

City of St. Petersburg  
**Housing, Land Use & Transportation Committee**  
May 14, 2020 at 1:30 p.m.

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Welcome to the City of St. Petersburg City Council Housing, Land Use & Transportation Committee Meeting. The agenda and supporting documents are available on the City's website at [www.stpete.org/meetings](http://www.stpete.org/meetings) or by emailing [city.clerk@stpete.org](mailto:city.clerk@stpete.org).

NOTE: City buildings are closed to the public due to the COVID-19 emergency. Accordingly, the meeting location has been changed from in-person at the Sunshine Center to a "virtual" meeting by means of communications media technology pursuant to Executive Order Number 20-69, issued by the Governor on March 20, 2020, and Executive Order 2020-12 issued by the Mayor on April 9, 2020.

The public can attend the meeting in the following ways:

- Watch live on Channel 15 WOW!/Channel 641 Spectrum/Channel 20 Frontier FiOS
- Watch live online at [WWW.stpete.org/TV](http://WWW.stpete.org/TV)
- Watch/listen on your computer, mobile phone, or other device by visiting the following link: <https://zoom.us/j/93456434956>

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City of St. Petersburg  
**Housing, Land Use & Transportation Committee**  
Agenda  
May 14, 2020 at 1:30 p.m.

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**Members:** Chair Amy Foster, Vice Chair Brandi Gabbard, Darden Rice, Gina Driscoll

**Alternate:** Robert Blackman

**Support Staff:** Reneé Long (Legislative Aide)

**A. Call to Order**

**B. Approval of Agenda**

**C. Approval of January 16, 2020 Minutes**

**D. New Business**

1. Multi Family Affordable Housing Update  
~ *Stephanie Lampe*
  
2. Mortgage, Rental and Utility Assistance Update  
~ *Joshua Johnson*

**E. Adjourn**

**Next Meeting:**

- TBD

**Attachments:**

- Multi Family Affordable Housing Update Memorandum
- Housing Strategies for CARES Act Funding Memorandum

City of St. Petersburg  
**Housing, Land Use & Transportation**  
Report  
January 16, 2020 at 10:50 a.m.  
Sunshine Center Auditorium  
330 5<sup>th</sup> Street N. St. Petersburg, FL 33705

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**Present:** Chair Brandi Gabbard, Vice Chair Darden Rice, Robert Blackmon, Ed Montanari, Gina Driscoll, Amy Foster

**Absent:** None

**Also Present:** Tom Greene, Brad Tennant, Elizabeth Abernethy, Heather Judd, Rob Gerdes, Michael Dema, and James Corbett

**Support Staff:** Linnie Randolph – Legislative Aide

**A. Call to Order – 10:50 a.m.**

**B. Approval of Agenda – Approved unanimously**

**C. Approval of November 14, 2019 Minutes – Approved Unanimously**

**D. Election of 2020 Committee Chair and Vice Chair**

Council Member Gina Driscoll nominated Council Member Amy Foster for Chair of the HLUT Committee. Council Member Foster was approved as Chair unanimously  
Newly appointed Committee Chair Amy Foster takes over the meeting from CM Gabbard.  
Council Member Gina Driscoll nominated Brandi Gabbard for Vice Chair of the HLUT Committee.  
Council Member Gabbard was approved as Vice-Chair unanimously.

**E. New Business**

**1. Discussion about creating a tenant relocation policy, including, but not limited to, a relocation plan and financial assistance and Proposed LDR Amendment**

Planning and Development Director, Elizabeth Abernethy, give a brief background update on the LDR (Land Development Regulations) amendment. The Proposed LDR Amendment dated January 7, 2020 (provided as backup) was presented to the Development Review Commission (DRC) last week as a workshop. If the HLUT committee votes to move this forward it will go back to the DRC in February for a formal review and public hearing before scheduling City Council. The proposed amendment is to the application and procedure section of the zoning code. What this amendment requires is that an owner of a site with occupied multifamily units that they provide a minimum of 90-day notice of their intent to develop the property to the tenants.

Committee Chair Amy Foster referenced the letters received from the Bay Area Apartment Association (BAAA) as a point of clarification. She stated that this information is regarding this topic but refers to a discussion document that are all ideas that were discussed but not settled on. None of these items are up for discussion today. Today's agenda item is only about the LRD change.

Council Member Robert Blackmon asked why the threshold for notification were buildings with 4 units or more and not 5 units which is the State standard. Committee Chair Foster answered that

this was done at the request from Council Member Gabbard. Council Member Gabbard asked Ms. Abernethy if we define Multi-Family Dwelling Units as 4 units or more. Ms. Abernethy said that in our zoning code we would look at anything with more than 2 units which would include a single-family duplex. Council Member Gabbard wants to be clear on the number of units we're discussing as it was not her intention to include 2- or 3-unit properties. Council Member Gabbard asked Ms. Abernethy for clarification on type of construction. Ms. Abernethy answered that only properties going through the planning and zoning process would be included in this notification process.

After discussion Committee Chair Amy Foster calls for a policy determination on the number of units and the notification time period.

Council Member Darden Rice asked if the name should be more specific and not allude to a relocation program provided by the City. Ms. Abernethy said she has been referring to this as the "Tenant Notice of Intent to Develop" within the DRC workshops and discussions.

After discussion Assistant City Attorney, Michael Dema suggests a change in the first line of the LDR Amendment changing the word "development" to "demolition" and adding units "of 4 or more" at time of application.

Committee Chair Foster calls for a motion to move this item back to DRC with the wording changes suggested by Mr. Dema, keeping the number of units at 4 and the time period of 90 days. Committee Chair Foster moves for approval and the motion passes unanimously.

**2. Discussion about how best to inform tenants of their rights when they enter into a rental agreement.**

Assistant City Attorney, Brad Tennant, explains that this is a continuation of a discussion from prior meetings regarding the ordinance and a draft of the notice. The Ordinance makes it a requirement for the notice to be given when a new tenant moves in. The requirements of the Ordinance include the method in which it's given, the amount of the fine and when it's given. The notice itself is going to be passed by Resolution and that includes all the details of what will be provided. At this time the Notice reflects some basic guidelines for a tenant if they have very broad questions.

Committee Chair Foster references the draft ordinance section 1 item d changing the fine for a first offense from \$500 to \$300. This decision was made after several stakeholder meetings and discussions and is now the same as the late fee fine.

Council Member Darden Rice asked that when this ordinance goes into effect if this notice would need to be distributed by all current landlords with tenants. Mr. Tennant answered that no this only applies to new lease holders.

Committee Vice-Chair Brandi Gabbard asked why in section 1 item b lessee, sublessee, and assignee are included as being required to provide the notice to residing tenants. Mr. Tennant answered that this is noted to include any sublessors. CM Gabbard then asked isn't the onus still on the actual landlord who is the property owner? Mr. Tennant stated that this language is meant to encompass all parties entering into a lease agreement.

Committee Vice-Chair Gabbard then asked how the \$300 fine would be enforced. Codes Compliance Assistance Director, James Corbett explained that this is set up like Codes and is a complaint-based system only and all fines collected would go into general funds.

Neighborhood Affairs Director, Rob Gerdes answered Council Member Robert Blackmon's question regarding outreach and education of the process by stating that the new late fee ordinance and this one will go out together in a notification process to include all non-homesteaded properties. As for enforcement – all first complaints will be handled as educational with no fine.

A discussion regarding the form of notification included the ideas of a poster or website. It was explained that a poster provided by the City is not the best route as the posters can be removed or damaged. Committee Chair Foster then explained that not everyone has access to the web and therefore not the best way to communicate this requirement. Mr. Gerdes then addressed the Committee stating from an enforcement perspective the signed affidavit was the best policy to ensure that the tenant was informed but that administration was in support of any of these ideas in addition to the notification process would be supported.

Council Member Rice asked about the requirements of providing this notice in other languages. Mr. Tennant replied that the requirement is the notice of this information not necessarily this information in other languages. Mr. Tennant will investigate this further.

Council Chair Ed Montanari asked if this would be applicable to short term rentals like air B&Bs. Committee Chair Foster stated that this was not the intention of this ordinance and Mr. Tennant said he would look into this further to ensure there are no conflicts.

Council Member Rice moved approval for all of the changes discussed. Committee Chair Foster clarified the changes as: section 1 item b removing the words lessee, sublessee, assignee and sublessor; section 1 item d changing the fine amount to \$300; section 1 item d requiring a signed affidavit and or term contained in the lease.

Motion passes unanimously

Committee Chair Foster did a quick review of the referral list stating that items 1 and 2 were covered today. Item 3 as it relates to Chapter 16. CM Rice had no updates but will follow up. Item 4 relating to employer-assisted housing. CM Gabbard had no update but will follow up.

Brad Tennant provided an update on referendum language deadlines stating that the deadline to have ballot language to the Supervisor of Elections for the Primary is June 12, 2020 and August 11, 2020 for the General election.

## **F. Adjourn – 12:00 Noon**

**Next Meeting:** February 13, 2020 at 10:50 a.m.

# Housing, Land Use, and Transportation Committee Referrals

May 14, 2020

Item	Topic	Return Date	Referral Date	Prior Dates	Referred By	Staff	Notes
1	Consider an employer-assisted housing program for city staff	TBD	9/20/18	8/8/19	Gabbard	Gerdes	Staff was asked to consider an employee survey.
2	St. Petersburg Affordable Housing Advisory Committee – Quarterly Report	TBD	2/06/2020		Gabbard		
3	Source of Income Draft Ordinance	TBD		4/19/18, 11/29/18, 12/13/18, 1/03/19, 3/14/19	Foster		In April 2018 CM Foster requested a HLUT discussion on source of income. The committee was receptive, so in March 2019 Foster filed an NBI asking legal to draft an ordinance. The ordinance went to council for first reading on September 5, 2019 and all Councilmembers voted in favor. At the public hearing on September 19, 2019, Council voted to send the item back to committee.
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## 2020 HLU T Calendar

January 16, 2020	February 13, 2020	March 12, 2020	April 9, 2020
Brad Tennant & Rob Gerdes 1. Tenant Relocation Policy  Brad Tennant & Heather Judd 2. Tenant notification of rights during rental agreement	Canceled	Canceled	Canceled
May 14, 2020	June 11, 2020	July 16, 2020	August 13, 2020
Stephanie Lampe 1. Multi Family Affordable Housing Update  Joshua Johnson 2. Mortgage, Rental and Utility Assistance Update			
September 10, 2020	October 8, 2020	November 12, 2020	December 10, 2020



## MEMORANDUM

TO: The Honorable Amy Foster, Chair, and Members of the Housing, Land Use and Transportation Committee

THRU: Rob Gerdes, Neighborhood Affairs Administrator

FROM: Joshua A. Johnson, Director, Housing and Community Development *JAJ*

DATE: May 5, 2020

SUBJECT: Multi Family Affordable Housing Development Update

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The following 5 multi-family affordable housing developments are either in permitting or pending approval at the Florida Housing Finance Corporation (FHFC). We would like to provide you with the following brief summary of the current status of each development:

### **Avery Commons / Skyway Lofts:**

Developer: Blue Sky Communities  
Location of Development: 3900 34<sup>th</sup> Street South & 3319 39<sup>th</sup> Avenue South.  
Units Proposed: 65 units. Most of the units will be for residents with incomes at or below 60% AMI, but 9 would be for households at 80% AMI and 10 units will be for those with incomes at or below 30% AMI.  
City Loan: \$90,000 of estimated \$15,434,149 total.  
Status: Funding has been awarded by FHFC under Request for Applications (RFA) 2018-112 as a result of an appeal. Construction Plans are currently in permitting. An extension request to the closing date for City's Loan is scheduled for the May 21<sup>st</sup> Council Agenda.

### **The Shores:**

Developer: The Richman Group of Florida  
Location of Development: SW corner of 26th Ave. S and 31th St. S.  
Units Proposed: 51 Garden style units of 1, 2 and 3-bedroom apartments. Most of the units will be for residents with incomes at or below 60% AMI and 6 units will be for those with incomes at or below 35% AMI.  
City Loan: \$567,500 of estimated \$11,623,499 total  
Status: Notice of funding by FHFC under RFA 2019-114 was received on March 25, 2020. FHFC and City loans are anticipated to close in 2021.

**Butterfly Apartments:**

Developer: Pinellas Affordable Living, Inc.  
Location of Development: 506 Grove Street North  
Units Proposed: 20 units of supportive housing for persons with Special Needs  
City Loan: \$75,000 of estimated \$5,164,600 total  
Status: Funding has been awarded by FHFC under RFA 2019-104. The City loan has been closed and recorded in order to allow the vacant existing building to be demolished. New construction plans are currently in for review in the Building Department. Approval of the building plans is required in order for the FHFC to close their loan.

**Whispering Pines:**

Developer: Pinellas Affordable Living, Inc.  
Location of Development: 2655 54<sup>th</sup> Ave. S.  
Units Proposed: 20 units of supportive housing for persons with Special Needs  
City Loan: \$75,000 of estimated \$5,464,6 total  
Status: City signed a loan commitment letter so that PAL, Inc. could compete under the FHFC RFA 2020-102. Four applications were submitted and a FHFC staff recommendation to their Board is scheduled for May 13 at 10:00 a.m.

**Innovare:**

Developer: Volunteers of America of Florida, Inc./with Lincoln Park LLC  
Location of Development: SE corner of 5<sup>th</sup> Ave S. and Dr. Martin Luther King Jr. St S.  
Units Proposed: 50 units, 70% for formerly homeless  
City Loan: \$75,000 of estimated \$10,524,134 total  
Status: City signed a loan commitment letter so that VOA could compete under the FHFC RFA 2020-103. Four applications were submitted and a FHFC staff recommendation to their Board is scheduled for May 13 at 2:00 p.m.



**MEMORANDUM**

TO: The Honorable Amy Foster, Chair, and Members of the Housing, Land Use and Transportation Committee

THRU: Rob Gerdes, Neighborhood Affairs Administrator

FROM: Joshua A. Johnson, Director, Housing and Community Development *JAJ*

DATE: May 5, 2020

SUBJECT: Housing Strategies for CARES Act Funding

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The City was allocated funding from the U.S. Department of Housing and Urban Development, and the Florida Housing Finance Corporation in COVID-19 funding to assist households impacted by the economic shutdown. The City will also utilize some of its South St. Petersburg Community Redevelopment Area funding to address the same issues. Staff of Housing and Community Development has worked with Administration and Staff of the Economic Development Department to formulate the following strategies to assist impacted households:

**CDBG: \$1,100,945**

Administration	\$202,575
Rental/Utility Assistance to households at <= 80% AMI	\$100,000
Cost to Implement Program	\$ 17,614
Mortgage/Utility Assistance to households at <= 80%	\$400,000
Shelter/Service Operations to households at <= 80% AMI	\$380,756

**ESG: \$539,562**

Administration	\$15,000
Rental/Utility Assistance to households at <= 50% AMI	\$448,606
Cost to Implement Program	\$38,956

**SHIP: \$88,635**

Administration	\$8,863
Mortgage/Utility Assistance to households at <= 80% AMI	\$79,772 + \$100,000*

\* Funding allocated from FY 2019-2020 allocation for Disaster Strategy