

CITY OF TALLAHASSEE

Affordable Housing Advisory Committee

2026 Report of Recommendations

Adoption

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LETTER FROM THE ADVISORY COMMITTEE CHAIR

December 9, 2026

Dear Mayor and Commissioners:

On behalf of the Tallahassee Affordable Housing Advisory Committee (AHAC) it is a pleasure to submit the 2026 AHAC Report of Recommendations. The Committee spent many hours discussing the City's various programs and incentives aimed to deliver new and preserve existing affordable housing units. We took into consideration funding regulations, policies, staff's concerns, and limitations involved in implementation. We also considered best practices from other municipalities to ensure we explored all options in suggesting meaningful recommendations. With this in mind, we believe the City's current policies and incentives position the City to be a leader in creating and preserving affordable units.

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.

Sincerely,

Dr. Christopher Daniels, Chair
2026 Affordable Housing Advisory Committee

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EXECUTIVE SUMMARY

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.

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 members agreed that the City's current policies and incentives position the City to be a leader in creating and preserving affordable units. Please refer to the Summary of Recommendations for a synopsis of recommendations put forth by the AHAC.

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 30, 2026. Notice of the public hearing to adopt the final report was published on the City's website on November 13, 2026. The notice contained a summary of the recommendations and was posted along with the Final Report.

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 any recommendations made and vote to adopt those recommendations they plan to implement by March 31, 2027.

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INTRODUCTION

Introduction

During 2026, the City's AHAC met five (5) times between January and November 2026, in addition to two (2) joint meetings with the Leon County AHAC. Committee members participated in the review of the City's 2026-2027 HUD Annual Plan and the 2026 SHIP Annual Report. The AHAC also received updates on past performance, the goals achieved through the City's 2029 Strategic Plan, and the 2025 HUD Comprehensive Annual Performance and Evaluation Report (CAPER). Discussions included topics requested by members such as foreclosure rates and prevention strategies, innovative partnerships, utilization of public/private funding, and updates on the Live Local Act and Yes, In God's Back Yard (YIGBY) Act. The members considered all information presented before bringing forward or voting on recommendations.

The AHAC reviewed local government plans, policies, procedures, and ordinances for evaluation of their impacts on affordable housing. Further, the AHAC specifically considered and evaluated the strategies set out at Florida Statues, Sec. 420.9076 (4)(a)-(k). Based on this review and evaluation, the AHAC formulated these recommendations to the City Commission to incorporate changes designed to encourage and facilitate the production of affordable housing.

Key Dates

NOTICE OF PUBLIC HEARING PUBLISHED	November 13, 2026
PUBLIC HEARING HELD (Adopted)	*t. November 30, 2026*
PRESENTED TO CITY COMMISSION (Accepted)	*t. December 9, 2026*
SUBMITTED TO FLORIDA HOUSING FINANCE CORPORATION	NLT December 31, 2026

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COMMITTEE COMPOSITION

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 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.

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AHAC RECOMMENDATIONS

Summary of Recommendations

Each statutory strategy as listed in the State Statute 420.9076(4)(a-k), F.S., was discussed and integrated into the AHAC recommendations as a strategy for Tallahassee. This report details the scope of the AHAC's work and the resulting recommendations.

The AHAC has reviewed, considered, and evaluated the required statutory strategies provided in the SHIP Statute at Florida Statutes, Sec. 420.9076 (4), which are outlined under Synopsis of Recommendations.

A summary of official recommendations developed for the 2026 Report is below. A synopsis on each recommendation is included later in this report, along with key discussions to explore other topics in future meetings.

1	Statutory – 420.907(4)(b)	Expand the City's incentives for affordable housing to include a reduction in permitting, concurrency, and other fees to enhance accessibility and viability of affordable housing projects.
2	Innovation	Create an additional dedicated funding source for Down Payment Assistance to eligible buyers.

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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.
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: No recommendation at this time, but the committee will continue to consider this strategy in future meetings.
Schedule for Implementation: The City will continue the 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: The AHAC discussed this strategy item during its May 4, 2026, meeting.
Existing Strategy: The City charges fees in line with permitting and land use areas; however, affordable housing projects may be exempt from some fees, such as water/sewer tap fees.
AHAC Recommendation: The recommendation was made to expand the City's incentives for affordable housing to include a reduction in permitting, concurrency, and other fees to enhance accessibility and viability of affordable housing projects.
Schedule for Implementation: The City will continue the existing strategy, and in addition, will explore additional incentives.

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 at this time, but the committee will continue to consider this strategy in future meetings.
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 a regularly scheduled meeting.
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 at this time, but the committee will

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continue to consider this strategy in future meetings.
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. On March 27, 2024, the City Commission adopted Ordinance No. 24-O-03 which revised the City's existing ADU Ordinance, which allowed staff to identify improved measures to assist in the development and appropriate implementation of ADU standards within the City of Tallahassee
AHAC Recommendation: No recommendation at this time, but the committee will continue to consider this strategy in future meetings.
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 a regularly scheduled meeting.
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 at this time, but the committee will continue to consider this strategy in future meetings.
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 a regularly scheduled meeting.
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

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higher densities.
AHAC Recommendation: No recommendation at this time, but the committee will continue to consider this strategy in future meetings.
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 a regularly scheduled meeting.
Existing Strategy: 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 at this time, but the committee will continue to consider this strategy in future meetings.
Schedule for Implementation: The City will continue existing strategy.

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 a regularly scheduled meeting.
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: No recommendation at this time, but the committee will continue to consider this strategy in future meetings.
Schedule for Implementation: The City will continue existing strategy.

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 a regularly scheduled meeting.
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 was adopted by the

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City Commission on September 27, 2023, and is available to the public on the City's Housing website. Staff outlined ways in which City-owned parcels are used for affordable housing through innovative partnerships like long-term leases and the Community Land Trust, keeping the housing units affordable in perpetuity.
AHAC Recommendation: No recommendation at this time, but the committee will continue to consider this strategy in future meetings.
Schedule for Implementation: The City will continue existing strategy.

k) <u>SUPPORT OF DEVELOPMENT NEAR TRANSPORTATION HUBS</u> - *The support of development near transportation hubs and major employment centers and mixed-use developments.*

Meeting Synopsis: The AHAC discussed this strategy item during a regularly scheduled meeting.
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 at this time, but the committee will continue to consider this strategy in future meetings.
Schedule for Implementation: The City will continue existing strategy.

<u>ADDITIONAL RECOMMENDATIONS</u>

<u>Create an additional dedicated funding source for Down Payment Assistance (DPA) to eligible buyers.</u>
Meeting Synopsis: During its May 4, 2026, meeting, members discussed the current Down Payment Assistance program and its popularity, specifically in light of the additional funding that has been made available from COVID-era funding. Members noted the reduction in benefits or number of loans that will occur when the additional funding goes away. Members expressed a desire to continue the program with level funding, encouraging the City to determine an additional dedicated source of funding for DPA.
Existing Strategy: The City of Tallahassee currently has a Down Payment Assistance program available to first-time homebuyers who qualify at or below 80% Area Median Income and who are purchasing a home at or below the Maximum Purchase Price Limit for the HOME program.
AHAC Recommendation: Create an additional dedicated funding source for Down Payment Assistance (DPA) to eligible buyers.
Schedule for Implementation: The City will continue the existing strategy, dedicating annual HOME and SHIP funding for Down Payment Assistance. In addition, staff will continue to research ways to increase or level fund the program annually.

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EXHIBIT A
Documents Reviewed by the AHAC

1. FY 2026-2027 HUD Annual Action Plan
2. FY 2026 HUD Annual Report (CAPER)
3. City's 2029 Strategic Plan
4. 2025 City AHAC Report of Recommendations

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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 30, 2026, at 10:00AM at the Smith-Williams Service Center, 2295 Pasco Street, Tallahassee, Florida, to adopt its 2026 AHAC Report of Recommendations to present to the City Commission. The public is welcomed to attend, and citizens wishing to provide input may make public comment in person at the meeting.

Recommendations to be considered by the AHAC at the public hearing include:

1	Statutory	Expand the City's incentives for affordable housing to include a reduction in permitting, concurrency, and other fees to enhance accessibility and viability of affordable housing projects.
2	Innovation	Create an additional dedicated funding source for Down Payment Assistance to eligible buyers.

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
Email: Housing@talgov.com

The draft 2026 Report of Recommendations will be available for review during the 15-day review period at this same location and can be found 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.)

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EXHIBIT C
2026 Committee Roster

	Member Name	Representative Category
1	**Jason A. Ghazvini**	Residential Home Building Industry
2	**Vacant**	Banking or Mortgage Banking Industry
3	**Vacant**	Area of Labor within the Home Building Industry
4	**Christopher L. Daniels**	Advocate for Low-Income Persons, Chair
5	**Vacant**	For-Profit Provider of Affordable Housing
6	**Commissioner Curtis Richardson**	Locally Elected Official, Vice-Chair
7	**Kayana Gaines**	At-Large/Real Estate Professional
8	**Blake B. Renfroe**	Local Planning Agency Representative
9	**Vacant**	Resident of the Jurisdiction
10	**Lacy J. McMullen, Jr.**	Representative of Employers in the Jurisdiction
11	**Shari L. Gewanter**	Representative of "Essential Services Personnel"

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