

## **Affordable Housing Advisory Committee (AHAC) Meeting**

**Date:** April 2, 2026

**Time:** 5:37 p.m. – 7:01 p.m.

### **1. Call to Order**

Donella Clarke called the meeting to order at 5:37 p.m.

### **2. Approval of Minutes**

Motion: Leslie Olson moved to approve the previous meeting minutes; second by Erin O'Brien.

Result: Motion passed unanimously.

### **3. Public Comments**

KeAndrea Davis opened the floor for public comment, and no public comments were received.

### **4. Old Business**

#### **A. Report for Public Review**

Donnella Clarke provided an update regarding the AHAC Support Initiative submitted to Florida Housing in December. Feedback from Florida Housing is anticipated by June 2026.

### **5. New Business**

#### **A. Planning Department Presentation and Discussion on Affordable Housing Barriers**

Chris Sunson, Assistant Director of the City of Fort Pierce Planning Department attended the meeting at the Committee's request. The discussion focused on barriers to affordable housing development and potential strategies to address them.

- **Zoning Constraints:** The discussion emphasized key zoning-related barriers, including restrictions on accessory dwelling units due to current code language and minimum lot size requirements that limit development flexibility.
- **Density Limitations:** Members highlighted challenges with density, noting that while incentives such as density bonuses are available, minimum lot area requirements per dwelling unit often prevent developers from fully utilizing these incentives.
- **Development Cost Barriers:** It was explained that projects exceeding two units trigger extensive planning review processes, including engineering,

architectural, and site planning requirements, resulting in significant upfront costs that may discourage smaller developers.

- **Infrastructure and Community Alignment:** Concerns were raised about the lack of coordinating housing development with infrastructure improvements, such as sidewalks, lighting, and streetscape enhancements.
- **Process and Approval Challenges:** Concerns were also raised regarding lengthy and complex approval processes, particularly for planned developments.

Key Recommendations were made as follow:

- **Pre-Approved Housing Plans:** the concept of pre-approved housing designs was recommended as a strategy to streamline the permitting process, reduce design-related costs, and accelerate development timelines.
- **Resource Coordination:** The need to improve coordination and increase awareness of existing housing resources, including SHIP, HUD counseling agencies, Housing Foundation of America, SELF, and the NACA mortgage program, was discussed to better support both developers and prospective homebuyers.
- **Strategic Partnerships and Collaboration:** The importance of strengthening partnerships with external organizations was discussed, including inviting key stakeholders such as Housing Foundation of America and financing institutions to future meetings to enhance collaboration, education, and access to resources.
- **Capacity Building:** The discussion emphasized the need to develop initiatives aimed at educating and supporting residents, realtors, and small developers on housing development processes and financing tools to encourage incremental and local housing development.
- **Policy and Code Revisions:** Potential policy considerations for inclusion in the AHAC annual report to the City Commission were discussed, including revisiting minimum lot area requirements, adjusting site plan review thresholds, reducing regulatory barriers, and promoting infill and “missing middle” housing strategies, in collaboration with the Planning Department.

#### **Staff and Committee Member Comments**

Committee members expressed appreciation for the Planning Department’s participation and emphasized the importance of continued collaboration to advance affordable housing initiatives within the city.

The Committee reiterated its advisory role and discussed the need to continue refining recommendations for inclusion in the AHAC annual report particularly those related to zoning, development processes, and resource coordination.

Members agreed on the need for a special meeting to keep the work moving forward and finalize key recommendations. A motion was made and approved to hold a special meeting on May 7, 2026, with Trevor Banks tasked with coordinating logistics and confirming details.

Additionally, the Committee discussed plans to present recommendations to the City Commission on June 8, 2026. Members emphasized the importance of being well-prepared and aligned ahead of the presentation.

### **Adjournment**

Motion: KeAndrea Davis moved to adjourn; second by Trevor Banks and Erin O'Brien. The meeting adjourned at 7:01p.m.