



OSCEOLA COUNTY APPLICATION FOR MOBILITY FEE RELIEF FOR AFFORDABLE HOUSING DEVELOPMENT PROJECTS

The Osceola County Board of County Commissioners approved the Mobility Fee Relief Program on April 16, 2018. The purpose of this program is to encourage construction of affordable housing in unincorporated Osceola County by establishing guidelines under which staff can administratively process applications for, and authorize, the relief of mobility fees on affordable single-family houses and multi-family tax credit affordable housing developments.

The Commission approved \$1,000,000 annually for the program, as well as specific criteria to be considered for this relief. (See attached Policy) After reviewing the attached, please fill out the information below and return to:

Celestia McCloud, Director
Osceola County Human Services
330 N. Beaumont Avenue
Kissimmee, Florida 34741

Please complete all items in this section. If space does not permit, items may be continued on another page.

Applicant/Developer Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: Daytime (____) ____-____ Evening (____) ____-____

Email: _____ Fax (____) ____-____

Authorized Representative: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: Daytime (____) ____-____ Evening (____) ____-____

Email: _____ Fax (____) ____-____

Development Name: _____

Development Location: _____

Mobility Fee Zone: _____

Parcel ID: _____

Description (# of units, rents, proximity to services)

Development Timeline: _____

Financing Plan: _____

Mobility Fee Estimate: _____

Calculation _____

Community Development Rep Signature: _____

Applicant Signature: _____ Date: _____

- Cc: Transportation
- Community Development
- Comptroller
- OMB
- Human Services

BOARD OF COUNTY COMMISSIONERS

OSCEOLA COUNTY

KISSIMMEE, FLORIDA 34741

MOBILITY FEE INCENTIVE PROGRAM

SUBJECT: RELIEF FROM MOBILITY FEE FOR AFFORDABLE HOUSING

EFFECTIVE DATE: April 16, 2018

SUPERCEDES: NEW

PURPOSE:

The purpose of this policy is to encourage the construction of affordable housing in unincorporated Osceola County by establishing guidelines under which staff can administratively process applications for, and authorize, the relief of mobility fees on affordable single-family houses and multi-family tax credit affordable housing developments.

PROGRAM:

This program will allow the of mobility fees for affordable housing by allowing staff to vet and approve to pay mobility fees on behalf of a qualifying affordable single-family home buyer and multi-family tax credit affordable housing development in unincorporated Osceola County, subject to annual appropriations by the Board.

HOUSING ELIGIBLE FOR RELIEF:

Single family houses and rental units within multi-family tax credit housing developments are eligible for mobility fee relief under this program where such housing is set aside for income eligible tenants or owners as follows:

1. Income Maximum. In order to be eligible for mobility fee relief, the maximum family income of the person occupying the unit shall not exceed 80% of the median income pursuant to the guidelines established by the United States Department of Housing and Urban Development (HUD) for the purpose of housing low income families. The guidelines are adjusted annually by family size and income.
2. Income Verification. Income verification to determine whether occupants, as applicable, are eligible under this program shall be performed by the Developers Management Company, Osceola County Human Services Department or any other Housing Provider.
3. Housing Type. The types of housing units eligible for mobility fee relief pursuant to this program include:
 - a. Single-family detached and attached (separate lots), site-built or manufactured buildings (as defined by Chapter 553, Florida Statutes, as amended) used for residential purposes, including

applicants who qualify as eligible for mobility fee relief pursuant to this policy; and

- b. **Low Income Housing Tax Credits:** Provides nonprofit and for-profit developers with a dollar-for-dollar reduction in federal tax liability in exchange for the development of affordable rental housing.

Multi-Family/Elderly 4% Low Income Housing Tax Credit developments as financed in part or full by a local, state, and/or federal low-income housing program.

- Non-competitive process with a combined finance structure that includes tax credits.
- Total development is affordable for a minimum of 30 years
- Financial structure leaves gap in the total financing needed to complete development.

Multi-Family or Elderly 9% Low Income Tax Credit development as financed in part or full by a local, state, and/or federal low-income housing program.

- Annual competitive process with multiple submissions
- Total development is affordable for a minimum of 30 years
- Total development cost can increase if the cost of construction increase

4. **Locational Criteria.** The housing shall be located in unincorporated Osceola County within an area of greatest need as determined by the County.
5. **Maximum Price of Rental Units.** The maximum eligible monthly rental price of a rental unit which otherwise qualifies for mobility fee relief pursuant to this Subsection shall not exceed a flat 30% of monthly family income, using HUD guidelines.

FUNDING PROGRAMS AND LIMITATIONS:

Notwithstanding the eligibility standards set forth above, all mobility fee relief shall be subject to the funding program and limitations set forth as follows:

1. The maximum amount of relief available annually pursuant to this program shall not exceed \$100,000,000 and is subject to Board Approval and appropriations.
 - a. Funding will be appropriated from the SHIP (State Housing Initiative Partnership) program dollars for the single family home buyer; and
 - b. Funding will be appropriated from General Fund for the Multi-Family program.

Priority among multi-family rental projects otherwise eligible for relief pursuant to this program shall be established on a "first come, first served" basis determined by the date upon which the developer provides the County with a valid letter of commitment from a qualified financial institution for its first mortgage for the project, in compliance with such procedures as may be established by the Community Development Department and/or Human Services Department.

RESTRICTIVE COVENANT:

Mobility fee relief pursuant to this program shall be granted only to property that is subject to a legally binding restrictive covenant in a format approved by the County Attorney's Office and that is recorded in the public records of Osceola County. The covenant shall provide that for a period of 30 years from the date the mobility fee relief application is approved in writing by the County, the property shall be owned by the qualified developer and continuous leasing to income persons, as defined herein, or, in the case of multi-family

rental projects, the affordable-unit set-asides approved in the application shall remain in place. During the duration of the restrictive covenant, any subsequent conveyance of the property to an owner or for a use that fails to qualify for mobility fee relief pursuant to the provisions of this program shall nullify said mobility fee relief and shall immediately subject the property to all mobility fees that said development would owe if it were a new development application. The restrictive covenant shall also provide that if such fees are not paid within sixty days of such non-qualifying conveyance of the property, the County is authorized to lien the property for the amount of applicable mobility fees.

RESPONSIBILITY:

It is the responsibility of the Human Services Department to implement this program. The Department will obtain the qualifying, legally binding restrictive covenant that has been recorded in the public records of Osceola County prior to the final approval of mobility fee relief described in this policy. The Department will promulgate necessary forms, rules, regulations, procedures, and technical manuals to implement and administer this policy.