

**NORTH MIAMI AFFORDABLE HOUSING  
ADVISORY COMMITTEE (AHAC)  
VIA ZOOM  
March 8, 2023 – 6:00 P.M.**

**MINUTES**

Committee Members	Present	Absent
Naomi Blemur	X	
Ebonni Chrispin		X ( <i>with apology</i> )
Marie-Frantz Jean-Pharuns	X	
Andrea McDonald	X	
Evan Shields	X	
Honorable Councilwoman Kassandra Timothe	X	
Nikisha Williams	X	
Michael McDearmaid		X
Lola Capers		X
Member No. 10 - Vacant		
Member No. 11 - Vacant		

**Staff present:** Alberte Bazile, MBA, Housing & Social Services Director; Debbie Love, City Planner; Veronique Malebranche, Assistant City Attorney; Tommie Frison, Housing Coordinator, Dianna DaCosta, Assistant to the Director, Housing & Social Services.

**Meeting Opening**

The meeting was called to order at 6:10 p.m. The meeting then continued with roll call. The pledge of allegiance was recited. Assistant City Attorney, Veronique Malebranche confirmed that a quorum was not necessary for this meeting, given that members would not be voting.

**Approval of Minutes**

The Chairman entertained a motion for the approval of the November 30, 2022 minutes. The motion was moved by Secretary Andrea McDonald and seconded by Nikisha Williams. The motion carried.

**Old Business**

Chairman Shields briefly summarized the successes of the Affordable Housing Advisory Committee during the third and fourth quarters of the previous year. The committee worked on 12 incentive strategies during the year and in December 2022 the council voted unanimously in favor of the recommended incentive strategies.

**New Business**

Chairman Shields requested an update from staff on the Comprehensive Plan and LHAP<sup>1</sup> amendments. City Planner Debbie Love informed the committee that the Comprehensive Plan package was transmitted to the State of Florida at the end of February 2023. It has been accepted as a complete package. Comments are expected in May 2023. Once the comments are addressed,

---

<sup>1</sup> LHAP – Local Housing Assistance Plan

the plan will come back for a second reading, it will then become effective 31 days afterwards. The City Planner shared a brief summary of the package that was submitted to the state, including the transmittal letter.

Key plan amendments include:

- Reserve 20% of bonus floating units for affordable / workforce housing unit and provide a separate density bonus in the PCD<sup>2</sup> and the NMTSOD<sup>3</sup> of up to fifteen (15) additional units per acre to developments that dedicate a minimum of fifteen percent (15%) affordable / workforce housing units.
- Introduce policies to protect the City's existing single family residential neighborhoods.
- Strengthen transitional standards for single family neighborhoods adjacent to a major corridor.
- Policies to support the private housing market (tech assistance, streamlined review) to ensure current and future housing demand is met.
- Policies that encourage innovative concepts and emerging technologies to support affordability and resilience in all new housing (e.g. smart housing, 3D printing)
- New or strengthened policies regarding Energy/fuel sources, mobility, municipal operations, resident and business engagement, TOD<sup>4</sup>, resilience hubs, community leadership capacity building, resource management (waste, materials, local food production), equitable and inclusive decision-making.
- Policies and programs focused upon stimulating development along the NW 7<sup>th</sup> Avenue Corridor – *a key interest of the Councilman*.
- The decision to remove the NRO<sup>5</sup> was made after evaluating the intent, the boundaries, and the impact of this overlay. A significant portion of the overlay encompasses existing single family residential neighborhoods that have little likelihood of (and likely, and justifiably, will resist) redevelopment as high density multifamily or mixed-use projects. The inclusion of these areas in the NRO also counteracts goals of protecting existing neighborhoods, preventing displacement of residents through gentrification, etc. Further, in non-SFR areas, the NRO overlaps with higher density overlays (e.g. PCD) which take precedence, so the NRO is unnecessary to achieve the redevelopment goals in those areas. Stronger transition protections have been added in other policy sections of this and other elements.

*(Extract from the North Miami Transmittal of Proposed EAR-Based Comprehensive Plan Amendments that was quickly reviewed in the meeting.)*

City Planner Debbie Love thanked the members of the Affordable Housing Advisory Committee for all the work that was put into the incentive strategies recommendations. She mentioned that the timing of the Committee's work was perfect, as it allowed for timely incorporation into the Comprehensive Plan.

Chairman Shields requested that the updates reviewed by City Planner Debbie be shared via email as well as a draft of the Comprehensive Plan to help shape the committee's future discussions. The City Planner shared the link to the website that currently holds all the drafts of the Comprehensive

---

<sup>2</sup> PCD Overlay– Planned Corridor Development Overlay

<sup>3</sup> NMTSOD – North Miami Transit Station Overlay District

<sup>4</sup> Transit-Oriented District

<sup>5</sup> NRO – Neighborhood Redevelopment Overlay

Plan for Committee members' perusal. City Planner Debbie also mentioned that the City will soon start working on its Land Development Regulations (LDRs). After the adoption of the Comprehensive Plan, the City will have one year to update its LDRs with implementation strategies, indicating how the Comprehensive Plan will work.

Given no additional comments or questions from the committee, Chairman Shields thanked the City Planner and excused her from the meeting.

The meeting then moved on to a discussion of the LHAP amendments. Director of Housing and Social Services, Alberte Bazile, explained that the LHAP is revised every three years for the State. This is the last year of the current LHAP, and as such, the City is in the process of updating the LHAP. This update will include the recommendations made by the current Affordable Housing Advisory Committee and the previously adopted incentive strategies from 2021 that were never added to the current LHAP. The first draft of the LHAP report will be submitted to the State on March 31, 2023.

HSS<sup>6</sup> Director, Alberte Bazile, drew attention to the language used in the LHAP, indicating the difference between LHAP strategies and LHAP incentive strategies. LHAP strategies are activities that may be conducted with SHIP funds, while LHAP incentive strategies are used as a guide on how the City of North Miami intends to improve affordable housing.

**LHAP Strategies:**

- A. Owner Occupied Rehabilitation
- B. First Time Homebuyer / Purchase Assistance (with or without Rehabilitation)
- C. Rental Assistance
- D. Disaster Assistance (*Presidential or Governor declaration needed*)

Two (2) incentive strategies are required by the State, Expedited Permitting and Ongoing Review Process. In the 2023 – 2026 LHAP, the City will include recommendations from the Affordable Housing Advisory Committee. Chairman Shields briefly summarized the incentive strategies that were recommended for the LHAP.

**Recommended Incentive Strategies for LHAP:**

- Impact fee waivers or modifications – AHAC recommends that the City of North Miami consider waiving impact fees for developments that include majority affordable housing units (80% AMI or less).
- Accessory Dwelling Units (Casitas) – AHAC recommends that this strategy be added to the LHAP. It is already a City policy in the LDRs and was adopted in 2021.
- Encourage Development around Transit-Oriented Hubs – AHAC recommends that more affordable housing be developed around transit-oriented hubs and that the strategy be added to the LHAP.

Chairman Shields expressed a desire for these recommendations to be a part of the amended LHAP. The Director of Housing and Social Services, Alberte Bazile clarified that given the timeline of the Comprehensive Plan, the LHAP will be adopted before the Comprehensive plan

---

<sup>6</sup> Housing & Social Services

goes into effect. Therefore, these incentive Strategies will be adopted after the submission of the LHAP. The LHAP may then be amended to reflect the updated incentive strategies.

Chairman Shields requested that a draft of the LHAP be shared with the Committee prior to its submission. He asked that it be shared possibly during the week of March 20<sup>th</sup>, but no later than the 27<sup>th</sup> of March. Director Alberte Bazile clarified that the City was not currently seeking comments on the LHAP. Once a draft is finalized, however, a copy may be shared with the AHAC to ensure the recommended incentive strategies are added.

The Committee discussion then moved to the tentative target dates for 2023.

➤ ***Tentative Target Dates (2023)***

March 31, 2023	• Submission of 1 <sup>st</sup> draft of LHAP Report to FHFC
April 11, 2023	• LHAP Report to Council
April 30, 2023	• Final LHAP Report to FHFC
May 10, 2023	• AHAC Meeting (Incentive Strategies Discussion)
June 30, 2023	• End of SHIP FY
July 12, 2023	• AHAC Meeting (1 <sup>st</sup> Draft)
September 13, 2023	• AHAC Meeting (Final Draft)
October 11, 2023	• Revised Final Draft report to members
October 25, 2023	• Public hearing Ad to go out
November 8, 2023	• Public Hearing for AHAC report adoption
November 17, 2023	• AHAC Report to FHFC
December 13, 2023	• Adopted AHAC report to City Council

Chairman Shields reviewed the tentative AHAC target dates for 2023 and opened the floor for comments. Committee member Naomi Blemur asked about the number of persons on the Advisory Committee. Chairman Shields advised that there were additional members who were not present at the current meeting.

**Next Meeting**

**May 10, 2023 at 6:00 p.m. (via Zoom).**

**Adjournment**

There being no further business, the Chairman entertained a motion to adjourn the meeting. Committee member Nikisha Williams moved a motion to adjourn, and Committee member Marie-Frantz Jean-Pharuns seconded that motion. All were in favor. The meeting then properly adjourned at 6:43 p.m.

Submitted by:

ATTEST:

\_\_\_\_\_  
Andrea McDonald, Committee Secretary

\_\_\_\_\_  
Evan Shields, Chairperson