

SCOPE OF SERVICES

Unincorporated Hillsborough County Housing Element Affordable Housing Density Bonus Study

PROJECT OVERVIEW

The purpose of this study is to provide an analysis of current affordable housing density bonuses for Unincorporated Hillsborough County and analyze market trends and best practices resulting in updated policy for the Unincorporated Hillsborough Comprehensive Plan, and corresponding Land Development Code regulations.

PROJECT AREA

The study area will consist of lands located in the following area:

- Unincorporated Hillsborough County inside of the Urban Service Boundary

PROJECT OBJECTIVE

The objectives of this study include the following:

- Conduct and evaluate market research to incorporate into the study with the intent that the proposed Affordable Housing Density Bonuses (AHDB) will be tested economically and vetted to work with and consider market forces.
- Obtain meaningful input from community stakeholders.
- Evaluate the current structure of the AHDB in the Unincorporated Hillsborough County Comprehensive Plan (Comprehensive Plan) as it pertains to current and future housing needs, future land use designations, established overlay districts, redevelopment areas, and fixed guideway transit routes.
 - Identify currently adopted policies/regulations which may deter or inhibit applicants from using the AHDB to its fullest potential.
- Identify areas of opportunity to enhance the AHDB structure given the supply and demand for affordable housing in Unincorporated Hillsborough County.
 - Evaluate tools including but not limited to adaptive reuse of existing commercial spaces which may present appropriate locations for affordable housing.
- Evaluate current implementation regulations compared to the intent of the AHDB within the Comprehensive Plan.
- Identify changes to approval procedures that would assist in a streamlined application and permitting process while incentivizing affordable housing.
- Identify means to ensure housing affordability for a prescribed length of time for developments that receive an AHDB or other regulatory incentives regardless of County interest in said development.
- Produce proposed policy changes in a strikethrough underline format.

SCOPE OF WORK

Task 1. Project Work Plan

- Scope of Work and Schedule
- Consultant, Hillsborough County, and Hillsborough County City-County Planning Commission to coordinate on data gathering
- Stakeholder identification

Task 2. Existing Plan Review and Market Research

- Review of existing policies and regulations
- Best practices research
- Conduct local market supply and demand trends research

Task 3. Community Outreach

- Review concurrent stakeholder outreach and conduct additional stakeholder interviews with the local development community, housing industry professionals, and residents as appropriate.
- Coordinate with staff for status updates to the Hillsborough County City-County Planning Commission, the Hillsborough County Board of County Commissioners, and the County's Affordable Housing Advisory Board.
- Meet with Commissioners and other elected officials, as appropriate, to provide status updates and draft language.

Task 4. Report Recommendations

- Provide the Planning Commission staff with draft report to propose:
 - New affordable housing density bonus structure for unincorporated Hillsborough County and corresponding Land Development Code changes in strikethrough underline format.
 - Regulatory changes to incentivize affordable housing, and other elements as described in Project Objectives.
- Integrate feedback from project partners

Task 5. Report Refinement and Finalization

- Briefing to the Planning Commission
- Briefing or Workshop to BOCC
- Presentation with recommendations to Planning Commission/BOCC
- Final Report delivered to staff

TIMELINE

The final report shall be delivered to staff by September 30, 2021. Planning Commission staff and project consultant staff will hold regularly scheduled meetings to check-in and update throughout the study timeline.

BUDGET

Project expenditures are not to exceed \$75,000. Procurement will be conducted by the Hillsborough County City-County Planning Commission.