

City Staff Comments

Emergency Housing Facilities approved under OMC 18.50 require a temporary use permit to be administratively (staff) approved. The City's permit staff reviewed the current ordinance and provides the following recommended changes and comments:

Parking (18.50.060.A.1.g)

Although no parking minimums are set, the requirement that no shortage of required on-site parking be created may be a barrier. Most church sites have exactly the amount of parking required. Recommend a statement that if determined not to cause an undue burden on the surrounding neighborhood, some flexibility may be provided.

Screening (18.50.060.A.1.i)

A minimum of 6' screening from the public right of way is required. This will prove difficult if the need is to screen from the front yard, where the maximum allowed fencing within the setback is 4'. Consider easing this requirement, by either allowing 6' fencing in front yards as a temporary measure so long as the permit is in place, or establishing a threshold for when the screening is required, such as for facilities with more than 6 people.

Portable toilets (18.50.060.A.1.j)

Consider a requirement that toilets must be locating to minimize odor impacts to adjacent properties

Code of Conduct

Consider modifying this statement to reflect that a draft code of conduct must be submitted with the application, in recognition that a completed code of conduct would be developed with input from residents.

Security Tent (18.50.060.B.1.h)

A security tent is mentioned throughout the ordinance. It is not clear that this is a required feature. This is likely a carry-over from the prior ordinance for a site manager was required to be onsite 24/7. Currently, the ordinance only requires that a site manager be "on-duty" (available, but not necessarily on site) 24/7. A security tent seems like an onerous requirement for small sites, in particular. Does the Planning Commission think a security tent should be required? If so, consider only requiring this only for sites with more than 6 people.

Timing (18.50.060.C)

The ordinance provides for a temporary use permit for 180 days, with option to extend an additional 185 days if applicant can demonstrate that criminal violations onsite were not greater than the crime rate of the surrounding neighborhood. The site may be approved for a duration longer than a year upon submittal of a conditional use permit (CUP) application approved by the Olympia Hearings Examiner following a public hearing.

The CUP permit process may be too onerous, and it could effectively change the nature of the permit from temporary to permanent (no time limits are provided.) Recommend removing the CUP provision, and establishing that a temporary use permit may be granted for one year, which can be renewed on a yearly basis.

Recommend removing the provision regarding demonstration that crime rate at the facility did not exceed that of surrounding neighborhood. It's not clear how this would be demonstrated. The ordinance already provides that the City may terminate or revoke the permit due to acts of violence or violation of terms (18.50.060.F and G).

Health and Safety (18.50.060.D)

1. Emergency Housing Facility. The Emergency Housing Facility shall conform to the following fire requirements

- a. There shall be no open fires. ~~Cooking fires shall be of a form approved by the Olympia Fire Department for cooking without pre-approval by the Olympia Fire Department and no open fires for heating;~~
- b. No heating appliances within the individual ~~tents-units~~ are allowed without pre-approval by the Olympia Fire Department;
- c. No cooking appliances, other than microwave appliances, are allowed in individual ~~tentsunits~~;
- 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 ~~Building and~~ Fire Departments; and
- g. Electrical service shall be in accordance with recognized and accepted practice and codes. ~~Electrical cords shall not be strung together. Any electrical cords used must be approved for outdoor exterior use.~~