



Meeting Agenda

Planning Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Stacey Ray
360.753.8046

Monday, September 17, 2018

6:30 PM

Room 207

1. CALL TO ORDER

Estimated time for items 1 through 5: 20 minutes

1.A ROLL CALL

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

[18-0877](#) Approval of August 20, 2018 Planning Commission Meeting Minutes

Attachments: [Meeting Minutes](#)

4. PUBLIC COMMENT

During this portion of the meeting, citizens may address the Commission regarding items related to City business, including items on the Agenda. In order for the Committee or Commission to maintain impartiality and the appearance of fairness in upcoming matters and to comply with Public Disclosure Law for political campaigns, speakers will not be permitted to make public comments before the Committee or Commission in these two areas: (1) on agenda items for which the Committee or Commission either held a Public Hearing in the last 45 days, or will hold a Public Hearing within 45 days or for quasi-judicial review items for which there can be only one public hearing, or (2) where the speaker promotes or opposes a candidate for public office or a ballot measure.

5. STAFF ANNOUNCEMENTS

This agenda item is also an opportunity for Commissioners to ask staff about City or Planning Commission business.

6. BUSINESS ITEMS

[18-0862](#) Public Hearing for the *Preliminary Capital Facilities Plan and 2019-2024 Financial Plan*

Attachments: [Link to Preliminary Capital Facilities Plan and 2019-2024 Financial Plan](#)

Estimated time: 30 minutes

[18-0866](#) Briefing on an Ordinance for Emergency Housing Facilities Hosted by Faith-Based Organizations, Not-for-Profit Organizations or Units of Government

Attachments: [Homeless emergency housing regulations ordinance](#)
[Homeless Tiny Housing Village.III](#)
[Homeless Encampment Ord Just Housing Compare](#)
[Homeless Encampment Ord Just Housing Feedback](#)
[Homelessness City of Eugene - Copy](#)

Estimated time: 45 minutes

7. REPORTS

From Staff, Officers, and Commissioners, and regarding relevant topics.

8. OTHER TOPICS

9. ADJOURNMENT

Approximately 9:30 p.m.

Upcoming Meetings

Next regular Commission meeting is October 1, 2018. See 'meeting details' in Legistar for list of other meetings and events related to Commission activities.

Accommodations

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources. If you require accommodation for your attendance at the City Advisory Committee meeting, please contact the Advisory Committee staff liaison (contact number in the upper right corner of the agenda) at least 48 hours in advance of the meeting. For hearing impaired, please contact us by dialing the Washington State Relay Service at 7-1-1 or 1.800.833.6384.iresources.



City Hall
601 4th Avenue E.
Olympia, WA 98501
360-753-8244

Planning Commission
Approval of August 20, 2018 Planning
Commission Meeting Minutes

Agenda Date: 9/17/2018
Agenda Item Number:
File Number: 18-0877

Type: minutes **Version:** 1 **Status:** In Committee

Title

Approval of August 20, 2018 Planning Commission Meeting Minutes



Meeting Minutes - Draft

Planning Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Stacey Ray
360.753.8046

Monday, August 20, 2018

6:30 PM

Room 207

1. CALL TO ORDER

Chair Cunningham called the meeting to order at 6:30 p.m.

1.A ROLL CALL

Present: 5 - Chair Rad Cunningham, Commissioner Kento Azegami, Commissioner Paula Ehlers, Commissioner Candi Millar and Commissioner Carole Richmond

Excused: 2 - Commissioner Joel Baxter and Commissioner Jessica Blose

Absent: 2 - Commissioner Tammy Adams and Commissioner Travis Burns

OTHERS PRESENT

City of Olympia Community Planning and Development Staff:

Senior Planner, Joyce Phillips
Senior Planner, Stacey Ray

Via phone:
Attorney, Daniel Kenny with Ogden Murphy Wallace

2. APPROVAL OF AGENDA

The agenda was unanimously approved.

3. APPROVAL OF MINUTES

[18-0793](#) Approval of August 6, 2018 Planning Commission Meeting Minutes

The August 6, 2018 Planning Commission Meeting Minutes were approved.

4. PUBLIC COMMENT - NONE

5. STAFF ANNOUNCEMENTS

Ms. Ray made announcements.

6. BUSINESS ITEMS

[18-0777](#) Sign Code Update Discussion of Applicable Court Cases

Ms. Phillips and Mr. Kenny discussed the amendments to the Sign Code and how the U.S. Supreme Court decision, Reed v. Town of Gilbert, Arizona impacts the amendments. Commissioners asked questions and continued discussions.

7. REPORTS

Commissioners reported on outside meetings attended.

8. OTHER TOPICS

Commissioners discussed an interest in having a retreat to discuss the Council's role for climate change and light rail not coming to Olympia.

9. ADJOURNMENT

The meeting adjourned at 7:40 p.m.

Upcoming Meetings

The next Planning Commission meeting will be Monday, September 17th. Currently on the agenda is:

Capital Facilities Plan Public Hearing with Debbie Sullivan;
Emergency Housing Ordinance Briefing with Keith Stahley.



Planning Commission

Public Hearing for the Preliminary Capital Facilities Plan and 2019-2024 Financial Plan

Agenda Date: 9/17/2018
Agenda Item Number:
File Number: 18-0862

Type: public hearing Version: 1 Status: In Committee

Title

Public Hearing for the *Preliminary Capital Facilities Plan and 2019-2024 Financial Plan*

Recommended Action

Public Hearing; receive public testimony.

Report

Issue:

The Planning Commission will hold a public hearing to hear testimony about the proposed *Preliminary Capital Facilities Plan and 2019 - 2024 Financial Plan*.

Staff Contact:

Debbie Sullivan, Administrative Services Director, 360.753.8499

Presenter(s):

Debbie Sullivan, Administrative Services Director

Background and Analysis:

The Capital Facilities Plan (CFP) is a Chapter in the City's 20-year Comprehensive Plan adopted by Council in 2014. The CFP portion of the Plan is updated annually.

The CFP identifies which capital facilities are necessary to support development and/or growth. Most projects listed, are directly related to the applicable master plan or functional plan; such as the Parks, Arts and Recreation Plan, the Storm and Surface Water Plan, and other similar plans. The CFP covers a 20-year time horizon; however, the *Preliminary CFP and 2019-2024 Financial Plan* is a six-year financial plan which is required by the Growth Management Act to specifically identify projects, estimated costs, funding sources, and strategies to implement the plan.

Some of the highlights of the updated *Preliminary CFP and 2019-2024 Financial Plan* include:

- Designing an Athletic Field Community Park
- Funding Off-Leash Dog Areas and Trails
- Funding a Sprayground at Lions Park
- Designing Transportation Improvements on Franklin & Legion Way

- Constructing a Bike Lane at Division Street & 28th Avenue
- Constructing Flood Mitigation
- Implementing Habitat Improvement and Stewardship Projects
- Designing the Replacement of a Water Main on Fones Rd.

Neighborhood/Community Interests (if known):

The CFP addresses the provisions of essential City services and is of broad community interest. It addresses a wide variety of issues that cover the City of Olympia in its entirety, including: Parks, Arts, and Recreation projects; Transportation projects; General Capital Facilities Projects; Drinking Water projects; Wastewater projects; Storm and Surface Water projects; and it incorporates projects from other service providers such as the Olympia School District. City staff works closely with the Bicycle, Pedestrian Advisory Committee; the Parks & Recreation Advisory Committee, and the Utility Advisory Committee to identify and prioritize projects in the *Preliminary CFP and 2019-2024 Financial Plan*. These committees also provide official comments to the City Council.

Options:

Public Hearing; no action required.

Financial Impact:

The six-year financial plan outlines investments totaling over \$148 million, a slight increase over the current plan. Projects proposed to be funded in 2019 total \$20,001,964 and include parks, transportation, general capital facilities, drinking water, wastewater, and stormwater improvements.

Attachments:

Preliminary Capital Facilities Plan and 2019-2024 Financial Plan



Planning Commission

Briefing on an Ordinance for Emergency Housing Facilities Hosted by Faith-Based Organizations, Not-for-Profit Organizations or Units of Government

Agenda Date: 9/17/2018
Agenda Item Number:
File Number: 18-0866

Type: discussion **Version:** 1 **Status:** In Committee

Title

Briefing on an Ordinance for Emergency Housing Facilities Hosted by Faith-Based Organizations, Not-for-Profit Organizations or Units of Government

Recommended Action

The Land Use and Environment Committee considered the proposed amendments to the City's Temporary Encampment regulations on May 17, 2018 and unanimously recommended that City Council move forward with amendments to the Temporary Encampment Regulations as proposed by staff on an emergency basis. The City Council approved the attached ordinance as an emergency ordinance on June 5, 2018 and asked that the Planning Commission consider these revisions, hold a public hearing and provide recommendations to City Council for action by the end of 2018.

Report

Issue:

Hear a briefing from staff on the Ordinance for Emergency Housing Facilities Hosted by Faith-Based Organizations, Not-for-Profit Organizations or Units of Government adopted on June 5, 2018 by City Council as an emergency ordinance.

Staff Contact:

Amy Buckler, Downtown Projects Manager 360.570.5847

Presenter(s):

Keith Stahley, Director Community Planning and Development Department
Amy Buckler, Downtown Projects Manager

Background and Analysis:

The City of Olympia adopted its first Temporary Encampment Regulations in 2008. These regulations were adopted largely as a response to Camp Quixote's occupation of City-owned property in downtown. These regulations were amended in 2011 to provide for a permanent encampment on County-owned property in Mottman Industrial Park known as Quixote Village. A single temporary encampment hosted by a faith-based organization was also allowed, however, no

temporary encampments have been hosted by faith-based organizations since Quixote Village was established.

Emergency Housing Facilities in the form of tiny house villages are now a commonly accepted practice for responding to homelessness with emergency and transitional housing. Both the City of Seattle and the City of Eugene have seen multiple emergency housing facilities established in the past three years. See the attached White Paper for more information about this type of Emergency Housing.

The City of Olympia's existing Temporary Homeless Encampment regulations were very limiting for these types of facilities. They only allowed one facility on County property and one additional facility that can move from church site to church site in the entire City. Based on the number of unsheltered people living in and around Olympia there appears to be a need for multiple facilities.

Amendments Included in the Emergency Ordinance:

- Change the name of the regulations to Emergency Housing Facility Regulations
- Eliminate the differentiation between types of Emergency Housing Facilities
- Increase the number of Emergency Housing Facilities Allowed
- Allow Emergency Housing Facilities to be operated by or hosted on faith based, not-for-profit organizations and governmental entities
- Reduce barriers for clients
- Reduce barriers for host organizations

Process

Staff proposes moving this forward and adopting these regulations as interim or emergency regulations. This would allow the regulations to go into effect immediately. City Council must then hold a public hearing within 60 days with the intention of adopting permanent regulations within six months. Permanent regulations will be considered by the Planning Commission in the fall and a recommendation from them will be forwarded to City Council for their consideration prior to December 5, 2018.

Staff is actively working with religious institutions to create opportunities for siting emergency housing facilities on their property. Having regulations in place that allow for the creation of emergency housing facilities would help to facilitate these conversations.

The Land Use and Environment Committee discussed using the emergency ordinance as a way to address the immediate need for additional housing options while allowing time to thoroughly consider how to address issues of safety in and around emergency housing facilities. Staff will involve interested parties and potential stakeholders in discussions around permanent regulations.

Just Housing Comments

Two documents from Just Housing are attached, which provide Just Housing's feedback and perspective on the proposed amendments. Two of their most significant concerns center on the requirement for criminal background screening and they would like to see the ordinance amended to

allow not-for-profit organizations to host encampments.

Emergency Ordinance

RCW 35A.13.190 provides that no ordinance shall take effect until five days after the date of publication unless otherwise provided by statute or charter, except that an ordinance designated as a public emergency ordinance for the protection of public health, public safety, public property or the public peace, may be made effective upon adoption. Such an ordinance requires the vote of one more than the majority of the whole membership of the Council. (A majority plus one.)

Neighborhood/Community Interests (if known):

Homelessness is an issue that affects the entire City.

Options:

Hear briefing and provide staff with feedback about the Emergency Housing Facility Ordinance.

Financial Impact:

None at this point; however, the City may be asked to play a role in managing these facilities and in providing ongoing support services.

Attachments:

1. Ordinance
2. White Paper with links to additional information about approaches to temporary homeless encampments followed in other communities
3. Suggested revisions from representatives of Just Housing

Ordinance No. _____

AN ORDINANCE OF THE CITY OF OLYMPIA, WASHINGTON, FACILITATING THE ESTABLISHMENT AND SELF MANAGEMENT OF EMERGENCY HOUSING FACILITIES PROVIDED BY FAITH-BASED ORGANIZATIONS, NOT-FOR-PROFIT ORGANIZATIONS, OR UNITS OF GOVERNMENT BY AMENDING OMC CHAPTER 18.50, DECLARING AN EMERGENCY SO THIS ORDINANCE SHALL BE EFFECTIVE UPON ADOPTION, REFERRING THE AMENDMENTS TO THE OLYMPIA PLANNING COMMISSION, AND PROVIDING FOR A PUBLIC HEARING WITHIN SIXTY (60) DAYS

WHEREAS, the City of Olympia recognizes the unique role and rights of faith-based organizations under the United States Constitution; and

WHEREAS, Olympia Municipal Code (OMC) Chapter 18.50 allows for temporary Emergency Housing Facilities hosted by a faith-based organization which provides temporary housing to homeless persons, subject to certain criteria and requirements; and

WHEREAS, OMC 18.50.020 defines a "Host Agency" for an Emergency Housing Facility as a faith-based organization which owns or has an ownership interest in the property that is the subject of an application for an Emergency Housing Facility Permit for providing basic services and support to temporary Emergency Housing Facility residents, such as hot meals and coordination of other needed donations and services; and

WHEREAS, a Host Agency may request a permit for an encampment of up to forty (40) residents; and

WHEREAS, the existing provisions in OMC 18.50 provide more freedom to the Host Agency to draft safety plans according to its interests, plans, and needs; and

WHEREAS, this Ordinance allows both high barrier and low barrier camps; and

WHEREAS, this Ordinance allows a Host Agency to provide camps for families, adults, and people transitioning out of facilities; and

WHEREAS, this Ordinance may reduce harm to homeless persons and provide services to assist residents with clean and sober living; and

WHEREAS, Emergency Housing Facilities permitted under OMC Chapter 18.50 ideally should be located in areas where there is easy access to services and affordable food, either by walking or by using public transit; and

WHEREAS, the City encourages self-management of Emergency Housing Facilities and other efforts to create community among their residents; and

WHEREAS, this Ordinance removes certain restrictions on Emergency Housing Facilities, although the Host Agency is still allowed to place restrictions of their choice on the encampment; and

WHEREAS, the City Council determines it to be in the best interest of the City of Olympia to amend OMC Chapter 18.50 to more easily facilitate the establishment and self-management of Emergency Housing Facilities by faith-based organizations, not-for-profit organizations, and units of government, and to comply with RCW 35A.21.360; and

WHEREAS, the City Council also determines that this Ordinance is to immediately address a public emergency due to growing homelessness in the City of Olympia, and also finds said Ordinance is necessary for the immediate protection and preservation of public health, public safety, public property or public peace, and that this Ordinance should be made effective upon adoption; and

WHEREAS, the interim zoning regulations, as amended herein, should be referred to the Olympia Planning Commission for review and recommendation. The Olympia City Council shall hold a public hearing on these amendments to OMC Chapter 18.50 within sixty (60) days of the adoption of this Ordinance;

NOW, THEREFORE, THE OLYMPIA CITY COUNCIL ORDAINS AS FOLLOWS:

Section 1. Amendment of OMC Chapter 18.50. Olympia Municipal Code Chapter 18.50 is hereby amended to read as follows:

Chapter 18.50
HOMELESS ENCAMPMENT EMERGENCY HOUSING FACILITIES

18.50.000 Chapter Contents

Sections:

- 18.50.010 ~~Homeless Encampment~~Emergency Housing Facility
- 18.50.020 Host Agency
- 18.50.030 Sponsoring Agency
- 18.50.040 Who May Apply
- 18.50.050 Applicable Procedures
- 18.50.060 ~~Homeless Encampment~~Emergency Housing Facility - Criteria/Requirements for Approval

18.50.010 ~~Homeless Encampment~~Emergency Housing Facility

"~~Emergency Housing Facility~~Homeless Encampment" means temporary emergency homeless encampment housing that may include tents and small structures organized and managed as temporary accommodations for homeless people, and may be hosted by a faith-based religious organization, not-for-profit organization, or a unit of government~~County Homeless Encampment which provides temporary housing to homeless persons.~~

For purposes of this section, a "not-for-profit" shall mean an organization duly incorporated in the State of Washington and recognized by the Internal Revenue Service as an IRC 501 (c)-(3) charitable organization.

18.50.020 Host Agency

~~A. — Temporary Homeless Encampment~~Emergency Housing Facilities. "Host Agency" means ~~the religious a faith-based organization, or a not-for-profit organization, or a unit of government~~ which owns or controls the property or has an ownership interest in the property that is the subject of an application for an ~~Temporary Homeless Encampment~~Emergency Housing Facility Permit for providing basic services and support to temporary emergency homeless encampmentEmergency Housing Facility residents, such as hot meals and coordination of other needed donations and services.

Ownership interest shall include an interest by recorded title or by fully executed lease of the subject property.

~~B. — County Homeless Encampment.~~ "Host Agency" means ~~Thurston County, which owns the property that is the subject of an application for a County Homeless Encampment Permit to provide service to support emergency homeless encampment residents, such as hot meals and coordination of other needed donations and services.~~

18.50.030 Sponsoring Agency

"Sponsoring Agency" means the Host Agency or another agency that assists the Host Agency and that joins in an application with a Host Agency for an ~~Temporary or unit of government~~County Homeless EncampmentEmergency Housing Facility Permit and assumes responsibility for providing basic services and support to temporary emergency homeless encampmentEmergency Housing Facility residents, such as hot meals, social services, sanitation, hygiene, storage of belongings, trash and refuse collection, and coordination of other needed donations and services.

18.50.040 Who May Apply

~~A. — Temporary Homeless Encampment~~Emergency Housing Facility. ~~Temporary homeless encampments~~Emergency Housing Facilities shall be permitted ~~only as an accommodation of faith-based~~religious exercise by a Host Agency and Sponsoring Agency, or by a unit of government, or by a not-for-profit organization. Each Host Agency and Sponsoring Agency shall jointly apply for a permit under this Section and shall jointly certify compliance with all applicable requirements for approval and conditions of this Chapter and the application.

~~B. — County Homeless Encampment.~~ ~~A County Homeless Encampment shall be permitted only to Thurston County. A Sponsoring Agency may join the County to apply for a permit under this Section. Only Thurston County shall certify compliance with all applicable requirements for approval and conditions of this Chapter and the application.~~

18.50.050 Applicable Procedures

A. ~~Temporary Homeless Encampment~~Emergency Housing Facility. A ~~Temporary Encampment Permit~~ Permit for an Emergency Housing Facility is an administrative decision. In addition to the requirements for administrative decisions found elsewhere in the Olympia Municipal Code, the following procedures apply:

1. Advance Notice Required. The Host Agency and Sponsoring Agency shall notify the City of the proposed ~~homeless-encampment~~Emergency Housing Facility a minimum of thirty (30) days in advance of the proposed date of establishment for the ~~homeless-encampment~~Emergency Housing Facility. The advance notification shall be in the form of an application for a Temporary Encampment Permit and shall contain the following information:

- a. The date the ~~homeless-encampment~~Emergency Housing Facility will commence;
- b. The length of time the encampment will continue;
- c. The maximum number of residents proposed for the encampment;
- d. The host location;
- e. The names of the Host and Sponsoring Agencies; and
- f. The manner in which the ~~homeless-encampment~~Emergency Housing Facility will comply with the requirements of this Chapter.

2. Informational Meeting Required. The Host Agency and/or Sponsoring Agency shall conduct at least one (1) informational meeting within, or as close to, the location where the proposed ~~homeless encampment~~Emergency Housing Facility will be located, a minimum of two (2) weeks prior to the issuance of the temporary use permit. The time and location of the meeting shall be agreed upon between the City and the Host Agency and/or Sponsoring Agency. All property owners within three hundred (300) feet of the proposed ~~homeless-encampment~~Emergency Housing Facility shall be notified by mail ten (10) days in advance of the meeting by the Host Agency and/or Sponsoring Agency. In lieu of notice by mail, an alternative means of notice may be provided that is reasonably calculated to notify the neighboring property owners within three hundred (300) feet of the proposed encampment.

3. Signs Required. The applicant shall also provide notice of the application within the same timeframe identified above by posting two signs or placards on the site or in a location immediately adjacent to the site that provides visibility of the signs to motorists using adjacent streets. The Director of Community Planning and Development or his or her~~their~~ designee shall establish standards for size, color, layout, design, working, placement, and timing of installation and removal of the signs or placards.

~~B. County Homeless Encampment. A County Homeless Encampment requires a Conditional Use Permit subject to OMC 18.82. In addition to the requirements for Conditional Use Permits found elsewhere in the Olympia Municipal Code, the following procedures apply:~~

- ~~1. Application. Thurston County shall submit an application for a County Homeless Encampment Permit that contains the following information:

 - ~~a. The date the homeless encampment is proposed to commence;~~
 - ~~b. The maximum number of residents proposed;~~
 - ~~c. The names of any Host or Sponsoring Agencies;~~
 - ~~d. The manner in which the homeless encampment will comply with the requirements of this Chapter;~~
 - ~~e. A Site Plan drawn to scale.~~~~

- ~~2. Informational Meeting Required. Thurston County shall conduct at least one (1) informational meeting within a minimum of thirty (30) days of application of the homeless encampment permit. The time and location of the meeting shall be agreed upon between the City and the County. All property owners, residents and business owners within 300 feet of the proposed homeless encampment shall be notified by mail at least ten (10) business days in advance of the meeting. In lieu of notice by mail, an alternative means of notice may be provided that is reasonably calculated to notify the neighboring property owners, residents and business owners within 300 feet of the proposed encampment.~~

- ~~3. Signs Required. Thurston County shall also provide notice of the application within the same time frame identified above by posting two public notice signs in locations determined by the Director that provide visibility of the signs to motorists using adjacent streets. The Director of Community Planning and Development or their designee shall provide the Public Notice signs.~~

18.50.060 ~~Homeless Encampment~~Emergency Housing Facility - Criteria/Requirements for Approval

The Director of the Community Planning and Development Department or his or hertheir designee may issue a temporary and revocable permit for an homeless encampmentEmergency Housing Facility subject to the following criteria and requirements.

A. Site Criteria.

1. Temporary Homeless EncampmentEmergency Housing Facility

- a. If the Sponsoring Agency is not the Host Agency of the site, the Sponsoring Agency shall submit a written agreement from the Host Agency allowing the ~~homeless-encampment~~Emergency Housing Facility, or from the owner of the property, and clarifying the obligations of the Sponsoring Agency.
- b. The property must be sufficient in size to accommodate the tents and necessary on-site facilities, including, but not limited to the following:
- i. Sanitary portable toilets in the number required to meet capacity guidelines for the population of the encampment;
 - ii. Hand washing stations by the toilets and by the food areas;
 - iii. Refuse receptacles for trash, recycling and garbage; and
 - iv. Storage of personal belonging; and
 - iv. ~~Food tent and security tent.~~
- c. The Host and Sponsoring Agencies shall provide an adequate potable water source to the ~~homeless-encampment~~Emergency Housing Facility, as approved by the City.
- d. No ~~homeless-encampment~~Emergency Housing Facility shall be located within a Sensitive/Critical Area or its buffer as defined under OMC Chapter 18.32 except on existing sites paved or gravel sites of the Olympia Municipal Code.
- e. No permanent structures will be constructed for the ~~homeless-encampment~~Emergency Housing Facility.
- f. No more than forty (40) residents shall be allowed at any one encampment. The City may further limit the number of residents as site conditions dictate.
- g. Adequate on-site parking shall be provided for the ~~homeless-encampment~~Emergency Housing Facility. No off-site parking will be allowed. The number of vehicles used by the homeless encampmentEmergency Housing Facility residents shall be provided in the permit application. If the ~~homeless-encampment~~Emergency Housing Facility is located on a site that has another preexisting use, it shall be shown that the ~~homeless-encampment~~Emergency Housing Facility parking will not create a shortage of on-site parking for the other use/s on the property.
- h. The ~~homeless-encampment~~Emergency Housing Facility shall be located within a quarter (1/4) mile of a bus stop with seven (7) days per week service, whenever possible. If not located within a

quarter mile of a bus stop, the Host or Sponsoring Agency must demonstrate the ability for residents to obtain access to the nearest public transportation stop (such as carpools or shuttle buses).

i. ~~The homeless encampment~~Emergency Housing Facility shall be adequately buffered and screened from adjacent right-of-way and residential properties. Screening shall be a minimum height of six (6) feet and may include, but is not limited to, a combination of fencing, landscaping, or the placement of the ~~homeless encampment~~Emergency Housing Facility behind buildings. The type of screening shall be approved by the City.

j. All sanitary portable toilets shall be screened from adjacent properties and rights-of-way. The type of screening shall be approved by the City and may include, but is not limited to, a combination of fencing and/or landscaping.

k. At the time of the City's approval, there shall be no other approved Emergency Housing Facilities located within one thousand (1,000) feet of the approved encampment. Approved Emergency Housing Facilities must be separated by a buffer of at least one thousand (1,000) feet under this eChapter.

2. ~~County Homeless Encampment~~

~~a. The property must be owned by Thurston County and located in a Light-Industrial/Commercial (LI/C) zoning district. The property shall not be located adjacent to residentially zoned property, and the Conditional Use Permit shall not allow more than 30 tents or cottage structures. The necessary on-site shared community facilities shall include but not be limited to the following:~~

~~i. Adequate water source and sanitary restrooms in the number required to meet capacity guidelines;~~

~~ii. Hand washing stations by the restrooms and by the food preparation areas;~~

~~iii. Refuse receptacles; and~~

~~iv. Community Building(s) providing kitchen, dining, shower, laundry, offices for management and security.~~

~~b. If proposed, any recreational areas, garden areas or other on-site provisions should be designed as shared community facilities.~~

~~c. At least six (6) on-site vehicular parking stalls and a covered bike shelter shall be provided for the County homeless encampment.~~

~~d. The homeless encampment shall be located within a quarter (1/4) mile of a bus stop or have public bus services provided.~~

~~e. The homeless encampment shall be adequately buffered and screened from adjacent right-of-way and surrounding properties. Screening shall be a fence with a minimum height of six (6) feet and may include landscaping.~~

B. Security.

1. ~~Temporary Homeless Encampment~~Emergency Housing Facility

a. An operations and security plan for the ~~homeless encampment~~Emergency Housing Facility shall be submitted to the City at the time of application. The security plan shall address potential security and neighborhood impacts within five hundred (500) feet of the encampment site.

b. The Host Agency shall provide to all residents of the ~~homeless encampment~~Emergency Housing Facility a Code of Conduct for living at the ~~homeless encampment~~Emergency Housing Facility. A copy of the Code of Conduct shall be submitted to the City at the time of application and shall be in substantially the following form or address the following issues:

i. ~~Possession or use of illegal drugs is prohibited.~~not permitted.

ii. ~~No alcohol is permitted.~~

iii. ~~No weapons are permitted.~~

iv. ~~All knives over three and one-half (3 1/2) inches must be turned into the Host or Sponsoring Agency's on-site Encampment Manager for safekeeping.~~

v. ~~Violence against staff or residents of the encampment is prohibited.~~permitted.

vi. ~~Any open flames are prohibited.~~permitted without pre-approval by the Department of Community Planning and Development.

vii. ~~Trespassing on private property in the surrounding neighborhood is permitted.~~prohibited.

viii. ~~No loitering in the surrounding neighborhood is permitted.~~

~~ix~~ v. ~~No~~ Littering on the Temporary Encampment site or in the surrounding neighborhood is ~~prohibited~~ permitted.

vi. Noise or music in excess of the limits set forth in OMC 18.40.080 is prohibited.

Nothing in this Section shall prohibit the Host Agency, Sponsoring Agency ~~or an~~ ~~or~~ Encampment Emergency Housing Facility Manager from imposing and enforcing additional Code of Conduct conditions not otherwise inconsistent with this Section.

c. All ~~homeless-encampment~~ Emergency Housing Facility residents must sign an agreement to abide by the Code of Conduct and failure to do so ~~shall~~ may result in the noncompliant resident's immediate expulsion from the property.

d. The Host or Sponsoring Agency shall keep a log of all people who stay overnight in the encampment, including names, ~~dates of birth and birth dates~~, and dates of stay ~~in the encampment~~. Logs shall be kept ~~and retained for~~ a minimum of six (6) months.

e. The Host or Sponsoring Agency shall take all reasonable and legal steps to obtain verifiable ~~ID~~ identification, such as a driver's license, government-issued identification card, military identification, ~~or passport, or other reasonable forms of identification~~ from prospective and existing encampment residents.

f. The Host or Sponsoring Agency will use identification received from prospective and existing encampment residents to obtain sex offender and warrant checks from the Washington State Patrol, the Thurston County Sheriff's Office or ~~relevant~~ local police department.

i. If ~~said~~ the warrant and sex offender checks reveal either (1) an existing or outstanding warrant from any jurisdiction in the United States for the arrest of the individual who is the subject of the check; or (2) the subject of the check is a sex offender, required to register with the County Sheriff or their county of residence pursuant to RCW 9A.44.130 , then the Host or Sponsoring Agency ~~may~~ will reject the subject of the check for residency ~~to~~ in the ~~homeless-encampment~~ Emergency Housing Facility or ~~may~~ eject the subject of the check if that person is already a ~~homeless-encampment~~ Emergency Housing Facility resident.

ii. The Host or Sponsoring Agency shall immediately contact the police department if the reason for rejection or ejection of an individual from the ~~homeless-encampment~~ Emergency Housing Facility is an active warrant. In other cases of rejection or ejection, the designated representative of the Host or Sponsoring Agency ~~may~~ shall immediately contact ~~provide the facts leading to such action to~~ the Olympia Police Department and the Thurston County Sheriff's Office.

g. The Host or Sponsoring Agency shall self-manage its residents and prohibit ~~alcohol,~~ illegal drugs, ~~weapons, fighting~~ violence, and abuse of any kind, littering, or noise disturbances ~~of disturbing the other residents or adjacent~~ neighbors while located on the Emergency Housing Facility property.

h. The Host or Sponsoring Agency will appoint a designated representative to serve "on-duty" as an Encampment Manager at all times ~~to serve as a point of contact for the Olympia Police~~ Department and will orient law enforcement ~~the Police as to~~ how the security tent operates for the homeless encampment Emergency Housing Facility. The name of the on-duty designated representative will be posted daily in the security tent. The City shall provide contact numbers of non-emergency personnel, which shall be posted at the security tent.

~~2. County Homeless Encampment. An operations and security plan for the homeless encampment shall be established and enforced by Thurston County. The operations plan shall provide for ensuring that potential residents are provided notice that the homeless encampment is within a property-zoned light industrial.~~

C. Timing.

~~1. Temporary Homeless Encampment~~ Emergency Housing Facility

~~a. The duration of an the temporary homeless encampment~~ Emergency Housing Facility shall ~~not be fore~~ exceed one hundred eighty (180) days, and may be extended for an additional one hundred eighty-five (185) days upon submittal of an application and proof that the site did not have on-site criminal violations greater than the crime rate of the surrounding neighborhood. The site may be approved for a duration longer than a one year upon submittal of a conditional use permit to be reviewed and approved by the Olympia hearing examiner pursuant to OMC Chapter 18.48. The conditional use permit shall demonstrate consistency with this eChapter and the rest of OMC Title 18. In addition, the applicant must demonstrate that criminal violations on-site were not greater than the crime rate of the surrounding neighborhood. The approval of a conditional use permit may be for a limited-time less than one hundred eighty (180) days, subject to review of demonstrated impacts upon to the surrounding neighborhoods.

~~b. No additional temporary homeless encampments may be allowed on the same parcel of property in any 12-month period beginning on the date the homeless encampment locates on a parcel of property.~~

~~c. No more than one (1) temporary homeless encampment may be located in the City at any time.~~

~~2. County Homeless Encampment. No more than one County homeless encampment may be located in the City at any time.~~

D. Health and Safety.

1. ~~Temporary Homeless Encampment~~Emergency Housing Facility. The homeless encampmentEmergency Housing Facility shall conform to the following fire requirements:

- a. There shall be no open fires for cooking without pre-approval by the Olympia Fire Department and no open fires for heating;
- b. No heating appliances within the individual tents are allowed without pre-approval by the Olympia Fire Department;
- c. No cooking appliances, other than microwave appliances, are allowed in individual tents;
- d. An adequate number, with appropriate rating, of fire extinguishers shall be provided as approved by the Olympia Fire Department;
- e. Adequate access for fire and emergency medical apparatus shall be provided. This shall be determined by the Olympia Fire Department;
- f. Adequate separation between tents and other structures shall be maintained as determined by the Olympia Fire Department; and
- g. Electrical service shall be in accordance with recognized and accepted practice and codes. Electrical cords ~~shall~~ are not to be strung together, ~~and a~~Any electrical cords used must be approved for outdoor exterior use.

~~2. A Unit of Government County Homeless Encampment. A unit of government The County homeless encampment shall conform to the City engineering, building and fire codes.~~

~~32.~~ The Host Agency and Sponsoring Agency shall permit inspections by City staff and the Thurston County Health Department at reasonable times without prior notice of compliance with the conditions of the ~~Temporary and County~~unit of government Homeless EncampmentEmergency Housing Facility Permit.

E. Director's Decision.

1. ~~Temporary Homeless Encampment~~Emergency Housing Facility

a. Purpose. The Director shall review the proposal to ensure compliance with the provisions of this ~~e~~Chapter and all other applicable laws, to ensure that the health, safety and welfare of the citizens of the City is preserved, and to provide an expedient and reasonable land use review process for decisions and interpretations of this ~~e~~Chapter.

b. Director Authority. The Director may modify the submittal requirements as deemed appropriate.

c. Notice of Decision. The Director shall notify the Sponsoring and Host Agencies of his or her decision to approve, modify or deny the application within a timely manner, but not prior to fourteen (14) days after the neighborhood informational meeting. ~~Theis Director's D~~decision is a final decision of the City. Appeals of decisions to approve or deny ~~an Temporary~~ EncampmentEmergency Housing Facility Permit shall be to Thurston County Superior Court.

~~2. County Homeless Encampment~~

~~a. Purpose. The Director shall review the proposal and make a recommendation to the Hearing Examiner regarding compliance with applicable law.~~

~~b. Hearing Examiner Authority. The Hearing Examiner may issue a County Homeless Encampment Permit pursuant to Hearing Examiner Chapter 18.82. The Director will forward the application and a recommendation to the Hearing Examiner subject to the provisions of this Chapter 18.50, the "Conditional Uses Chapter 18.48" and Hearing Examiner Chapter 18.82.~~

~~c. Notice of Decision. The Director shall provide notice of the Olympia Hearing Examiner Decision pursuant to OMC 18.60. The Decision is a final decision of the City. Appeals of decisions to approve or deny a County Homeless Encampment Permit shall be to Thurston County Superior Court.~~

F. ~~Temporary Homeless Encampment~~Emergency Housing Facility Permit Termination. If the Host Agency or Sponsoring Agency fails to take action against a resident who violates the terms and conditions of ~~thisits~~ permit, it may result in immediate termination of the permit issued to the Host Agency or Sponsoring Agency. If the City learns of ~~uncontrolled violence or~~ acts of violence by residents of the encampment and the Host Agency or Sponsoring Agency has not adequately addressed the situation to protect residents, the temporary use permit may be immediately terminated.

G. ~~Temporary Homeless Encampment~~Emergency Housing Facility Permit Revocation. Upon determination that there has been a violation of any approval criteria or condition of application, the Director of Community Planning and Development or ~~his or her~~their designee, may give written notice to the permit holder describing the alleged violation. Within fourteen (14) days of the mailing of notice of violation, the permit holder shall

show cause why the permit should not be revoked. At the end of the fourteen (14)-day period, the Director of Community Planning and Development or his or hertheir designee, shall sustain or revoke the permit. When an ~~Temporary Homeless Encampment~~Emergency Housing Facility Permit is revoked, the Director of Community Planning and Development or his or hertheir designee shall notify the permit holder by first class and certified mail of the revocation and the findings upon which revocation is based. Appeals ~~from~~of the Director's decisions to revoke a ~~Temporary~~ Emergency Housing Facility Encampment-permit shall be to Thurston County Superior Court.

Section 2. Corrections. The City Clerk and codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance, including the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 3. Severability. If any provision of this Ordinance or its application to any person or circumstance is held invalid, the remainder of the Ordinance or application of the provisions to other persons or circumstances shall remain unaffected.

Section 4. Ratification. Any act consistent with the authority and prior to the effective date of this Ordinance is hereby ratified and affirmed.

Section 5. Effective Date. This Ordinance is for the immediate preservation of public peace, health, safety, and welfare of the public, and shall take effect upon adoption, as provided by law.

Section 6. Public Hearing. The zoning amendments herein shall be referred to the Olympia Planning Commission for review and recommendation. The Olympia City Council shall hold a public hearing on the amendments to OMC Chapter 18.50 within sixty (60) days of the adoption of this Ordinance. Following the public hearing, the Council shall make findings of fact to either ratify, amend, or repeal the amendments herein to OMC Chapter 18.50.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:



CITY ATTORNEY

PASSED:

APPROVED:

PUBLISHED:

Temporary Homeless Encampments and Tiny House Villages

It may be time to consider updating the City's Temporary Homeless Encampment Regulations to recognize these types of facilities as an integral part of the emergency housing spectrum -- at least until such time as our emergency housing and shelter capacity exceeds the number of homeless in our community. MRSC notes that the state has authorized religious organizations to host temporary encampments and also limits a local government's ability to regulate these encampments (RCW 36.01.290 counties, 35A.21.360 code cities, 35.21.915 other cities and towns). The State Legislature's findings associated with RCW 36.01.290 (Temporary Encampments for Homeless) provides some clarity and justification for this approach:

The legislature finds that there are many homeless persons in our state that are in need of shelter and other services that are not being provided by the state and local governments. The legislature also finds that in many communities, religious organizations play an important role in providing needed services to the homeless, including the provision of shelter upon property owned by the religious organization. By providing such shelter, the religious institutions in our communities perform a valuable public service that, for many, offers a temporary, stop-gap solution to the larger social problem of increasing numbers of homeless persons.

The City of Olympia's Unified Development Code provides for the creation of temporary homeless encampments. Section 18.50 of the code establishes two types of encampments:

- A temporary emergency homeless encampment (TEHE) hosted by a religious organization.
- A County Homeless Encampment - now known as Quixote Village. Only one such facility is allowed in the City of Olympia. Further reference to the County Homeless Encampment has been eliminated from the text below for clarity purposes.

A TEHE requires a religious organization to act as a "host agency" and apply for the temporary homeless encampment permit. The code also identifies a "sponsoring agency" that may be the "host agency" or may be another agency such as a not for profit that takes responsibility for support and services to the camp.

The code provides that, "Temporary homeless encampments shall be permitted only as an accommodation of religious exercise and is an administrative decision." The director may issue a temporary and revocable permit subject to a demonstration of compliance

with the requirements of the code and fulfillment of the procedural requirements contained therein.

TEHEs are only allowed for 180 days and can only be on the same property once per year. They also are limited to no more than one in the City. Because of their temporary nature, approval of a TEHE is by the Director of CP&D and is appealable to the Superior Court.

The Cities of Seattle and Portland both have specific regulations allowing the creation of Tiny House Villages. The City of Seattle's approach is similar to Olympia's in that they differentiate between City and privately operated facilities and religious institution operated facilities. Seattle's regulations for private facilities include limitations on minimum size, require the creation of a Community Advisory Committee, limit the duration to one year with a one year extension, and provides for a minimum of a one mile separation between facilities.

In order to accommodate a Tiny House Village or Tiny House Villages in Olympia Chapter 18.50 would need to be amended to allow Tiny House Villages on a longer term basis. It does not seem feasible to build tiny houses and then be required to move them every six months. Longer term TEHE could be considered through the CUP process if the fee was waived rather than the administrative process associated with temporary encampments.

There also is likely to be a need for more than one such facility in the City of Olympia and the current THE regulations only allow a single encampment in addition to Quixote Village located on County-owned property.

City Staff was able to visit the [Low Income Housing Institute's Tiny House Village](#) located on 22nd Avenue in Seattle to get a better handle on how a Tiny House Village is being operated and maintained. LIHI now operates seven temporary encampments in Seattle. Each of these tiny house villages targets a different population ranging from families with children to low barrier single adults and is therefore operated differently. LIHI's newest facility targets single females. The 22nd Avenue village caters to families and could be described as being high barrier as operates with rules regarding drug use and offender status. This facility is able to be operated with limited oversight while the lower barrier facilities may require 24 hour security.

Links to more information about these facilities is found at the end of this report. The visit to LIHI's 22nd Avenue Village occurred on December 20th 2016 and included Councilmember Bateman, Downtown Liaison Mark Rentfrow and Renata Rollins. The visit was hosted by LIHI and included Executive Director Sharon Lee, Volunteer and Advocacy Coordinator Josh Castle and Essential Needs Coordinator Brad Gerber.

According to Sharon Lee, with the Low Income Housing Institute, the structures in the Tiny House Village were not required to obtain building permits because they are below the size threshold (144 square feet). They did obtain plumbing and electrical permits for the electrical and plumbing connections. Each unit in the LIHI's Tiny House Village was built by volunteers and is insulated and has an electrical connection that can support a heater and a light. The village was clean, orderly and felt safe. Ms. Lee reported that many people had been able to transition from there into more permanent housing.

Eugene, Oregon also has extensive experience in operating temporary homeless encampments. They currently operate a program in conjunction with the St. Vincent DePaul Society and the not for profit Community Supported Structures that supports three tiny house villages and over 30 scattered small site encampments throughout the City of Eugene. Additional information about the City of Eugene's program can be found through the link provided below.

Tacoma Experience:

The City of Tacoma declared a "Homeless Emergency" in May of 2017. They decided to use the Stability Site model for their temporary homeless camps. Using a city-owned surplus property, they built a temporary camp, mixed with tents, tiny houses and a large mega tent, which housed around 90 individuals experiencing homelessness. The site setup is very basic: perimeter fencing, garbage/recycle dumpsters, portable showers and port-a-potties. The Stability Site is the entry point for many of the most in-need, chronically homeless, high barrier, and high utilizer individuals in the community. This is the option for individuals sleeping on sidewalks, alcoves and in encampments throughout the city. The site is low barrier and open to all that are looking for a safe place to sleep. Residents are required to follow site rules and engagement is expected. A wide menu of outreach services are onsite daily.

More information about Tacoma's Stabilization Site may be found through the link below.

Next Steps:

Issues to consider may include: potential funding approaches, availability of qualified partners to operate such a facility, siting and operational criteria and amendments to our regulations to allow a Tiny House Village or Villages.

Additional Resources:

Additional information including:

- RCW 35A.21.360 Temporary Encampments for Homeless,

- City of Olympia’s Municipal Code regulations 18.50,
- City of Seattle’s temporary homeless encampment regulations,
- Link to MRSC,
- Link to LIHI information about encampments, and
- Link to the City of Eugene’s homeless programs

RCW 35A.21.360**Temporary encampments for the homeless—Hosting by religious organizations authorized—Prohibitions on local actions.**

(1) A religious organization may host temporary encampments for the homeless on property owned or controlled by the religious organization whether within buildings located on the property or elsewhere on the property outside of buildings.

(2) A code city may not enact an ordinance or regulation or take any other action that:

(a) Imposes conditions other than those necessary to protect public health and safety and that do not substantially burden the decisions or actions of a religious organization regarding the location of housing or shelter for homeless persons on property owned by the religious organization;

(b) Requires a religious organization to obtain insurance pertaining to the liability of a municipality with respect to homeless persons housed on property owned by a religious organization or otherwise requires the religious organization to indemnify the municipality against such liability; or

(c) Imposes permit fees in excess of the actual costs associated with the review and approval of the required permit applications.

(3) For the purposes of this section, "religious organization" means the federally protected practice of a recognized religious assembly, school, or institution that owns or controls real property.

(4) An appointed or elected public official, public employee, or public agency as defined in RCW 4.24.470 is immune from civil liability for (a) damages arising from the permitting decisions for a temporary encampment for the homeless as provided in this section and (b) any conduct or unlawful activity that may occur as a result of the temporary encampment for the homeless as provided in this section.

[2010 c 175 § 4.]

NOTES:

Findings (from 36.01.290) –2010 c 175: "The legislature finds that there are many homeless persons in our state that are in need of shelter and other services that are not being provided by the state and local governments. The legislature also finds that in many communities, religious organizations play an important role in providing needed services to the homeless, including the provision of shelter upon property owned by the religious organization. By providing such shelter, the religious institutions in our communities perform a valuable public service that, for many, offers a temporary, stop-gap solution to the larger social problem of increasing numbers of homeless persons.

This act provides guidance to cities and counties in regulating homeless encampments within the community, but still leaves those entities with broad discretion to protect the health and safety of its citizens. It is the hope of this legislature that local governments and religious organizations can work together and utilize dispute resolution processes without the need for litigation." [2010 c 175 § 1.]

City of Olympia

Chapter

HOMELESS ENCAMPMENTS

18.50

18.50.000 Chapter Contents

Sections:

18.50.010 Homeless Encampment

18.50.020 Host Agency

18.50.030 Sponsoring Agency

18.50.040 Who May Apply

18.50.050 Applicable Procedures

18.50.060 Homeless Encampment - Criteria/Requirements for Approval

(Ord. 6528 §1, 2008).

18.50.010 Homeless Encampment

"Homeless Encampment" means temporary emergency homeless encampment, hosted by a religious organization, or County Homeless Encampment which provides temporary housing to homeless persons.

(Ord. 6771 §3, 2011; Ord. 6528 §1, 2008).

18.50.020 Host Agency

A. Temporary Homeless Encampment. "Host Agency" means the religious organization which owns the property or has an ownership interest in the property that is the subject of an application for a Temporary Homeless Encampment Permit for providing basic services and support to temporary emergency homeless encampment residents, such as hot meals and coordination of other needed donations and services.

(Ord. 6771 §3, 2011; Ord. 6528 §1, 2008).

18.50.030 Sponsoring Agency

"Sponsoring Agency" means the Host Agency or another agency that assists the Host Agency and that joins in an application with a Host Agency for a Temporary or County Homeless Encampment Permit and assumes responsibility for providing basic services and support to temporary emergency homeless encampment residents, such as hot meals and coordination of other needed donations and services.

(Ord. 6771 §3, 2011; Ord. 6528 §1, 2008).

18.50.040 Who May Apply

A. Temporary Homeless Encampment. Temporary homeless encampments shall be permitted only as an accommodation of religious exercise by a Host Agency and Sponsoring Agency. Each Host Agency and Sponsoring Agency shall jointly apply for a permit under this Section and shall jointly certify compliance with all applicable requirements for approval and conditions of this Chapter and the application.

(Ord. 6771 §3, 2011; Ord. 6528 §1, 2008).

18.50.050 Applicable Procedures

A. Temporary Homeless Encampment. A Temporary Encampment Permit is an administrative decision. In addition to the requirements for administrative decisions found elsewhere in the Olympia Municipal Code, the following procedures apply:

1. Advance Notice Required. The Host Agency and Sponsoring Agency shall notify the City of the proposed homeless encampment a minimum of thirty (30) days in advance of the proposed date of establishment for the homeless encampment. The advance notification shall be in the form of an application for a Temporary Encampment Permit and shall contain the following information:

- a. The date the homeless encampment will commence;
- b. The length of encampment;
- c. The maximum number of residents proposed;
- d. The host location;
- e. The names of the Host and Sponsoring Agencies; and
- f. The manner in which the homeless encampment will comply with the requirements of this Chapter.

2. Informational Meeting Required. The Host Agency and/or Sponsoring Agency shall conduct at least one (1) informational meeting within, or as close to, the location where the proposed homeless encampment will be located, a minimum of two (2) weeks prior to the issuance of the temporary use permit. The time and location of the meeting shall be agreed upon between the City and the Host Agency and/or Sponsoring Agency. All property owners within 300 feet of the proposed homeless encampment shall be notified by mail ten (10) days in advance of the meeting by the Host Agency and/or Sponsoring Agency. In lieu of notice by mail, an alternative means of notice may be provided that is reasonably calculated to notify the neighboring property owners within 300 feet of the proposed encampment.

3. Signs Required. The applicant shall also provide notice of the application within the same timeframe identified above by posting two signs or placards on the site or in a location immediately adjacent to the site that provides visibility of the signs to motorists using adjacent streets. The Director of Community Planning and Development or their designee shall establish standards for size, color, layout, design, working, placement, and timing of installation and removal of the signs or placards.

(Ord. 6771 §3, 2011; Ord. 6528 §1, 2008).

18.50.060 Homeless Encampment - Criteria/Requirements for Approval

The Director of the Community Planning and Development Department or their designee may issue a temporary and revocable permit for a homeless encampment subject to the following criteria and requirements.

A. Site Criteria.

1. Temporary Homeless Encampment

- a. If the Sponsoring Agency is not the Host Agency of the site, the Sponsoring Agency shall submit a written agreement from the Host Agency allowing the homeless encampment and clarifying the obligations of the Sponsoring Agency.
- b. The property must be sufficient in size to accommodate the tents and necessary on-site facilities, including, but not limited to the following:
 - i. Sanitary portable toilets in the number required to meet capacity guidelines;
 - ii. Hand washing stations by the toilets and by the food areas;
 - iii. Refuse receptacles; and
 - iv. Food tent and security tent.
- c. The Host and Sponsoring Agencies shall provide an adequate water source to the homeless encampment, as approved by the City.
- d. No homeless encampment shall be located within a Sensitive/Critical Area or its buffer as defined under Chapter [18.32](#) of the Olympia Municipal Code.
- e. No permanent structures will be constructed for the homeless encampment.

f. No more than 40 residents shall be allowed at any one encampment. The City may further limit the number of residents as site conditions dictate.

g. Adequate on-site parking shall be provided for the homeless encampment. No off-site parking will be allowed. The number of vehicles used by homeless encampment residents shall be provided in the permit application. If the homeless encampment is located on a site that has another preexisting use, it shall be shown that the homeless encampment parking will not create a shortage of on-site parking for the other use/s on the property.

h. The homeless encampment shall be located within a quarter (1/4) mile of a bus stop with seven (7) days per week service, whenever possible. If not located within a quarter mile of a bus stop, the Host or Sponsoring Agency must demonstrate the ability for residents to obtain access to the nearest public transportation stop (such as carpools or shuttle buses).

i. The homeless encampment shall be adequately buffered and screened from adjacent right-of-way and residential properties. Screening shall be a minimum height of six (6) feet and may include, but is not limited to, a combination of fencing, landscaping, or the placement of the homeless encampment behind buildings. The type of screening shall be approved by the City.

j. All sanitary portable toilets shall be screened from adjacent properties and rights-of-way. The type of screening shall be approved by the City and may include, but is not limited to, a combination of fencing and/or landscaping.

B. Security.

1. Temporary Homeless Encampment

a. An operations and security plan for the homeless encampment shall be submitted to the City at the time of application.

b. The Host Agency shall provide to all residents of the homeless encampment a Code of Conduct for living at the homeless encampment. A copy of the Code of Conduct shall be submitted to the City at the time of application and shall be in substantially the following form or address the following issues:

- i. Possession or use of illegal drugs is not permitted.
- ii. No alcohol is permitted.
- iii. No weapons are permitted.

- iv. All knives over three and one-half (3-1/2) inches must be turned into the Host or Sponsoring Agency's on-site Encampment Manager for safekeeping.
- v. No violence is permitted.
- vi. No open flames are permitted without pre-approval by the Department of Community Planning and Development.
- vii. No trespassing into private property in the surrounding neighborhood is permitted.
- viii. No loitering in the surrounding neighborhood is permitted.
- ix. No littering on the Temporary Encampment site or in the surrounding neighborhood is permitted.

Nothing in this Section shall prohibit the Host Agency, Sponsoring Agency or Encampment Manager from imposing and enforcing additional Code of Conduct conditions not otherwise inconsistent with this Section.

- c. All homeless encampment residents must sign an agreement to abide by the Code of Conduct and failure to do so shall result in the noncompliant resident's immediate expulsion from the property.
- d. The Host or Sponsoring Agency shall keep a log of all people who stay overnight in the encampment, including names and birth dates, and dates of stay. Logs shall be kept a minimum of six (6) months.
- e. The Host or Sponsoring Agency shall take all reasonable and legal steps to obtain verifiable ID, such as a driver's license, government-issued identification card, military identification, or passport from prospective and existing encampment residents.
- f. The Host or Sponsoring Agency will use identification to obtain sex offender and warrant checks from the Washington State Patrol, the Thurston County Sheriff's Office or relevant local police department.
 - i. If said warrant and sex offender checks reveal either (1) an existing or outstanding warrant from any jurisdiction in the United States for the arrest of the individual who is the subject of the check; or (2) the subject of the check is a sex offender, required to register with the County Sheriff or their county of residence pursuant to RCW [9A.44.130](#), then the Host or Sponsoring Agency will reject the subject of the check for residency to the homeless encampment or eject the subject of the check if that person is already a homeless encampment resident.

ii. The Host or Sponsoring Agency shall immediately contact the police department if the reason for rejection or ejection of an individual from the homeless encampment is an active warrant. In other cases of rejection or ejection, the designated representative of the Host or Sponsoring Agency shall immediately provide the facts leading to such action to the Olympia Police Department and the Thurston County Sheriff's Office.

g. The Host or Sponsoring Agency shall self-manage its residents and prohibit alcohol, drugs, weapons, fighting, and abuse of any kind, littering, or disturbing the neighbors while located on the property.

h. The Host or Sponsoring Agency will appoint a designated representative to serve "on-duty" as an Encampment Manager at all times to serve as a point of contact for the Police Department and will orient the Police as to how the security tent operates. The name of the on-duty designated representative will be posted daily in the security tent. The City shall provide contact numbers of non-emergency personnel which shall be posted at the security tent.

C. Timing.

1. Temporary Homeless Encampment

a. The duration of the temporary homeless encampment shall not exceed one hundred eighty (180) days.

b. No additional temporary homeless encampments may be allowed on the same parcel of property in any 12-month period beginning on the date the homeless encampment locates on a parcel of property.

c. No more than one (1) temporary homeless encampment may be located in the City at any time.

D. Health and Safety.

1. Temporary Homeless Encampment. The homeless encampment shall conform to the following fire requirements:

a. There shall be no open fires for cooking without pre-approval by the Fire Department and no open fires for heating;

b. No heating appliances within the individual tents are allowed without pre-approval by the Olympia Fire Department;

- c. No cooking appliances other than microwave appliances are allowed in individual tents;
- d. An adequate number, with appropriate rating, of fire extinguishers shall be provided as approved by the Fire Department;
- e. Adequate access for fire and emergency medical apparatus shall be provided. This shall be determined by the Fire Department;
- f. Adequate separation between tents and other structures shall be maintained as determined by the Fire Department; and
- g. Electrical service shall be in accordance with recognized and accepted practice. Electrical cords are not to be strung together and any cords used must be approved for exterior use.

3. The Host Agency and Sponsoring Agency shall permit inspections by City staff and the Thurston County Health Department at reasonable times without prior notice of compliance with the conditions of the Temporary and County Homeless Encampment Permit.

E. Director's Decision.

1. Temporary Homeless Encampment

- a. Purpose. The Director shall review the proposal to ensure compliance with the provisions of this chapter and all other applicable law, to ensure that the health, safety and welfare of the citizens of the City is preserved, and to provide an expedient and reasonable land use review process for decisions and interpretations of this chapter.
- b. Director Authority. The Director may modify the submittal requirements as deemed appropriate.
- c. Notice of Decision. The Director shall notify the Sponsoring and Host Agencies of his or her decision to approve, modify or deny the application within a timely manner, but not prior to 14 days after the neighborhood informational meeting. This Decision is a final decision of the City. Appeals of decisions to approve or deny a Temporary Encampment Permit shall be to Thurston County Superior Court.

F. Temporary Homeless Encampment Permit Termination. If the Host Agency or Sponsoring Agency fails to take action against a resident who violates the terms and conditions of this permit, it may result in immediate termination of the permit. If the City learns of uncontrolled violence or acts of violence by residents of the encampment

and the Host Agency or Sponsoring Agency has not adequately addressed the situation, the temporary use permit may be immediately terminated.

G. Temporary Homeless Encampment Permit Revocation. Upon determination that there has been a violation of any approval criteria or condition of application, the Director of Community Planning and Development or their designee may give written notice to the permit holder describing the alleged violation. Within 14 days of the mailing of notice of violation, the permit holder shall show cause why the permit should not be revoked. At the end of the 14-day period, the Director of Community Planning and Development or their designee shall sustain or revoke the permit. When a Temporary Homeless Encampment Permit is revoked, the Director of Community Planning and Development or their designee shall notify the permit holder by certified mail of the revocation and the findings upon which revocation is based. Appeals of decisions to revoke a Temporary Encampment permit shall be to Thurston County Superior Court.

(Ord. 6771 §3, 2011; Ord. 6763 § 1, 2011; Ord. 6528 §1, 2008).

City of Seattle Approach:**Building Permits**

In constructing Tiny Houses, we found that we were able to build them as an exception to the Seattle Building Code as long as they stayed a particular size. The Seattle Building Code states that a building permit is not required for one-story detached accessory buildings if they are under 120 square feet. We were able to advise all the groups who built the houses to stay under this threshold, ideally to create a structure that was 8 feet by 12 feet (96 square feet) to be an exception to the code:

From

http://www.seattle.gov/dpd/cs/groups/pan/@pan/documents/web_informational/s047860.pdf

(the Chapter 1, Administration section of the Seattle Building Code found here: <http://www.seattle.gov/dpd/codesrules/codes/building/default.htm>)

Other Resources:

MRSC Resources: <http://mrsc.org/Home/Explore-Topics/Legal/Regulation/Homeless-Housing.aspx>

LIHI Resources: <https://lihiwa.files.wordpress.com/2016/04/tent-encampments-and-tiny-house-villages-as-a-crisis-response-to-homelessness-april-2016.pdf>

City of Eugene Oregon: <https://www.eugene-or.gov/3482/Homelessness>

City of Tacoma:

http://www.cityoftacoma.org/government/city_departments/neighborhood_and_community_services/human_services_division/homelessness_services/

Proposed changes to Tent City Ordinance (as proposed by The City of Olympia)

1. **Current Ordinance** → Limits # of permitted encampments in Olympia to 1 at a time
Proposed Change → No cap for # of permitted encampments in Olympia at a time

2. **Current Ordinance** → Bans alcohol & all weapons (illegal and legal)
Proposed Change → Does not ban alcohol and only bans illegal weapons. Allows each Host Agency to determine rules and guidelines for each individual camp, allowing for both low-barrier and high-barrier encampments.

3. **Current Ordinance** → Requires food & security tent as a pre-requisite for site to be approved
Proposed Change → Does not require food & security tent

4. **Current Ordinance** → Does not ban "loud disturbances"
Proposed Change → Does ban "loud disturbances"

5. **Current Ordinance** → Limits an encampment to remain in the same place for no more than 180 days
Proposed Change → Allows for an encampment to remain in the same place for longer than 1 year, as long as crime at encampment is not more significant than crime in the surrounding areas.

6. **Current Ordinance** → Bans a new encampment from being created on the same property as a previous encampment for 12 months after the creation of the previous encampment.
Proposed Change → Does not ban the creation of a new encampment on the same property of previous encampment

Things *not* changed in proposed ordinance amendments

- Cap on # of people living at each encampment (40)
- Requires background check for applying residents based on ID
- Requires that people with active warrants & any sex offender status be denied entry
- Requires Host Agency/Sponsoring agency to report people with active warrants to law enforcement
- Only allows encampments on property owned/leased by a religious organization. Encampments are still not permitted on private or public property.

How do the proposed changes compare with Just Housing's proposed changes?

Suggested change included in city's proposal =

Suggested change not included in city's proposal =

Suggested change sort of included in proposed changes =

Suggested edits to Homeless Encampment Ordinance presented to city Oct 16, '17

1. As many "different locations for different situations" as possible.

✓ Our advice is that there be no limit on the number of camps. If there is the need for more, the ability to run more, land available, and the acceptance of neighbors then the creation of another camp should not be barred.

✓ If there must be a limit, then the goal should be having as many camps as possible with less people rather than fewer camps with more people.

✓ Goal of variety: High-barrier and low-barrier, camps for families, youth, adults, people transitioning out of facilities, clean and sober, harm reduction focused etc.

2. Any barriers or requirements that are not necessary should be stricken. The need is having a safe place to sleep and keep belongings-anything that unnecessarily limits that should be considered for removal.

X Adopt IFWEOS background check policy. No 10 requirements, sex offender search based on name given, sex offenders should only be barred from certain camps, people with warrants should not be barred, and there should be no requirement for the camp to report people with warrants.

X Requirements for heat, bathrooms, and electricity should be as minimal as possible or non-existent. We understand that these building codes are well-intentioned and all of these things would be ideal. However, there are already hundreds of people living without this and so this should not be a barrier to having more safe, legal places for people to sleep. [**Proposal strikes requirement for food & security tent, but still requires bathrooms, dumpsters, parking spaces**].

X Any type of property should be able to host a tent city (non-profit, religious, private), as long as it is okay with the owner and the neighbors.

✓ 180 day requirement to move & not being able to return to the same spot for 12 months should be stricken.

✓ Marijuana and alcohol should be permitted. If one or the other becomes an issue with a specific person, residents can work through it on a case by case basis.

3. Self-governance. If something can be managed/facilitated by camp residents, then it should be. [**Level of self-governance is not detailed by ordinance; however the new ordinance uses language encouraging self-governance**].

○ Example; drug, alcohol, safety concerns with individual residents should be attempted to be resolved by other residents first- before outside agencies.

○ Example; residents should have significant decision making power when it comes to who can move into the camp, who must leave the camp.

X Need to be protections for people with disabilities, disability language should be emphasized in this ordinance. Having a place to sleep, rest, and keep belongings is, in itself, a protection for people with disabilities. [**Old & Proposed Ordinance require encampment to be close to a bus stop, however there is no additional language emphasizing protections for people with disabilities or requiring encampment to be accessible to people with disabilities**]

○ Camps should be as close to downtown as possible so people can access the life-saving resources that people depend on.

○ Locations should be accessible for people with disabilities (close to bus stops)

Just Housing Feedback on Amended Version of OMC 18.50

Firstly, we want to recognize and applaud the significant changes that are included in the proposed amended version of ordinance 18.50. If approved, we believe that most of the proposed amendments will improve our community's ability to meet the need for more legal shelter. Specifically, we enthusiastically support the following proposed amendments:

- Removal of the cap on the # of encampments that can exist at one time.
- Extending the time an encampment can be permitted in one location to greater than one year.
- Removing the ban on creating a new encampment on the same property as a previous encampment for a period of 1 year after the creation of the previous encampment.
- Including language that encourages harm-reduction practices and self-governance.
- Enabling the creation of both low-barrier and high-barrier encampments by removing bans on alcohol & legal weapons, and by empowering hosts/sponsors to decide on rules for the encampment they are hosting.

While we support and commend these proposed changes, we also recognize the absence of other changes we proposed. We feel strongly that their absence will significantly limit our ability to meet the needs of our community, despite the positive impacts of the previously mentioned amendments. Therefore, we believe that the following changes should be considered and discussed further, before omitting them from the proposed amended ordinance. We have also included our reasons for why we see these changes as being so important to the success of the amended ordinance and questions for further discussion and consideration.

1. **Allow for encampments to be permitted on public and private property.** The amended version of the ordinance still only permits encampments to exist on property owned or leased by a religious group or the county.

Why we believe this change merits further consideration and discussion:

- Enabling only religious organizations and the county to serve as host agencies limits our ability to find creative and effective solutions to our shelter crisis. Allowing for encampments to exist on public and private property drastically expands the types of solutions we can explore.
- If we limit host agencies to religious organizations and the county, it is unlikely that we will be able to create enough tent cities to significantly meet the need for shelter-particularly in a reasonable time frame. Religious organizations are already doing an incredible amount of work to meet the needs of our community. Their capacity to take on more is limited. Though the county is becoming more involved in finding solutions to our regional shelter crisis, they are still some ways away from hosting tent cities.

- Neighboring city governments have found ways to host temporary encampments. As our own crisis continues, it seems more and more unavoidable that we too will have to explore and embrace this type of shelter solution to meet the needs of our community. It makes sense for us to figure out how we can make this type of solution possible sooner rather than later.
- We know that there is an interest among some private property owners (from residential home owners to large property owners) in hosting people surviving in tents. Numerous existing encampments, including some of our communities largest, are currently located on private property with the knowledge and support of the property owners. Finding ways to support and embrace community-based solutions like this, rather than banning them, has huge potential for opening doors to new, creative, and effective solutions.

Further questions for consideration and discussion

- What are the specific liability risks/costs the city would take on, if they were to host encampments?
- Was there a change in city liability costs when the camping ban was enacted?
- How do other cities make it possible for their local governments to host encampments?
- How were encampments and the liability risks associated with them managed prior to the enactment of the camping ban ordinance?
- What are the specific liability risks/costs the city would take on if they were to allow for private property owners to host encampments?

2. **Lower-barrier background checks/reporting requirements.** The amended version of ordinance 18.50 has the same background check/reporting requirements as the original. The requirements are high-barrier and limit the potential effectiveness of the ordinance. Again, we ask that the city seriously consider replacing the background check/reporting requirements with an agreement like the agreement the City of Olympia has with The Interfaith Works Emergency Overnight Shelter. The primary aspects of this agreement we support are:

- Only required to screen the guest through the sex offender registry. No requirement to do a background check that includes screening for warrants.
- Completing background checks based on name given, rather than requiring ID.

We also support enabling host/sponsor agencies to determine who can and cannot access their shelter/encampment. (Ex. Allowing the agencies to determine what levels of sex offenders-if any- they will accept and whether or not they will accept people with active warrants).

Why we believe this change merits further consideration and discussion:

- The IFWEOS background check/reporting model has been successful enough to not require amendments since the shelter began.
 - Background checks/reporting requirements are currently one of the most significant barriers keeping people from accessing shelter and services. Failing to adopt lower-barrier screening requirements will severely limit who the amended version of the ordinance will impact, as a sizeable number of people will still be unable to access safe and legal shelter.
 - There are no laws that ban people with sex offenses (with the exception of sex offenses involving minors) from private, religious, or public property. In this way, by not enabling hosts to decide at their own discretion who they will allow at their encampment is creating an unnecessary barrier.
 - Making it so that all sex offenders cannot access any sanctioned tent city makes our community more unsafe. It is statistically proven that the more unstable their living conditions are, the more likely it is that people with sex offenses will re-offend. This is why people's sex offender level increases when they become homeless. Enabling hosts/sponsors to determine what levels- if any- of sex offenders they will accept increases the likelihood that even people with sex offenses will be able to access safe and legal shelter, improving the general safety of our community.
 - A considerable number of people living on the streets do not have ID and are unable to obtain it for an array of reasons (inability to obtain other proof of identification, costs, no address, etc).
 - Requiring ID conflicts with our status as a Sanctuary City, as undocumented immigrants do not have and are unable to obtain legal ID.
3. **Finally, we encourage city staff to reconsider the amendment making “loud disturbances”, a violation of the Code of Conduct.** Our main concern with this amendment is that it is one that is very likely to impact every encampment created under this ordinance, yet it is not defined in any way. If this amendment is to remain a part of the proposed ordinance, then we would encourage city staff to better define what “loud disturbances” would be significant enough to constitute a violation of the Code of Conduct.



Addressing Homelessness

CITY OF EUGENE UPDATE, WINTER 2017-18



The City of Eugene works with governmental and community partners on a range of efforts to address homelessness in our community.

In these efforts, the City strives:

1. To address the need for both permanent solutions and more short-term emergency shelter strategies
2. To acknowledge and demonstrate through collaboration that partnerships are essential to successful outcomes
3. To balance livability of neighborhoods with compassionate and humane responses to homelessness and the reality of our current housing and homelessness crisis

Emergency Services and Helping People Move Toward Permanent Housing

Continued Support for Social Services

Support for human services is a critical piece of the City's strategies and efforts in addressing homelessness. The City of Eugene provided \$350,000 in CDBG funds and \$935,000 in FY17 General Fund dollars to the Lane County Human Services Commission to support critical social services that support people who are homeless and in poverty. These resources are combined with other federal, state and local resources received by Lane County to support a range of general and specialized social services including:

1. Community Service Centers in four locations for low-income persons
2. Three Homeless Access Centers for singles, families and youth
3. Hunger relief services including food box distribution and meal sites
4. Early childhood programs
5. Cultural and linguistic access

The resources also support a range of emergency, transitional and permanent housing programs and services provided by a variety of non-profit social service organizations in the community.



2017-18 Winter Strategies

The City of Eugene allocated \$155,000 to the Lane County Human Services Commission to help support winter strategies for unsheltered homeless persons through the Dusk to Dawn program. This season, Human Services Commission funding for winter strategies will support the following programs from November 1 to March 31:

- **Dusk to Dawn:** Approved in December 2015, Dusk to Dawn provides approved sites for people to sleep overnight. City Council approved two new sites for the 2017-18 winter season which has added capacity to the program. A St. Vincent de Paul-owned site for individuals in northwest Eugene, a Lane County-owned site for individuals with vehicles in north Eugene, and a St. Vincent de Paul-owned site for families with children in southeast Eugene will together serve over 110 people nightly. St. Vincent de Paul manages the program for each site.
- **Emergency shelter seasonal warming through the Egan Warming Centers:** For singles and couples without children, Egan Warming Centers offer overnight shelter on nights when the temperature drops to 30 degrees or below. The centers rely heavily on a cadre of volunteers and donated spaces for overnight shelter. In 2016-17, the Egan Warming Centers activated 25 nights and served over 1,600 unique guests.
- **Motel vouchers to assist homeless families with children:** On nights that Egan Warming Centers activate, Catholic Community Services administers motel vouchers for families with children.

Car Camping Program

The City of Eugene's Car Camping program, run in partnership with St. Vincent de Paul, currently hosts over 70 single spaces and eight family spaces at over 42 addresses, both public and private. The City of Eugene provides \$89,000 annually for the program, which has been increased by \$50,000 through the Supplemental Budget the past few years. St. Vincent de Paul administers the program, providing sanitary facilities as well as camper screening and placement.



EUGENE'S CAR CAMPING PROGRAM

- ▶ 70+ SINGLE SPACES
- ▶ 8 FAMILY SPACES

Lindholm Service Station

The City of Eugene provided over \$190,000 in CDBG funds for critical improvements at the Lindholm Center Service Station. Improvements were made to the lavatory, shower and laundry facilities to support increased use by Service Center clients. Construction was completed in December 2016.

Looking Glass Youth Shelter

The City of Eugene Police Department provides \$36,000 annually to the Human Services Commission that goes towards Looking Glass Station 7 to provide shelter services for homeless youth. Station 7 and its Rural Program component operate 24 hours a day to provide crisis intervention services for youth, ages 11 to 17, and their families.

Eugene Community Service Center

The City of Eugene allocated over \$168,000 in CDBG funds for rehabilitation of the Eugene Community Service Center, owned and operated by Catholic Community Services. This facility served over 10,000 people in 2015 and is the largest distributor of food boxes in Lane County. Funds will be used to replace the walk-in freezer/cooler, improve accessibility at the entrance, replace windows and light fixtures to achieve greater energy efficiency, and install an exterior awning to protect clients in inclement weather. Work will commence in 2018.

Rest Stops

Rest stops provide approved sites where people experiencing homelessness can sleep in tents or Conestoga huts, keep their belongings, and receive assistance connecting with social services. Currently, five rest stops managed by local non-profits are in operation, serving up to 92 people at any one time. In December 2016, Council approved one-time funding of \$25,000 for the program, and in February 2017, Council approved the removal of the sunset date for the program. In 2017, City staff created an Outreach Handbook on the Rest Stop and Car Camping programs to provide detailed information about the programs as well as tools to assist community members and neighborhood groups interested in working with staff to increase awareness and identify new potential sites.

**5 REST STOPS CAN
SERVE UP TO 92
PEOPLE**

*Two rest stop residents
distribute firewood to fellow
residents.*





Opportunity Village

A self-managed micro-housing site located on City-owned property, Opportunity Village has been providing low-cost shelter for people experiencing homelessness since August 2013. The site consists of common bath, kitchen and gathering spaces and 29 temporary residential units with capacity to serve up to 35 people at any one time.



OPPORTUNITY VILLAGE EUGENE CAN SERVE UP TO 35 PEOPLE

Homeless Medical Recuperation Program

The City of Eugene allocated \$108,000 in CDBG funds to rehabilitate ShelterCare's Homeless Medical Recuperation facility. This program provides 19 units of safe supportive emergency housing, including meals and wrap-around services, for medically fragile people discharged from hospitals with no place to go. Funds will be used for exterior repairs, HVAC upgrades, improvements to cold food storage, and to replace the roof. Work will commence in 2018.

Community Justice and Outreach Initiatives

The City of Eugene has launched several programs for which the goals are to intervene and help people connect with resources to address needs which may be contributing to frequent interactions with law enforcement and the criminal justice system. While the following programs serve both those with and without housing, many whom they serve are homeless.

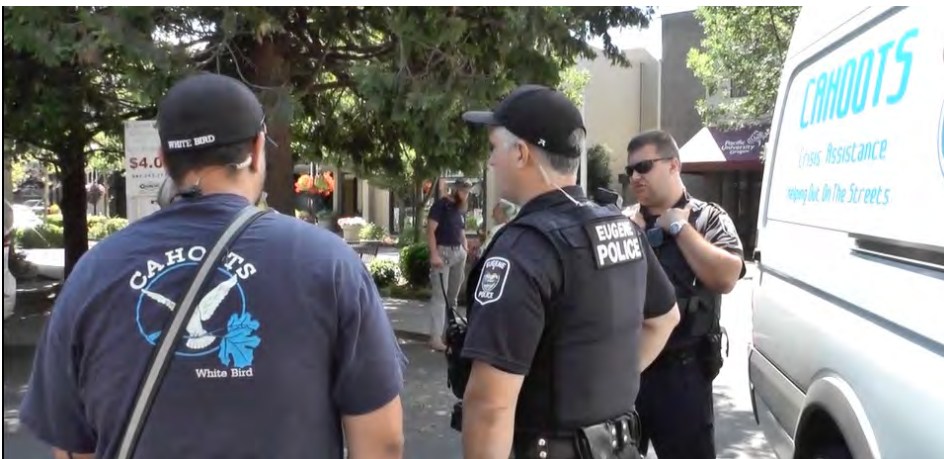
- **Community Court:** Eugene Municipal Court launched Community Court in September 2016 as a program for those who have committed non-violent offenses in the downtown area. Community Court happens once a week in the downtown library, and participants are required to do community service and meet with service providers who can help with housing and a variety of other needs. The program had 51 graduates in its first year, and walk-ins also take advantage of the opportunity to come meet with providers.
- **CAHOOTS:** Crisis Assistance Helping Out On The Streets (CAHOOTS) provides 24/7 mobile crisis intervention and is dispatched through the police non-emergency communications center. Each team consists of a medic and crisis worker who can provide immediate stabilization, assessment, referral, information, and advocacy. The Eugene Police Department contracts with White Bird for CAHOOTS services, providing over \$900,000 in funding and owning and maintaining three vans used for the program.
- **Community Outreach and Response Team (CORT):** A partnership between the Downtown Police Team and CAHOOTS, this team identifies top users of police resources in the downtown area and spends two days a week working with individuals to help them address underlying needs and barriers. CORT has helped 31% of their clients enter housing.
- **Park Ambassadors:** Park Ambassadors work in City parks to help promote safety and quality experiences in the parks system. Ambassadors perform a variety of tasks, including providing information and explaining rules to park visitors, helping maintain clean parks, and connecting with and assisting those who are experiencing homelessness.

Buckley House/Willamette Family Treatment Center

The City of Eugene Police Department contracts with Willamette Family Treatment Center annually in the amount of \$79,000 to provide sobering services.



The Community Court program had 51 graduates in its first year.



The Community Outreach and Response Team has helped 31% of their clients enter housing.



Parks Ambassadors work throughout the City of Eugene's parks and natural areas to help promote safety, cleanliness and positive experiences.

The 15th Night Initiative addresses youth homelessness in Eugene.



15th Night Initiative

The City of Eugene is partnering with the 4J and Bethel School Districts and a number of community partners on the 15th Night Initiative to address youth homelessness. A total of 311 students who are unaccompanied minors experiencing homelessness have been identified in Eugene. The 15th Night's Rapid Alert Network system responded to 120 requests between January and September 2017. The City's Recreation Division is also partnering with 15th Night to provide a variety of recreational experiences, programming and development opportunities for youth participants. Three 15th Night youth were hired this past summer by the Recreation Division following their completion of an internship and job training program.

Looking Glass McKay Lodge

The City of Eugene allocated almost \$425,000 in CDBG funds to rehabilitate McKay Lodge, which is a residential facility for male juvenile ex-offenders. McKay Lodge is owned and operated by Looking Glass and supports 35 youth annually. Funds will be used to renovate the kitchen, replace the roof, replace the HVAC system, and for other interior improvements. Work will commence in 2018.

Whiteaker School

The City of Eugene allocated \$250,000 in CDBG funds to rehabilitate Whiteaker School, which is owned and operated by Head Start of Lane County. At this location, Head Start provides services to almost 200 children and provides over 4,000 meals per month. Funds will be used for roof repairs, kitchen expansion and renovation, and security improvements. Work will commence in 2018.

Homelessness Prevention and Permanent Housing Solutions

Access to permanent affordable housing is critical to both prevent and end homelessness. The lack of affordable housing opportunities is the most significant barrier identified by homeless service providers in their work. Eugene has invested in multiple projects to expand the number of affordable housing units available and to also preserve the existing stock. Eugene invests its federal HOME and CDBG funds for this purpose and also provides local System Development Charge waivers and property tax exemptions.

EXPANDING THE SUPPLY OF AFFORDABLE HOUSING

Over the past year, 64 units of affordable housing were created through completion of one new construction and two acquisition projects. Of the total, 13 units are for homeless persons and 11 units are for youth aging out of the foster care system. Three additional projects with 23 affordable housing units are underway including The Monroe, River Road Apartments, and Youth House. Descriptions of these projects are provided below.

Delta Court

Cornerstone Community Housing used HOME funds to acquire Delta Court, an eight-unit apartment building on Hunsaker Lane. The rehabilitated units serve as transitional housing for homeless families with children.

Bascom Village Phase Two

This new construction project was developed by Housing and Community Services Agency of Lane County (HACSA). It includes 47 affordable housing units and one on-site manager unit. HACSA received HOME funds to support the development, and the land was purchased with CDBG funds. CDBG funds were also used to pay for the street infrastructure for the development.

Bascom Village



North Polk Street Apartments

Neighborhood Economic Development Corporation (NEDCO) acquired a 12-unit apartment building with HOME funds. The apartments were renovated with CDBG funds and other sources. Eleven units are dedicated to housing very-low income youth aging out of foster care and one is for an on-site manager. This is the first project of its kind in Oregon that meets the critical housing needs of youth aging out of foster care.

Youth House

SVdP was awarded HOME funds to acquire a former church building to provide 13 transitional housing units for homeless youth age 16 to 18 and one on-site manager unit. Construction to adapt the building for this purpose has commenced and will be completed in early 2018.



North Polk Street Apartments

AFFORDABLE HOUSING BY THE NUMBERS

▶ **64**
NEW UNITS CREATED

▶ **23**
ADDITIONAL UNITS UNDERWAY

▶ **267**
UNITS OF EXISTING AFFORDABLE HOUSING REHABILITATED

The Monroe

Liberty Housing Group LLC used HOME funds to acquire a six-unit apartment building in the Whiteaker neighborhood. Veterans will be the target population for these two-bedroom units. Rehabilitation will be completed by the end of December.

River Road Apartments

NEDCO used HOME funds to acquire a four-unit apartment building targeted to very-low income persons living with HIV/AIDS. Building rehabilitation will be completed by the end of December.

HOUSING REHABILITATION PROGRAM

In addition to creating additional affordable housing units, Eugene invested CDBG funds to preserve 267 units of existing affordable housing through its Housing Rehabilitation Program. Specific projects completed or underway are described below.

West Town on 8th

Cornerstone Community Housing received a \$158,000 CDBG loan to repair construction defects that led to a failed roofing system. Rehabilitation was completed in 2017. These repairs preserved 102 affordable housing units in downtown Eugene.



Olive Plaza

Olive Plaza, a 150-unit affordable housing development for very low-income seniors, received a \$360,000 CDBG loan for relocation of residents while significant rehabilitation took place including seismic upgrades and accessibility improvements. Work was completed in September 2017.



Eugene Emergency Home Repair Program

Fifteen very low-income households received assistance through Eugene's emergency home repair and accessibility improvements program totaling \$53,000. These repairs address critical health and life safety issues and prevent displacement and homelessness.

City of Eugene Support for Community Initiatives

Veterans Homelessness

Work to leverage \$3 million in additional federal grant resources that were awarded to St. Vincent de Paul in 2014 resulted in more closely coordinated efforts to address homelessness among veterans, over 400 veterans being housed, and over 50 avoiding imminent homelessness through the local initiative dubbed Operation 365. Since March 2016, 445 homeless veterans on Lane County's By-Name Homeless Veterans List have been housed.

Housing Policy Board

The City of Eugene supports the intergovernmental Housing Policy Board, which acts as a forum for public input into the community issues related to affordable housing. The HPB reviews low-income housing issues and makes policy, funding, and other recommendations regarding affordable housing to Eugene and Lane County governments. The mission of the HPB is to increase the availability of decent, affordable housing for low and very-low income families and individuals in Lane County.

► 445
HOMELESS VETERANS
HOUSED SINCE 2016

Poverty and Homelessness Board

The Poverty and Homelessness Board (PHB) is an action oriented group of elected officials, community stakeholders, and individuals who represent low-income and homeless people's concerns. The board developed a five-year strategic plan in 2016 that included creating 600 additional housing opportunities for chronically homeless individuals and 300 additional emergency shelter beds, as well as other strategies related to the key goals of increasing housing, shelter, and services, preventing homelessness and poverty, and enhancing public awareness and advocacy. The Mayor of Eugene sits on the PHB as a voting member, and City staff also provide support.

Human Services Commission

The Lane County Human Services Commission (HSC) is the lead agency for the Continuum of Care Plan, coordinating an integrated community safety net delivery system of social services, supportive housing, and healthcare services for low-income and homeless community members. In addition to providing over \$800,000 in annual funding to the HSC for a variety of critical social services, the City of Eugene is represented on the commission by elected officials who join those from Lane County and the City of Springfield.

Recent Council Actions and Resolutions

- In May 2016, the Eugene City Council passed Resolution No. 5153, which affirmed the City of Eugene's support and commitment to the Housing First approach.
- In October 2015, Council approved Resolution No. 5142, acknowledging the current housing and homelessness situation as a crisis and urging state assistance to help address it.
- City Council voted unanimously on February 27, 2017, to remove the sunset dates from the Rest Stop and Dusk to Dawn programs.
- The FY18 City of Eugene budget that Council adopted in June 2017 included adjustments to allocate:
 - o \$154,655 for the Dusk to Dawn program
 - o \$1 million of one-time Comcast Settlement Funds for a shelter

Challenges and Priorities

1. The number of households living in poverty is rising, and the number of affordable market rate housing units is shrinking. Over half of Eugene renters and a third of homeowners have a moderate or severe housing cost burden that places them at risk of homelessness. While Eugene continues to support development of affordable and special needs housing, development has not kept pace with the growth in need.
2. Unauthorized camping in City parks and public right-of-ways is having a taxing impact on the community, the unhoused, and the City. While interdepartmental teams continue to explore and implement strategies to increase public health and safety, and help address the needs of the unhoused, finding workable solutions that meet the magnitude and urgency of the need is a continuing challenge.
3. Education and outreach around the issue of homelessness and City and community efforts are key to increasing awareness and opportunities for partnerships and collaboration within the community.
4. Many efforts and initiatives have been implemented that are helping people meet their basic needs, find shelter, connect with services, and access housing. The City will continue to work with Lane County and other agencies, non-profit organizations, community partners and individuals to identify and support practical, humane, collaborative and sustainable solutions to homelessness.

LEARN MORE: www.eugene-or.gov/homelessness or 541-682-5010