnerships’ Division of Housing Services serves as Staff for the AHAC. SHIP Statute requires that there be at least eight but not more than 11 committee members, including one locally elected official, with representation from at least six of the following categories:

- (a) A citizen who is actively engaged in the residential home building industry in connection with affordable housing.
- (b) A citizen who is actively engaged in the banking or mortgage banking industry in connection with affordable housing.
- (c) A citizen who is a representative of those areas of labor actively engaged in home building in connection with affordable housing.
- (d) A citizen who is actively engaged as an advocate for low-income persons in connection with affordable housing.
- (e) A citizen who is actively engaged as a for-profit provider of affordable housing.
- (f) A citizen who is actively engaged as a not-for-profit provider of affordable housing.
- (g) A citizen who is actively engaged as a real estate professional in connection with affordable housing.

- (h) A citizen who actively serves on the local planning agency pursuant to s. 163.3174. If the local planning agency is comprised of the governing board of the county or municipality, the governing board may appoint a designee who is knowledgeable in the local planning process.
- (i) A citizen who resides within the jurisdiction of the local governing body making the appointments.
- (j) A citizen who represents employers within the jurisdiction.
- (k) A citizen who represents essential services personnel, as defined in the local housing assistance plan.

Table 2 lists the appointed Committee members, along with their category affiliation and appointment date, who participated in the production of this report.

Table 2: Affordable Housing Advisory Committee Membership

Name	Category Represented	Date Appointed
1. Nick Maddox	County Commissioner	9/29/2020
2. Lawrence Tobe	Resident Within the Jurisdiction Making Appointment	5/12/2020
3. Oral Payne	Engaged in Residential Homebuilding	3/9/2021
4. Shawn Menchion	Advocate for Low-Income Persons	5/12/2020
5. Deborah Lloyd	Not-For-Profit Provider of Affordable Housing	5/12/2020
6. Trina Searcy	Real Estate Professional	5/12/2020
7. Ian Waldick	Planning Commission Member	11/20/2018
8. Madelon Horwich	Resident Within the Jurisdiction Making Appointment	10/1/2016
9. Herschel Holloway	Banking Professional	1/16/2021
10. Marthea Pitts	Advocate for Low-Income Persons	5/12/2020

AFFORDABLE HOUSING ADVISORY COMMITTEE **RECOMMENDATIONS**

As established in the SHIP Statute, the Committee is responsible for annually reviewing and evaluating local plans, policies, procedures, land development regulations, the Comprehensive Plan, and other aspects of the County housing activities that impact the production of affordable housing. Further, the AHAC has specifically considered and evaluated the strategies set out at Section 420.9076(4)(a)-(k), F.S. Based on the Committee’s evaluation, it may recommend to local government that it modify, provide exceptions, and/or create new plans, policies, procedures, and other governing authority documents that would encourage production of affordable housing which must be approved at a public hearing by affirmative vote of a majority of the membership in accordance with the SHIP Statute.

The Committee conducted a public hearing, held six public meetings, and met jointly with the City AHAC during four additional public meetings in 2021 to produce this report and the recommendations herein. Further, the Committee has specifically considered and evaluated the strategies set forth in Section 420.9076(4), F.S., to formulate the following recommendations and submits them to the Board for possible incorporation into its housing strategy:

(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 Section 163.3177(6)(f)3, F.S.

Current Practice: Expedited permitting of affordable housing projects is accomplished by administrative direction, close coordination, and teamwork, which include:

- 1) Using pre-permitting review to determine project status, identify and resolve potential legal problems that might preempt permitting, and otherwise expedite affordable housing.
- 2) Obtain assistance and cross-training from Building Inspection with the initial inspection of rehabilitation projects to ensure all code compliance issues are addressed in write-ups and permit applications. This expedites plan review and minimizes changes that delay permitting and project completion.
- 3) The Director of the Office of Human Services & Community Partnerships and staff are the designated liaisons with the Affordable Housing Program and assist with the resolution of difficult permitting issues.

AHAC Recommendation: Maintain the current practice.

(b) The modification of impact-fee requirements, including reduction or waiver of fees and alternative methods of fee payment for affordable housing.

Current Practice: Leon County does not impose impact fees. Impact fees were eliminated in 1995.

AHAC Recommendation: Maintain the current practice.

(c) The allowance of flexibility in densities for affordable housing.

Current Practice: Although the Land Development Code (LDC) does not specifically address density flexibility for affordable housing, it does provide incentives for affordable housing regarding the required review level. For example, projects with 50% or more affordable housing units can have their review threshold increased by 50% thereby potentially allowing a lower review level and reducing permitting costs. [Section 10-7.402(4) of the LDC]

AHAC Recommendation: Evaluate incentives, including but not limited to, increased density bonuses to offset the costs to developers imposed by the establishment of a mandatory inclusionary housing policy that mirrors the City's AHAC recommendations on their established Inclusionary Housing Ordinance.

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

Current Practice: The concurrency management system treats all projects the same and does not provide special provisions for affordable housing projects. (Article III of the LDC)

AHAC Recommendation: Maintain the current practice.

(e) The allowance of affordable accessory residential units in residential zoning districts.

Current Practice: The LDC allows accessory dwelling units in conjunction with the following principal structures: single-family detached dwellings; retail establishments; offices; and principal industrial structures. [Section 10-6.803(b)(2) of the LDC]

AHAC Recommendation: Maintain the current practice.

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

Current Practice: The LDC does not address this specific issue. However, it does allow a permit applicant the ability to file a request of the Parking Standards Committee for reduction to the parking requirements based upon data supporting such a request. A deviation may also be requested for consideration of relaxing setbacks. (Article VII, Division 5, Subdivision III of the LDC – Parking and Loading Standards; Section 10-1.106 of the LDC)

AHAC Recommendation: Maintain the current protocol.

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

Current Practice: Many zoning districts already provide for zero-lot-line development patterns. The Department of Development Support & Environmental Management staff provides flexibility in design in order to reduce impervious surface area consistent with Low Impact Design ordinance and to identify other efficiencies. (Sections 10-7.502 and 10-4.308 of the LDC)

AHAC Recommendation: Maintain the current protocol.

(h) The modification of street requirements for affordable housing.

Current Practice: Street requirements for affordable housing are not different than for other types of housing development. Uniformity of roadways can help to minimize negative views of affordable housing. Emergency vehicles require the same mobility in affordable housing developments as in others.

AHAC Recommendation: Maintain the current protocol.

(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.

Current Practice: County staff conducts collaborative evaluation (Department of Development Services & Environmental Management, Human Services and Community Partnerships & Public Works) of potential impactful policies, procedures, ordinances, regulations, or plans.

AHAC Recommendation: Maintain the current practice.

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

Current Practice: County staff prepares, and makes available to the public, a printable inventory of County-owned lands suitable for affordable housing.

AHAC Recommendation: Maintain the current protocol.

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

Current Practice: Applicable zoning districts such as the Mahan Corridor, the Lake Protection Node districts, and others are designed to promote this incentive by providing mixed use development patterns centered near major intersections. These zoning districts are intended to accomplish several goals including, but not limited to: providing convenience goods to area residents within a short distance of home, maximizing infrastructure, minimizing automobile dependency, promoting transit, and facilitating compatibility with nearby neighborhoods. (Sections 10-6.654.1 and 10-6.660 of the LDC)

AHAC Recommendation: Maintain the current protocol.

ADDITIONAL RECOMMENDATIONS

From review and evaluation of County ordinances, regulations, comprehensive plan, policies, and procedures, the Committee makes the following, additional recommendations to the Board for consideration of incorporation into its housing program strategy:

Inclusionary Housing Policy

Inclusionary housing policy (IHP) requires that a percentage of new housing units within a market rate development be set aside at an affordable rate for low- to moderate income households. IHP can be classified as one of two types: mandatory or voluntary. Mandatory IHP requires developers to provide a set number or percentage of affordable housing units or allow a developer to contribute to a housing fund in lieu of building affordable housing units, while Voluntary IHP offers incentives such as density bonuses, fee waivers, and expediting permitting to encourage the development of affordable and/or workforce housing.

Locally, both the County and City have inclusionary housing policies in place; however, the County's policy is voluntary, while the City's policy is mandatory for developments of certain sizes. Policies 1.3.6: [HC] and 1.3.7: [HC] of the Housing Element of the Tallahassee-Leon County Comprehensive Plan (Comp Plan), which were adopted into the Comprehensive Plan in 1994 and updated in 2009, require the establishment of the County's voluntary program by which the provision of affordable units is incentivized.

The voluntary incentive program found in the Comp Plan is implemented through Section 10-7.402 of the LDC, which allows for reduced review thresholds for site plan review and permit cost savings if 50% or more of the residential units within a proposed development meet the criteria of affordable housing. To date, no developer has utilized this incentive.

Current City of Tallahassee Ordinance

In 2005, the City adopted a mandatory inclusionary housing ordinance (Ordinance) as required by the Tallahassee-Leon County Comprehensive Plan. The Ordinance applies to developments in those portions of the City where average household income levels are above the area median income (\$76,400 annually for a family of four). Within those areas, all new developments with 50 or more units are required to set aside no less than 10% of the units for households earning 100% or below the area median income. Since the City's establishment of the Ordinance, only the Canopy Planned Unit Development (PUD) located on Welaunee Boulevard has been required to produce affordable units, and it is expected to provide a total of 67 single-family inclusionary housing units at project completion.

City of Tallahassee Affordable Housing Advisory Committee Recommendations

At this time, the City's inclusionary housing requirement currently does not apply to multifamily housing developments (e.g. duplexes, townhouses, apartments, etc.); however, at the May 24, 2021 Joint AHAC Meeting, the City AHAC voted to recommend to the City Commission that multifamily developments be added to the City's Ordinance as well as to reduce the 50 unit threshold to 20. Additionally, at the August 23, 2021 Joint AHAC Meeting, the City AHAC unanimously approved to recommend to the City Commission the development of a comprehensive countywide City-County IHP and that the Ordinance no longer be limited to portions of the community where income levels are above the area median income.

AHAC Recommendation: Adopt a uniform inclusionary housing policy, applicable within the urban services area (unincorporated and City), mirroring the City AHAC's recommendations on their established Inclusionary Housing Ordinance which, as a result, would require residential developments (single and multifamily) that exceed 20 units to set aside no less than 10% of units for households earning no more than the area median income no matter the average income level of the area where the development is constructed.

AHAC Recommendation: Evaluate incentives including, but not limited to, increased density bonuses to offset the costs to developers imposed by the establishment of a mandatory inclusionary housing policy.

Tallahassee-Leon County Comprehensive Plan

According to the Tallahassee-Leon County Planning Department, the Comprehensive Plan is a translation of community values and aspirations into public policy. The Plan includes Goals, Objectives, and Policies intended to guide economic, social, physical, environmental, and fiscal development of the community over the next 20-30 years. To ensure a unified vision, the Tallahassee-Leon County Comprehensive Plan is a joint document adopted by both the City of Tallahassee and Leon County.

Tallahassee and Leon County jointly developed their first comprehensive plan in 1981. As a result of State growth management legislation, the Tallahassee-Leon County Comprehensive Plan was rewritten in 1990. The Comprehensive Plan is a dynamic document and can be amended on an annual basis.

Housing Element

During the Committee's due diligence, the Comprehensive Plan, the Comprehensive Plan-Land Use Element and Mobility Elements, and the Comprehensive Plan-Housing Element were reviewed. The AHAC was briefed by Tallahassee-Leon County Planning Department staff on the actions taken by the Board and City Commission at the April 2021 Joint Workshop, including direction that staff move

forward with developing and releasing a Request for Proposal to identify a consultant to update the Land Use and Mobility Element, with the option for additional Comprehensive Plan Elements to be updated under the same contract at the direction of the Board and City Commission. At the time of the briefing, Planning staff estimated that the approval of the selected consultant would occur late in 2021 and the expected work to be completed late in 2023.

AHAC Recommendation: Update the Housing Element of the Comprehensive Plan concurrently with the Land Use and Mobility Element.

Local Housing Assistance Plan

Every local government participating in SHIP is required to have an active Florida Housing Finance Corporation-approved Local Housing Assistance Plan (LHAP). Generally, local governments submit LHAPs by May 2 once every three years, covering the three state fiscal years beginning July 1 of the year the plan is submitted. LHAPs are designed to detail how each local government will expend SHIP funds allocated to them for each of the three fiscal years.

Home Rehabilitation & Home Replacement Program Implementation

The SHIP funded Home Rehabilitation program is designed to provide owner-occupied households assistance with repairs for health, safety, insurability, correction of code violations, structural improvements, accessibility rehabilitation, water and sewer connections (including tap fees), and to prepare for future disasters. If the County finds that rehabilitation of the home is expected to surpass 50% of the current value of the home, staff considers implementing the Home Replacement program, which constitutes demolition and reconstruction of the home.

The Home Rehabilitation & Home Replacement programs currently have a waitlist of over 100 households, all of whom will need to be qualified as eligible due to SHIP program rules. Due to its size, the waitlist is currently closed. In order to determine the next household on the waitlist to be served, staff must verify income and other information impacting prioritization based upon criteria established in the LHAP, which requires significant effort on the part of both the applicant and staff and may not lead to a completed project.

Limited funding due to legislative sweeps of the State Housing Trust Fund (totaling nearly \$4 million when compared to full funding) over the past several years has greatly limited the number of waitlisted homes that can receive a comprehensive rehabilitation. Although the County will receive \$673,269 in SHIP funds for FY 2022, estimations indicate that it would take at least 10 additional years of funding at FY 2022 levels to serve all the households on the waitlist if other programs such as Down Payment Assistance and the Emergency Home Repair were not funded.

Due to limited resources, the extensive waitlist and to ensure the community's most vulnerable live in a home that is safe, accessible, and supports aging in place, the following recommendations are submitted to the Board for consideration:

AHAC Recommendation: Require applicants (or household members) of the Home Rehabilitation & Replacement programs to meet the Special Needs set aside established in Florida Statutes or be 55 years of age or older.

AHAC Recommendation: Eliminate the Home Rehabilitation & Home Replacement waitlist and direct staff to contact each waitlisted applicant to invite them to apply as soon as possible following Board approval. A new waitlist should not be created.

Increase to Maximum Award Amounts for Construction Related Activities

Since the start of the COVID-19 pandemic, construction costs have increased exponentially, including a significant spike in 2021. Though the recent drop in lumber prices on the open market is encouraging, the cost of petroleum-based products (plastics, PVC pipe, etc.) and other building materials has been increasing at a steady pace. For example, costs of home demolition and reconstruction projects completed by the County's construction contracting partners in 2021 on behalf of other local governments in the Big Bend area cost more than 15% above current Leon County Home Replacement program limits. Additionally, recent inflationary pressures on all goods and services, not just building materials, have contributed to prices remaining high in the latter half of 2021.

It is plausible that the cost of construction materials will not return to 2020 levels in 2022 and as such, the following recommendations are submitted to the Board for consideration to increase the spending limits for programs that involve construction (other than Emergency Home Repairs, which was sufficiently increased in 2021):

AHAC Recommendation: Increase the maximum limits for Owner Occupied programs due to increases in construction costs as follows:

- Home Rehabilitation - Up to \$75,000 from up to \$60,000;
- Home Replacement - Up to \$200,000 from up to \$150,000;
- Home Ownership Development. - Up to \$75,000 from up to \$50,000 (\$40,000 for non-Community Land Trust homes).

AHAC Recommendation: Increase the maximum limits for the Down Payment Assistance program, which varies by income category and activity to meet set-aside requirements, for New Construction and Rehabilitated Homes (as defined in Florida Administrative Code) due to increases in construction costs as follows:

- Increase the assistance for Very Low- & Low-income households (less than 80% of area median income) to up to \$25,000 from up to \$15,000 currently;
- Increase the assistance for Moderate income households (80.1%-120% of area median income) to up to \$20,000 from up to \$10,000.

AHAC Recommendation: Increase the maximum limits for the Rental Development-Single Family program due to increases in construction costs as follows:

- Up to \$50,000 per unit for Non-homeless from up to \$20,000;
- Up to \$75,000 per unit for Special Needs & Homeless from up to \$30,000 for Special Needs and \$50,000 for Homeless.

Multifamily Rental Development

To be best positioned for funding via 9% Low Income Housing Tax Credits, which is administered by the Florida Housing Finance Corporation, a proposed multifamily development must obtain a commitment of financial support from the local government in which the development is located, known as the Local Government Area of Opportunity Funding (LGAOF).

As established in the Interlocal Agreement between Leon County and the Housing Finance Authority of Leon County (HFA), the HFA considers applications for the LGAOF on the County's behalf and provides a recommendation to the Board on a development to select to provide the necessary funding.

SHIP funds may be used for the LGAOF but must meet applicable rules and expenditure deadlines. Currently, the LHAP limits funding for the development of rental housing at \$300,000; however, in 2021, \$460,000 was required to meet the LGAOF requirement and as such the following recommendation is submitted to the Board for consideration:

AHAC Recommendation: Add language to the multifamily rental development maximum amount so that the required Local Government Area of Opportunity Funding (LGAOF) amount is allowed. For example, "Leon County may use SHIP funds to meet the minimum LGAOF requirement regardless of the maximum amount indicated for this program."

COMMITTEE ADOPTION OF THE 2021 REPORT

The Committee formally adopted the report of recommendations by affirmative vote of a majority of the membership present at a public hearing on November 10, 2021. Notice of the public hearing to adopt the final report was published in the *Tallahassee Democrat* (Exhibit A) on Saturday, October 30, 2021 and posted on the County's website. The notice included how interested persons could obtain a copy of the final report.

PLAN FOR IMPLEMENTATION

At the December 14, 2021 County Commission meeting, Commissioners will consider acceptance of the AHAC's report to comply with the state-mandated December 31, 2021 deadline. As required by SHIP Statutes, the County Commission must review and discuss the Committee's recommendations and vote to adopt the recommendations they plan to implement within 90 days of receipt. County Commissioners may adopt to implement any AHAC recommendations into policy or regulatory documents, including amending the appropriate LHAP to include new affordable housing incentive strategies.

TALLAHASSEE DEMOCRAT

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NOTICE OF PUBLIC HEARING

Attn: PATTI P
BOARD OF COUNTY COMMISSIONERS
1800 N BLAIR STONE RD STE 3
TALLAHASSEE, FL 32308

Notice is hereby given that the Leon County Affordable Housing Advisory Committee (AHAC) will hold a public hearing on **Wednesday, November 10, 2021, at 10:00 a.m.** in the Auditorium of the Leon County Agricultural Center, located at 615 Paul Russell Road to adopt a report of recommendations regarding local housing incentives to be presented to the Board of County Commissioners.

The following substantive recommendations as well as recommendations that address Section 420.9076 (4) (a)-(k), Florida Statutes, are included in the report of recommendations to be considered at the public hearing:

- **Inclusionary Housing Policy Recommendation:** Adopt a uniform inclusionary housing policy, applicable within the urban services area (unincorporated and City), that mirrors the City AHAC's recommendations on the established City Inclusionary Housing Ordinance which, as a result, would require residential developments (single and multifamily) that exceed 20 units to set aside no less than 10% of units for households earning no more than the area median income no matter the average income level of the area where the development is constructed.
- **Inclusionary Housing Policy Recommendation:** Evaluate incentives including, but not limited to, increased density bonuses to offset the costs to developers imposed by the establishment of a mandatory inclusionary housing policy.
- **Comprehensive Plan- Housing Element Recommendation:** Update the Leon County Housing Element of the Comprehensive Plan concurrently with the Land Use and Mobility Element.
- **Home Rehabilitation & Replacement Eligibility Criteria Recommendation:** Require applicants (or household members) to meet the Special Needs set aside established in Florida Statutes or be 55 years of age or older due to limited funding and to ensure the community's most vulnerable receive the needed home rehabilitation to support aging in place.
- **Home Rehabilitation & Replacement Waitlist Recommendation:** Eliminate the waitlist and direct staff to contact each waitlisted applicant and invite them to apply as soon as possible following Board approval. A new waitlist should not be created.
- **Increase Maximum Award Amounts Recommendation:** Increase the maximum limits for construction related activities including Owner Occupied, Homebuyer, and Rental Development programs.

STATE OF FLORIDA COUNTY OF LEON:
Before the undersigned authority personally appeared, who on oath says that he or she is a Legal Advertising Representative of the Tallahassee Democrat, a daily newspaper published at Tallahassee in Leon County, Florida; that the attached copy of advertisement, being a Legal Ad in the matter of

NOTICE

In the Second Judicial Circuit Court was published in said newspaper in the issues of:

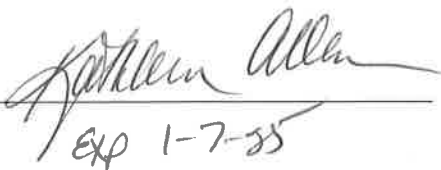
10/30/2021

Affiant further says that the said Tallahassee Democrat is a newspaper published at Tallahassee, in the said Leon County, Florida, and that the said newspaper has heretofore been continuously published in said Leon County, Florida each day and has been entered as periodicals matter at the post office in Tallahassee, in said Leon County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has never paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to and Subscribed before me this 3th of November 2021, by who is personally known to me.



Affiant


EXP 1-7-25

Notary

KATHLEEN ALLEN
Notary Public
State of Wisconsin

The AHAC will take public comment at the public hearing. For more specific information about the proposed recommendations, or to obtain a copy of the draft 2021 Report of Recommendations, please visit www.LeonCountyFL.gov/Housing; or email HSCP-HousingServices@LeonCountyFL.gov; or visit the Division of Housing Services at 615 Paul Russell Road during regular business hours (Mon-Fri 8am-5pm). Please note that additional recommendations may be presented and adopted at this public hearing.

NOTICE: PLEASE BE ADVISED that if a person decides to appeal any decision made by the AHAC with respect to any matter considered at this hearing, such person will need a record of these proceedings; and, for this purpose, such person may need to ensure that a verbatim record of the proceedings is made, which record indicates the testimony and evidence upon which the appeal is to be based. The AHAC does not provide or prepare such a record. See Section 286.0105, F. S.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons needing a special accommodation to participate in this public meeting should contact Matthew Wyman by written request to HSCP-HousingServices@LeonCountyFL.gov at least 48 hours prior to the proceeding, or call 850-606-1900, 1-800-955-8771 (TTY), 1-800-955-8770 (Voice), or 711 via Florida Relay Service. Any non-English speaking person wishing to attend the meeting should contact Matthew Wyman at least five days prior to the hearing and an interpreter will be provided. (La información y los materiales del programa están disponibles en español a pedido.)

PUBLICATION: 10/30/2021



**CITY OF
TALLAHASSEE**

Affordable Housing Advisory Committee

2021 Report of Recommendations

**ADOPTED
November 15, 2021**

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LETTER FROM THE ADVISORY COMMITTEE CHAIR

December 8, 2021

Dear Mayor and Commissioners:

On behalf of the Tallahassee Affordable Housing Advisory Committee (AHAC) it is a pleasure to submit the 2021 AHAC Report of Recommendations. The Committee spent many hours in focused deliberation before unanimously approving the recommendations we send forward now for your consideration and approval. We took into consideration existing City regulations, policies, staff's concerns, and limitations involved in implementation. We feel these recommendations will allow the City to make gains in providing for the housing needs of those most affected, while operating within its budget and regulatory constraints.

Thank you so much for allowing us to serve our community and the City in this way. We take great pride in the product we are sending forward to you. On behalf of the Affordable Housing Advisory Committee, we extend our deep appreciation for your service and your commitment to affordable housing in Tallahassee; this is a strategic investment that has economic and workforce implications.

Sincerely,

James H. McShane III, MPA
James H. McShane III, MPA (Nov 16, 2021 12:55 EST)

Jim McShane, Chair
2021 Affordable Housing Advisory Committee

EXECUTIVE SUMMARY

Florida State Statute 420.9076 requires that each jurisdiction in Florida receiving State Housing Initiatives Partnership (SHIP) funds shall appoint a nine to eleven-member Affordable Housing Advisory Committee (AHAC). Membership represents those with a role in the affordable housing industry, a citizen of the jurisdiction, and a locally elected official. The AHAC is mandated to review regulations and policies to identify regulatory barriers to affordable housing and recommend incentives to create more affordable housing. The statute requires the AHAC to produce a report to submit to the City Commission and to the Florida Housing Finance Corporation (FHFC) annually by December 31st. If approved by the City Commission, the recommendations are used to amend the Local Housing Assistance Plan, the local Comprehensive Plan, land development regulations, and other policies affecting affordable housing.

During 2021, the City’s AHAC met six times between February and November 2021, in addition to four meetings of the joint City/County AHACs. Committee members reviewed City documents as well as the recommendations made by the 2018 AHAC and the Joint City/County Affordable Housing Workgroup. Discussions also included topics requested by members and informational sessions from invited speakers. The AHAC considered all information presented before bringing forward or voting on recommendations.

A summary of the eight recommendations developed for this 2021 Report is below. A synopsis on each recommendation is included later in this report.

1	420.9076(4)(a)	Increase awareness on development process and incentives offered and continue existing expedited permitting for Affordable Housing developments.
2	420.9076(4)(b)	Develop a streamlined process for requesting waivers and incentives delegating as much as expedient to staff for approval and codify the waivers and incentives that are available in the new Affordable Housing Incentives ordinance.
3	420.9076(4)(i)	Support the development of an Affordable Housing Incentives Ordinance.
4	Additional Recommendation	Amend the Inclusionary Housing Ordinance to apply to rental developments as well as homeownership developments, lower the threshold number of units to 20, and expand applicability to citywide.
5	Additional Recommendation	Expand types of homes that may be certified as affordable and encourage more Missing Middle typologies.
6	Additional Recommendation	Identify additional financial resources to increase funding allocation to the Affordable Home Construction Loan Program.
7	Additional Recommendation	Prioritize redevelopment and the rehabilitation of the existing housing stock for affordable purchase and allocate funds for affordable rental housing.
8	Additional Recommendation	Explore, along with the County AHAC, impact and linkage fees for development as a permanent source of funding for affordable housing.

INTRODUCTION

Introduction

Florida State Statute 420.9076 requires that each jurisdiction in Florida receiving State Housing Initiatives Partnership (SHIP) funds shall appoint an eight to eleven-member Affordable Housing Advisory Committee (AHAC). Each member represents a role in the affordable housing industry, as a citizen of the jurisdiction, and a locally elected official. The AHAC is mandated to review Comprehensive Plan Elements, City Ordinances, Land Development Regulations, and City Policies and Procedures to identify regulatory barriers to affordable housing; and to recommend incentives to create more affordable housing. The statute requires the AHAC to produce a report to submit to the City Commission and to the Florida Housing Finance Corporation (FHFC) annually by December 31st. If approved by the City Commission, the recommendations are used to amend the Local Housing Assistance Plan, the local Comprehensive Plan, land development regulations, and other policies affecting affordable housing.

During 2021, the City's AHAC met six times between February and November 2021, in addition to four meetings of the joint City/County AHACs for a total of 10 meetings. Committee members reviewed City documents as well as the recommendations made by the 2018 AHAC and the Joint City/County Affordable Housing Workgroup. Discussions also included topics requested by members and informational sessions from invited speakers. The AHAC considered all information presented before bringing forward or voting on recommendations. **(EXHIBIT A)**

Background

In 2007, the state legislature revived the requirement to establish an Affordable Housing Advisory Committee (AHAC) and developed new duties for the committee. The legislation required cities and counties receiving State Housing Initiatives Partnership (SHIP) funds to appoint an Affordable Housing Advisory Committee or their SHIP funding would be withheld. The Advisory Committee would be required to "review the established policies, procedures, ordinances, land development regulations and the comprehensive plan and recommend specific actions or initiatives to encourage or facilitate affordable housing while protecting the ability of the property to appreciate in value." (Section 420.9076, F.S.) In addition, sections 420.9076(4)(a-k), F.S., require the AHAC to consider certain provisions to recommend to the local jurisdiction.

The statute was amended in 2020 via House Bill 1339 to require the AHAC to meet annually and submit a report of recommendations. The amendment also required the addition of an elected official to the committee. The City's AHAC implemented both of these changes in 2020 and this 2021 Report of Recommendations is the first annual report under the amended statute.

At each AHAC meeting, committee members presented on issues they had identified during their review of the City documents, discussed affordable housing needs, and identified

barriers to the production of affordable housing. Presentations provided by housing and planning professionals provided technical information on specific topics as requested by committee members. Over the course of the discussions, committee members formulated proposed recommendations they believe will improve the production of affordable housing if implemented by the City Commission. The AHAC discussed the recommendations that would potentially be included in the final report and then voted on which recommendations to support.

Adoption of the Final Report

The AHAC officially adopted the report by affirmative vote of a majority of the membership at a public hearing on November 15, 2021. Notice of the public hearing to adopt the final report was published in the Tallahassee Democrat (**EXHIBIT B**) and posted on the City website. The notice contained a summary of the recommendations of the AHAC, and where interested persons could obtain a copy of the final report. Housing Division staff delivered the report to the Directors of various City Departments such as Underground Utilities and Public Infrastructure, Planning, Growth Management, Housing and Community Resilience, City Attorney’s Office, Real Estate, Parks Recreation and Neighborhood Affairs, and the Leon County Department of Human Services and Community Partnerships for review of the recommendations.

Plan for Implementation of Recommendations

With the presentation of this report, the City Commission is asked to accept the report to comply with the state-mandated December 31st deadline. The City Commission must review and discuss the AHAC’s recommendations and vote to adopt those recommendations they plan to implement by March 31, 2022. Concurrently, the Local Housing Assistance Plan (LHAP), the document that governs the use of SHIP funds, may be amended to add any new affordable housing incentive strategies.

Key Dates

NOTICE OF PUBLIC HEARING PUBLISHED	November 1, 2021
PUBLIC HEARING HELD (Adopted)	November 15, 2021
PRESENTED TO CITY COMMISSION (Accepted)	December 8, 2021
SUBMITTED TO FLORIDA HOUSING FINANCE CORPORATION	December 17, 2021

COMMITTEE COMPOSITION

The City Commission appointed or re-appointed members to the Committee on January 27, 2021. Florida Statutes, Sec. 420.9076(2) lists the categories from which committee members must be selected. Each AHAC must have a locally elected official from the county or municipality participating in the SHIP program. The locally elected official must be a City or County Commissioner. The elected official will count as a member of the AHAC for purposes of meeting the number of members requirements. There must be at least eight committee members, but not more than eleven, with representation from at least six of the following categories:

- A citizen who is actively engaged in the residential home building industry in connection with affordable housing.
- A citizen who is actively engaged in the banking or mortgage banking industry in connection with affordable housing.
- A citizen who is a representative of those areas of labor actively engaged in home building in connection with affordable housing.
- A citizen who is actively engaged as an advocate for low-income persons in connection with affordable housing.
- A citizen who is actively engaged as a for-profit provider of affordable housing.
- A citizen who is actively engaged as a not-for-profit provider of affordable housing.
- A citizen who is actively engaged as a real estate professional in connection with affordable housing.
- A citizen who actively serves on the local planning agency pursuant to s. 163.3174. If the local planning agency is comprised of the governing board of the county or municipality, the governing board may appoint a designee who is knowledgeable in the local planning process.
- A citizen who resides within the jurisdiction of the local governing body making the appointments.
- A citizen who represents employers within the jurisdiction.
- A citizen who represents essential services personnel, as defined in the local housing assistance plan.

The appointed AHAC Committee members are included on the attached roster along with their representative affiliation. **(Exhibit B)**

AHAC RECOMMENDATIONS

The AHAC met six times between February and November 2021, and the Joint City/County AHACs met four times between February and October 2021. The AHAC has reviewed local government plans, policies, procedures, and ordinances for evaluation of their impacts on affordable housing. Further, the AHAC has specifically considered and evaluated the strategies set out at Florida Statutes, Sec. 420.9076 (4)(a)-(k). Based on this review and evaluation, the AHAC has formulated these recommendations to the City Commission to incorporate into its housing strategy changes designed to encourage and facilitate the production of affordable housing.

The AHAC, from its review, consideration, evaluation, and recommendations, drafts and submits this report to the City Commission, to the Florida Housing Finance Corporation, and the Florida Housing Coalition. This report details the scope of the AHAC's work and the resulting recommendations.

The AHAC has reviewed, considered, and evaluated the following strategies provided in the SHIP Statute at Florida Statutes, Sec. 420.9076 (4):

- 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) All 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.

Summary of Recommendations

Each recommendation was discussed and voted on by committee members. Each suggested recommendation in the State Statute 420.9076(4)(a-k), F.S., was considered and integrated into the AHAC recommendations or rejected as a strategy for Tallahassee. Below is a summary of the 2021 recommendations. A synopsis on each recommendation is included below.

1	420.9076(4)(a)	Increase awareness on development process and incentives offered and continue existing expedited permitting for Affordable Housing developments.
2	420.9076(4)(b)	Develop a streamlined process for requesting waivers and incentives delegating as much as expedient to staff for approval and codify the waivers and incentives that are available in the new Affordable Housing Incentives ordinance.
3	420.9076(4)(i)	Support the development of an Affordable Housing Incentives Ordinance.
4	Additional Recommendation	Amend the Inclusionary Housing Ordinance to apply to rental developments as well as homeownership developments, lower the threshold number of units to 20, and expand applicability to citywide.
5	Additional Recommendation	Expand types of homes that may be certified as affordable and encourage more Missing Middle typologies.
6	Additional Recommendation	Identify additional financial resources to increase funding allocation to the Affordable Home Construction Loan Program.
7	Additional Recommendation	Prioritize redevelopment and the rehabilitation of the existing housing stock for affordable purchase and allocate funds for affordable rental housing.
8	Additional Recommendation	Explore, along with the County AHAC, impact and linkage fees for development as a permanent source of funding for affordable housing.

SYNOPSIS OF RECOMMENDATIONS

a) EXPEDITED PERMITTING - The processing of approvals of development orders or permits, as defined in s. 163.3164(7) and (8), F.S., for affordable housing projects is expedited to a greater degree than other projects.

Meeting Synopsis: The AHAC discussed this strategy item during a regularly scheduled meeting. The concern expressed is the marketing of the availability to developers and partners.

Existing Strategy: This requirement is addressed in adopted City Commission Policy 710. As stated in Section 710.03 of this policy, the City Commission has directed that certified affordable housing projects will be given priority status in the land use/growth management process. The policy states that the Growth Management Department will give first priority to certified affordable housing projects in the

processing of applications for permits, approvals and certificates issued by Growth Management, as well as limited partition subdivisions and Type A site plans.

AHAC Recommendation: Increase awareness on development process and incentives offered and continue existing expedited permitting for Affordable Housing developments.

Schedule for Implementation: The City will continue existing strategy.

b) FEE WAIVERS FOR AFFORDABLE HOUSING - The modification of impact-fee requirements, including reduction or waiver of fees and alternative methods of fee payment for affordable housing.

Meeting Synopsis: During the April 26, 2021 meeting, staff shared with the AHAC that as part of the Commission's approval of a density waiver for the Community Land Trust projects, staff has been directed to develop a policy addressing what constitutes affordable housing and what incentives are available. Members expressed interest in codifying what waivers and incentives are available for affordable housing developments in the new policy.

Existing Strategy: The only impact fee charged by the City of Tallahassee is the transportation concurrency fee. The City also charges fees for water and sewer services. The City may exempt affordable homeownership and rental housing from the payment of water and sewer fees, including the water systems charge, sewer systems charge, tap location fee, and water and sewer tap fees.

AHAC Recommendation: Develop a streamlined process for requesting waivers and incentives delegating as much as expedient to staff for approval and codify the waivers and incentives that are available.

Schedule for Implementation: The City has already implemented a water-sewer connection fee waiver and developers of affordable housing may apply online at www.talgov.com/housing for certification as an affordable housing development. Staff is currently developing a new Affordable Housing Incentives ordinance to codify new and existing waivers in the Land Development Code to streamline the process. The draft ordinance will be presented for City Commission approval in 2022.

c) FLEXIBLE DENSITIES - The allowance of flexibility in densities for affordable housing.

Meeting Synopsis: The AHAC discussed this strategy item during a regularly scheduled meeting.

Existing Strategy: Provisions in the Comprehensive Plan and Land Development Regulations set criteria for granting density bonuses in exchange for the construction of affordable housing units. Developers who agree to build affordable housing units may increase the density of the development up to 25% provided that there are no negative environmental impacts or other negative consequences.

In addition to the density bonus, other incentives for providing affordable housing

include expedited development review and reduced transportation concurrency requirements.

The City has also created a Multi-Modal Transportation District (MMTD) in the central core of the City that changed land development regulations and zoning to encourage mixed-use, higher density development in this area, close to commercial and employment centers.

AHAC Recommendation: No recommendation this year.

Schedule for Implementation: The City will continue existing strategy.

d) RESERVATION OF INFRASTRUCTURE CAPACITY - *The reservation of infrastructure capacity for housing for very-low-income persons, low-income persons, and moderate-income persons.*

Meeting Synopsis: The AHAC discussed this strategy item during the regulatory barrier presentation; no formal recommendation was made.

Existing Strategy: The City of Tallahassee currently uses this incentive by allowing developers to buy stormwater capacity credits if their property contributes stormwater to one of the regional stormwater facilities. However, this incentive is not widely used for the following reasons: 1) there are few properties which flow into the regional facilities with remaining capacity; and 2) capacity credits tend to be more expensive than treating storm water on-site.

AHAC Recommendation: No recommendation this year.

Schedule for Implementation: The City will continue existing strategy.

e) AFFORDABLE ACCESSORY RESIDENTIAL UNITS - *The allowance of affordable accessory residential units in residential zoning districts.*

Meeting Synopsis: The AHAC discussed this strategy item during a regularly scheduled meeting.

Existing Strategy: As provided in Land Development Regulation Chapter 10 Zoning, Article VII Supplementary Regulations, Section 10-412, the City allows attached and detached accessory dwelling units in residential zoning districts.

AHAC Recommendation: No recommendation this year.

Schedule for Implementation: The City will continue existing strategy.

f) PARKING AND SETBACK REQUIREMENTS - *The reduction of parking and setback requirements for affordable housing.*

Meeting Synopsis: The AHAC discussed this strategy item during the stormwater presentation; no formal recommendation was made.

Existing Strategy: The City's Land Development Code provides the following incentives for the construction of affordable housing units: design flexibility, including choice of housing type; and the alleviation of setback, lot size, buffering, and

landscaping requirements internal to the development. In addition, the City reduced parking requirements within the Multi-Modal Transportation District (MMTD), which allows higher density residential land uses.

AHAC Recommendation: No recommendation this year.

Schedule for Implementation: The City will continue existing strategy.

g) FLEXIBLE LOT CONFIGURATIONS - The allowance of flexible lot configurations, including zero-lot-line configurations for affordable housing.

Meeting Synopsis: The AHAC discussed this strategy item during the regulatory barrier presentation; no formal recommendation was made.

Existing Strategy: The City's Land Development Code allows for flexible lot configurations. Within the MMTD, many of the reductions, including setback reductions, were adopted for all development, to encourage cost savings related to higher densities.

AHAC Recommendation: No recommendation this year.

Schedule for Implementation: The City will continue existing strategy.

h) MODIFICATION OF STREET REQUIREMENTS - The modification of street requirements for affordable housing.

Meeting Synopsis: The AHAC discussed this strategy item during the stormwater presentation; no formal motion was made.

Existing Strategy: Affordable housing in Tallahassee should not have different standards with regard to street requirements. Curbs, gutters, and sidewalks are important for everyone. Fire trucks still need the same mobility in affordable housing developments as in other developments. The City's Underground Utilities & Public Infrastructure Department examines annually the needs of neighborhoods with regards to street infrastructure and budgets accordingly. Higher need areas are given priority.

AHAC Recommendation: No recommendation this year.

Schedule for Implementation: No implementation plan.

i) PROCESS OF ONGOING REVIEW - 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.

Meeting Synopsis: The AHAC discussed this strategy item during the presentation on the revised Affordable Housing Ordinance that is under development. The amended Ordinance will codify the review of policies, procedures, ordinances, etc. that affect the cost of housing, specifically for certified affordable housing developments.

Existing Strategy: This process is established in Housing Element Policy 2.1.6. The policy states: "The City shall continue to review its existing rules and regulations,

including land use policies, to determine whether or not they have an unwarranted adverse impact in the provision of affordable housing. In addition, the City will institutionalize, as part of its proposed ordinance review process, a review which will identify the impacts, if any, of proposed ordinances, rules, land development codes, policies, programs, and services on the production of new or rehabilitated affordable housing projects.

AHAC Recommendation: The AHAC voted to support the development of an Affordable Housing Incentives Ordinance.

Schedule for Implementation: In early 2022, City staff will present the revised Affordable Housing Ordinance to the Commission for consideration and scheduling of the public hearing to adopt.

j) PUBLIC LAND INVENTORY - The preparation of a printed inventory of locally owned public lands suitable for affordable housing.

Meeting Synopsis: The AHAC discussed this strategy item during the surplus lands and real estate presentation. A motion was made to consider amending the City policy to adopt the inventory list more frequently than every three years; however, no formal recommendation was adopted.

Existing Strategy: The City's inventory of locally owned land that may be used for affordable housing is maintained by the City's Real Estate Management Department. The inventory of city-owned land suitable for affordable housing is available to the public on the City website. The Real Estate Management Department website links to a map with a text box showing the number of properties designated for affordable housing. The City reviews the list on a regular basis, suggesting changes as needed. Every three years, the City Commission reviews and adopts the formal inventory list.

AHAC Recommendation: No recommendation this year.

Schedule for Implementation: The City will continue existing strategy.

k) SUPPORT OF DEVELOPMENT NEAR TRANSPORTATION HUBS - The support of development near transportation hubs and major employment centers and mixed-use developments.

Meeting Synopsis: The AHAC discussed this strategy item during the regulatory barrier presentation. No formal recommendation was made.

Existing Strategy: The City of Tallahassee supports mixed-use development, as evidenced in the Future Land Use and Housing Elements of the Comprehensive Plan. The MMTD encourages higher-density development and emphasizes alternative transportation such as buses, bicycles, and walking to increase transportation options. Low-income citizens living within the MMTD have the potential to save money by using Star Metro, the City bus. More affordable housing located within the MMTD, near transportation hubs, would be clearly beneficial for low-income residents.

AHAC Recommendation: No recommendation this year.

Schedule for Implementation: The City will continue existing strategy.

ADDITIONAL RECOMMENDATIONS

INCLUSIONARY HOUSING

Meeting Synopsis: Members suggested repeating the recommendation made in the 2018 AHAC Report of Recommendations regarding amending the City's Inclusionary Housing Ordinance.

Existing Strategy: The City has a current Inclusionary Housing Ordinance requiring certain developments over 50 units available for homeownership to reserve at least 10% of the units for low- to moderate-income buyers.

AHAC Recommendation: Amend the Inclusionary Housing Ordinance to apply to rental developments as well as homeownership developments, lower the threshold number of units to 20, and expand applicability to citywide.

Schedule for Implementation: Upon direction from City leadership, and in partnership with Growth Management and Planning, City Housing staff will craft amendments for further consideration.

DIVERSE HOUSING TYPOLOGY

Meeting Synopsis: The AHAC discussed a strategy to expand the types of homes that may be certified as affordable housing to encourage more missing middle typologies.

Existing Strategy: A review of a development as affordable housing is established in Housing Element Policy 2.1.6. The policy states: "The City shall continue to review its existing rules and regulations, including land use policies, to determine whether or not they have an unwarranted adverse impact in the provision of affordable housing. In addition, the City will institutionalize, as part of its proposed ordinance review process, a review which will identify the impacts, if any, of proposed ordinances, rules, land development codes, policies, programs, and services on the production of new or rehabilitated affordable housing projects.

AHAC Recommendation: Expand types of homes that may be certified as affordable and encourage more Missing Middle typologies.

Schedule for Implementation: The revisions to the Ordinance allow for a broader interpretation of the types of projects that may be certified as affordable. In early 2022, City staff will present the revised Affordable Housing Ordinance to the Commission for consideration and scheduling of the public hearing to adopt.

SMALL DEVELOPER CONSTRUCTION LOANS

Meeting Synopsis: The AHAC discussed the City's Affordable Home Construction Loan Program (AHCLP). City staff provided an update that the original \$1M allocation is fully encumbered. One AHAC member expressed an interest in addressing the fund and finding additional dollars to increase funding availability.

Existing Strategy: The City's Affordable Home Construction Loan Program allows private developers to apply for a short-term construction loan to build affordable single-family homes (including duplexes, triplexes, and quadraplexes). Loans carry an

annual interest rate of below the 'prime rate' as reported by The Wall Street Journal (WSJ). The loans are due and repayable to the City within 18 months from the date of the loan agreement or 6 months following the issuance of Certificate of Occupancy (CO), whichever occurs first. Maximum is \$175,000 per loan.

AHAC Recommendation: Identify additional financial resources to increase funding allocation to the Affordable Home Construction Loan Program.

Schedule for Implementation: No implementation schedule has been set.

RENTAL REHABILITATION

Meeting Synopsis: During the September 27, 2021 AHAC meeting, one member suggested repeating the recommendation made in the 2018 AHAC Report of Recommendations regarding rental housing.

Existing Strategy: There is currently no existing program to prioritize rental housing repair and rehabilitation.

AHAC Recommendation: Prioritize redevelopment and the rehabilitation of the existing housing stock for affordable purchase and allocate funds for affordable rental housing.

Schedule for Implementation: City staff have added the rehabilitation and development of rental housing to its Five-Year Consolidated Plan and allocated funding for FY22. It is also included in the priority, Impact on Poverty, as outlined in the City's 2024 Strategic Plan.

COUNTY/CITY STAFF EVALUATION OF PERMANENT FUNDING SOURCES FOR AFFORDABLE HOUSING

Meeting Synopsis: During the City's September 27, 2021 AHAC meeting, members discussed exploring impact fees for development of permanent funding sources for affordable housing.

Existing Strategy: Currently, there is no strategy for charging additional impact fees to support affordable housing.

AHAC Recommendation: Explore, along with the County AHAC, impact fees for development as a permanent source of funding for affordable housing.

Schedule for Implementation: AHAC members discussed the topic of impact fees during its joint City/County AHAC meeting on October 25, 2021 and recommended bringing back more information for further consideration in 2022.

EXHIBIT A

Documents Reviewed by the AHAC

1. Five-Year Consolidated Plan and FY2020-2021 and FY2021-2022 Annual Action Plans
2. Recommendations from the 2017 Joint City/County Affordable Housing Workgroup
3. Inclusionary Housing Ordinance
4. Draft 2021 Report from Leon County AHAC
5. HUD Report on Eliminating Regulatory Barriers to Affordable Housing
6. FSU - Housing Leadership Council 2020 Affordable Housing Needs Assessment

EXHIBIT B

Notice of Public Hearing

The City of Tallahassee's Affordable Housing Advisory Committee (AHAC) will hold a public hearing pursuant to Sec. 420.9076, Florida Statutes, on Monday, November 15, 2021, at 10:00AM at the Smith-Williams Service Center, to adopt a local housing incentive strategy recommendation report to present to the City Commission.

The public is welcomed to attend the public hearing. Citizens wishing to provide input may make public comment in person at the meeting. Due to ongoing public health concerns, room capacity is limited to allow adequate space for physical distancing. There will also be a virtual meeting or conference call in option for attendees

Summary of the recommendations to be considered by AHAC at the public hearing:

- Increase awareness on development process and incentives offered and continue existing expedited permitting for Affordable Housing developments.
- Develop a streamlined process for requesting waivers and incentives delegating as much as expedient to staff for approval.
- Support the revised Certified Affordable Housing Ordinance.
- Amend the Inclusionary Housing Ordinance to apply to rental developments as well as homeownership developments, lower the threshold number of units, and expand applicability to citywide.
- Expand types of homes that may be certified as affordable and encourage more Missing Middle typologies.
- Explore, along with the County AHAC, impact fees for development as a permanent source of funding for affordable housing.
- Prioritize redevelopment and the rehabilitation of the existing housing stock for affordable purchase and allocate funds for affordable rental housing.
- Identify additional financial resources to increase funding allocation to the Affordable Home Construction Loan Program.

Comments are also accepted in writing with contact name and address to:

City of Tallahassee
Housing and Community Resilience
300 S. Adams Street, B-27
Tallahassee, FL 32303
Phone: 850-891-6566
Fax: 850-891-6597
Email: Housing@talgov.com

The draft of the 2021 Report of Recommendations will be available for review during the 15-day review period at this same location and will also be posted on the City of Tallahassee's Housing Division web page (Talgov.com/Housing).

NOTICE: PLEASE BE ADVISED that if a person decides to appeal any decision made by the AHAC with respect to any matter considered at this hearing, such person will need a record of these proceedings, and for this purpose, such person may need to ensure that a verbatim record of the proceedings is made, which record indicates the testimony and evidence upon which the appeal is to be based. The AHAC does not provide or prepare such a record. See Section 286.0105, Florida Statutes.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, individuals needing a special accommodation to participate in this public meeting should contact Ginger Williams by written request at least 48 hours prior to the meeting. Any non-English speaking person wishing to attend the meeting should contact Ginger Williams at least five days prior to the hearing and an interpreter will be provided. (La información y los materiales del programa están disponibles en español a pedido.)

GCI0760405 / 126460 / CITY TALLAHASSEE TREASURY

TALLAHASSEE DEMOCRAT
Tallahassee.com
A GANNETT COMPANY

ATTN: CINDY DICKINSON
CITY OF TALLAHASSEE TREASURY
300 S ADAMS ST
TALLAHASSEE, FL 32301

STATE OF FLORIDA COUNTY OF LEON

Before the undersigned authority personally appeared Hilfen who on oath says that he or she is a Legal Advertising Representative of the Tallahassee Democrat, a daily newspaper published at Tallahassee in Leon County, Florida; that the attached copy of advertisement, being a Legal Ad in the matter of

PUBLIC NOTICE

In the Second Judicial Circuit Court was published in said newspaper in the issues of:

11/1/2021

Affiant further says that the said Tallahassee Democrat is a newspaper published at Tallahassee, in the said Leon County, Florida, and that the said newspaper has heretofore been continuously published in said Leon County, Florida each day and has been entered as periodicals matter at the post office in Tallahassee, in said Leon County, Florida, for a period of one year next preceding the first publication of the attached copy of advertisement; and affiant further says that he or she has never paid nor promised any person, firm, or corporation any discount, rebate, commission or refund for the purpose of securing this advertisement for publication in the said newspaper.

Sworn to and subscribed before me this 1st day of November, 2021 by Hilfen who is personally known to me.

Affiant

Nancy Heyrman
Notary Public, State of Wisconsin, County of Brown

My commission expires

5.15.23

NANCY HEYRMAN
Notary Public
State of Wisconsin

EXHIBIT C 2021 Committee Roster

	<u>Member Name</u>	<u>Representative Category</u>
1	Kyndra L. Light	Residential Home Building Industry
2	VACANT	Banking or Mortgage Banking Industry
3	Karlus Henry	Area of Labor within the Home Building Industry
4	Christopher L. Daniels	Advocate for Low-Income Persons
5	Bill Wilson	For-Profit or Not-for-Profit Provider of Affordable Housing
6	Mayor John Dailey	Locally Elected Official
7	Kayana Gaines	At-Large/Real Estate Professional
8	Mr. Ian Waldick	Local Planning Agency Representative
9	VACANT	Resident of the Jurisdiction
10	James McShane	Representative of Employers in the Jurisdiction
11	Adela Ghadimi	Representative of "Essential Services Personnel"



**CITY OF
TALLAHASSEE**

2021 AHAC Report of Recommendations

PUBLIC COMMENT SUMMARY



The 2021 Affordable Housing Advisory Committee (AHAC) Report of Recommendations was posted for public comment on November 1, 2021. Public comments were received through November 15, 2021 both in writing and at the public hearing.

Written comments received during the planning and draft review are attached. Most other comments received at meetings were questions directed to staff concerning the following two categories:

1. Commenters wanted more information on the revisions to the NRSA boundaries and what benefits the NRSA provides; and
2. Planned uses for the American Rescue Plan (ARP) funds the City will receive to help the community recover from the pandemic.

Staff responded with information on the changes to the NRSA and the benefits as well as restrictions on the uses of funds in a NRSA. Staff included information on the Neighborhood Revitalization efforts the City has specifically with the Neighborhood First Planning process.

In response to the questions about use of the ARP funds, City staff responded that additional guidance is first needed before the City makes any firm commitments on the use of funds. All other written and oral comments were received and accepted by the City; however, the comments did not lead to any substantial changes to the draft plan.



Agenda Item Details

Meeting	Dec 08, 2021 - City Commission Meeting
Category	11. CITY COMMISSION
Subject	11.03 2021 Affordable Housing Advisory Committee Report of Recommendations -- Mayor and City Commission
Type	Action
Fiscal Impact	No
Recommended Action	Option 1. Accept the Affordable Housing Advisory Committee's 2021 Report of Recommendations. Option 2. Direct staff to prepare an analysis for further discussion during the joint City/County Housing Workshop in 2022.

For more information, please contact: Jean Amison, Housing Division Manager, 850-891-6547

Statement of Issue

As required by Florida Statutes, the City of Tallahassee has appointed an Affordable Housing Advisory Committee (AHAC) whose charge is to review the City's established plans, policies, procedures, and ordinances and recommend specific actions to encourage or facilitate affordable housing. The AHAC is required to submit an annual report of recommendations to the City Commission. The City Commission must accept this report in order to meet its deadline to submit to the Florida Housing Finance Corporation (FHFC) by December 31, 2021. Acceptance of the report does not commit the City to adopt the recommendations. The City Commission may also direct staff to bring back specific Committee recommendations in the form of policies or regulatory documents for further action at a future City Commission meeting.

Recommended Action

Option 1. Accept the Affordable Housing Advisory Committee's 2021 Report of Recommendations.
Option 2. Direct staff to prepare an analysis for further discussion during the joint City/County Housing Workshop in 2022.

Fiscal Impact

None

Supplemental Material/Issue Analysis

History/Facts & Issues

Florida State Statute 420.9076 requires that each jurisdiction in Florida receiving State Housing Initiatives Partnership (SHIP) funds shall appoint an Affordable Housing Advisory Committee (AHAC). Each member represents a role in the affordable housing industry, as a citizen of the jurisdiction, and a locally elected official. The AHAC is mandated to review Comprehensive Plan Elements, City Ordinances, Land Development Regulations, and City Policies and Procedures to identify regulatory barriers to affordable housing; and to recommend incentives to create more affordable housing. The statute requires the AHAC to produce a report to submit to the City Commission and to the Florida Housing Finance Corporation (FHFC) annually by December 31st (Attachment 1 - Affordable Housing Advisory Committee 2021 Report). If approved by the City Commission, the recommendations are used to amend the Local Housing Assistance Plan, the local Comprehensive Plan, land development regulations, and other policies affecting affordable housing. The Mayor and City Commission are required to appoint a nine-to-eleven-member committee made up of different representatives of the housing industry.

For 2021, there were nine seated members of the AHAC:

- Mayor John Dailey, Local elected official;
- Kyndra Light, Residential home building industry;
- Karlus Henry, Area of labor within the home building industry;

- Christopher Daniels, Advocate for low-income persons;
- Bill Wilson, Not-for-profit provider of affordable housing;
- Kayana Gaines, Real estate professional;
- Ian Waldick, Local planning agency representative;
- Jim McShane, Representative of employers in the jurisdiction; and
- Adela Ghadimi, Representative of “essential services personnel”.

During 2021, the City’s AHAC met six times between February and November 2021, in addition to four meetings of the joint City/County AHACs for a total of 10 meetings. Committee members reviewed City documents as well as the recommendations made by the 2018 AHAC and the Joint City/County Affordable Housing Advisory Committee. Discussions also included topics requested by members and informational sessions from invited speakers.

The AHAC has reviewed, considered, and evaluated the following strategies provided in the SHIP Statute at Florida Statutes, Sec. 420.9076 (4):

- 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. All 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.
- A. 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.

From the discussions at each of these meetings, the AHAC developed eight recommendations for this 2021 Report of Recommendations. These recommendations address the identified barriers to affordable housing, which include both regulatory and policy barriers.

Summary Table of Recommendations

Each recommendation was discussed and voted on by committee members. Each suggested recommendation in the State Statute 420.9076(4)(a-k), F.S., was considered and integrated into the AHAC recommendations or rejected as a strategy for Tallahassee. Below is a summary of the 2021 recommendations.

1	420.9076(4)(a)	Increase awareness on development process and incentives offered and continue existing expedited permitting for Affordable Housing developments.
2	420.9076(4)(b)	Develop a streamlined process for requesting waivers and incentives delegating as much as expedient to staff for approval and codify the waivers and incentives that are available in the new Affordable Housing Incentives ordinance.
3	420.9076(4)(i)	Support the development of an Affordable Housing Incentives Ordinance.
4	Additional Recommendation	Amend the Inclusionary Housing Ordinance to apply to rental developments as well as homeownership developments, lower the threshold number of units to 20, and expand applicability to citywide.
5	Additional Recommendation	Expand types of homes that may be certified as affordable and encourage more Missing Middle typologies.
6	Additional Recommendation	Identify additional financial resources to increase funding allocation to the Affordable Home Construction Loan Program.

7	Additional Recommendation	Prioritize redevelopment and the rehabilitation of the existing housing stock for affordable purchase and allocate funds for affordable rental housing.
8	Additional Recommendation	Explore, along with the County AHAC, impact and linkage fees for development as a permanent source of funding for affordable housing.

The AHAC is required to submit an annual report of recommendations to the City Commission. The City Commission must accept this report in order to meet its deadline to submit to the Florida Housing Finance Corporation (FHFC) by December 31, 2021. Acceptance of the report does not commit the City to adopt the recommendations. The City Commission may also direct staff to bring back specific Committee recommendations in the form of policies or regulatory documents for further action at a future City Commission meeting.

Department(s) Review

Options

1. Accept the Affordable Housing Advisory Committee's 2021 Report of Recommendations.
 - Pros: Avoid the withholding of future SHIP funding to the City of Tallahassee.
 - Cons: None
2. Direct staff to prepare an analysis for further discussion during the joint City/County Housing Workshop in 2022.
 - Pros: Provides an opportunity for further discussion and partnership/collaboration with the County.
 - Cons: None
3. Do not accept the Affordable Housing Advisory Committee's 2021 Report of Recommendations
 - Pros: None
 - Cons: Jeopardizes future SHIP funding to City of Tallahassee.

Attachments/References

1. Affordable Housing Advisory Committee 2021 Report

 [Attachment 1 - Affordable Housing Advisory Committee 2021 Report.pdf \(1,721 KB\)](#)

(TALLAHASSEE-LEON COUNTY)
**JOINT HOUSING ELEMENT
GOALS, OBJECTIVES AND POLICIES**

Goal 1: [JH] (EFF. 4/10/09)

To the greatest extent possible, coordinate and leverage available resources to maximize the production and preservation of affordable housing and the quality of life for the residents of Tallahassee-Leon County.

COORDINATION OF HOUSING ACTIVITIES AND SERVICES
Objective 1.1: [JH] (EFF. 4/10/09)

The City of Tallahassee Department of Economic and Community Development and Leon County Division of Housing Services shall investigate ways how both housing services departments can maximize coordination and the best use of limited resources in the provision of affordable housing for very low, low and moderate income households in Tallahassee-Leon County.

Policy 1.1.1: [JH] (EFF. 4/10/09)

The Department of Economic and Community Development and Leon County Division of Housing Services shall prepare a report outlining how both departments can coordinate and maximize local resources for greater and more efficient production of affordable housing. Said report shall be presented to the City Commission and the Board of County Commissioner no later than December 2009.

Policy 1.1.2: [JH] (EFF. 4/10/09)

The City of Tallahassee and Leon County shall explore ways to leverage available and potential funding for affordable housing. In addition, the City and the County shall explore and support partnership opportunities from time to time with private sector entities, non-profits and governmental entities which will result in the maximum leveraging of local funding for affordable housing.

DESIGNATION OF ADEQUATE SITES FOR AFFORDABLE HOUSING
Objective 1.2: [JH] (EFF. 4/10/09)

An adequate amount of land shall be designated on the Future Land Use Map to accommodate Tallahassee-Leon County's projected housing needs, including affordable housing through the year 2030.

Policy 1.2.1: [JH] (EFF. 4/10/09)

The Tallahassee-Leon County Planning Department shall ensure that there is sufficient lands designated on the adopted Future Land use Map for residential uses within the Urban Service Area to accommodate the housing needs for existing and future residents, including very low, low, and moderate income households through the year 2030.

Policy 1.2.2: [JH] (EFF. 4/10/09)

To encourage the development of affordable housing units, affordable housing developments shall be eligible to receive density bonuses as provided for in the Future Land Use Element. Within the City of Tallahassee, development must be a "certified

affordable housing development” in order to receive the density bonus.

Policy 1.2.3: [JH] (EFF. 4/10/09)

Appropriately designated and suitable redundant lands owned by the City of Tallahassee and Leon County shall be made available for the development of affordable housing.

Policy 1.2.4: [JH] (EFF. 4/10/09)

When requested and where appropriate, the City of Tallahassee and Leon County may assist developers of affordable/certified affordable housing developments to obtain clear title to lands for housing development and the waiver of fines and other fees that may be associated with said properties.

Policy 1.2.5: [JH] (EFF. 4/10/09)

The Department of Economic and Community Development and Leon County Housing Department shall explore the feasibility of facilitating the development of a land bank for affordable housing. Proposals for the implementation of the land bank shall be presented to the City Commission and Leon County Board of County Commissioners for action no later September 2010.

Policy 1.2.6: [JH] (EFF. 4/10/09)

The Department of Economic and Community Development and Leon County Housing Department shall explore the feasibility of facilitating the development of a community land trust for affordable housing. Proposals for the implementation of the

community land trust shall be presented to the City Commission and Leon County Board of County Commissioners for action no later September 2010.

Policy 1.2.7: [JH] (EFF. 4/10/09)

The City of Tallahassee and Leon County support infill lot re-use for existing or new residential developments. Within the City, the Department of Economic and Community Development in conjunction with the City’s Real Estate Division shall conduct an inventory of existing vacant lots in target neighborhoods. Leon County Housing Services Division shall conduct a similar inventory. The City of Tallahassee and Leon County shall share these inventories with potential developers and/or builders of affordable/certified affordable housing projects.

COORDINATION OF SERVICES WITH AFFORDABLE HOUSING

Objective 1.3: [JH] (EFF. 4/10/09)

Affordable housing shall be considered in conjunction with the availability of services for very low, low and moderate income families.

Policy 1.3.1: [JH] (EFF. 4/10/09)

The City of Tallahassee and Leon County shall adopt procedures to ensure that entities receiving City and County funds for the development of new affordable housing units take into consideration the following provisions when designing new affordable housing projects:

Transit-oriented development, where applicable;

Maximization of the highest density available in a designated land use category;
The proximity to transit bus service;
Proximity to employment and shopping centers;
Availability of parks and open space; and
Proximity to schools

Preference will be given to projects based on the extent to which these criteria are met.

Policy 1.3.2: [JH] (EFF. 4/10/09)

As outlined in the Economic Development Element, Leon County and the City of Tallahassee shall continue to work with the Economic Development Council and other community leadership toward securing full employment for the local workforce; thereby, giving residents the means to secure adequate and decent housing.

Policy 1.3.3: [JH] (EFF. 4/10/09)

Leon County and the City of Tallahassee recognize that household income is one of the main key factors in determining a household's ability to obtain safe, decent and affordable housing. Therefore, the County and the City shall support the creation of jobs paying living wages and shall lend their support to organizations and institutions which focus on job training.

STUDENT HOUSING
Objective 1.4: [JH]

(EFF. 4/10/09)

Facilitate the development of student housing in areas proximate to the universities and community college to maximize existing infrastructure, including mass transit services.

Policy 1.4.1: [JH] (EFF. 4/10/09)

The University Transition land use category as established by Future Land Use Element Policy 2.2.17: [L] shall be the primary area designated for student housing developments. Student housing developments located in this land use category shall be encouraged to maximize the land use density and existing urban facilities and services.

Policy 1.4.2: [JH] (EFF. 4/10/09)

The Planning Department shall develop and recommend to the City Commission a list to incentives to encourage the development of student housing development in the University Transition land use category. Student housing development including a mix of ancillary uses and design considerations as contemplated in Policy 2.2.17[L] shall qualify for these incentives. Such incentives shall be limited to non-financial incentives and may include land use considerations to maximize the density allowed in University Transition.

Policy 1.4.3: [JH] (EFF. 4/10/09)

The construction and production of student housing shall be the responsibility of local universities and community college and the private sector.

Policy 1.4.4: [JH] (EFF. 4/10/09)

Student housing shall be discouraged in Residential Preservation areas through the continued enforcement of the Rooming House Ordinance.

Policy 1.4.5: [JH] (EFF. 4/10/09)

The City of Tallahassee and Leon County shall coordinate with the local universities and community college regarding student housing construction on campus, pursuant each institution adopted campus mater plan agreement as well as student housing developments within the University Transition land use category.

ENERGY EFFICIENCY IN NEW HOUSING CONSTRUCTION

Objective 1.5: [JH] (EFF. 1/7/10)

New residential construction shall promote and maximize the use of energy efficiency to reduce energy consumption.

Policy 1.5.1: [JH] (EFF. 1/7/10)

The City of Tallahassee and Leon County shall continue to require new residential construction to meet the energy code requirements of the Florida Building Code as amended from time to time.

Policy 1.5.2: [JH] (EFF. 1/7/10)

The City of Tallahassee shall offer incentives when economically feasible to its electric utility customers for the installation and the use of energy efficient fixtures and appliances.

Policy 1.5.1: [JH] (EFF. 1/7/10)

The City of Tallahassee and Leon County shall encourage housing projects receiving funding from the City and/or the County to use energy efficient building materials in new construction and substantial rehabilitation projects.

(CITY OF TALLAHASSEE)
HOUSING ELEMENT
GOALS, OBJECTIVES AND POLICIES

IMPLEMENTATION

Goal 1: [H] (EFF. 4/10/09)

Fund and implement a coordinated housing program that will result in the construction and/or rehabilitation of the housing units needed to meet the objectives outlined for housing affordability, rehabilitation, and special needs.

Objective 1.1: [H] (EFF. 4/10/09)

By June 2008, the City shall establish an Affordable Housing Advisory Committee. The Affordable Housing Advisory Committee shall be appointed by the City Commission and shall serve in an advisory manner to the Department of Economic and Community Development and the City Commission as necessary in the formulation and implementation of housing programs to meet the City's housing objectives.

Policy 1.1.1: [H] (EFF. 4/10/09)

The Department of Economic and Community Development, unless otherwise noted, shall be the primary department coordinating and implementing the City's affordable housing services, policies and programs. Unless otherwise noted, the Department of Economic and Community Development shall take the lead on the implementation of the policies in this element.

Policy 1.1.2: [H] (EFF. 4/10/09)

The Affordable Housing Advisory Committee shall advise the City Commission and the Department of Economic and Community Development on housing issues, programs, and policies for the allocation of funds from the Affordable Housing Trust Fund. The Committee shall also carry out the duties outlined in Chapter 420, Florida Statutes. The Department of Economic and Community Development will provide staff assistance to the Affordable Housing Advisory Committee.

Policy 1.1.3: [H] (EFF. 4/10/09)

In recognition of the fact that housing activities can often be best accomplished through entrepreneurial initiatives of organizations outside of City Government, the City will partner with non-profit and for-profit organizations and volunteer groups for the implementation of housing programs and related services.

Policy 1.1.4: [H] (EFF. 4/10/09)

The Affordable Housing Advisory Committee in conjunction with the Department of Economic and Community Development and other non-profits involved in the production of affordable housing shall actively seek community wide support and involvement by:

- a) Seeking cash contributions or donations from community businesses and corporations;
- b) Soliciting volunteer labor to be used on housing projects;
- c) Working with and organizing neighborhood self-help groups.

Policy 1.1.5: [H] (EFF. 4/10/09)

The Department of Economic and Community Development, in conjunction with the Tallahassee-Leon County Planning Department shall maintain a housing database sufficient to support present or future housing strategies.

Policy 1.1.6: [H] (EFF. 4/10/09)

The Affordable Housing Advisory Committee in conjunction with the Department of Economic and Community Development shall report annually to the City on the state of housing in the City of Tallahassee and the progress made toward achieving the housing goals of this element.

Policy 1.1.7: [H] (EFF. 4/10/09)

The Department of Economic and Community Development shall coordinate with all applicable City agencies and private entities and act as a clearinghouse for all affordable housing projects receiving funding from the City of Tallahassee.

Policy 1.1.8: [H] (EFF. 4/10/09)

The Department of Economic and Community Development shall research and recommend means of reducing housing costs. These recommendations can be included in the annual State of Housing Report or may be presented at other times as may be warranted.

Policy 1.1.9: [H] (EFF. 4/10/09)

The Affordable Housing Advisory Committee in conjunction with the Department of Economic and Community Development shall make recommendations to the City Commission on improving the performance of the housing delivery system within the City of Tallahassee.

Policy 1.1.10: [H] (EFF. 4/10/09)

The Department of Economic and Community Development and Tallahassee-Leon County Planning Department shall be responsible for organizing and developing a coordinated comprehensive housing strategy for the City of Tallahassee.

Policy 1.1.11: [H] (EFF. 4/10/09)

The Department of Economic and Community Development in conjunction with the Affordable Housing Advisory Committee shall make available on an annual basis a housing needs analysis, comparing current household income characteristics with cost figures per unit of the previous year's production of housing. This information shall be presented to the City Commission as part of the Annual State Housing Report.

Policy 1.1.12: [H] (EFF. 12/24/10)

Priority for affordable housing resources will take into consideration the annual needs analyses.

FUNDING PROGRAMS

Objective 1.2: [H] (EFF. 4/10/09)

Develop and maintain funding programs which use both public and private fiscal resources to generate at least \$1 million on an annual basis to be used toward implementing affordable housing programs and services.

Policy 1.2.1: [H] (EFF. 4/10/09)

The City shall maintain the Affordable Housing Trust Fund that was established to provide and generate funds for the production of affordable housing and affordable housing services. The Fund shall be maintained separately from the general funds of the City. Fees collected from Developments of Regional Impact for affordable housing impacts shall be deposited in this Fund and the City shall designate other funds as available. (Policy language formerly part of Objective 1.1[H])

Policy 1.2.2: [H] (EFF. 4/10/09)

The Department of Economic and Community Development shall identify and apply for all applicable funds available for the provision of housing.

Policy 1.2.3: [H] (EFF. 4/10/09)

The City shall explore new and innovative methods of funding affordable housing. These methods could include petitioning the State legislature for authority to levy a documentary stamp tax to provide funds for community housing programs and apply this tax to the recording of all notes at a rate not to exceed .30 per \$100 of valuation. Housing program objectives are largely

contingent on this funding source as well as federal funds and shall be substantially lowered if authority to levy tax is not secured or federal funds are cut substantially.

Policy 1.2.4: [H] (EFF. 4/10/09)

To insure that future development provides some degree of affordable housing units and that these units are evenly distributed throughout the community and to prevent negative impacts associated with geographic over-concentration, the City shall continue to require the following for residential developments: the construction of affordable on-site housing units or off-site housing units within the same census tract or other location as approved by elected officials.

The percentage of affordable units required to be built by the developer shall be established by ordinance and shall be consistent with the following: the most recent housing information available from the Shimberg Center for Affordable Housing and the latest estimates of area family income published annually by the federal Housing and Urban Development Department, or the best available data, as determined by the Planning Department.

The option of contributing fees to an applicable affordable housing program in lieu of construction of an affordable unit shall be available only for small and medium size developments. This fee shall be established by ordinance and shall be based upon a percentage of the difference between the average selling price of the units sold and the established maximum sales price affordable to a low income family. The fee shall apply to each required affordable unit not built. The thresholds for small, medium and large residential developments will be established by ordinance.

In order to accomplish equitable distribution of affordable housing, this policy shall apply only to developments located within census tracts where the median family income is higher than the median family income for Leon County. Census tracts located in the Southern Strategy Boundary where the median family income is higher than the median family income for Leon County shall be exempted from this policy. Maps of the census tracts affected by this policy are located at the end of the Housing Element Goals, Objectives, and Policies.

For the purposes of this policy, two or more developments shall be aggregated and considered as one development, if they are no more than 1/4 mile apart and any two of the following criteria are met:

- a) There is a common interest in two or more developments;
- b) The developments will undergo improvements within the same five year period;
- c) A master plan exists submitted to a governmental body addressing all developments;
- d) All developments share some infrastructure or amenities;
- e) A common advertising scheme addresses all development.

Policy 1.2.5: [H] (EFF. 4/10/09)

The Department of Economic and Community Development shall continue implementing the ordinance adopted to specify the methodology and the process to ensure the implementation of the developer-provided affordable housing contribution specified in Policy 1.2.4. The provisions of the ordinance shall continue to specify all applicable implementation details, including, but not limited to: eligible housing recipient qualifications and applicable restrictions; exemptions as stated in Policy 1.2.4 to affordable housing contribution requirements (if applicable); the periodic monitoring, review, and revision (as necessary) of Policy 1.2.4

and its implementation; enforcement provisions; and, for fee revenues provided through the implementation of Policy 1.2.4., the agency or agencies responsible for collection, management, and application of all such fee revenues including any criteria for the application of revenues.

Policy 1.2.6: [H] (EFF. 4/10/09)

Notwithstanding the exceptions provided in Housing Policy 1.2.4, all Planned Developments and Developments of Regional Impact (DRIs) shall be required to address the provision of affordable housing. For Planned Developments the Land Development Regulations (LDRs) shall provide criteria and procedures to implement this policy. Developments of Regional Impact shall address its impacts on affordable housing consistent with Rule 9J-2, FAC; Policy 1.2.3; and other local, state and regional requirements, as applicable.

Policy 1.2.7: [H] (EFF. 4/10/09)

Based on the availability of funds, the City of Tallahassee shall annually fund the Affordable Housing Trust Fund. Portion of said annual funding shall be allocated to pay for waivers for growth management fees, such a building permits for certified affordable housing developments as provided for in Policy 2.1.4. The Department of Economic and Community Development shall develop criteria and procedures for the implementation of this program and annual funding recommendations to the City Commission.

PRODUCTION OF AFFORDABLE HOUSING

Goal 2: [H]

(EFF. 4/10/09)

Ensure that the housing market provides affordable housing options and services for very low, low, and moderate income individuals, households and families of the City of Tallahassee.

Objective 2.1 [H] (Purchase)

(EFF. 4/10/09)

Devise and implement a coordinated housing strategy that produces or contributes to the City's goal of producing and/or assisting the purchase of an average of 100 housing units a year affordable to very low, low, and moderate income families and households. Implementation and achievement of this target is dependent on the funding available to the City. Major funding sources or programs which shall be emphasized to accomplish the prescribed level are:

- 1) Inclusionary zoning for new residential construction or pay fee in lieu of;
- 2) Development incentives to be used as inducements to purchase or construct very low, low and moderate income housing such as the utilization of local, state and federal programs. Such programs can include Housing Assistance Program, State Apartment Incentive Loan (SAIL) Program, Affordable Housing Demonstration Loan Program, State Community Contribution Tax Credit, Federal Low Income Housing Tax Credit, First-time Home Buyer Bonds, the State's Homeownership Pool (HOP) program, the State's Community Workforce Housing Innovation Pilot (CWHIP) program, the State Housing Initiative Partnership (SHIP) program, the federal HOME program and the use of the City of Tallahassee-Affordable Housing Trust Fund;

- 3) Public-private partnerships with emphasis on creating programs in conjunction with the local banking industry such as the Community Reinvestment Act Challenge Fund Program;
- 4) Developing and funding non-profit organizations and community housing development organizations whose primary and sole purpose is the development of affordable housing and community development; and
- 5) Funding from the Community Redevelopment Area.

Objective 2.1 [H] (Rental) (EFF. 4/10/09; REV. EFF. 12/24/10)

Devise and implement a coordinated housing strategy that produces or contributes to the City's goal of preserving and/or producing an average of 50 rental housing units a year which are affordable for very low, low, and moderate income families and households. Implementation and achievement of this target is dependent on the funding available to the City. Major funding sources or programs which shall be emphasized to accomplish the prescribed level are:

- 1) Implementation of local, state and federal programs designed to promote construction of very low, low, and moderate income multi-family housing units.
- 2) Incentives for the private and non-profit sectors such as a reduction or waiver of utility hook-up, tap and connection fees and priority permitting for projects which include affordable housing.
- 3) Funding from the Affordable Housing Trust Fund for eligible projects based on Affordable Housing Trust Fund criteria.

Policy 2.1.1: [H] (EFF. 4/10/09)

The Affordable Housing Advisory Committee and the Department of Economic and Community Development shall act as advocates for affordable housing and coordinate all community outreach programs dealing with its production.

Policy 2.1.2: [H] (EFF. 4/10/09)

The Department of Economic and Community Development and community partner organizations shall actively solicit the support of and work with local lending institutions in order to provide reduced rate or market rate loans for construction, purchase and/or rehabilitation of single and multi-family units.

Policy 2.1.3: [H] (EFF. 4/10/09)

The City of Tallahassee shall continue to actively pursue public/private/non-profit partnerships to create innovative programs for the development of affordable housing to meet the City's projected housing needs.

Policy 2.1.4: [H] (EFF. 4/10/09; REV. EFF. 12/24/10)

The City of Tallahassee shall promote the production of affordable housing units that target the City's greatest need by providing incentives to developers such as:

- a) Priority permitting for certified affordable housing projects;
- b) Reduction or waiver of utility connections, hook-up and/or tap fees for certified affordable housing projects;
- c) Allowing for the construction of affordable housing units at densities greater (density bonuses) than provided in the

respective classifications of land use contained within the Land Use Element when done by agreement with local government and in fulfillment of a determined need for affordable units in the City. Such agreements must demonstrate that the increased densities shall not negatively impact the environment and shall, in general, be consistent with the overall provisions and intent of the plan;

- d) Technical assistance from appropriate City staff to address planning, permitting and financing issues;
- e) On a case-by-case basis, partnering with non-profit and for profit developers in applying for grant funding or special programs to fund new construction or rehabilitation of existing properties for affordable housing; and
- f) Waiver of applicable growth management fees for certified affordable housing developments.

These incentives shall be reviewed periodically to ensure their effectiveness and continued appropriateness.

Policy 2.1.5: [H] (EFF. 4/10/09)

The Affordable Housing Advisory Committee and all applicable agencies of the City shall continue to investigate the costs associated with the housing delivery system within the City of Tallahassee and make recommendations for changes which may result in lower cost housing.

Policy 2.1.6: [H] (EFF. 4/10/09)

The City shall continue to review its existing rules and regulations, including land use policies, to determine whether or not they have an unwarranted adverse impact in the provision of

affordable housing. In addition, the City will institutionalize, as part of its proposed ordinance review process, a review which will identify the impacts, if any, of proposed ordinances, rules, land development codes, policies, programs, and services on the production of new or rehabilitated affordable housing projects.

Policy 2.1.7: [H] (EFF. 4/10/09)

The Future Land Use Element and the adopted land development regulations shall include policy provisions which allow and encourage through various development incentives a variety of housing types, densities, cost, and rents within a single development to provide housing opportunities for very low, low and moderate income households throughout the City limits.

Policy 2.1.8: [H] (EFF. 4/10/09)

The City of Tallahassee shall permit and support the use of innovative construction techniques and materials consistent with health, safety and welfare concerns which lower the development cost of housing while maintaining quality where savings would be passed on to the housing dweller.

Policy 2.1.9: [H] (EFF. 4/10/09)

Manufactured/mobile homes shall be allowed on a variety of lot sizes in future land use categories permitting single-family residential development, as long as it is consistent with other goals, objectives and policies of this comprehensive plan. The land development regulations shall include provisions to implement this policy.

Policy 2.1.10: [H] (EFF. 4/10/09)

Land Development Regulations shall allow for mobile home parks within low to medium density residential areas throughout the City. Permitting of Mobile Home Parks shall be consistent with all applicable goals, objectives and policies of the comprehensive plan.

Policy 2.1.11: [H] (EFF. 4/10/09)

The Department of Economic and Community Development in cooperation and/or in partnership with other entities in the community, including Leon County Housing Services Division shall provide technical assistance and financial counseling to very low, low and moderate income households desiring to purchase a home.

Policy 2.1.12: [H] (EFF. 4/10/09)

The Department of Economic and Community Development may include in the Annual State of Housing Report, analyses of demonstrated successful affordable housing programs in other communities and may make recommendations as to their applicability for implementation within the City of Tallahassee.

REHABILITATION PROGRAM

Goal 3: [H] (EFF. 4/10/09)

Ensure that existing housing units provide decent, and safe basic living shelter and maintain the quality of life in the City's neighborhoods.

Objective 3.1 [H] (EFF. 4/10/09)

Annually, starting from 2008, the City's housing rehabilitation goal shall be an average of 100 housing units needing life, health and safety repairs. Implementation and achievement of this target is dependent on the funding available to the City.

Policy 3.1.1: [H] (EFF. 4/10/09)

The City's housing rehabilitation program shall be funded on an annual basis. Major funding sources or programs which shall be used to accomplish the prescribed level are:

1. Monies set aside from the federal Community Development Block Grant Program, the State Housing Initiative Partnership (SHIP) and HOME;
2. Public-private partnerships emphasizing self-help community support type programs;
3. The Affordable Housing Trust Fund; and the
4. Rental Rehabilitation Loan Program.

Policy 3.1.2: [H] (EFF. 7/16/90)

Define substandard housing by the criteria adopted within the Tallahassee-Leon County 1988 Housing Conditions Survey.

Policy 3.1.3: [H] (EFF. 4/10/09)

The City of Tallahassee shall continue to implement a code enforcement program, which requires, at a minimum, a housing unit to provide safe and decent basic living shelter. A basic living shelter is structurally sound and includes indoor plumbing, a functional heating source, and provides protection from the elements in accordance with the standard housing code.

Policy 3.1.4: [H] (EFF. 4/10/09)

The City shall implement programs which require landlords to provide at a minimum a basic living shelter in accordance with the standard housing code for housing units offered for lease tenancy.

Policy 3.1.5: [H] (EFF. 7/16/90)

The City shall establish a program which links code enforcement violations to the revocation of the Certificate of Occupancy. Certificates of Occupancy shall be denied to units which do not provide a basic living shelter in accordance with standard housing code.

Policy 3.1.6: [H] (EFF. 4/10/09)

As allowed by State laws, the City shall periodically inspect housing units which are suspected of not providing a basic living shelter in accordance with standard housing code.

Policy 3.1.7: [H] (EFF. 4/10/09)

The Affordable Housing Advisory Committee in conjunction with the City will seek resources through donations and volunteer labor to assist very low, and low income owners of substandard housing who cannot afford or need financial assistance in rehabilitating their owner-occupied housing units.

Policy 3.1.8: [H] (EFF. 4/10/09)

The Department of Economic and Community Development in conjunction with all applicable City agencies shall maximize rehabilitation efforts by coordinating and combining resources from all programs offering rehabilitation subsidies or services.

Policy 3.1.9: [H] (EFF. 4/10/09)

The Department of Economic and Community Development shall support self-help and volunteer labor programs to offset rehabilitation costs.

Objective 3.2 [H] (EFF. 12/8/98)

Foster and maintain the viability of residential areas and neighborhoods and the integrity of the housing stock located within them. Neighborhoods in the community shall be safe, attractive, and desirable places in which people choose to live.

Policy 3.2.1: [H] (EFF. 4/10/09)

Code enforcement within neighborhoods shall operate at a level sufficient to maintain and/or improve the housing stock at an

acceptable code level and to protect the health, safety and welfare of the neighborhood and its residents.

Policy 3.2.2: [H] (EFF. 12/8/98)

City and County governments will consider incentives to individuals and businesses to encourage them to reside and locate, and to promote business and homeownership within the Southern Strategy Area and Central Core. These incentives may include obligations on the part of such individuals and businesses to participate in the betterment of the targeted area through commitment of resources, assets, or other contributions. Special consideration shall be given to provide incentives to attract law enforcement personnel to reside within the targeted Central Core and Southern Strategy Area neighborhoods.

SPECIAL NEEDS AND RELOCATION HOUSING

Goal 4: [H] (EFF. 4/10/09)

Provide specialized housing and relocation housing for qualified residents of the City of Tallahassee.

Objective 4.1 [H] (EFF. 4/10/09)

The Department of Economic and Community Development shall operate a relocation program to assist persons that are permanently displaced by certain governmental actions.

Policy 4.1.1: [H] (EFF. 7/16/90)

The City of Tallahassee shall provide relocation benefits on a uniform basis to persons displaced by City code and ordinance activities, specifically housing code enforcement activities.

Policy 4.1.2: [H] (EFF. 7/16/90)

Prior to undertaking any relocation activity, families and individuals to be displaced by code enforcement activities shall have full opportunity to occupy suitable replacement housing that is adequate to their needs and is reasonably located.

Objective 4.2 [H] (EFF. 4/10/09)

On an annual basis the City of Tallahassee shall assist in the conversion and/or construction of 10 housing units specially equipped for disabled individuals and which are affordable for purchase or rent to very low, low, and moderate income households.

Policy 4.2.1: [H] (EFF. 4/10/09)

All housing projects receiving funding from the City of Tallahassee shall be encouraged to use Universal Design features in their construction to facilitate “aging in place.”

Policy 4.2.2: [H] (EFF. 4/10/09)

The Department of Economic and Community Development in conjunction with community partners shall encourage landlords to offer accessible housing for the disabled, by including a means to finance non-structural and structural accessibility modifications, through Rental Rehabilitation Program.

HOMELESS

Goal 5: [H] (EFF. 7/16/90)

Maintain and support a comprehensive homeless services plan that will serve as a coordinated, comprehensive means to provide for safe, temporary and transitional shelter and services for all homeless individuals who desire them.

Objective 5.1 [H] (EFF. 4/10/09)

The City of Tallahassee shall provide funding for the support of public and government resources for a year round shelter program to provide temporary housing and services for homeless individuals and families.

Policy 5.1.1: [H] (EFF. 4/10/09)

The City Commission will fund within the City budget, on an annual basis, programs operated by appropriate outside agencies to address the community's problem of homelessness. The Department of Economic and Community Development shall develop and present to the City Commission annual funding recommendations to address the problem of homelessness.

Policy 5.1.2: [H] (EFF. 4/10/09)

The Department of Economic and Community Development will assist existing outside agencies in their efforts to solicit contributions to support their funding needs for homeless programs from resources available from federal, state, and other agencies outside of local government.

Policy 5.1.3: [H] (EFF. 4/10/09)

Community agencies serving the homeless, with assistance from the City of Tallahassee, shall implement programs focused on reducing homelessness in our community. The Department of Economic and Community Development shall have the responsibility for monitoring the success of community agencies receiving funds from the City with the requirement of annual reports and program evaluations.

Policy 5.1.4: [H] (EFF. 4/10/09)

Community agencies serving the homeless, with assistance from the City of Tallahassee shall coordinate with existing local and state employment networks to provide job opportunities for those who are homeless and are seeking employment.

Policy 5.1.5: [H] (EFF. 4/10/09)

Community agencies serving the homeless with assistance from the City of Tallahassee shall provide assistance to individuals and families who desire to obtain permanent housing within the community through the implementation of applicable local, state and federal housing programs as may be available from time to time. Such community agencies can also refer homeless individuals and families to other agencies in the community providing said services.

Policy 5.1.6: [H] (EFF. 4/10/09)

Community agencies serving the homeless and the Department of Economic and Community Development will coordinate with the State office on Homelessness operated by the Department of

Children and Families (DCF). DCF programs that will be utilized include but are not limited to:

- 1) Grant-in-aid programs
- 2) The Emergency Financial Assistance Housing Program
- 3) Domestic Violence Shelters Program
- 4) Youth Runaway Shelters Program

Goal 6: [H] (EFF. 7/16/90)

Ensure that special needs housing is equitably integrated into the community to prevent isolation or concentrations of individuals who have special needs.

Objective 6.1 [H] (EFF. 7/16/90)

Leon County and the City shall establish nondiscriminatory standards and criteria addressing the location of group homes, foster care facilities and other housing facilities dealing with special needs of clients.

Policy 6.1.1: [H] (EFF. 7/16/90)

Land development regulations shall not discriminate against group housing for persons with physical, emotional or cognitive disabilities. Persons with such disabilities include but are not limited to: development disabled citizens, persons with physical disabilities, persons with mental illnesses, persons recovering from drug or alcohol dependencies, non-delinquent youth in foster care and shelters for battered victims or the homeless.

Policy 6.1.2: [H] (EFF. 7/16/90)

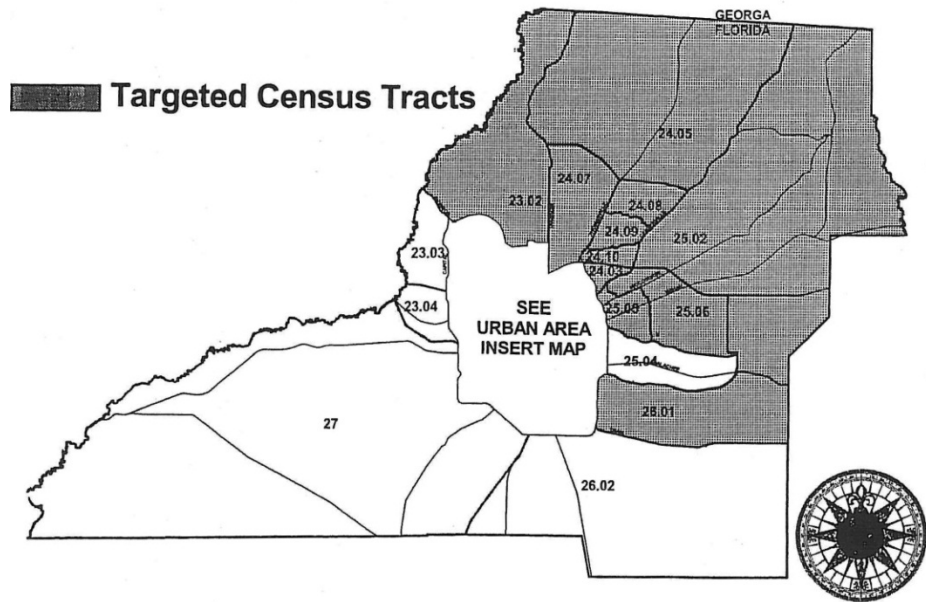
Group homes with no more than six residents and Adult Congregate Living Facilities (ACLFs) with no more than twelve residents shall be permitted in all zoning districts that allow residential land uses. Such homes shall not be located closer than 1,000 feet to a similar home.

Policy 6.1.3: [H] (EFF. 7/16/90)

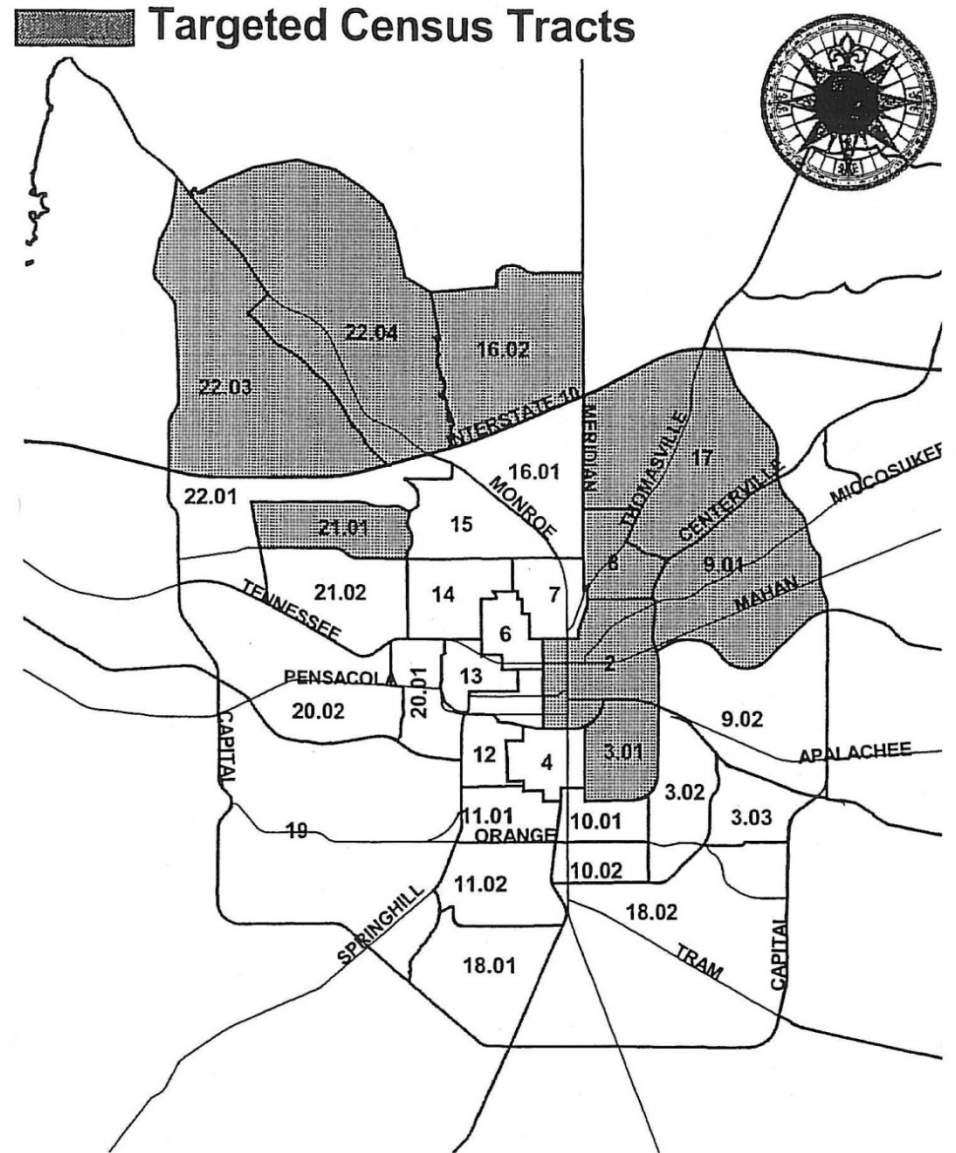
Group homes with no more than 14 residents shall be permitted in all zoning districts which allow for multi-family residential land uses. Such facilities may not be closer than 1,200 feet from a similar facility, nor within 500 feet of a single family residential zoned district. These numbers may be less restrictive if adopted by local ordinance.

Map 29: Census Tracts Targeted by Housing Policy 1.2.4

Census Tracts Targeted by Housing Policy 1.2.4



Census Tracts Targeted by Housing Policy 1.2.4



(LEON COUNTY)
HOUSING ELEMENT
GOALS, OBJECTIVES AND POLICIES

Goal 1: [HC] (REV. EFF. 4/10/09)

Implement, contingent on the availability of funds, an affordable home ownership housing program for very low, low, and moderate income persons and families and for the development of mixed income housing in distressed low income neighborhoods/ communities to facilitate economic growth and revitalization in those neighborhoods and communities.

ADMINISTRATION

Objective 1.1: [HC] (EFF. 7/1/94; REV. EFF. 4/10/09)

Contingent on the availability of outside funding, facilitate the delivery of 30 rehabilitation and 15 home ownership opportunities for very low and low and moderate income citizens annually through the use of County and community resources.

Policy 1.1.1: [HC] (EFF. 7/1/94; REV. EFF. 4/10/09;
REV. EFF. 8/9/12)

The Housing Services Division staff shall develop and present to the Housing Finance Authority and the Board for adoption an annual affordable housing program plan which integrates housing with neighborhood, economic, and social factors. The plan will evaluate the preceding year's progress and establish annual housing unit delivery objectives. The Planning Department shall provide data relating to the supply, demand, and need for affordable housing to be used in developing the plan.

Policy 1.1.2: [HC] (EFF. 7/1/94)

With the advice and consent of the Board, the County Administrator shall draft, implement, and update on an annual basis operational policies and procedures to ensure that the affordable housing program is being managed as efficiently as possible. These policies and procedures will concern, by way of example, relocation activities, eligibility criteria for the County's housing program, the allowable unit costs for rehabilitation projects, and the number and amount of Board supported down payment recipients.

Policy 1.1.3: [HC] (EFF. 7/1/94)

The Board adopted on November 27, 1990 a Fair Housing Ordinance that satisfies the requirements of s. 760.20, F. S., and a housing relocation policy that complies with and will be used solely in conjunction with the requirements of the Community Development Small Cities Block Grant Program. The fair housing plan contains policies to prohibit discrimination in housing on the basis of race, color, ancestry, national origin, religion, sex, familial status, marital status, handicap, or age. The relocation policy provides for benefit payments, assistance in finding temporary housing, a grievance procedure, eligibility requirements, and replacement housing.

Policy 1.1.4: [HC] (EFF. 7/1/94)

The Leon County Housing Finance Authority shall ensure that the housing plans and programs of the County are coordinated with the efforts of the City, non-profit groups, and the private sector

by having County plans reviewed by affected parties, and by holding workshops to obtain citizen input.

Policy 1.1.5: [HC] (EFF. 7/1/94)

The Board and the Planning Department shall seek the advice of the Leon County Housing Finance Authority for input on the County's affordable housing program.

Policy 1.1.6: [HC] (EFF. 7/1/94)

Due to the extensive numbers of substandard mobile and site built owner-occupied housing units in the County, the Board will place a high priority on the rehabilitation or replacement of owner-occupied housing. The Board will support alternative home ownership programs.

Policy 1.1.7: [HC] (EFF. 4/10/09)

The Division of Housing Services, unless otherwise noted, shall be the primary department coordinating and implementing the Leon County's affordable housing services, policies and programs.

AFFORDABLE HOUSING
Objective 1.2: [HC]

(EFF. 7/1/94)

The County shall provide monetary incentives, such as a down payment assistance program and regulatory incentives, such as streamlined processing, to encourage the private sector to develop cost saving and innovative techniques for affordable housing initiatives.

Policy 1.2.1: [HC] (EFF. 7/1/94; REV. EFF. 4/10/09)

As is provided for in Objective 1.1 and Objective 1.7, the County shall implement a down payment and closing cost assistance program to annually enable 15 very low, low and moderate income residents to become homeowners. For qualified individuals who are unable to save the requisite amounts for down payment and closing costs, the County will draft policies to meet these needs. Maximum loan amounts shall be established by County policy. The cost of this program is to be locally funded up to \$15,000 maximum. Additionally, the County shall work with the existing programs that provide education and savings opportunities for very low, low, and moderate income residents to assist them in qualifying for the purchase of affordable housing.

Policy 1.2.2: [HC] (EFF. 7/1/94; REV. EFF. 4/10/09)

For developments incorporating construction or rehabilitation of affordable housing, the Leon County Growth and Environmental Management Department will provide a streamlined permitting process. The County's streamlined permitting procedure will provide in part for: a mandatory maximum review time for projects by type (e.g., 120 days for average and small sized projects; 180 days for large projects) for the processing of all rezoning, site plan, PUD, or subdivision reviews; in conjunction with the City and County GIS, the creation of a computerized wide-area and local-area network which will facilitate the delivery of development services on a one-stop basis and reduce application and permitting processing time. The streamlined permitting process for affordable housing and a process for the review of local ordinances and regulations for their impact on affordable housing shall be developed by the Housing Advisory

Committee and adopted by the County as provided under the SHIP Program.

Policy 1.2.3: [HC] (EFF. 7/1/94; REV. EFF. 4/10/09)

To further the purposes of affordable housing, the County will continue to survey all publicly owned land to determine what parcels are not needed for public purposes. After these parcels are evaluated for environmental and other constraints, the County will donate or sell appropriate parcels to non-profit providers of affordable housing and encourage other public agencies to donate or sell properties for the same purpose.

Policy 1.2.4: [HC] (EFF. 7/1/94; REV. EFF. 8/9/12)

Contingent on the availability of funding, the County shall enter into public/private partnerships to encourage the private sector to provide reduced cost home repair and improvement loans and first mortgage home financing pursuant to the provisions of the Community Reinvestment Act. In order to make the program feasible, the County will investigate the establishment of a loan guarantee fund, establish a timeline, and annually review implementation of public-private funding partnerships for very low, low and moderate-income homeowner repair and improvements loans and first-time home buyer home purchase loans in order to reduce the risks to the private sector of providing home improvement and home purchase loans to very low, low, and moderate income owners.

Policy 1.2.5: [HC] (EFF. 7/1/94; REV. EFF. 4/10/09)

The mixed use land development categories shall allow affordable housing in certain commercial areas where appropriate to the

plan of development consistent with environmental constraints. The land development regulations shall include provisions to implement this policy.

Policy 1.2.6: [HC] (EFF. 7/1/94; REV. EFF. 4/10/09)

The Leon County Growth and Environmental Management Department will undertake a study to determine how its concurrency requirements may be modified to provide incentives for the inclusion of affordable housing in residential development plans. This study shall be submitted to Leon County Board of County Commissioners for consideration by December 31, 2009.

Policy 1.2.7: [HC] (EFF. 7/1/94; REV. EFF. 4/10/09)

The Leon County Housing Services Division will work with major employers to incorporate employee home ownership assistance programs as part of employee retention programs. Program components can include, if employers agree, mortgage guarantees and forgivable down payment loans.

FUNDING PROGRAMS

Objective 1.3: [HC] (EFF. 7/1/94; REV. EFF. 4/10/09)

Since the County's affordable housing program is predicated on obtaining non-property tax funding, the Leon County Housing Finance Authority shall annually develop a financial plan for the rehabilitation of 30 units and the subsidy of down payment costs for 15 low income units which emphasizes, first, private sector funding; second, financial institution funding; third, state and federal housing funds, and fourth, grants. The annual financial plan will include funding proposals from the private sector, funding of program components from local financial institutions,

state and federal housing programs and a listing of grants to be applied for. To implement the financial plan, the Affordable Housing Services staff will prepare a grant application schedule showing grants to be applied for and their respective deadlines and will work with the private sector in the preparation of annual funding proposals.

Policy 1.3.1: [HC] (EFF. 7/1/94; REV. EFF. 8/9/12)

The Leon County Housing Finance Authority (Subsection (c) of Section 2-134 of Division 3 of Article VI of Chapter 2 of the Code of Laws of Leon County, Florida) shall designate a date-certain for determining the feasibility of the issuance of revenue bonds for the provision of affordable housing units.

Policy 1.3.2: [HC] (EFF. 7/1/94; REV. EFF. 4/10/09)

Given the County's eligibility for and the reasonable likelihood of receiving funds, the Affordable Housing Services staff shall investigate and prepare annual applications for housing funds from state and federal programs and private sources.

Policy 1.3.3: [HC] (EFF. 7/1/94)

Given the County's eligibility for and the reasonable likelihood of receiving funds, the Affordable Housing Coordinator shall make applications annually for or facilitate, through an education program, low income resident use of federal affordable housing programs such as the Farmer's Home Administration programs in Home Ownership Loans, Home Improvement Loans and Repair Loans and Grants, Community Facility Loans, Congregate Housing and Group Homes, and Water and Wastewater Disposal Loans and Grants.

Policy 1.3.4: [HC] (EFF. 7/1/94; REV. EFF. 4/10/09)

The Affordable Housing Services staff shall develop, in conjunction with local financial institutions, private market affordable housing financial programs for very low, low and moderate income persons such as low interest loans and reduced down payments.

Policy 1.3.5: [HC] (EFF. 7/1/94)

The Board shall apply for a housing grant under the Small Cities Block Grant in each fiscal year in which the County is eligible to apply for the purposes of increasing the quality of affordable ownership housing.

Policy 1.3.6: [HC] (EFF. 7/1/94; REV. EFF. 4/10/09)

To facilitate the provision of homeownership opportunities for low and moderate income households within future development; to encourage the even distribution of these opportunities throughout the community; and to prevent negative impacts associated with geographic over concentration of low-income households, the County shall provide incentives for the voluntary provision of residential units affordable to very low, low and moderate income households within new development or at nearby off-site locations.

The minimum percentage of affordable units required to be built by the developer within a new development necessary to qualify for incentives shall be established by the ordinance and shall be consistent with the following: the most recent housing, economic and demographic information available from the United States Department of Housing and Urban Development, the United

States Bureau of the Census, or the best available data, as determined by Leon County.

Policy 1.3.7: [HC] (EFF. 7/1/94; REV. EFF. 4/10/09)

By 2009, the County shall adopt an ordinance providing developer incentives for the provision of low and moderate income homeownership opportunities within new developments or at nearby off-site locations. Priority shall be given to developments locating within the Southern Strategy area, especially developments locating in areas where urban infrastructure currently exists with adequate capacity to support new development. This ordinance shall specify all applicable implementation details, including, but not limited to: available developer incentives; criteria for granting incentives; eligible household recipient qualifications and applicable restrictions; exemptions as may be applicable; and periodic review and monitoring of the implementation of Policies 1.4.6 and 1.4.7.

Policy 1.3.8: [HC] (EFF. 7/1/94; REV. EFF. 4/10/09)

All Planned Developments and Developments of Regional Impact (DRIs) shall be required to address the provision of affordable housing. The Land Development Regulations (LDRs) shall provide criteria and procedures to implement this policy. Development of Regional Impact shall address its impact on affordable housing consistent with Rule 9J-2, FAC, and other local, state, regional requirements as applicable.

REHABILITATION PROGRAM

Objective 1.4: [HC] (EFF. 7/1/94)

The County shall conserve and rehabilitate housing whenever economically feasible.

Policy 1.4.1: [HC] (EFF. 7/1/94; REV. EFF. 4/10/09)

Contingent on the availability of federal, state, or private funds made available to local government for the purposes of carrying out an affordable very low, low and moderate income home rehabilitation loan and grant program, the County shall target the rehabilitation of 30 low or very low income owner-occupied dwelling units per annum.

Policy 1.4.2: [HC] (EFF. 7/1/94; REV. EFF. 4/10/09)

The County shall support the conservation, protection, and rehabilitation of affordable housing by programming housing rehabilitation and infrastructure improvements in areas where there is a concentration of substandard housing and where infrastructure improvements are needed. By December 2009, the County shall identify and adopt target areas for the implementation of this program. The availability of funding shall dictate the annual work program for these target areas.

Policy 1.4.3: [HC] (EFF. 4/10/09)

In order to counteract the decline of sound neighborhoods and the further decline of adopted target areas where there are concentrations of deteriorated housing, the County shall, in the preparation of its annual capital budget, give high priority to roadways and other capital improvements located in affected

neighborhoods and/or target area. Given grant or private funding sources, dilapidated units will be replaced and residents relocated pursuant to the provisions of the County's relocation policy.

Policy 1.4.4: [HC] (EFF. 4/10/09)

The first priority for the expenditure of unrestricted County housing funding shall be housing rehabilitation and preference shall be given to housing rehabilitation within the target areas adopted pursuant to Policy 1.4.3[HC] and the Southern Strategy Area.

INSPECTIONS PROGRAM
Objective 1.5: [HC] (EFF. 7/1/94)

Building inspectors shall survey, on a request basis, owner-occupied and rental housing which may be substandard by virtue of having major deterioration or of being in a dilapidated condition.

Policy 1.5.1: [HC] (EFF. 7/1/94)

Building inspectors shall maintain a log of all alleged building code violations requests and file an annual report with the Housing Finance Authority and the Board which includes information on the number of requests, the results of each inspection, and the resolution of each complaint. The County's Housing Code shall be used to inspect units.

REGULATORY PROGRAM
Objective 1.6: [HC] (EFF. 7/1/94)

The Board shall implement land development regulations and development policies which shall ensure the appropriate supply of affordable, group, foster, and special need housing by decreasing the regulatory costs and by facilitating the location of different types of housing throughout the County that is consistent with the availability of community services and employment centers.

Policy 1.6.1: [HC] (EFF. 7/1/94; REV. EFF. 4/10/09)

The location of mobile homes, mobile home parks, group homes, foster care, and other special need housing facilities shall be allowed in urban areas of the county which will facilitate their location near employment centers, transportation, and community services. The land development regulations shall include principles to guide the location of such uses.

NEW HOUSING DEVELOPMENT INCENTIVE PROGRAM
Objective 1.7: [HC] (EFF. 7/1/94; REV. EFF. 4/10/09)

Contingent on the availability of non-property tax funding, the Board shall facilitate the provision of 15 home ownership opportunities per annum for very low, low and moderate income persons.

Policy 1.7.1: [HC] (EFF. 7/1/94; REV. EFF. 4/10/09)

The Board shall identify and adopt specific initiatives and incentives to encourage and facilitate the development of affordable housing, as required under the SHIP Program. The

incentives provided shall be reviewed periodically to ensure their effectiveness.

Policy 1.7.2: [HC] (EFF. 4/10/09)

Staff shall research the need for housing for the elderly within Leon County. Based on the findings of the study, the County shall consider the adoption of specific incentives for the production of affordable housing for seniors.

NEIGHBORHOOD VIABILITY PROGRAM

Objective 1.8: [HC] (EFF. 4/18/02; RENUMBERED 1/7/09)

Foster and maintain the viability of residential areas and neighborhoods and the integrity of the housing stock located within them. Neighborhoods in the community shall be safe, attractive, and desirable places in which people choose to live.

Policy 1.8.1: [HC] (EFF. 4/18/02; REV. EFF. 4/10/09)

Leon County shall continue to sustain a level of code enforcement within neighborhoods sufficient to maintain and/or improve the housing stock at an acceptable code level and to protect the health, safety, and welfare of the neighborhood and its residents.

Policy 1.8.2: [HC] (EFF. 4/18/02; REV. EFF. 4/10/09)

The Department of Housing Services will provide technical assistance to neighborhood associations and other non-profit groups to foster neighborhood improvement, innovative housing solutions, and preservation and restoration of historic housing.

Policy 1.8.3: [HC] (EFF. 4/18/02)

City and County governments will consider incentives to individuals and businesses to encourage them to reside and locate, and to promote business and homeownership within the Southern Strategy Area and Central Core. These incentives may include obligations on the part of such individuals and businesses to participate in the betterment of the targeted area through commitment of resources, assets, or other contributions. Special consideration shall be given to provide incentives to attract law enforcement personnel to reside with the targeted Central Core and Southern Strategy Area neighborhoods.

Policy 1.8.4: [HC] (EFF. 4/10/09)

The development of affordable housing shall be encouraged in the unincorporated section of the Southern Strategy Area. The County shall prioritize or set-aside a portion of existing incentives for developments locating in the Southern Strategy Area and are providing an integrate community with a mixture of housing types, prices, and lot sizes. As provided for in Policy 1.3.7, Leon County shall develop and adopt incentives for affordable housing development with specific priority and/or set-aside for quality housing development in the Southern Strategy Area that include affordable/workforce housing.

Inclusionary Housing Policy Comparison

Category	City of Tallahassee	Palm Beach County	Town of Jupiter	Leon County	Nassau County
Type	Mandatory	Mandatory	Mandatory	Voluntary Incentive	Voluntary Density Bonus
Establishment	2005	2006	2017	2008	2011
Areas	Developments in those portions of the City where income levels are above the area median income.	Throughout jurisdiction	Within Town limits with exceptions such as Nursing Homes and Mobile Home parks	Throughout jurisdiction	Throughout jurisdiction except in certain
Utilization	67 units in the Canopy PUD (Welaunee); Brush Hill Townhomes voluntarily participated	Over 2,500 total units of which 61% are rental	More than 50 units produced (mostly rental)	Never utilized	Over 50 rental units and 50 homeownership units respectively
Project Size	Applies to developments of 50 or more units	Applies to developments of 10 or more units	Applies to developments of 10 or more units	No minimum size. Purposed to save permit cost and processing time.	At least 10% of total units must be "affordable"
Threshold of Units	10% of the development size	Multiple complex calculations	At least 6% of the development size	50% or more of total units intended for affordable owner occupancy	Bonus is tiered by % of affordable housing produced
Incentive to Offset (If mandatory)	Density Bonus: Up to 25% Water/Sewer Tap Fees	Density Bonus of up to 50-100%; Impact Fee Waiver	Density Bonus of up to 30% - 100%; Concurrency Exceptions	N/A	N/A
Multifamily	N/A	Yes	Yes	N/A	Yes
Affordability	Affordable to households earning 70-100% AMI	Affordable to households earning 60-140% AMI	Affordable to households earning 60-140% AMI	Affordable to households earning less than 120% AMI	Affordable to households earning less than 120% AMI

TALLAHASSEE, FLORIDA – LAND DEVELOPMENT CODE

CHAPTER 9 SUBDIVISIONS AND SITE PLANS

ARTICLE VI. - INCLUSIONARY HOUSING

Sec. 9-240. - Purpose and intent.

The regulations and requirements of this article are intended to:

- (a) Promote the health, safety and general welfare of the citizens of the city through the implementation of the goals, objectives and policies of the Tallahassee-Leon County Comprehensive Plan Housing Element;
- (b) Increase affordable home ownership opportunities within the city,
- (c) Stimulate the private sector production of housing available to families within the range of 70 percent to 100 percent of the area median income, or lower;
- (d) Facilitate and encourage development that includes a range of housing opportunities through a variety of residential types, forms of ownership, and home sales prices; and
- (e) Encourage the even and widespread distribution of affordable housing opportunities throughout all portions of the community, including within new developments in fastest growing areas of the community.

(Ord. No. 04-O-90AA, § 4, 4-13-2005; Ord. No. 07-O-07AA, § 2, 8-20-2008)

Sec. 9-241. - Definitions.

In addition to the definitions and rules of construction in section 1-2 of this Code, the following words, terms and phrases, when used in this section, shall have the meanings ascribed to them as set forth below, except where the context clearly indicates a different meaning:

Area median income (AMI) means the median family income for the Tallahassee Metropolitan Statistical Area, as published by the US Bureau of the Census and the US Department of Housing and Urban Development, unless otherwise specified.

Average sales price (ASP) means the price at which all inclusionary housing units in a single development must average. The current ASP is \$159,379.00. The ASP shall be reviewed annually by the city commission, and reset if necessary.

Eligible households shall be defined as those households composed of residents of the city earning 70 percent—100 percent of Tallahassee Metropolitan Statistical Area (TMSA), adjusted for size, based upon the most recently published Census or HUD data. In addition, eligible households shall include the following:

- (1) Households earning less than 70 percent of the area median family income but able to secure a first institutional mortgage wherein the lender is satisfied that the household can afford principal and interest mortgage payments in excess of 27 percent of its income, shall be deemed eligible households for purposes of owner-occupied housing provided pursuant to requirements of this article;
- (2) Households earning less than 70 percent of the area median family income but willing to pay rent in excess of 30 percent of its income, shall be deemed eligible households for purposes of rental housing provided pursuant to requirements set out in this article; and

- (3) Households earning less than 70 percent of the area median income when available housing units considered affordable to that income group by first institutional mortgage lenders are available through a development.

Fee in-lieu means the fee paid by the developer/owner of any primary development as an alternative to providing required inclusionary housing for sale within the primary development.

Inclusionary unit means a newly constructed dwelling unit offered to an eligible household at or below the maximum purchase price (MPP) such that the average sales price of all the required inclusionary units within the development are at or below the average sales price (ASP) established by this article.

Market-rate unit means a dwelling unit in a residential development that is not an inclusionary unit.

Maximum affordable rent means the maximum monthly rent that may be charged for an inclusionary rental unit provided in lieu of owner-occupied inclusionary housing provided within the primary development.

Maximum purchase price (MPP) means the highest price allowed for the purchase of an inclusionary housing unit as established in the city's local housing assistance plan adopted by the city commission.

Metropolitan Statistical Area (MSA) means a geographic entity defined by the federal office of management and budget for use by federal statistical agencies, based on the concept of a core area of a city with 50,000 or more inhabitants, or the presence of an urbanized area, as defined by the office of management and budget, and a total population of at least 100,000, plus adjacent communities having a high degree of economic and social integration with that core. The Tallahassee MSA (TMSA) consists of the city, Leon County, Gadsden County, Jefferson County, and Wakulla County, Florida, and all inclusive local governments.

Off-site unit means an inclusionary unit that will be built at a different location than the primary development.

On-site unit means an inclusionary unit that will be built as part of the primary development.

Primary development means a subdivision or site plan including 50 or more housing units intended for sale and owner-occupancy, required to provide inclusionary housing within its physical confines or to provide those in-lieu comparables as authorized by this section.

Selected census tracts means those census tracts where the median family income is greater than the countywide median, based upon the most recently published Census or HUD data.

(Ord. No. 04-O-90AA, § 4, 4-13-2005; Ord. No. 07-O-07AA, § 3, 8-20-2008)

Sec. 9-242. - Applicability.

- (a) The requirements of this section shall apply to new development within the urban services area, located within selected census tracts as defined herein, zoning districts that implement the planned development future land use category, and developments of regional impact (DRIs) with 50 or more residential dwelling units intended for owner occupancy. Developments subject to the requirements of this section providing no less than ten percent and as much as 100 percent of the total number of residential dwelling units in the primary development as inclusionary housing units shall be eligible for development incentives as provided in accordance with section 9-246.
- (b) Sales price methodology. Any inclusionary housing development project shall meet the following requirements:
 - (1) All housing units produced to satisfy the requirements of this article shall be sold for no more than the maximum purchase price established by this article, as it may be amended from time to time; and

- (2) The average sales price of all units produced to satisfy the requirements of this article shall not exceed the average sales price established by this article, as it may be amended from time to time.
- (c) City commission review of average sales price (ASP). The city commission review of the ASP shall consider analysis of housing economic information, including supply-side factors, demand-side factors, and financing factors, not limited to the following: consideration of ASP computed through the formula used to set the initial ASP; Florida Housing Authority (FHA) single-family home mortgage limits; consumer price index (CPI), area median income, prevailing mortgage rates, Florida Housing Finance Corporation (FHFC) first-time home buyers bond limit, construction materials costs and other information as may be deemed relevant. The formula used to set the initial ASP shall consider published HUD income limits and the current interest rate based on the average interest rate of the most recent six months (30-year, fixed-, non-jumbo rate) as published by the Federal Housing Finance Board. The city commission through the passing of a resolution can amend the ASP.
- (d) Developments not subject to subsection (a), and located within selected census tracts that provide no less than ten percent and as much as 100 percent of the total number of residential dwelling units in the primary development as inclusionary housing units shall be eligible for those development incentives as provided in accordance with section 9-246.
- (e) For the purposes of this section, two or more developments shall be aggregated and considered as one development, if they are no more than one-quarter-mile apart and any two of the following criteria are met:
 - (1) There is a common interest in two or more developments;
 - (2) The developments will undergo improvements within the same five-year period;
 - (3) A master plan exists, submitted to a governmental body, addressing all developments;
 - (4) All developments share some infrastructure or amenities; or
 - (5) A common advertising scheme addresses all development.

(Ord. No. 04-O-90AA, § 4, 4-13-2005; Ord. No. 07-O-07AA, § 4, 8-20-2008)

Sec. 9-243. - Vested rights.

Those provisions set out in this article requiring of new development the provision of inclusionary housing units or in-lieu comparables shall not apply to the development of any property authorized by and consistent with any of the following development orders approved or prior to the effective date of the inclusionary housing ordinance or in application prior to the effective date of the inclusionary housing ordinance and subsequently approved without major modification during the application period: preliminary plat approval; site plan approval; PUD concept plan approval; development agreement, approved pursuant to Chapter 163, Florida Statutes; or, DRI development order approval. In those instances where the property owner of a vested property applies for a new development order, that if approved, would constitute a major modification of the previous development order, that property may lose its vested status as it relates to the provisions of this article. Any modification to a previously approved development order resulting in the addition of 50 or more dwelling units than previously allowed in the development order approved prior to April 13, 2005 (the adoption date of this ordinance), that were not previously mitigated, shall be subject to the provisions of this article for the increased number of residential dwelling units. Determination as to whether a change to the development order would constitute a major modification shall be made by the director of the growth management department or his/her designee, based upon applicable criteria in this code and Chapter 163, Florida Statutes, as may be applicable. Any property owner may instead request that the city commission make this determination or may appeal staff's determination to the city commission for reconsideration. In rendering its determination as to vested rights status, the city commission shall consider staff's recommendation and whether the affected property already complies with this article; has been "built out" in terms of residential development capacity; or, substantially complies with this article. If the city commission determines that

the property substantially complies with this article, it shall also specify those inclusionary housing requirements that thereafter apply to its further development, if any.

(Ord. No. 04-O-90AA, § 4, 4-13-2005; Ord. No. 09-O-31AA, § 14, 10-29-2009)

Sec. 9-244. - Exemptions.

The following shall be exempt from the requirements of this article:

- (a) Multifamily and multi-unit residential units constructed for rental purposes shall not be subject to requirements to provide inclusionary housing; however, multifamily and multi-unit residential units constructed for rental purposes may be provided to satisfy certain requirements for inclusionary housing, as provided herein; condominium residential units intended for owner-occupancy are not exempt and shall be subject to these regulations;
- (b) Nursing homes, residential care facilities, assisted care living facilities, and retirement homes;
- (c) Dormitories and group quarters, as defined by the US Census;
- (d) Manufactured homes shall not be subject to requirements to provide inclusionary housing and may not be provided to satisfy any requirements set forth herein.
- (e) All developments within the Southern Strategy Area, as established in the Tallahassee-Leon County Comprehensive Plan, except for those included within planned development zoning district, or developments of regional impact (DRIs); and
- (f) All developments within areas designated lake protection on the future land use map.

(Ord. No. 04-O-90AA, § 4, 4-13-2005; Ord. No. 07-O-07AA, § 5, 8-20-2008)

Sec. 9-245. - Requirements for inclusionary housing.

The following requirements shall apply:

- (a) *Number of inclusionary units required.* Subdivisions and site plans including 50 or more dwelling units shall provide a minimum of ten percent of the units at prices no greater than the maximum purchase price and with purchase prices averaging not greater than the average sales price. For purposes of this section accessory apartment units shall not be construed as a dwelling or residential unit, either for purposes of determining the number of inclusionary units required or the number of inclusionary units provided.
- (b) *Calculation of required number of units.* The following standards shall be utilized in the calculation of number of inclusionary units required to be provided:
 - (1) *Density bonus units:* For purposes of calculating the number of inclusionary units required by this section, any additional units provided through use of the density bonus incentives of this article will not be counted in determining the required number of inclusionary units.
 - (2) *Fractional unit requirements:* In determining the number of whole inclusionary units required, any fractional requirement shall be rounded up to the nearest whole number.
- (c) *Location of inclusionary units.* Required inclusionary housing units shall be provided within the primary development, at an alternative location within the same census tract or, in a contiguous selected census tract, so long as the off-site location is within the urban service area; the option of providing inclusionary housing at an off-site location shall not be available for developments within planned development zoning districts, nor within DRIs. For projects within applicable census tracts in the MMTD, inclusionary units shall be dispersed throughout the development, with no more than two contiguous parcels designated for inclusionary units.

- (d) *Waiver of inclusionary housing requirements.* The city commission may grant waivers of requirements for inclusionary housing if the commission finds the following:
- (1) The application of the requirement would produce a result inconsistent with the goals and objectives of the Tallahassee-Leon County Comprehensive Plan pertaining to the development of the community; or,
 - (2) If the primary development is part of a larger development, that development furthers the intent of this section through means other than strict compliance with the regulations set out in this section.
- (e) *Developer financial responsibility.* At the time of the approval of any site plan or preliminary plat for any primary development required to provide on-site or off-site, owner-occupied or rental, inclusionary housing units, or buildable lots, as authorized by this section, the applicant shall post a bond or submit a letter of credit or other acceptable instrument equivalent to the fee in-lieu of providing the required inclusionary housing. The city shall retain the bond money in escrow in an interest-bearing account for a period of no less than three years, or other time period agreed upon by the applicant and the city, or until the city has documented that the required inclusionary housing or in-lieu comparables have been provided. Upon documentation that the inclusionary housing requirement has been met in part or in full, the city shall remit that portion of the bond money and interest proportionally equivalent to portion of the inclusionary housing requirement satisfied to the applicant or their assigns. If, after a period of three years, or other time period agreed upon by the applicant and the city, the applicant has not demonstrated compliance with the requirement, the bond shall be forfeited and the bond money and interest shall be transferred to the inclusionary housing trust fund, and may thereafter be utilized for purposes of providing inclusionary housing. In those instances where the applicant has agreed in advance to pay a fee in-lieu of all or a portion of the required inclusionary housing, no bond shall be required to be posted for that amount of the requirement to be satisfied through payment of the fee in-lieu. This provision shall not be available for developments within planned development zoning districts, nor within DRIs.
- (f) *Fee in-lieu of providing inclusionary units.* As an alternative to providing inclusionary housing units, the owner/developer may pay a fee in-lieu to the city. The fee rate shall be as follows:
- (1) For those developments where the average sales price of all housing units is greater than 100 percent of the average sales price (ASP) but less than 110 percent of ASP: \$10,000.00 per required inclusionary unit not constructed;
 - (2) For those developments where the average sales price of all housing units is greater than 110 percent of ASP and less than or equal to 175 percent of ASP: \$15,000.00 per required inclusionary unit not constructed;
 - (3) For those developments where the average sales price of all housing units is greater than 175 percent of ASP and less than or equal to 225 percent of ASP: \$20,000.00 per required inclusionary unit not constructed; and
 - (4) For those developments where the average sales price of all housing units is greater than 225 percent of ASP: \$25,000.00 per required inclusionary unit not constructed.

This provision shall not be available for developments within planned development zoning districts, nor within DRIs.

- (g) *Multifamily rental housing in-lieu of providing inclusionary units.* As an alternative to providing inclusionary owner-occupancy housing units, the owner/developer may provide 1½ multifamily rental units per each owner-occupancy unit not otherwise provided. Rental units provided in lieu of owner-occupancy units shall be provided on-site within the primary development, at an alternative location within the same census tract or, in an adjacent selected census tract, so long as the off-site location is within the urban service area. Rents charged for these rental units shall not exceed the current US HUD's High HOME rent limit by bedroom size in the Tallahassee Metropolitan Statistical Area (TMSA). The option of providing off-site multifamily

rental housing in-lieu of providing inclusionary units shall not be available for developments within planned development zoning districts, nor within DRIs.

- (h) *Residential lots in-lieu of providing inclusionary units.* As an alternative to providing inclusionary owner-occupancy housing units, the owner/developer may provide to the city or its designated agent, one residential lot per each owner-occupancy unit not otherwise provided. Lots so provided shall be located on-site within the primary development and each lot shall have sufficient area devoid of environmental constraint to allow construction of a residential unit thereupon. The city or its designated agency shall assume responsibility for the development of all lots so provided with inclusionary units.
- (i) *Establishment of the required number of inclusionary units at time of plan approval.* The number and location of inclusionary units required in conjunction with a particular primary development will be determined at the time of preliminary plat or site plan approval. Any of the following changes in the location of any on-site inclusionary housing unit after preliminary plat or site plan approval shall constitute a major modification to the original development order and shall be reviewed accordingly:
 - (1) Relocation contiguous to vacant property outside the primary development;
 - (2) Relocation contiguous to property outside the primary development developed with less intensive residential use; or
 - (3) Relocation contiguous to property inside the primary development, developed with less intensive residential use and not previously intended as the location of inclusionary housing.

Determination as to whether the contiguous property is considered less intensive residential use shall be made by the land use administrator.

(Ord. No. 04-O-90AA, § 4, 4-13-2005; Ord. No. 07-O-07AA, § 6, 8-20-2008; Ord. No. 13-O-03, § 8, 8-28-2013)

Sec. 9-246. - Incentives for provision of inclusionary housing.

The following incentives shall be available to developments constructing the required number of inclusionary housing units within the primary development:

- (a) *Additional development density.* Any development providing inclusionary housing pursuant to this section shall be entitled to a 25 percent increase in allowable density above that otherwise established by the zoning district in which the development is located. The density bonus provided herein shall only be effectuated consistent with policy 2.1.14 of the Land Use Element of the Tallahassee-Leon County Comprehensive Plan. To qualify for this bonus, the applicant must include a narrative in the development application describing how the design and orientation of the development seeking the density bonus is compatible with the surrounding land use character, particularly with any low density residential neighborhoods. This narrative shall address building size and massing, site layout and design, architectural characteristics, and landscaping, as well as any other aspects of development that the applicant deems appropriate.
- (b) *Design flexibility.* The developer of inclusionary housing developments shall be eligible to obtain greater flexibility in development design through application of the following:
 - (1) *Choice of housing type.* Inclusionary housing units required by this section as well as any provided through density bonus incentive may be provided as single-family, duplex, townhouse units, or cluster development within the RP-1, RP-2, and RP-MH zoning districts, and as single-family, duplex, triplex, or townhouse units or as units intended for owner occupancy in a condominium, or multifamily residential structure, in other zoning districts provided that the height, setbacks, massing and exterior appearance of the

inclusionary units are consistent with other residential units within the development in which they are located. Within the applicable census tracts in the MMTD, creative housing types (e.g., the multi-family "Big House" design) should be used to increase affordability, effectively provide multiple housing types, and maintain compatibility in scale and mass with other housing types.

- (2) *Alleviation of setback and lot size requirements internal to the development.* Housing units (inclusionary and "non-inclusionary") shall not be subject to yard setback requirements, except for yards adjacent to boundary of the primary development and other property. Housing units (inclusionary and "non-inclusionary") shall not be subject to minimum lot size requirements, except where lots are located adjacent to property outside of the primary development.
 - (3) *Alleviation of buffering and screening requirements internal to the development.* Inclusionary housing units shall not be subject to requirements for the provision of buffering and screening for purpose of mitigating incompatibility within the primary development. Where adjacent to property outside of the primary development, inclusionary housing units shall be subject to those buffering and screening requirements as set out in this Code as may be applicable.
 - (4) *Consideration of reduced parking in the MMTD.* The city encourages reduced parking proposals by the applicant and recommends a minimum of a ten percent reduction for developments ten units and over, for inclusionary housing units, for projects located within the applicable census tracts in the MMTD within one-fourth mile of transit routes. In assessing proposed parking reductions, as an incentive, additional allowances may be considered by the city for site and design (i.e., building placement, setbacks, and facades) during the site plan review process.
- (c) *Expedited review.* The developer of an inclusionary housing development shall be eligible for expedited development review. The developer shall inform the growth management department at the pre-application stage that the development will include inclusionary housing; thereafter, the growth management department shall expedite the review of the application to the fullest extent permitted by law and shall notify other reviewing departments/agencies that the application is required to receive expedited review. Expedited applications are to be reviewed prior to other applications filed on the same date or in the same application period, except for other applications including inclusionary housing or affordable housing, pursuant to Chapter 420.9076, Florida Statutes. Any development order application not directly pertaining to or required for the development of inclusionary housing units shall not be entitled to expedited review.

The director of the growth management department shall serve as the city's liaison to expedite the review and approval process. This provision shall apply to site and development plan applications, subdivision applications, environmental permits, as well to individual building permits for individual inclusionary units.

- (d) *Deviations to development standards for primary developments incorporating inclusionary housing.* The developer of inclusionary housing seeking deviation(s) to development standards not addressed in subsection (2) above, shall submit a request for the deviation(s), along with the development application, to the entity with authority to approve the development application. There shall be no fee charged to the developer of inclusionary housing for requested deviations in conjunction with the development of the inclusionary housing. Deviations requested pursuant to this section shall not be required to comply with requirements of section 9-233 of this chapter for the granting of a deviation. Instead, requests for deviation under this section shall be subject to demonstrate compliance with the following criteria:
- (1) The request for deviation shall specify the standard(s) to be deviated, the extent of deviation, and where the deviation will apply (requests for deviations to setbacks should be expressed in terms of linear feet and, requests for deviations to lot sizes should be expressed in square footage; requests may provided on a graphic plan);

- (2) The deviation shall not result in an increase in gross residential density for the development in excess of the density bonus provided by this section;
- (3) The deviation shall not result in conditions detrimental to the public's health, safety, or welfare; and,
- (4) The granting of this deviation shall be consistent with the intent and purpose of this section and the Tallahassee-Leon County Comprehensive Plan.

Upon a finding in the affirmative, the entity with authority to approve the application shall grant the requested deviation(s).

- (e) *Transportation concurrency exemption.* Within any and all developments wherein inclusionary units are provided under this article, any inclusionary units provided, less than or equal to the requirement for inclusionary units, as well as any provided electively through density bonus, shall be exempt from transportation concurrency requirements.
- (f) *Additional incentives.* A developer of inclusionary housing may request additional incentives. The city commission may grant such additional incentives through approval of a development agreement pursuant to Section 163.3220, Florida Statutes ("163 Development Agreement") or planned unit development concept plan, so long as the commission finds the following:
 - (1) The application of the incentive would not produce a result inconsistent with the goals and objectives of the Tallahassee-Leon County Comprehensive Plan; and,
 - (2) The provision of the incentive furthers the intent of this section.

(Ord. No. 04-O-90AA, § 4, 4-13-2005; Ord. No. 13-O-03, § 9, 8-28-2013)

Sec. 9-247. - Compliance procedures.

- (a) *General.* Approval of an inclusionary housing plan and implementation of an approved inclusionary housing agreement is a requirement of any site plan and preliminary plat subject to the requirements of the inclusionary housing section. An inclusionary housing plan is not required where the requirements are satisfied by provision of residential lots or payment of a fee in-lieu of provision of inclusionary units. The inclusionary housing plan must include:
 - (1) A site plan that includes the location of the inclusionary units (or lots or areas set aside for inclusionary units), setbacks and lot sizes for inclusionary housing units and other proposed development;
 - (2) The structure type of inclusionary units (may be a range of types) to be provided;
 - (3) The proposed tenure (owner-occupancy or rental) of inclusionary units to be provided;
 - (4) The structure size (may be a size range) of the inclusionary units to be provided;
 - (5) The mechanisms that will be used to assure that the units remain affordable, per city commission policy, such as resale and rental restrictions, and rights of first refusal and other documents;
 - (6) For inclusionary units to be provided off-site: the location (including parcel identification number(s)), structure type of inclusionary units and, proposed tenure; and,
 - (7) Any other information as may be necessary to demonstrate that the development complies with the provisions of this section.
- (b) *Pertinent information to be recorded.* The method of compliance with this section, including, as applicable, the number and location of inclusionary housing units, shall be established within the final development order and incorporated through appropriate annotation on the approved site plan or preliminary plat and in an inclusionary housing letter of agreement, signed by all parties, and recorded by the county clerk of courts. Where inclusionary requirements are satisfied through the

provision of units off-site, the development orders for the primary and off-site development may be issued concurrently or sequentially; however, the site plans or preliminary plats for both developments shall reflect the method the compliance and shall as well be incorporated through appropriate annotation in an inclusionary housing letter of agreement, signed by all parties, and recorded by the county clerk of courts.

(Ord. No. 04-O-90AA, § 4, 4-13-2005)

Sec. 9-248. - Appeals of subdivision and development orders for developments with on-site inclusionary housing.

- (a) *Appeals.* Appeal of a decision by the city commission to approve, approve with conditions, or deny a subdivision final plat, or any other development order authorizing the development of inclusionary housing shall be considered by the circuit court. A party with standing shall have the right to seek review in circuit court by petition for writ of certiorari within 30 days from final action on any application.
- (b) *Attorney's fees and related costs.*
 - (1) In any civil litigation resulting from the city's approval of inclusionary housing as part of a development order, the prevailing party may receive his or her reasonable attorney's fees and costs from the nonprevailing party. For the purposes of this section, civil litigation shall include administrative proceedings before the Tallahassee-Leon County Planning Commission, the division of administrative hearings, county circuit court, and any appellate proceedings before the first district court of appeal and state supreme court.
 - (2) The attorney for the prevailing party shall submit a sworn affidavit of his or her time spent on the case and his or her costs incurred in the civil litigation for all the motions and hearings, including appeals, to the circuit court having jurisdiction or the administrative law judge who presided over the civil litigation.
 - (3) The circuit court having jurisdiction or administrative law judge may award the prevailing party the sum of reasonable costs incurred in the action plus a reasonable legal fee for the hours actually spent on the case as sworn to in an affidavit.
 - (4) Any award of attorney's fees or costs, to the extent allowed by law, shall become a part of the judgment or final order and subject to execution as the law allows.

(Ord. No. 04-O-90AA, § 4, 4-13-2005)

Sec. 9-249. - Monitoring and sunset review.

The inclusionary housing implementation provisions in this Code shall be monitored to ensure effective and equitable application. The city manager will present status report to the city commission on the implementation of this article every two years or as needed.

(Ord. No. 04-O-90AA, § 4, 4-13-2005; Ord. No. 07-O-48, § 1, 9-26-2007; Ord. No. 07-O-07AA, § 7, 8-20-2008)

Sec. 9-250. - Administration.

The housing provisions of this section shall be administered jointly by the department of neighborhood and community services and the growth management department, or their successors in interest, in consultation with the Tallahassee-Leon County Planning Department. These departments

shall be authorized to provide interpretations regarding the implementation and administration of this section.

(Ord. No. 04-O-90AA, § 4, 4-13-2005)

Sec. 10-7.402. Development review and approval system.

The development review and approval system shall consist of the following elements:

- (1) *Permitted use verification process.* A permitted use verification certificate (PUV) shall be used to determine eligibility for either subdivision of property, development of land, or change in use, based upon applicable land development regulations and site-specific conditions. A residential compliance certificate (RCC) shall be used to determine eligibility for small residential uses or structures. The fee for a RCC may be applied to fees for a subsequent project status determination application (PSD) or an administrative streamlined approval process (ASAP) application associated with the proposed residential development tendered within one year of the issuance of the RCC. PUVs and RCCs shall not be construed to be development order approvals.
- (2) *Project status determination.* For any development proposal not required to comply with the provisions of article VII, an application shall be subject to project status determination (PSD) review from the development support and environmental management department during the review of a building permit. This PSD will indicate on what basis the proposed development is excepted from either the procedural or substantive provisions of this article and shall verify compliance with any applicable previously approved development order and land development code, as may be applicable.
- (3) *Pre-submittal conference (optional for Type A, B, and C; required for Type D).* The pre-submittal conference is intended to set forth the specific application requirements once a development review track is identified.
- (4) *Development review types.* There are four different review types of development review, Type A, B, C, and D review. The applicable level of review for proposed subdivision or site and development plan application depends upon the type and intensity of development, the extent of environmental constraint, and zoning district in which the development site is located. Table 10-7.1, below, specifies the applicable review level for development qualifying for administrative streamlined application process, and Type A through Type C site and development plan review applications. Table 10-7.1 specifies the review level by zoning district, for residential, nonresidential, and institutional land uses. Type D site and development plan review is required for any new planned unit development concept plan application. Type C applications consist of any application where the scale of development proposed exceeds the upper limit of the thresholds listed in the table for Type B site and development plan review, but not required to undergo Type D review.

The thresholds set out in Table 10-7.1 may be modified as follows:

- a. *Incentive for mixed use development.* The review threshold for any Type A—Type C site and development plan application proposing a mixture of residential and office or retail/service commercial use shall be equivalent to 100 percent of the residential unit threshold plus 100 percent of the office or retail/service commercial use; however, the thresholds for Type A and Type B site and development plan applications proposing a mixture of residential and office or retail/service commercial use may be increased to 125 percent of the residential unit threshold plus 125 percent of the office or retail/service use, so long as the following criteria are met:
 1. The application must include a minimum of four residential dwelling units per gross acre of site area; and
 2. The application must include a minimum of 10,000 gross square feet of non-residential use.
- b. *Incentive for quality design; non-residential use.* The review threshold for any Type A—Type C site and development plan application proposing any non-residential or institutional use, and proposing the following design elements may be increased by the corresponding percentage:

1. Threshold increased by ten percent, for a building footprint of no greater than 50,000 square feet of enclosed floor area;
 2. By 15 percent, for utilization of a planted "green roof" over no less than 40 percent of roof surface area, or a rain garden, which reduces stormwater runoff by no less than 60 percent;
 3. By 15 percent, for developments with access to an arterial road and having $\geq 100,000$ gross square feet of office or commercial retail floor area (also referred to as equivalent to 100 percent commercial base standard) and ≥ 100 dwelling units (equivalent to 100 percent of the residential base standard) or, any combination of these uses wherein the square footage of office or commercial floor space exceeds 20,000 and the number of residential units exceeds 25 and the cumulative total of the base standards exceeds 200 percent;
 4. By 15 percent, for developments having $\geq 100,000$ of office or commercial retail gross square footage floor area that provide a transit stop consisting of surface area for bus access, a shelter to provide weather protection, bench or seating for the shelter, and pedestrian access to the stop;
 5. By 25 percent, for developments locating no less than 90 percent of provided parking spaces behind the front building facade line;
 6. By ten percent, for structures having ground floor window glazing along building frontages adjacent to streets or publicly-accessible parking areas ≥ 20 percent of facade area on the ground floor principal frontage and ≥ 15 percent of the area of each other applicable ground floor facade;
 7. By 15 percent, for developments where the number of spaces provided ≤ 80 percent of the standard number of parking spaces set out in schedule 6-2; and,
 8. By 15 percent, for developments having a density of connectivity of ≥ 0.4 per acre.
- c. *Incentive quality design; residential use.* The review threshold for any Type A—Type C site and development plan application proposing residential use site and proposing the following design elements may be increased by the corresponding percentage:
1. Threshold increased by ten percent, for utilization of a planted green roof over no less than 40 percent of roof surface area, or a rain garden, which reduces stormwater runoff by no less than 80 percent;
 2. By ten percent, for developments with access to an arterial road having ≥ 200 dwelling units that provide a transit stop of surface area for bus access, a shelter to provide weather protection, bench or seating for the shelter, and pedestrian access to the stop;
 3. By 15 percent, for having ≥ 0.25 accessory dwelling unit for every residential dwelling unit;
 4. By 15 percent, for having ≥ 50 percent of all principal dwelling units served by side- or rear-loaded garages;
 5. By 15 percent, for developments having a density of connectivity of ≥ 0.4 per acre;
 6. By 15 percent, for developments having an index of interconnectivity of ≤ 0.5 .
- d. *Incentive for development in the Southern Strategy Area.* The review threshold for any Type A, B or C site and development plan proposed within the Southern Strategy Area, as identified in the Comprehensive Plan, shall be increased 25 percent.

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- e. *Incentive for development in the Gum Road Target Planning Area.* The review threshold for any Type A, B or C site and development plan proposed within the Gum Road Target Planning Area, as adopted by the Board of County Commissioners, shall be increased 25 percent.
 - f. *Incentive for providing access to multiple businesses within a safe and convenient pedestrian pathway through facade design.* The threshold is increased by 25 percent, when all proposed non-residential building facades are less than 100 feet in length; and each facade abutting a street frontage, public open space, parking area, or pedestrian corridor, has no less than 40 percent surface area coverage by windows, display areas, or doorways, or, in those instances where the facade exceeds 100 feet in length, the following criteria are met:
 - 1. Structure with a single facade longer than 100 feet shall be divided into individual tenant spaces and shall not be used solely by a single business. Individual tenant spaces shall have no more than 60 feet of horizontal frontage along that facade. Tenant spaces shall be separated by vertical elements on the facade at intervals no greater than 60 feet, coinciding with the dimensions of tenant spaces. Vertical elements shall include columns, posts, or pilasters; reveals, recesses and other shadow-casting devices; variations in material, texture or color; recessed entrances; or other methods of architectural articulation.
 - 2. Every individual business establishment located along the facade of greater than 100 feet shall have its own public entrance located on the facade or on a diagonal at each building corner having two street frontages, with one of them being the facade.
 - 3. The facade shall have windows, display areas or doorways spanning no less than 75 percent of the length of the facade and covering no less than 40 percent of the surface area of the facade. No blank walls shall face street frontages, public open spaces or pedestrian corridors along any building side.
 - 4. The area directly adjacent to the facade length shall include a pedestrian walkway of at least eight feet in width.
 - 5. The applicant may utilize alternative design approaches to qualify for this incentive by demonstrating to the County Administrator or designee that the alternative fulfills the design objective of providing access to multiple businesses within a safe and convenient pedestrian pathway.
 - g. *Incentive for conservation subdivisions.* The review threshold for any Type A, B or C site and development plan proposed within the Lake Talquin Recreation Urban Fringe or Urban Fringe zoning district, accomplished as a conservation subdivision, shall be increased 50 percent.
 - h. *Incentive for affordable housing.* The review threshold for any Type A, B or C affordable housing site and development plan proposed shall be increased by 50 percent. For the purposes of this subsection, affordable housing site and development plan demonstrating affordable housing for 50 percent or more of the proposed dwelling units.
 - i. *More rigorous review to protect environmental features.* Any application otherwise qualifying for administrative streamlined application process or Type A site and development plan review per this section, and proposing development on a site inside the urban services area with 75 percent or more site coverage by conservation or preservation areas as defined by the Comprehensive Plan or outside of the urban services area with 40 percent or more coverage by conservation or preservation areas, shall require review as Type B site and development plan application. Sites of three acres or larger wherein all buildings, attendant parking facilities, streets, and access facilities will be located outside of conservation and preservation areas shall be exempt from this requirement.

- j. *Combination of threshold modifications.* A combination of threshold modifications (a)—(e) may be cumulatively applied to Type A—Type C site and development plan applications, as applicable.
- k. *Limitation on degree of site and development plan review level reduction.* The incentives provided above may be used to reduce what would otherwise be a Type C site and development plan application to a Type B or Type A site and development plan application, to reduce what would otherwise be a Type B site and development plan application to a Type A site and development plan application, and a Type A site and development plan application to an administrative streamlined application. Modifications (a)—(f) shall not be applicable to any Type D application, including those establishing a planned unit development concept plan.

Table 10-7.1

Review Level	Zoning District→ Type of use↓	R, UF, LTR/UF	RC, WC	RP, RA, OS	LP	R-1, R-2, R-3, R-4, R-5	MH	BOR, OR-1, OR-2, C-1, BC-1, BC-2, BCS	MCR, MCN, LPN	NBO	I, M-1	OR-3, CM, MR-1, C-2, CP, IC, UP-1, UP-2, OA-1, PD, PUD	AC
Administrative Streamlined	Residential	≤ 2 dwellings or lots for dwellings		≤ 2 dwellings or lots for dwellings		≤ 2 dwellings or lots for dwellings		≤ 2 dwellings or lots for dwellings			≤ N/A	≤ 2 dwellings or lots for dwellings	
	Non-residential	See Note**		N/A	See Note**; Only for lawfully established existing uses	N/A	See Note**	See Note**	See Note**	See Note**	≤ 9,999 gross building, square feet	See Note**	
	Institutional	See Note**		See Note**		See Note**		See Note**			See Note**		
Type A	Residential	≤ 3—10 dwellings, if platting is required		3—14 dwellings		≤ 24 dwellings	Addition of ≤ 99 dwellings to an existing MH Park	≤ 34 dwellings		≤ 24 dwellings	N/A	≤ 299 dwellings	≤ 499 dwellings
	Non-residential	≤ 14,999 gross building square feet	≤ 49,999 gross building square feet	N/A	Expansion of lawfully established existing use by ≤ 5,000 square feet gross building area no greater than; or an increase in total impervious surface area on the subject parcel of ≤ 15 percent	N/A	N/A	≤ 19,999 gross building square feet	≤ 9,999 gross building square feet	10,000—39,999 gross building square feet	≤ 49,999 gross building square feet	≤ 149,999 gross building square feet	
	Institutional	≤ 14,999 gross building square feet	≤ 49,999 gross building square feet	Expansion of existing use by ≤ 5,000 square feet gross building area no greater than; or an increase in total impervious surface area on the subject parcel of ≤ 15 percent	Expansion of lawfully established existing use by ≤ 5,000 square feet gross building area no greater than; or an increase in total impervious surface area on the subject parcel of ≤ 15 percent	Expansion of existing use by ≤ 5,000 square feet gross building area no greater than; or an increase in total impervious surface area on the subject parcel of ≤ 15 percent	Expansion of existing use by ≤ 5,000 square feet gross building area no greater than; or an increase in total impervious surface area on the subject parcel of ≤ 15 percent	≤ 19,999 gross building square feet	≤ 9,999 gross building square feet	10,000—39,999 gross building square feet	≤ 49,999 gross building square feet	≤ 149,999 gross building square feet	
Type B	Residential	11—74 dwellings		15—99 dwellings		25—149 dwellings	Addition of 100—199 dwellings to an existing mhp	35—199 dwellings	35—74 dwellings	25—49 dwellings	N/A	300—449 dwellings	500—649 dwellings
	Non-residential and Institutional	15,000—149,999 gross building square feet	50,000—99,999 gross building square feet	New use of ≤ 5,000 square feet gross building area; expansion of existing use by ≤ 7,500 square feet gross building area; or an increase in total impervious	Expansion of lawfully established existing use by ≤ 7,500 square feet gross building area; or an increase in total impervious surface area on	New use of ≤ 5,000 square feet gross building area; expansion of existing use by ≤ 7,500 square feet gross building area; or an increase in total impervious	New use of ≤ 5,000 square feet gross building area; expansion of existing use by ≤ 7,500 square feet gross building area; or an increase in total impervious	20,000—179,999 gross building square feet	20,000—79,999 gross building square feet	10,000—59,999 gross building square feet	40,000—249,999 gross building square feet	50,000—249,999 gross building square feet	150,000—499,999 gross building square feet

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				surface area on the subject parcel of ≤ 25 percent	the subject parcel of ≤ 25 percent	surface area on the subject parcel of ≤ 25 percent	surface area on the subject parcel of ≤ 25 percent						
Type C	Residential	75 dwellings or more	75 dwellings or more	100 or more dwellings		150 dwellings or more	Establishment of a new manufactured home park; addition of 200 or more dwellings to an existing mhp*	200 dwellings or more	75 dwellings or more	50 dwellings or more	N/A	450 dwellings or more	650 dwellings or more
	Non-residential and Institutional	150,000 gross building square or more	100,000 gross building square feet or more	Any development in excess of Type B level, not determined to be a PUD	New institutional use or expansion of a lawfully established non-residential use greater than 7,500 gross square feet	Any development in excess of Type B level, not determined to be a PUD		180,000 gross building square feet or more	80,000 gross building square feet or more	60,000 gross building square feet or more	250,000 gross building square feet or more	250,000 gross building square feet or more	500,000 gross building square feet or more
Type D	Residential	Generally, Any development determined to be a PUD		Generally, any development determined to be a PUD		Generally, any development determined to be a PUD		Generally, any development determined to be a PUD			N/A	Generally, any development determined to be a PUD	
	Non-residential and Institutional	Any development determined to be a PUD		N/A	Optional	N/A		Any development determined to be a PUD				Any development determined to be a PUD	

**Administrative streamlined application process (ASAP) limited to applications proposing one or more of the following: Gross building area of no greater than 1,000 square feet; or an increase in total impervious surface area on the subject parcel of no greater than ten percent.

- (5) **Development review tracks.** Proposed development projects that have been determined through the PUV process to require Type A, B, or C subdivision or site and development plan approval, shall be required to select at the option of the applicant from two review tracks. These review tracks are as follows:
- a. **Concept plan approval (CPA) review track.** The CPA review track is an available option for all proposed projects that have been determined through the PUV process to require review and approval of a Type A or Type B level subdivision or site and development plan. The CPA review track option is intended to expedite the review process by reducing the requirement for permitting level information while providing the applicant the assurance that the development entitlements reflected on the concept plan can be realized on the subject site. Subsequent to CPA, the applicant would be required to complete the environmental permitting process for the project prior to initiating onsite development. The CPA review track shall include the following sequential steps:
 1. Completion of a PUV in support of the proposed project.
 2. Submittal and approval of a NFI for the subject property.
 3. Approval of an EIA in support of the proposed development project. The EIA submittal requirements shall be limited to a conceptual analysis and discussion of the proposed project's stormwater management system and shall include information outlining how onsite conservation and/or preservation features as identified in the project's approved NFI will be protected and/or preserved including how all anticipated impacts to these features will be mitigated in the design of the proposed development project. Permitting level information shall be deferred to the project's associated environmental permit review process and will not be required for the CPA review track.
 4. Completion and approval of a concurrency management application to address the anticipated impacts to public and other facilities from the proposed development.
 5. Scheduling and participating in an application review meeting on the proposed development project. A pre-submittal meeting is optional.
 6. Submittal of a completed subdivision or site and development plan application.
 - b. **Final design plan approval (FDPA) review track.** The FDPA review track is an available option for all proposed projects that have been determined through the PUV process to require review and approval of a Type A, B, or C level subdivision or site and development plan. The FDPA review track option is intended to expedite the review process by providing for the concurrent review of a proposed project's subdivision or site and development plan and associated environmental permit. Under the FDPA review track option, subsequent to completion of the associated review process, the applicant would receive land use and environmental permitting approval concurrently. The FDPA review track shall include the following sequential steps:
 1. Completion of a PUV in support of the proposed project.
 2. Submittal and approval of a NFI for the subject property.
 3. Submittal of an environmental management permit (EMP) application in support of the proposed development project. The EMP shall include the conceptual EIA components outlined in subsection (5)a.3 of this section and all engineering and design level information required to demonstrate compliance with all environmental and stormwater related requirements applicable to the subject site.

4. Completion and approval of a concurrency management application to address the anticipated impacts to public and other facilities from the proposed development.
5. Scheduling and participating in an application review meeting on the proposed development project. A pre-submittal meeting is optional.
6. Submittal of a completed subdivision or site and development plan application.
7. For Type B and Type C level subdivision or site and development plan proposals scheduling the review of the proposed project by the development review committee. Additionally, all Type C level projects will require final disposition by the Board of County Commissioners.

(6) *Exception to site and development plan review.* The following shall be exceptions to those review types set forth in subsection (4) of this section:

- a. The construction or modification of one single-family dwelling unit; a two-, three-, or four-family dwelling unit; or a manufactured home; or the construction of an accessory building to such a dwelling on a lot or parcel with legal access. For properties proposing residential use, a completed school impact analysis form shall be provided.
- b. Commencement of home occupations as defined in and in accordance with this code.
- c. Development of non-residential or multiple use development providing for not more than 1,000 square feet of total gross floor area after construction or ten percent increase of total on-site impervious area. This exemption applies to additions to existing structures and uses and to new construction and uses on a noncumulative basis. Non-residential development of less than 1,000 square feet that would increase the total gross floor area of a development by 20 percent or more shall require that the applicant demonstrate, through the completion of an application for exception to site plan, that such development will not result in an increase in total on-site impervious area of ten percent or greater.
- d. Changes in tenancy in already built space (existing structure), provided that the conversion requires no substantial modification to the exterior of the structure or modifications to the associated parking area. Site plan review applies to those changes of tenancy involving substantial modification to the exterior of the building or modification to the associated parking area, as determined by the county administrator or designee.
- e. The development or alteration of any building used exclusively for agriculture, horticulture, or floriculture located in the rural land use district; provided, however, that construction of dwellings units, not otherwise exempt, or commercial or industrial facilities to process agricultural, horticultural or floricultural beyond harvest, storage or sale of the raw materials is not exempt from this article.
- f. Change of use. The establishment, exclusively through change of use, of new uses in an existing structure shall not be subject to site and development plan review; but, shall be required to meet all other applicable development standards of this chapter. However, site plan review shall apply to those changes of use involving substantial modifications to the exterior of the building or modification to the associated parking area, as determined by the county administrator or designee.
- g. Industrial development. New or expansion of existing industrial uses or development of up to 10,000 square feet, if site is zoned industrial and infrastructure extensions to the subject site are not required.
- h. Exceptions specified under the definition of subdivision in section 10-1.101. Any and all landowners of a parcel that is divided or developed pursuant to this exception shall file an affidavit, on a form approved by the County Attorney, with the clerk of the court in the public records of the county. The affidavit shall specify that the property has been modified or subdivided, the number of new parcels, if any, created, the exemption type used for this action, the legal description of the original location of the parcels, and the metes and bounds descriptions of each new parcel.

(7) *Review process for exceptions.* The development listed in the table set out as parts (a) and (b) of this subsection may be excepted from Type A—D site and development plan review, as set forth in subsection (4), above.

- a. The following chart provides a range of development and changes of use excepted from site and development plan application. The chart specifies appropriate criteria for approval, applicable review process, notice requirements and other applicable substantive or procedural requirements. Omission of a particular requirement from the chart shall not be construed so as to alleviate requirement for compliance.

Proposed Use or Development	Criteria for Approval	PUV, LOZ or RCC Required	Site Plan Review Required	Notice Requirements	Additional Requirements
Single-family (attached or detached) residential dwelling unit, manufactured home, duplex residential units on any vacant existing parcel without subdivision; any structures accessory to these residential units, including garages, pavilions, kiosks, gazebos, or other similar structures accessory as determined by the County Administrator or designee	Approved plat or site plan, otherwise as required in the land development code	No, RCC is optional	None	No	May require other permits as applicable
Home occupation in an existing residence	Home occupation standards; life-safety code	No, RCC is optional	None	No	N/A
New or expansion of a principal industrial use within a district	As required in the land development code	Yes	None	Yes	Scaled sketch plan. May require other permits as applicable

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allowing heavy or light industrial uses; proposed structure or expansion size ≤ 300 square feet					
Change of use or tenancy without expansion or functional modification (including parking area), to another use allowed within the zoning district	Zoning district; life-safety health codes	LOZ	None, unless a special exception or restricted use	No	May require other permits as applicable
Change of use or tenancy with expansion or functional modification (including parking area), to another use allowed within the zoning district	Zoning district; life-safety health codes	PUV	Review pursuant to article VII	Yes	May require other permits as applicable
Affidavit for additional dwelling unit without subdivision (AADU)	Approved plat or site plan, otherwise as required in the land development code	RCC	None	No	Affidavit of recording. May require other permits as applicable
Accessory dwelling unit without subdivision	Compliance with section 10-6.803	RCC	None	No	Scaled sketch plan; compliance with section 10-6.803; affidavit of recording
Non-residential accessory or expansion ≤ 300 s.f.	Zoning district; life-safety health codes	LOZ	None	No	Scaled sketch plan; may require other permits as applicable

- b. Exceptions specified under the definition of subdivision in section 10-1.101. Any and all landowners of a parcel that is divided or developed pursuant to this exception shall file an affidavit, on a form approved by the County Attorney, with the clerk of the court in the public records of the county. The affidavit shall specify that the property has been modified or subdivided, the number of new parcels, if any, created, the exemption type used for this action, the legal description of the original location of the parcels, and the metes and bounds descriptions of each new parcel. A judicial exception based on a court order shall be excepted from site and development plan application but may be required to comply with the land development code. Review of development proposed pursuant to such orders shall be through a process determined by the County Administrator or designee.
 - c. Requirements for administrative streamlined application process (ASAP).
 - 1. *1:2 subdivision/lot split, inside the urban service area.* All ASAP applications for 1:2 subdivision/lot split shall demonstrate compliance with article IV of this chapter, article VI of this chapter, and division 5 of article VII of this chapter. Review and determination of compliance shall be conducted by the County Administrator or designee. Review may include consultation with other county and affiliated agency technical staff. Applications shall include a site plan or survey of the subject property along with sufficient information to demonstrate compliance with applicable standards. The application should furnish sufficient information to clearly demonstrate legal access, utility service connections, compliance with zoning district standards, and adequate protection of environmental resources.
 - 2. *Other administrative streamlined applications process applications.* All other ASAP applications shall demonstrate compliance with article IV of this chapter; article VI of this chapter and division 5 of article VII of this chapter. Review and determination of compliance shall be conducted by the County Administrator or designee. Review may include consultation with other county and affiliated agency technical staff. Applications shall include a site plan or survey of the subject property along with sufficient information to demonstrate compliance with applicable standards. The application should furnish sufficient information to clearly demonstrate legal access, utility service connections, compliance with zoning district standards, and adequate protection of environmental resources. Applications shall be required to furnish a natural features inventory, as set out in article IV of this chapter, and provide calculations demonstrating compliance with applicable stormwater management standards; waiver or modification of these requirements may be provided by the County Administrator or designee. The application should furnish sufficient information to clearly demonstrate compliance with zoning district standards and any precedent development order.
- (8) *Review process application.* Except for any exception or exemptions specified in this chapter, a site and development plan application is required for review Types A, B, C, and D site and development plans. Application submittal requirements for Types A, B, and C site and development plans are as set forth in this section. Application submittal requirements for Type D site and development plans are as set forth in section 10-7.406. The difference between the review types shall also be affected by the level of detail as determined by the County Administrator or designee and technical assistance staff, which may be determined at the presubmittal meeting (optional) or quick check. The submittal requirements for site and development plan review are listed below. The County Administrator or designee is authorized to waive or modify specific submittal requirements for any site and development plan proposal based on review type, site conditions, and characteristics of the proposed development. When site and development plan applications are to be submitted to the County Administrator or designee, the County Administrator or designee is also authorized to waive any specific submittal requirements as deemed appropriate.
- a. The requirement for planned development review for development of properties abutting a designated canopy road segment shall mean compliance with the site and development plan regulations set forth in this chapter.
 - b. Submittal requirements.
 - 1. An applicant shall provide for the preapplication meeting the required information on a form approved by the County Administrator or designee.

2. The following information shall be required for a site and development plan application, unless the County Administrator or designee waives a requirement, with documentation, as inapplicable to the particular development:
- (i) A site and development plan for the parcel or parcels which are the subject of the application. A proposed plat, if the parcel or parcels are to be subdivided, and the depiction of the site and development plan, shall be prepared as a single map, if the information conveyed remains clear. The proposed plat and site and development plan shall include, consistent with the provisions of this section:
 - A. A title block containing the following:
 - 1. The proposed development.
 - 2. Date of preparation.
 - 3. Scale of the site and development plan, both written and graphic.
 - B. A legal description and boundary survey of the parcel which shall be signed and sealed by a professional surveyor licensed to practice in the state.
 - C. Tax identification numbers for parcel or parcels that are subject of application.
 - D. Total acreage of the parcel or parcels, and, if the development is on a portion of a larger parcel, the acreage of the larger parcel and of the portion to be developed.
 - E. A scaled vicinity map with north arrow.
 - F. Names, addresses, and telephone numbers of all owners of the parcel or parcels, developers, optionees, and agents.
 - G. Location and type of proposed easements, including legal access.
 - H. Dimensions of the lots, to the nearest foot.
 - I. Lot and block numbers, if applicable. If a resubdivision of an existing plat is proposed, the numbering must be consistent with the existing system.
 - J. A circulation diagram showing vehicular and pedestrian movements including location and dimensions of access points, sidewalks, any special engineering features and traffic control devices, if any.
 - K. Proposed changes to existing topography.
 - L. Location of stormwater management facilities, including all conveyances and drainage easements.
 - M. Location and type of buffers and conservation easements to be provided.
 - N. Number of spaces and location of parking facilities or other impervious surfaces. A calculation of the square footage of parking facilities and other impervious surfaces.
 - O. Location and depth of setbacks. This information may be provided in tabular form.
 - P. Location and use of temporary structures as defined in section 10-7.109.
 - Q. Location and generalized footprint of each building existing or to be constructed by the applicant. For non-residential structures, a calculation of the gross square footage for each, including floor area ratios and height of any structure proposed.
 - R. Location and footprint of each type of infrastructure to be constructed.
 - S. Areas to be protected by a conservation easement, preservation easement, or other means acceptable to the county.
 - T. If the development fronts on a street or roadway, include each street or roadway and street or roadway name.
 - U. Street plans, locations, designs, and names assigned in accordance with county regulations shall be depicted and described.
 - V. If the applicant will construct them, location and description of all structures to be built by the developer, and, if common facilities are to be constructed, how those common facilities will be maintained.
 - W. Location and type of recreation facilities.
 - X. Refuse and recycling collection areas, and location and type of screening, if proposed.
 - Y. Where the site and development plan covers only a portion of the landowner's entire parcel, a map depicting all of the landowner's contiguous property and proposed use for the balance of the parcel or parcels not including in the site which is the subject of the application.
 - Z. Proposed build-out date of the infrastructure for the development in its entirety, and, if the development will be built in phases, a development scheduled and proposed buildout date for each phase.
 - AA. A utility service plan addressing proposed water supply, power supply, and method and location of sewage disposal.

- BB. All lot lines, parcel tax identification numbers, roads, access easements on the subject parcel, structures, and paved areas within 300 feet of the parcel boundaries.
- (ii) A site map depicting the existing natural and developed features on the parcel or parcels which are the subject of the application shall also be submitted. The information submitted shall include consistent with the provisions of this section:
- A. Location of the wooded areas, differentiating between native forests, high quality successional forests, and mature successional forests.
 - B. Location of listed species, as defined by the EMA, occurrences, and their habitats.
 - C. For multifamily residential and all non-residential site plans, identify trees defined as protected by the EMA which are impacted by the proposed development.
 - D. Location of wetlands.
 - E. Conservation and preservation areas as set forth in the Comprehensive Plan.
 - F. Location of sinkholes.
 - G. Location of all waterbodies, watercourses, drainage ditches, canals, and other surface water features.
 - H. Location and type of known hazardous materials, hazardous waste and underground storage tanks.
 - I. Location of 100-year floodplain.
 - J. Location of other natural features.
 - K. A scaled aerial photograph showing the location of the site and adjacent properties within 300 feet of the site. The boundary of the subject property shall be outlined or highlighted on the aerial photograph.
 - L. A conceptual landscaping plan, including a planting plan for public right-of-way, common areas, and buffers or open space areas showing types, sizes, and spacing of trees and other vegetation.
 - M. Location of closed basins and natural drainage divides.
 - N. Proposed covenants, grants, easements, dedications, and restrictions to be imposed on the land, buildings, and/or structure, including proposed easements for public utilities and instruments relating to the use and maintenance of common natural areas, open spaces, private streets, and other private infrastructure shall be furnished with an application. All such documents shall be subject to review and approval by the County Attorney as to form and sufficiency, prior to action on this application. Such instruments shall allow access of public vehicles for public safety or maintenance purposes.
- (iii) For non-residential development, the applicant also shall provide the following information consistent with the provisions of this section:
- A. Names and amounts of hazardous or toxic materials or wastes to be used or produced on-site.
 - B. Types and amounts of radioactive materials or wastes, explosives, or flammable materials to be used or produced on-site.
 - C. Types and amounts of smoke, dust, particulate matter, noxious or odorous gases or other pollution of the air produced on-site.
 - D. Types and amounts of materials identified in subsections (8)b. 2.(iii)A, B, and C of this section, which can be expected to be moved off-site.
 - E. Noise levels expected at the site boundaries.
 - F. The types of manufacturing, production, processing or other industrial activities which will take place.
- (iv) Additional information as may be required by the county to clarify relevant points.

(Code 1992, § 10-7.402; Ord. No. 07-20, § 2, 7-10-2007; Ord. No. 08-03, § 17, 1-29-2008; Ord. No. 08-24, § 3, 11-25-2008; Ord. No. 09-04, § 1, 1-15-2009; Ord. No. 09-24, §§ 1—3, 7-14-2009; Ord. No. 10-07, § 4, 3-23-2010; Ord. No. 10-28, § 1, 10-12-2010; Ord. No. 11-01, § 1, 1-18-2011; Ord. No. 13-06, § 12, 3-12-2013; Ord. No. 14-10, § 29, 6-10-2014; Ord. No. 16-10, § 3, 6-14-2016; Ord. No. 17-01, § 13, 1-24-2017; Ord. No. 20-06, § 14, 4-28-2020)

20+ Unit Developments in the Urban Services Area, Since 2015

Development Name	# of Units	Location	Type of Units	Current Status
Evergreen at Southwood	288	City	Multi-family	Constructed
Collegetown Phase II Mixed-Use	50	City	Multi-family	Constructed
Cottages at Oak Commons	54	City	Multi-family	Permitted
Brookstone I - Senior Apartments	108	City	Multi-family	Constructed
Arive 850	35	City	Multi-family	Constructed
Players Club Apartments	168	City	Multi-family	Constructed
Lumberyard Student Housing	114	City	Multi-family	Constructed
The Nine at Tallahassee	104	City	Multi-family	Constructed
Collegetown Phase III Mixed-Use	159	City	Multi-family	Constructed
446 Conradi Street Student Housing	225	City	Multi-family	Constructed
Arbor Trace at Canopy	300	City	Multi-family	Constructed
Lullwater	244	City	Multi-family	Constructed
Standard at Tallahassee	252	City	Multi-family	Constructed
Gaines Street Assemblage	78	City	Multi-family	Constructed
Railyard Lofts	43	City	Multi-family	Permitted
Mosley Place	149	City	Multi-family	Constructed
Stadium Enclave	200	City	Multi-family	Constructed
Chapel Terrace Redevelopment	277	City	Multi-family	Constructed
Cascades Mixed Use Development	269	City	Multi-family	Constructed
Casanas Village at Frenchtown Square	88	City	Multi-family	Constructed
The Nine at Tallahassee - Phase 2	48	City	Multi-family	Constructed
Haven W. Pensacola Student Housing	140	City	Multi-family	Under construction
Dick Wilson Apartments	324	City	Multi-family	Under construction
Freightyard	14	City	Multi-family	Under construction
629 W. Pensacola Apartments	90	City	Multi-family	In Review
Lafayette Street Apartments	96	City	Multi-family	Complete
Southwood Apartments	252	City	Multi-family	Under construction
Jackson Forest Apartments	105	City	Multi-family	In Review
Magnolia Oaks	110	City	Multi-family	Under construction
4Forty North Monroe	249	City	Multi-family	Under construction
St. Augustine Student Housing	84	City	Multi-family	Site plan approved
Lakeside @ Southwood	310	City	Multi-family	Site plan approved
Nole Quarters Student Housing	84	City	Multi-family	Site plan approved
Enclave Mixed Use	460	City	Multi-family	In Review
Summit at Brooklyn Yard	81	City	Multi-family	Site plan approved

20+ Unit Developments in the Urban Services Area, Since 2015

Development Name	# of Units	Location	Type of Units	Current Status
Arbor at Canopy II	282	City	Multi-family	In Review
Independence Landing	60	City	Multi-family	In Review
Jim Chapman Communities Tallahassee	206	City	Multi-family	In Review
Magnolia Family	130	City	Multi-family	Permitted
Eppes Redevelopment	49	City	Multi-family	Site plan approved
Arbor Vineyards	198	UI County	Multi-Family Residential	Approved with Conditions
Fallschase IA	288	UI County	Multi-Family Residential	Under Construction
Horseman's Association	156	UI County	Single Family – Attached	Approved with Conditions
Bannerman Residential	135	UI County	Single Family - Detached	Under Construction
Camellia Oaks – Phase I	67	UI County	Single Family - Detached	Under Construction
Camellia Oaks – Phase II	75	UI County	Single Family - Detached	Under Construction
Brookside Village	61	UI County	Single Family - Detached	Complete
Fallschase II-III	130	UI County	Single Family - Detached	Under Construction
Hansel Hill	33	UI County	Single Family - Detached	Approved
Camellia Oaks – Phase III	119	UI County	Single Family - Detached	Scheduled for BCC on 3/8/2022
Southwood Unit 31 Phase 3 Replat	20	City	Single Family Attached	Constructed
March Road Subdivision	182	City	Single Family Attached	Permitted
Canopy - Unit 4 and 5	402	City	Single Family Detached	Phase 4 in permitting, Phase 5 under construction
Conservation at Killlearn	123	City	Single Family Detached	Permitted
Canopy- Unit 1, Phase 6	23	City	Single Family Detached	Constructed
LDR 5- Phase2	49	City	Single Family Detached	Constructed
Northbend Subdivision	25	City	Single Family Detached	Under construction
Canopy- Unit 1, Phase 6	23	City	Single Family Detached	Constructed

20+ Unit Developments in the Urban Services Area, Since 2015

Development Name	# of Units	Location	Type of Units	Current Status
Southwood HHO	35	City	Single Family Detached	Under construction
Buckingham Gates	33	City	Single Family Detached	In Review
Southwood LDR5 Phase III	55	City	Single Family Detached	Under construction
Southwood - Biltmore Avenue	31	City	Single Family Detached	Permitted
Southwood LSF-3	56	City	Single Family Detached	Under construction
Cambridge Parc	26	City	Single Family Detached	Permitted
Hammock at Oak Grove	89	City	Single Family Detached	Under construction
Southwood-Biltmore MDR-13	26	City	Single Family Detached	Permitted
Lake Mary Forest at Southwood	69	City	Single Family Detached	Permitted
Canopy Unit 3	109	City	Single Family Detached	Under construction
Heritage Oaks Replat	25	City	Single-family detached	Constructed
Ox Bottom Crest	159	City	Single-family detached	Constructed
Southwood Unit 32, Phase 3 and 4	37	City	Single-family detached	Constructed
Southwood LSF-7	22	City	Single-family detached	Under construction
Canopy - Unit 1	147	City	Single-family detached	Constructed
Woodland Place	55	City	Single-family detached	Constructed
Southwood LDR-5, Phase 1	49	City	Single-family detached	Constructed
Braemore Park	28	City	Single-family detached	Constructed
TOTAL	10,315	Leon County	Residential	
TOTAL	6,379	City	Multi-family	
TOTAL	486	UI County	Multi-family	
TOTAL	2,674	City	Single-family	
TOTAL	776	UI County	Single-family	