

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Public Hearing and Adopting Ordinance No. 906 - Interim Zoning Regulations to Allow Siting a 24/7 Enhanced Shelter in the R-48 Zone District
DEPARTMENT:	Planning and Community Development Recreation, Cultural and Community Services
PRESENTED BY:	Nora Gierloff, Planning Manager Colleen Kelly, Recreation, Cultural and Community Services Director
ACTION:	<input checked="" type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Motion <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

In April 2020, the City Council adopted Council Goal No. 5, Action Step No. 7, which reads:

Begin a process of developing partnerships with North King County cities and other key stakeholders in support of siting a 24/7 shelter/navigation center to serve homeless single adults in North King County.

In response to this Council goal, staff has been working to explore options for the siting of a shelter for homeless adults to serve the North King County area. King County has asked the City to partner with them and Lake City Partners Ending Homelessness in establishing a shelter at the former Oaks at Forest Bay Nursing Home (The Oaks), located at 16357 Aurora Avenue North. The facility could serve as an enhanced homeless shelter for single adults in the short-term (likely three to five years), and permanent supportive housing in the long- term.

The current zoning district of that portion of the Oaks property where buildings are located is R-48 (Residential 48 units per acre) and does not permit homeless shelters. In addition, some of the requirements of the grant funding that King County would use to operate the shelter conflict with the zoning code index criteria for homeless shelters as currently defined in SMC 20.40.405. Tonight’s hearing focuses on a proposed interim ordinance that would define an additional type of homeless service, Enhanced Shelter, and permit that use in the R-48 zoning district on an interim basis.

On October 12, 2020, the City Council discussed proposed Ordinance No. 906, which contains these interim development regulations. Staff has provided additional information requested by the Council on October 12th in this staff report. Tonight, Council will hold a public hearing and potentially adopt proposed Ordinance No. 906 (Attachment A).

RESOURCE/FINANCIAL IMPACT:

Adoption of these interim zoning regulations is not expected to have a financial impact on the City. While purchase of the Oaks site by the King County Housing Authority would exempt it from property taxes, the Assessor's office would adjust the tax rate based on the City's total assessed valuation to keep revenue constant.

RECOMMENDATION

Staff recommends that the City Council hold the public hearing on proposed Ordinance No. 906. Staff also recommends that the Council review the additional information provided in response to questions from the October 12, 2020 Council meeting and Councilmember amendment suggestions; determine whether the proposed Ordinance should be amended; and adopt the Interim Development Code amendments as proposed in Ordinance No. 906.

Approved By: City Manager ***DT*** City Attorney ***MK***

BACKGROUND

On February 10, 2020, staff presented the City Council with recommendations regarding priority actions related to effectively addressing the challenge of homelessness in Shoreline. As part of this Council discussion, staff identified the greatest need and highest priority for Shoreline is to support the siting and development of a year-round shelter for single adults in North King County. Staff also explained that the shelter would ideally be staffed around the clock, allowing individuals to have a place to leave and access personal belongings. This operational model also increases the ability to provide case management support focused on housing stability planning.

Following this Council discussion, at the Council's 2020 Strategic Planning Workshop, Council identified the siting of a '24/7' shelter/navigation center for single adults in North King County as an Action Step under City Council Goal No. 5. This provided direction to staff to work with other North King County cities and key community stakeholders to begin a process to site a 24/7 shelter for single adults in North King County.

In June, staff became aware that The Oaks at Forest Bay Nursing Home (The Oaks), located at 16357 Aurora Avenue North, was closing and the property was going to be offered for sale. Also, in June of this year, the Washington State Department of Commerce released information about a grant making significant funds available to expand homeless shelter capacity around the State.

King County expressed interest in leasing the property and partnering with the King County Housing Authority (KCHA) for potential acquisition. The facility could serve as an emergency shelter for up to 60 single adults in the short-term (likely three to five years), and permanent supportive housing in the long-term.

The Enhanced Shelter would be a continuous-stay shelter, in that it offers living arrangements where households have a room or bed assigned to them throughout the duration of their stay. The goal would be to provide services oriented toward bringing people experiencing unsheltered homelessness inside and exiting shelter participants to permanent housing and positive destinations quickly. The Department of Commerce grant guidelines require that rules and policies must be narrowly focused on maintaining a safe environment for participants and the community and avoid exits to homelessness.

Shelter programs funded by the grant must have flexible intake schedules and require minimal documentation. There are specific guidelines that prohibit certain criteria to be used to screen out individuals, including such things as little or no income, previous involvement with the criminal justice system, having been impacted or affected by crime, having active or a history of alcohol and/or substance use. To meet the requirements of the Department of Commerce grant, the facility would need to be available for use no later than the end of December 2020.

Prior City Council Review

On August 10, 2020, the City Council discussed the potential of the County siting an Enhanced Shelter operated by Lake City Partners at The Oaks. At this meeting, staff sought Council's concurrence on the required next steps to move this shelter project

forward. In addition to being directed to conduct community outreach regarding the Enhanced Shelter and supporting the County and Lake City Partners, Council directed staff to develop interim development regulations to allow the siting of the facility at this location for Council's consideration. The staff report for this Council discussion can be found at the following link:

<http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/council/staffreports/2020/staffreport081020-9a.pdf>.

The City Council then discussed the proposed interim development regulations (proposed Ordinance No. 906; Attachment A) on October 12, 2020. Council identified questions, areas for additional research, and proposed amendments to the interim regulations, which are addressed below in the Discussion Section of this staff report. The staff report for the October 12th Council discussion can be found at the following link:

<http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/council/staffreports/2020/staffreport101220-8a.pdf>.

As was discussed with Council on August 10th and October 12th, the current zoning district of the Oaks building is R-48 (residential 48 units per acre) and does not permit homeless shelters. In addition, some of the requirements of the grant funding that King County would use to operate the shelter conflict with Shoreline's zoning code index criteria for homeless shelters in SMC 20.40.405. Tonight's public hearing on and potential adoption of proposed Ordinance No. 906 would define an additional type of homeless service, Enhanced Shelter, and temporarily permit that use in the R-48 zoning district.

During the October 12, 2020 Council discussion, Mayor Hall asked about adopting interim Mixed Business (MB) zoning for the Oaks site and confining Enhanced Shelters to the MB zone, which already allows homeless shelters, rather than allowing them in the R-48 zone on an interim basis. Because this is an alternative to the interim regulations as proposed in proposed Ordinance No. 906, additional discussion of this issue is provided below in the Alternatives Section of this staff report.

DISCUSSION

Current Oaks Property Zoning and Uses

The majority of the Oaks property is zoned R-48 (Residential 48 units per acre), with the parking lot in the NW corner zoned R-18. The Oaks is classified as a nursing facility and is a conditional use in the R-48 zone. Homeless Shelters are not currently listed as an allowed use in the R-48 zone. A map of The Oaks parcel and the surrounding zoning is included with this staff report as Attachment B.

The site is located along the Aurora Avenue commercial corridor near a variety of businesses including banks, auto sales and service, marijuana retail, self-storage, a driving school, a youth baseball organization, a martial arts studio, and daycares. It is adjacent to single family houses to the west and apartments and a vacant commercial building to the south.

The Oaks is not the only property that would meet the location criteria proposed in proposed Ordinance No. 906. Staff have identified eight other properties that meet the

location restrictions (identified in the table below), though most have other characteristics that would likely make them unsuitable for use as an enhanced shelter, such as existing occupied housing. Also, it seems unlikely that there would be an agency that would have the funding and other resources to establish an enhanced shelter at one of these locations during the effective period of the interim ordinance. A map of these other eight properties is attached to this staff report as Attachment C. Also included on the map are the qualifying bus stops that provide frequent all-day transit service as required by the indexed criteria.

Parcel Number	Area (SF)	Description
223250-0110	9,548	Single family house
222080-0000	99,915	Echo Cove Condominiums
031810-0008	99,271	Forest Hills Apartments
930530-0000	6,225	Condominium Complex
688590-0035	4,700	Rear corner of gas station
182604-9241	7,806	Single family house
182604-9099	7,110	Single family house
182604-9329	7,200	Vacant

The proposed interim development regulations are contained in proposed Ordinance No. 906 (Attachment A and Exhibit A), which would be effective for up to six-months and renewable in six-month increments. For the longer term, instead of permanently adopting the changes to R-48 zoning, King County, the City and/or KCHA could pursue a rezone of the site to the surrounding Mixed Business (MB) zoning and the addition of Enhanced Shelters as a use with indexed criteria in that district. In this scenario, a conditional use permit could be required to establish an Enhanced Shelter. Permanent changes to the development code would follow the standard adoption process of Planning Commission review, Public Hearing, and recommendation prior to City Council consideration.

Follow up Items from the October 12, 2020 Council Meeting and Subsequent Council Communication

During the October 12th Council meeting, the Council identified questions, areas for additional research, and proposed amendments to the proposed interim regulations. Email communications with Councilmembers Chang and Roberts subsequent to this Council meeting included additional proposed questions and amendments. As noted above, staff has also set forth an alternate approach of adopting interim MB zoning for the Oaks site and confining the Enhanced Shelter use to the MB zone in the Alternatives Section of this staff report, in response to Mayor Hall’s question. Each of these items is addressed below and where appropriate, staff has included draft amendatory language.

- Councilmember Scully – Provide to Council the high-level analysis of other possible sites that could work for a shelter based on its availability. This was a high-level look by staff without any consultation with the current property owners.

Response: This is included as Attachment D to this staff report.

- Councilmember Scully – Provide an analysis of differences/similarities between proposed Enhanced Shelter and the Base Camp Shelter in Bellingham.

Response: This is included as Attachment E to this staff report.

- Councilmember McConnell – What amount of City property tax revenue will be shifted to other property taxpayers now that this parcel will be tax exempt?

Response: The 2020 property taxes for the site were \$47,517.77, of which approximately \$5,446 went to the City of Shoreline. While purchase of the property by the King County Housing Authority would make the parcel tax exempt, it would not decrease the City's total property tax revenue.

- Councilmember Robertson – What does a good neighbor agreement/program look like?

Response: This is included as Attachment F to this staff report

- Councilmember Roberts – A conditional use permit process would be better than an allowed use because it could be revoked if needed.

Response: The interim ordinance could be changed to permit enhanced shelters as conditional uses subject to index criteria rather than permitted uses subject to index criteria, though it would lengthen the review process and add another appeal opportunity. It would provide an opportunity to impose site specific conditions on the shelter such as limiting access to a specific street or installation of landscaped buffers.

A Conditional Use Permit is a Type B permit which requires a pre-application meeting; neighborhood meeting; mailed, posted and published notice of application with a 14 day comment period; issuance of a staff report to the Director; and a mailed, posted and published notice of decision with a 14 day appeal period. These procedural requirements generally require several months to complete.

- Councilmember Roberts – I would like to include both families and individuals in shelter, not just individuals.

Response: The Council has identified single adults as the population in greatest need of services, however the definition of enhanced shelter could be generalized to apply to both adults, juveniles and families, as noted below.

Enhanced Shelter – A low-barrier, 24 hour a day facility intended to provide adults persons experiencing homelessness with access to resources including, but not limited to, housing, basic needs, hygiene, case management and social programs as they transition to permanent housing.

- Mayor Hall – Could we adopt an “interim official zoning map”?

Response: RCW 36.70A.390 authorizes the City to adopt interim zoning maps along with interim zoning ordinances and interim official controls. An alternative to the approach contained in proposed Ordinance No. 906 would be to temporarily rezone the Oaks site from R-48 to MB using an interim zoning map and then adopt interim development code amendments allowing Enhanced Shelters in MB as permitted or as conditional uses subject to any of the index criteria discussed in this report. A further discussion of this approach is in the Alternatives Section of this staff report. Council should also see Attachment I for this alternate set of proposed development code amendments.

If Council selected this approach, it would require a new SEPA determination and alternative Ordinance, which would delay the timeframe for Council to take action. Staff estimates that Council action would be delayed until mid to late November if this alternative is selected.

- Councilmember Chang – Please provide additional detail on Red Lion Inn Shelter in Renton and the former Licton Springs (83rd and Aurora) Tiny House Village in Seattle; can we learn from these examples? What are the similarities with our proposed shelter? How do they operate? Was alcohol/drug use allowed at Licton Springs? Why was Licton Springs shut down?

Response: Regarding the Red Lion Inn in Renton, individuals staying in congregate shelter settings are at increased risk of contracting and transmitting COVID-19, so efforts have been made to find settings that would allow for individuals to have separate spaces to occupy. King County and the City of Seattle worked together to lease the Red Lion Inn in Renton to accommodate individuals that had been staying in the Downtown Emergency Service Center (DESC) shelter in Downtown Seattle.

The individuals being served by that program are those deemed to be most vulnerable meaning that they must be 50 years of age or older and/or have a disability. Many of those being served meet both criteria. There were 200 people moved from the location in Downtown Seattle to the Red Lion Inn in Renton. While calls for emergency service have increased in comparison to what was typical for the hotel, they have decreased significantly in comparison to what was needed when individuals were living in the congregate setting in Seattle.

There is no intention to continue utilizing this hotel as a shelter in the long-term. The County sees this as a response to the Public Health Emergency and intends to move people out once that emergency subsides.

The Licton Springs Tiny House Village operated in Seattle between 2017 and 2019. It was developed to provide emergency shelter for individuals referred by the City of Seattle Navigation Team. The City contracted with the Low Income Housing Alliance which then sub-contracted with SHARE/WHEEL to operate the

facility. SHARE/WHEEL describes itself as a “democratic & grassroots organizing effort of homeless people”, and they have operated a number of shelters and organized encampments over the years.

The program model utilized individual tiny homes that could accommodate single adults or a couple by choice. The program was operated as a full harm-reduction model that allowed drug and alcohol use onsite and did not necessarily expect engagement with services. One challenge cited was the understanding among many residents that the tiny home was now considered a permanent residence for them. When the initial two-year contract term expired, the City declined to renew the contract and the program was closed in March of 2019.

A Seattle staff member who had worked with this project shared that the City learned several lessons from its experience with Licton Springs including:

- The contracted provider should be required to operate the program rather than sub-contract with another entity.
- The level of staffing provided at Licton Springs was insufficient to provide the necessary support and case management.
- Residents accepted into shelter programs need to clearly understand that the shelter/tiny home is meant to be temporary and that the goal of their stay is to work toward other permanent, stable housing.

Here is a link to the City’s official statement about the decision to close that program:

<https://homelessness.seattle.gov/tiny-house-village-update-next-steps-for-licton-springs/>.

- Councilmember Chang - What is the referral process? I have concerns with how the referral process would work.

Response: Lake City Partners will be responsible for reaching out to local service providers to share information about the shelter, what clients are eligible to be served and how to make a referral. Because occupancy rates tend to be high, the standard approach used by other shelters in King County is that they notify referring agencies when they have an open space or when they know a bed will soon be vacated. Referring organizations will send over a referral form with information regarding the individual they are working with. If more than one referral is made, staff will prioritize referrals of individuals experiencing homelessness in Shoreline and then prioritize based on level of need for the service; e.g. those with health conditions that are being exacerbated by being outdoors. Safety considerations may outweigh Shoreline priority in extreme cases. Shelter staff will use a standard set of screening/intake questions before confirming a bed for any given individual.

Local agencies most likely to make referrals to this program include Lake City Partners Outreach; Shoreline Police and Fire; local hospitals, Therapeutic Health Services; International Community Health Services; Hopelink and local faith communities that work with individuals experiencing homelessness.

- Councilmember Chang – Need more guardrails in the indexed criteria; distance from schools, daycares, etc. What do other cities do?

Response: There is a daycare adjacent to the west property line of the Oaks parcel, so any distance requirement from daycares would eliminate this site as an eligible parcel for an enhanced shelter. There are no distancing requirements for the homeless shelters allowed in MB and there are many areas where MB zoning is directly adjacent to R-6.

Examples of distancing requirements in Shoreline’s code include:

- Adult use facilities are prohibited within 400 feet of any residential zone, other adult use facility, school, licensed daycare, public park, community center, public library or church which conducts religious or educational classes for minors;
- Work release facilities must be at least one mile from any public or private school servicing kindergarten through grade 12 students; and
- Residential care facilities must be at least 1,000 feet apart.

Puyallup requires a 1,000-foot setback from schools and daycares and 500-foot setback from parks, trails, libraries and residential zoning for homeless shelters. Bellevue requires that shelter applications identify any “magnet areas” e.g., greenbelts, parks, libraries, transit facilities, etc. and provide a plan to address any behavior that is inconsistent with the code of conduct. Both cities require either a development agreement or a conditional use permit to establish the use.

- Councilmember McConnell – Please provide more information on compliance metrics, staffing ratio, code of conduct, and good neighborhood plans.

Response: The minimum number of staff onsite will be three which would be a ratio of 1:20 at full capacity. The complete list of staff includes the following:

- Deputy Director of Lake City Partners
- Program Director
- Site Supervisor with Shelter hosts – case managers (three onsite at all times)
- Lead Case Manager – licensed mental health specialist
- Public Health Nurse
- Housing Outreach Specialist (two)
- Housekeeping Staff
- Facility Maintenance Staff

Compliance Metrics include standard King County data collection related to:

- length of stay (shorter is better),
- exits to housing (more is better),
- returns to homelessness (less is better)

The Code of Conduct is attached as Attachment G. The Good Neighbor Plan is attached as Attachment F.

- Councilmember McConnell – Can we prioritize a certain number of beds for Shoreline residents?

Response: King County staff has re-confirmed that empty beds in general can be prioritized for waiting, eligible individuals in Shoreline with the ability to occupy the bed within about 24 hours.

- Councilmember Roberts – I would like the public hearing to be held on October 26th rather than December 7th if it can be noticed in sufficient time.

Response: The public hearing has been properly noticed and moved up to tonight’s meeting.

- Councilmember Chang – Please provide a spreadsheet of the other shelters in Seattle/King County.

Response: The listing of other shelters is attached as Attachment H.

- Councilmember Chang (via email on October 14) - Would it be possible to limit the parcels in this ordinance to just the 9 on the list shown in the staff report? I’m concerned about Metro route changes for 2021 that I believe may affect some of the other light green parcels that are shown in the map in Appendix C.

Response: The routes that currently meet the definition of “frequent all-day service” are Rapid Ride E and Route 5 serving Shoreline Community College. Given the recent COVID related drop in bus ridership, especially in the north end, Metro will likely retain reduced service levels rather than increase service over the next 6 to 12 months. Most R-48 zoned parcels are already developed with existing uses and therefore would be difficult to convert to a shelter during the term of the interim ordinance. As such, staff has not proposed any amendatory language.

- Councilmember Chang (via email on October 14) - Develop a referral protocol acceptable to City—How will people be referred to the shelter, how does shelter relay to other north end organizations/police that shelter is full? What happens if people arrive and the shelter is full?

Response: See response above to the question from the October 12th meeting. Staff has not provided any suggested amendatory language to add this as an indexed criteria.

Proposed Council Amendments

Councilmember Chang Proposed Amendment 1

(1) 20.20.018E definitions. Replace “adults” with “persons”. The purpose of this is to allow flexibility in the type of population that is served by an Enhanced Shelter.

Response: The Council has identified single adults as the population in greatest need of services, however the definition of enhanced shelter could be generalized to apply to both adults, juveniles and families.

Enhanced Shelter – A low-barrier, 24 hour a day facility intended to provide ~~adults~~ persons experiencing homelessness with access to resources including, but not limited to, housing, basic needs, hygiene, case management and social programs as they transition to permanent housing.

Amendatory Motion

If Council would like to be less specific about the population served by an Enhanced shelter, a Councilmember would need to move to modify the draft Ordinance as follows:

I move to strike the word “adults” from the definition of Enhanced Shelter and replace it with “persons.”

Councilmember Chang Proposed Amendment 2

Require a Good Neighbor Plan acceptable to the City that would address how the facility would deal with potential issues caused by residents of the shelter and how the neighborhood would bring issues they see for resolution.

Response: The interim ordinance could be changed to add another index criterion that requires approval of a “Good Neighbor Plan” to address operational areas of concern to the City.

Amendatory Motion

If Council would like to add another index criterion for enhanced shelters that would require that the City approve a “Good Neighbor Plan”, a Councilmember would need to move to modify the draft Ordinance as follows:

I move to add another index criterion to SMC 20.40.355 to state “The shelter operator shall submit a “Good Neighbor Plan” acceptable to the City that addresses noise, litter, loitering, parking and other concerns.”

Councilmember Chang Proposed Amendment 3

Require an MOU (or similar document) between the City, operator, and County that gives the City more power than just “code enforcement”. Is there an agreement that could be developed between parties that defines expectations such as:

- Staffing plan
- Requirement for reports for metrics/assessment of performance
- Evaluation of # police and fire calls and increased patrols. If above some average for the site, additional cost to be paid by County.
- County to cover cost of additional mental health professional to assist in police response, perhaps through part of the RADAR program
- Require adherence to the Good Neighbor Plan
- Option to “pull the plug” if the shelter has too many detrimental effects on the neighborhood/City that can’t be addressed. This would cement the promise

made by King County that they would operate the shelter only with the agreement of the City.

Response: The interim ordinance could be changed to add another index criterion that requires a memorandum of understanding (MOU) between the shelter operator and the City to address operational areas of concern to the City. This would be an alternative to requiring a conditional use permit or an interlocal agreement as it would be duplicative to require both. The public would have an opportunity to comment on the operational requirements either way, though unlike a CUP the MOU would not provide an opportunity for an administrative appeal.

Amendatory Motion

If Council would like to add another index criterion for enhanced shelters that would require that the City and the operating agency approve an MOU about operational procedures, a Councilmember would need to move to modify the draft Ordinance as follows:

I move to add another index criterion to SMC 20.40.355 to state “The shelter operator and the City shall enter into an MOU regarding operational issues of concern such as:

- ***Staffing plans***
- ***Requirement for regular reports to the Council on how the shelter is meeting performance metrics***
- ***Documentation of the number of calls for service to the site and an agreement that the shelter operator will be billed for calls over an agreed threshold.***
- ***Shelter operator to contribute to the cost of a mental health professional to assist in police response, perhaps through part of the RADAR program.***
- ***Require adherence to the Good Neighbor Plan.***
- ***Agreement to discontinue the shelter use if documented violations of the operational agreements are not addressed in a timely manner.”***

Councilmember Chang Proposed Amendment 4

Require an annual report/assessment prepared by the operator and County to the City. In addition to statistics about numbers served and numbers moved to permanent housing, it would be good for the report to provide information on the details of the homeless population being served—where are they from, reasons for homelessness, how were they referred to the shelter, are they participating in treatment.

Response: A requirement for an annual report from the shelter operator to the City Council could be added to the index criteria.

Amendatory Motion

If Council would like to add another index criterion for enhanced shelters that would require that the shelter operator provide an annual report to the City Council, a Councilmember would need to move to modify the draft Ordinance as follows:

I move to add another index criterion to SMC 20.40.355 to state “The shelter operator shall submit an annual report about shelter operations to the City Council including statistics about numbers of residents served, length of stay in the shelter, general demographics of the residents, and numbers moved to permanent housing.”

Councilmember Chang Proposed Amendment 5

Include a minimum distance from sensitive uses such as daycares, stores selling alcohol, schools and community centers. I know we have two examples in our code that mention distances to daycares. Could we look at what other municipalities require for Enhanced Shelters?

Response: See response above to the question from the October 12th meeting.

Amendatory Motion

If Council would like to add another index criterion for Enhanced Shelters that would require a minimum distance from sensitive uses, a Councilmember would need to move to modify the draft Ordinance as follows:

I move to add another index criterion to SMC 20.40.355 to state “Enhanced Shelters are prohibited within _____ feet of a public or private school, licensed daycare, public park, community center, or retail stores that sell alcohol.”

Councilmember Roberts Proposed Amendment 1

Change the proposed use table from P(i) to Conditional(i).

Response: The interim ordinance could be changed to permit enhanced shelters as conditional uses subject to index criteria rather than permitted uses subject to index criteria but it would lengthen the review process and add another appeal opportunity. See the response to the question from 10/12/20 meeting above.

Amendatory Motion

If Council would like to make Enhanced Shelters a conditional rather than permitted use, a Councilmember would need to move to modify the draft Ordinance as follows:

I move to list enhanced shelters in Table 20.40.120 Residential Uses as C-I rather than P-I in the R-18 to R-48 column.

Councilmember Roberts Proposed Amendment 2

Under the conditions, add a requirement that in order to operate, the city and county must enter into an interlocal agreement (to address staffing, security, emergency response, etc.)

Response: The interim ordinance could be changed to add another index criterion that requires an interlocal agreement to address operational areas of concern to the City. This would be an alternative to requiring a conditional use permit or MOU as it would be duplicative to require both. The public would have an opportunity to comment on the

operational requirements either way, though unlike a CUP the ILA or MOU would not provide an opportunity for an administrative appeal.

Amendatory Motion

If Council would like to add another index criterion for Enhanced shelters that would require that the City and the operating agency approve an interlocal agreement about operational procedures, a Councilmember would need to move to modify the draft Ordinance as follows:

I move to add another index criterion to SMC 20.40.355 to state “The shelter operator and the City shall enter into an interlocal agreement that specifies staffing levels, security procedures, emergency response plans, and other issues of concern prior to occupancy.”

ALTERNATIVES

During the October 12, 2020 Council discussion, Mayor Hall asked about adopting interim Mixed Business (MB) zoning for the Oaks site (currently R-48) and confining Enhanced Shelters to the MB zone that already allows homeless shelters, rather than R-48. Staff has concluded that the Council could adopt an interim zoning map that changes the Oaks site from R-48 to MB. The MB zoning district implements the Mixed Use 1 comprehensive plan land use designation and the Oaks property is currently identified as Mixed Use 1 in the City’s Comprehensive Plan.

Allowing the Enhanced Shelter use for the long-term on the Oaks site would likely involve a future rezone of the site to MB. Making the interim change to the MB zone, along with specific index criteria for the use in MB, would also temporarily permit the proposed use and would be consistent with the City’s current comprehensive plan designation as well as the long term plans for the use of the property.

If Council were to decide to adopt an interim zoning change, it would require a new SEPA analysis and an alternative ordinance. Accordingly, Council would not be able to take action on this alternative at its October 26th meeting. Staff estimates that action would be delayed until mid to late November.

In addition to adopting an interim zoning map, Council would need to amend the use table for the MB zone to include the allowance of “Enhanced Shelters” along with any desired index criteria. Staff has provided code amendment language that the Council would need to consider in Attachment I to implement this approach. Staff has included the same indexed criteria being considered under proposed Ordinance No. 906, along with a recommendation to include a required distance between Enhanced Shelters of 5,000 feet. This is to help prevent a concentration of Enhanced Shelters in any specific area within the MB zone.

STAKEHOLDER OUTREACH

Staff understands the importance of clear and transparent communication with the community, and the circumstances of this opportunity did not allow the advance notice

that staff would prefer to have provided. However, many steps have been taken to provide information and answer questions related to the proposed project.

Shoreline has developed a web page (www.shorelinewa.gov/NKCEnhancedShelter) with information about the project including the development of a Frequently Asked Questions document and responses to many questions received from the community meeting held on September 22nd regarding the Enhanced Shelter.

On September 9th, City staff and Kevin Maguire from Lake City Partners made a presentation to and answered questions from the Shoreline Council of Neighborhoods. Staff also convened a meeting of leaders from three neighborhood associations surrounding the shelter site (Richmond Highlands, Highland Terrace and Meridian Park) on September 16th. This meeting included staff from the City, the County and Lake City Partners in order to respond to questions related to the role of each of the potential project partners. Staff also asked the neighborhood leaders for their feedback on how best to engage with the broader community and conduct the community meeting on September 22nd.

Staff identified and sent an email to all businesses in local proximity to the site and offered to meet with any who were interested. Staff did meet with a representative from Merlone Geier and City staff and Lake City Partners staff also met with the owners of the nearby family day care. Finally, over 1,100 postcards were mailed to residences in proximity to the facility to announce the opportunity to join a virtual community meeting designed to share information and answer questions about the proposed project.

As noted above, that meeting was held on September 22nd, and City staff, County staff and representatives from Lake City Partners provided an overview of the project and answered questions from the public. Just over 200 people signed into this virtual Zoom meeting and roughly 300 questions and comments were received during the meeting in the "Question and Answer" feature in Zoom. A recording of the full meeting and responses to all written questions submitted are now posted on the project web page.

Finally, the public has submitted a significant number of written comments to the Council on this issue and provided comment at Council meetings. These can be viewed at the following link: <https://www.shorelinewa.gov/government/council-meetings/public-comment/public-comment-document-library/-folder-6118>.

Emails to interested parties were sent in advance of the October 12th and October 26th Public Hearing on proposed Ordinance No. 906, as well as notification of the SEPA determination.

COUNCIL GOAL(S) ADDRESSED

This item directly responds to Council Goal #5, Action Step #7: Begin a process of developing partnerships with North King County cities and other key stakeholders in support of siting a 24/7 shelter/navigation center to serve homeless single adults in North King County.

RESOURCE/FINANCIAL IMPACT

Adoption of these interim zoning regulations is not expected to have a financial impact on the City. While purchase of the Oaks site by the King County Housing Authority would exempt it from property taxes, the Assessor's office would adjust the tax rate based on the City's total assessed valuation to keep revenue constant.

RECOMMENDATION

Staff recommends that the City Council hold the public hearing on proposed Ordinance No. 906. Staff also recommends that the Council review the additional information provided in response to questions from the October 12, 2020 Council meeting and Councilmember amendment suggestions; determine whether the proposed Ordinance should be amended; and adopt the Interim Development Code amendments as proposed in Ordinance No. 906.

ATTACHMENTS

Attachment A: Ordinance No. 906

Attachment A, Exhibit A: Proposed Interim Development Regulations Related to Enhanced Shelters

Attachment B: Map of The Oaks Parcel and Surrounding Zoning

Attachment C: Map of Eligible R-48 Parcels

Attachment D: Analysis of Other Potential Shelter Sites in Shoreline

Attachment E: Comparison of Proposed Enhanced Shelter and the Base Camp Shelter in Bellingham

Attachment F: Good Neighbor Agreement Example

Attachment G: Code of Conduct Example

Attachment H: Listing of King County Homeless Shelters

Attachment I: Alternate Interim Development Regulations for Enhanced Shelters in the MB Zoning District

ORDINANCE NO. 906**AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON
ADOPTING INTERIM REGULATIONS TEMPORARILY AUTHORIZING
ENHANCED SHELTERS WITHIN THE RESIDENTIAL 48 (R-48)
ZONING DISTRICT WITH A DURATION OF SIX MONTHS; AND
SETTING A PUBLIC HEARING.**

WHEREAS, the City of Shoreline is a non-charter optional municipal code city as provided in Title 35A RCW, incorporated under the laws of the State of Washington, and planning pursuant to the Growth Management Act, chapter 36.70A RCW; and

WHEREAS, RCW 35A.63.220 and RCW 36.70A.390 authorize the City of Shoreline to adopt interim regulations with a duration of no more than six (6) months without review and recommendation by the Shoreline Planning Commission, and without holding a public hearing; and

WHEREAS, in 2015, the King County Executive issued a local proclamation of emergency regarding homelessness, and, shortly thereafter the Shoreline City Council passed Resolution 379 expressing the City's commitment to work with King County and partner with agencies on plans to address homeless; and

WHEREAS, in 2019, the King County Regional Homelessness Authority was formed to oversee policy, funding, and services for people experiencing homelessness county wide in a unifying and coordinated manner for Seattle and King County; and

WHEREAS, in January 2020, the Point in Time Count estimated that almost 12,000 individuals were experiencing homelessness in Seattle/King County, with 3,355 of those considered chronically homeless (more than one year), and with approximately 47 percent of all individuals unsheltered; and homeless individuals in the North County area, which includes the City of Shoreline, saw a slight increase over prior years; and

WHEREAS, the City Council established 2020-2022 City Council Goal No. 5, Action Step No. 7, which states that the City will begin a process of developing partnerships with North King County cities and other key stakeholders in support of siting a 24/7 shelter/navigation center to serve homeless single adults in North King County, and to accomplish this goal, the North King County Shelter Task Force was formed; and

WHEREAS, on February 29, 2020, the Washington State Governor declared a State of Emergency due to COVID-19; and on March 4, 2020, the City Manager declared a Public Health Emergency for the City which was ratified by the City Council on March 16, 2020; and

WHEREAS, the COVID-19 public health emergency has created additional issues for sheltering of homeless individuals, as traditional congregate shelter models do not provide for sufficient social distancing, which exacerbates the need for sufficient shelters; and

WHEREAS, guidance from the Center of Disease Control and Prevention and the Federal Emergency Management Agency, recognize that non-congregate sheltering, such as in motels,

dormitories, and other similar type facilities, may assist in controlling community spread of COVID-19; and

WHEREAS, Washington State, King County, and the City of Shoreline continue to be subject to declarations of public health emergencies, with positive COVID-19 test results daily in King County continuing at a rate of approximately 997.7 positive cases per 100,000 residents; and the City of Shoreline having a higher than average rate of positive tests; and

WHEREAS, property suitable for both fulfilling the City Council's goal and the need for non-congregate shelters to assist in curtailing community spread of COVID-19 has recently become available, along with potential grant funding from the State of Washington, and a partnership between the City, King County, and Lake City Partners Ending Homelessness; and

WHEREAS, the Residential 48 (R-48) zoning district is a high-density residential zone intended to provide a mixture of multifamily dwelling units and other compatible non-residential uses, and this zone is generally located along the City's principal arterials; and

WHEREAS, currently, the City only permits homeless shelters in the Mixed Business (MB) zoning district; an enhanced shelter is a specific type of homeless shelter providing a 24-hour a day facility intended to serve adults experiencing homelessness with access to resources including housing, basic needs, hygiene, case management, and social programs as these individuals transition to permanent housing; and

WHEREAS, development regulation index criteria would assist in mitigating any impacts and provide for ready access to public transit; and

WHEREAS, pursuant to SEPA, the City issued a Determination of Non-Significance on October 2, 2020; subsequent SEPA review will occur if the City elects to replace these interim regulations with permanent regulations, and if required, based on any redevelopment proposal; and

WHEREAS, the City Council considered the interim regulations at its properly noticed October 12, 2020 and October 26, 2020 regular meetings with a public hearing held at the October 26, 2020; all meetings were held virtually via Zoom; and

WHEREAS, the City Council has determined that the use of the interim regulations to allow for locating Enhanced Shelters within the City is appropriate and necessary due to the current crisis of homelessness within the City and the region;

**THEREFORE, THE CITY COUNCIL OF THE CITY OF SHORELINE,
WASHINGTON DO ORDAIN AS FOLLOWS:**

Section 1. Findings of Fact. The foregoing Whereas provisions are incorporated in their entirety as Findings of Fact for the matter.

Section 2. Enactment of Interim Regulations. The Interim Regulations for Enhanced Shelters as set forth in Exhibit A to this Ordinance are hereby enacted.

Section 3. Public Hearing. Pursuant to RCW 35A.63.220 and RCW 36.70A.390, the City Council held a public hearing on October 26, 2020, to take public testimony concerning the interim regulations.

Section 4. Directions to the City Clerk.

- A. Transmittal to the Department of Commerce.** The City Clerk is hereby directed to cause a certified copy of this Ordinance to be provided to the Director of Planning and Community Development who shall transmit the Ordinance to the Washington State Department of Commerce within ten (10) calendar days of passage as provided in RCW 36.70A.106.
- B. Corrections by the City Clerk.** Upon approval of the City Attorney, the City Clerk is authorized to make necessary corrections to this Ordinance, including the correction of scrivener or clerical errors; references to other local, state, or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering and references.
- C. Ordinance not to be Codified.** Because this Ordinance adopts interim regulations, the City Clerk shall not codify this Ordinance.

Section 4. Severability. Should any section, subsection, paragraph, sentence, clause, or phrase of this Ordinance or its application to any person or situation be declared unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of this Ordinance or its application to any person or situation.

Section 5. Publication and Effective Date. A summary of this Ordinance consisting of the title shall be published in the official newspaper. This Ordinance shall become effective five (5) calendar days after publication.

Section 6. Duration. This Ordinance shall be in effect for a period of six (6) months from its effective date. After which, these interim regulations shall automatically expire unless extended as provided by statute or otherwise superseded by action of the City Council, whichever occurs first.

ADOPTED BY THE CITY COUNCIL ON OCTOBER 26, 2020.

Mayor Will Hall

ATTEST:

APPROVED AS TO FORM:

Jessica Simulcik Smith
City Clerk

Margaret King
City Attorney

Date of Publication: _____, 2020
Effective Date: _____, 2020

20.20.018 E definitions.

Enhanced Shelter

A low-barrier, 24 hour a day facility intended to provide adults experiencing homelessness with access to resources including, but not limited to, housing, basic needs, hygiene, case management and social programs as they transition to permanent housing.

20.40.120 Residential uses.

Table 20.40.120 Residential Uses

NAICS #	SPECIFIC LAND USE	R4-R6	R8-R12	R18-R48	TC-4	NB	CB	MB	TC-1, 2 & 3
RESIDENTIAL GENERAL									
	Accessory Dwelling Unit	P-i	P-i	P-i	P-i	P-i	P-i	P-i	P-i
	Affordable Housing	P-i	P-i	P-i	P-i	P-i	P-i	P-i	P-i
	Home Occupation	P-i	P-i	P-i	P-i	P-i	P-i	P-i	P-i
	Manufactured Home	P-i	P-i	P-i	P-i				
	Mobile Home Park	P-i	P-i	P-i	P-i				
	Multifamily		C	P	P	P	P-i	P	P
	Single-Family Attached	P-i	P	P	P	P			
	Single-Family Detached	P	P	P	P				
GROUP RESIDENCES									
	Adult Family Home	P	P	P	P				
	Boarding House	C-i	C-i	P-i	P-i	P-i	P-i	P-i	P-i
	Residential Care Facility	C-i	C-i	P-i	P-i				
721310	Dormitory		C-i	P-i	P-i	P-i	P-i	P-i	P-i
TEMPORARY LODGING									
721191	Bed and Breakfasts	P-i	P-i	P-i	P-i	P-i	P-i	P-i	P-i

NAICS #	SPECIFIC LAND USE	R4-R6	R8-R12	R18-R48	TC-4	NB	CB	MB	TC-1, 2 & 3
	<u>Enhanced Shelter</u>			<u>P-i</u>					
	Homeless Shelter						P-i	P-i	P-i
72111	Hotel/Motel						P	P	P
	Recreational Vehicle	P-i	P-i	P-i	P-i	P-i	P-i	P-i	
MISCELLANEOUS									
	Animals, Small, Keeping and Raising	P-i	P-i	P-i	P-i	P-i	P-i	P-i	P-i

P = Permitted Use	S = Special Use
C = Conditional Use	-i = Indexed Supplemental Criteria

-E-

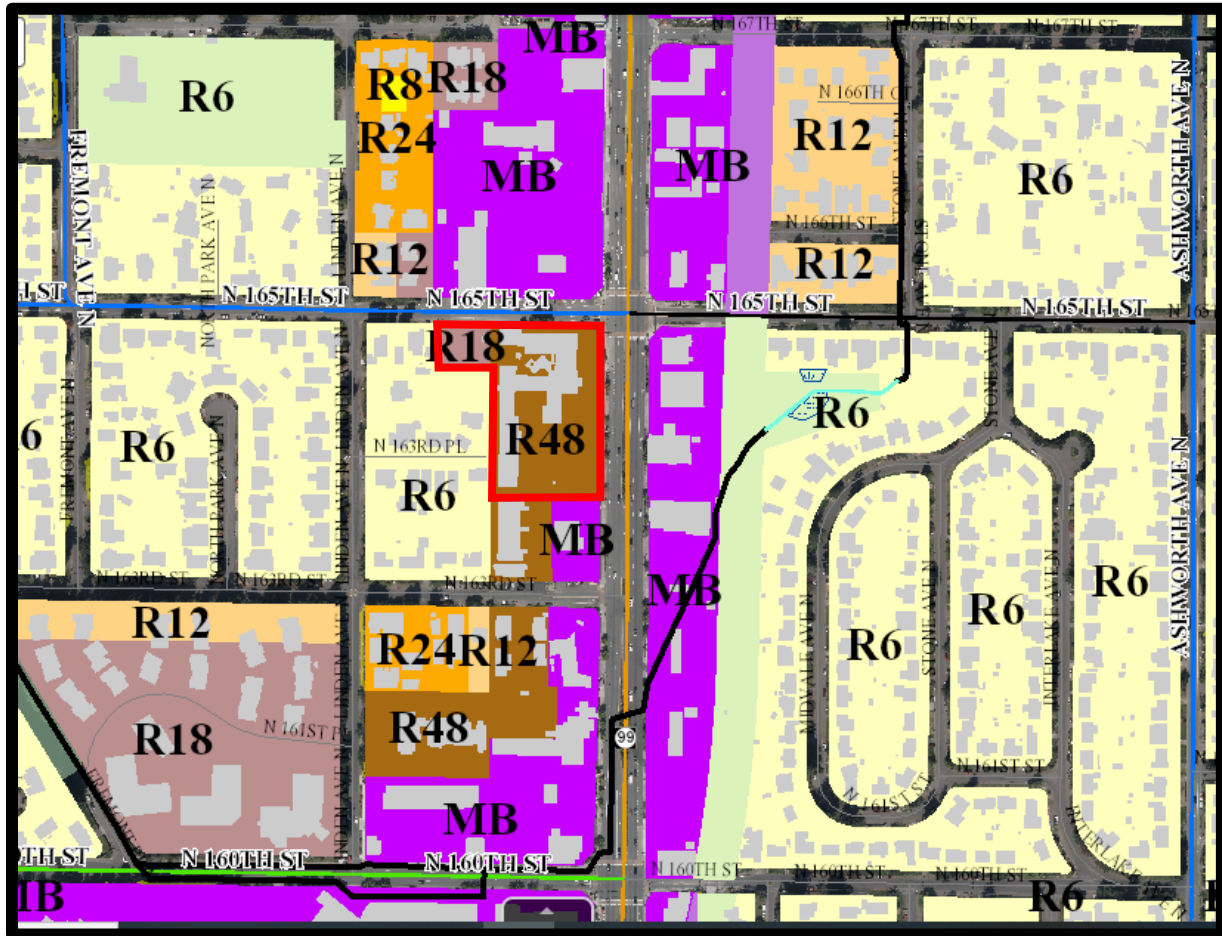
20.40.355 Enhanced Shelter

Enhanced shelters are not allowed in the R-18 and R-24 zones. Enhanced shelters are allowed in the R-48 zone subject to the below criteria:

- A. It shall be operated by state, county, or city government, a State of Washington registered nonprofit corporation; or a Federally recognized tax exempt 501(C)(3) organization that has the capacity to organize and manage an enhanced shelter;
- B. It shall permit inspections by City, Health and Fire Department inspectors at reasonable times for compliance with the City’s requirements. An inspection by the Shoreline Fire Department is required prior to occupancy;
- C. It shall develop and enforce a code of conduct acceptable to the City that articulates the rules and regulations of the shelter. These rules shall include, at a minimum, prohibitions against criminal activities, such as theft and threats or acts of violence, and the sale, purchase, possession, or use of alcohol or illegal drugs within the facility or on the facility grounds;
- D. It shall be located with frontage on a principal arterial and within ¼ mile of a transit stop with frequent all-day service as defined by King County Metro Transit;
- E. A solid, 6-foot tall fence shall be provided along all property lines that abut residential zoning districts; and
- F. Submittal of a parking plan acceptable to the City prior to occupancy.

Attachment B

Map of The Oaks Parcel (in red) at 16357 Aurora Avenue N and N 165th Street and Surrounding Zoning.



Enhanced Shelters

Eligible Tax Parcels
Zoned R-48*

- Eligible Tax Parcel*
- Tax Parcel (Zoned R-48)

Street

- Interstate
- Principal Arterial
- Minor Arterial
- Collector Arterial
- Local
- Outside Shoreline
- City Limit
- Bus Stop (Rapid Ride)
- Bus Stop (Route 5)

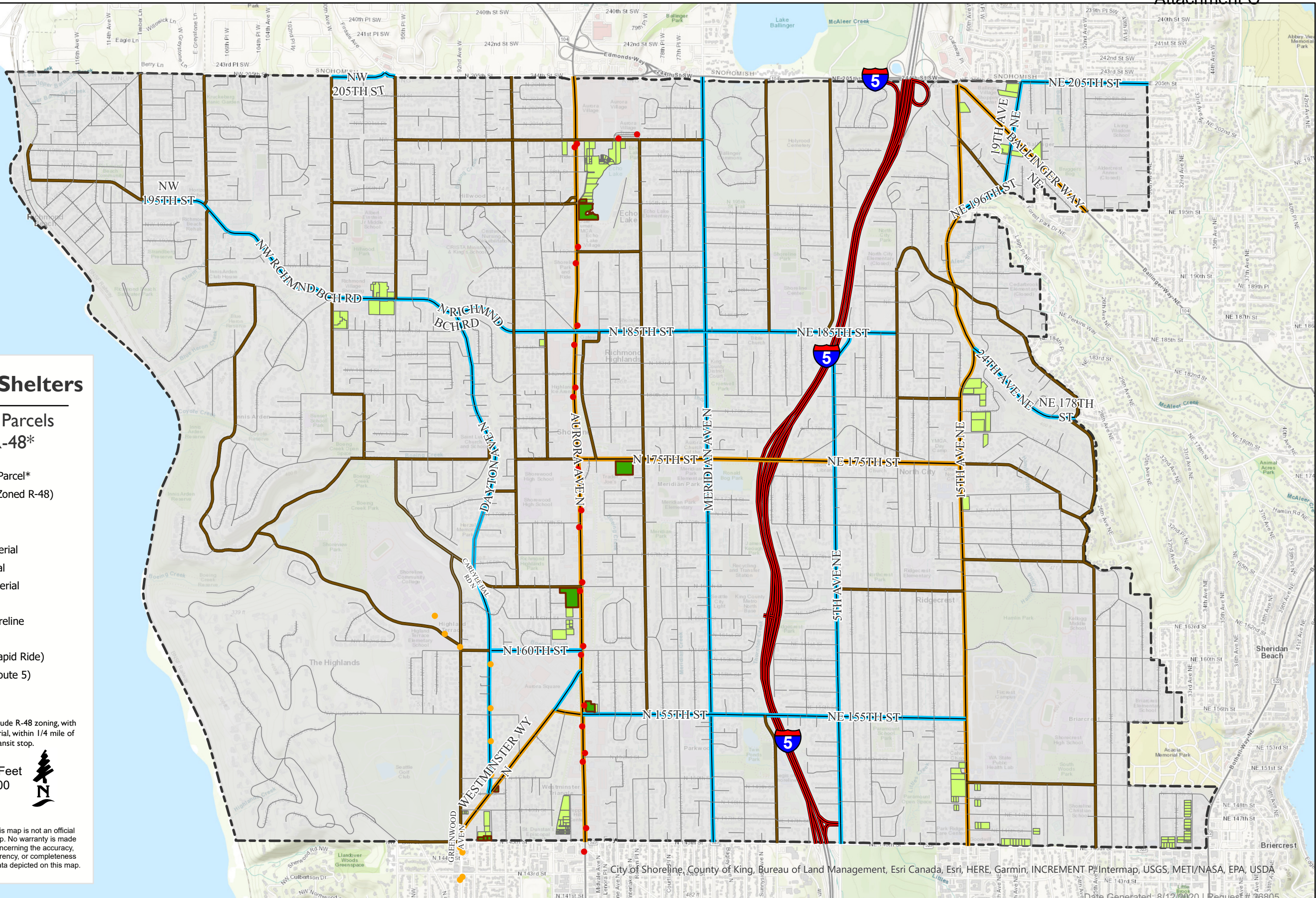
*Eligibility requirements include R-48 zoning, with frontage on a principal arterial, within 1/4 mile of a frequent all-day service transit stop.

0 1,000 2,000 Feet



Geographic Information System

This map is not an official map. No warranty is made concerning the accuracy, currency, or completeness of data depicted on this map.





Memorandum

DATE: August 26, 2020

TO: Debbie Tarry, City Manager

FROM: Nathan Daum, Economic Development Program Manager

CC: John Norris, Assistant City Manager
Colleen Kelly, Community Services Manager
Jim Hammond, Intergovernmental Programs Manager

RE: Limited Analysis of Alternate Enhanced Shelter Sites in Shoreline For Internal Review

***NOTE:** As some of the properties referenced in this document may be subject to ongoing negotiations, staff recommends this not be used as beyond an aid for internal discussions. The City does not contemplate acquisition of these properties, nor have the value estimates been set by any licensed appraisal expert. Potential speculation as a result of external review of this document could lead to economic injury of property owners.*

Issue Statement

The Shoreline City Council discussed on August 10 implementation of Goal 5 Action Step 7 to locate an enhanced shelter in North King County by supporting King County Department of Community and Human Services (DCHS) effort to purchase and secure entitlements for the former Oaks at Forest Bay property at 16357 Aurora Ave N in the Highland Terrace neighborhood of Shoreline. Recognizing the many questions regarding this location and its appropriateness for such a facility, Mayor Hall requested a limited, short-term analysis of other sites that could potentially host such a facility in Shoreline.

Discussion

What follows is a summary of six additional sites known to staff to be for sale or vacant and potentially available for sale, compared to the subject site. Those sites are, in addition to The Oaks at Forest Bay, Wild Horse Tavern, Aldercrest Annex, Highland Ice Arena, Prosser Piano, Former Police Station, and Anderson House. Of those, only Anderson House is a similar existing facility, and is also located in a multifamily and commercial area. However, it abuts R-6 zoning to the south and is located in a less accessible location than The Oaks site which is central to the Rapid Ride E Line Corridor of Aurora Avenue North and its other nearby services and facilities. While the location so near the geographic heart of the city has been questioned as an appropriate location for an enhanced shelter, community concern will be a significant factor wherever it may locate. Additionally, the farther afield from the densest, most dynamic part of the city, the more such a use may stand out among comparatively low-key surrounding

Alternate Possible Enhanced Shelter Sites

uses. Simply put, the less busy an urban environment, the less easy it is for a variety of businesses and services to blend into the general hubbub of an area. Importantly, none of the sites evaluated represents an adequate existing facility equal in size and readiness to receive operational dollars through the funding source identified which require occupancy by late December (or early January at the latest).

Site	Address	Neighborhood	Zoning	Building Size	Parcel Size	Value/Price	Notes
The Oaks at Forest Bay	16357 Aurora Ave N	Highland Terrace	R48	36,538	115,868	\$4 million-\$12 million (range)	Purchase and Sale Agreement between seller and King County. Existing building adequate for intended use.
Wild Horse Tavern	2001 NW 195th St	Richmond Beach	NB	4,340 square feet	13,504 square feet	\$600,000-\$1.3 million (range)	Remote location more distant from transit
Aldercrest Annex	N/A	Ballinger	PA 3	0	703,787 square feet	\$20 million-\$50 million (range)	Requires construction of building to suit use
Highland Ice Arena	18005 Aurora Ave N	Richmond Highlands (Town Center)	TC-2	50,000 square feet	152,024 square feet	\$15.1 million	Requires construction to suit use
Prosser Piano	18503 Firlands Way N	Hillwood (Town Center)	TC-3	11,300	28,000	\$4 million	Existing building is too small and would require expansion
Former Police Station	1206 N. 185 th	Echo Lake (Town Center)	TC-2	5,400 square feet	30,000 square feet	\$2.45 million	City Owned. Fully executed Purchase and Sale Agreement would require buyer's approval to cancel the sale.

Alternate Possible Enhanced Shelter Sites

							Existing building is too small and would require expansion
Anderson House	17127 15th	North City	CB	26,731	72,301	\$2 million-\$8 million (range)	Nursing Home on the market as a development site. KC Assessor value of \$2.5 million is likely low. \$100 per square foot of land may be the value. Less access to transit and other services compared to Town Center

Considerations

The availability of a turnkey facility is an important differentiating factor for the Oaks at Forest Bay site. Building a structure on Aldercrest for instance, or converting an existing structure of adequate size such as Highland Ice Arena would not only be potentially prohibitively expensive but would not be feasible given the time constraints of the funding source available at this time. Other existing buildings identified by staff that may be available, even if their smaller size is overlooked, present their own location challenges in terms of accessibility for facility operations staff and clients while also being likely to come with concerns of residents and businesses in these outlying districts of the city.

Staff Recommendation

Staff recommends that the City support the County’s effort to provide this critically needed service to our community in the location identified due to a lack of feasible alternatives at this time.

Base Camp Shelter Overview

As the Shoreline City Council has been discussing interim development regulations for an Enhanced Shelter at the former Oaks nursing home in Shoreline, some residents have noted the Base Camp Shelter in Bellingham, WA, operated by the Lighthouse Mission Ministries, as a potential comparison. The following paper provides an overview of the Base Camp Shelter for Council's information.

Base Camp Shelter Location

The [Base Camp Shelter](#), which was originally a day center but in recent years has transitioned to a 24/7 shelter, was originally located on Lighthouse Mission Ministries' small "campus" in the southern corner of downtown Bellingham. At this same location, Lighthouse Mission has their administration building/church and a shelter for women with children. At the onset of the pandemic, the Base Camp shelter moved into Bellingham High School in order to have space for social distancing while still serving up to 200 individuals on any given night.

Now that the school district is preparing to reopen schools, the shelter has relocated again to [1530 Cornwall Avenue](#) in the northeast corner of the central Bellingham business district. The building, called Bellingham Public Market, has been unoccupied for two years, since the organic grocer occupying it closed in 2018. The shelter plans to remain in this location for three to four years before finding another more permanent location.

The shelter's current property is [zoned Urban Village](#), as it is in the middle of the city's downtown business district. The shelter's previous location, before being located at Bellingham High School, was in the same Urban Village zone. Bordering that zone (though at least a few blocks separate the shelter from the border) are commercial, residential multi, industrial, public (the Bellingham High School campus) and residential single. In the blocks surrounding the shelter's current location, there are a number of different kinds of businesses including banks, restaurants, a Planned Parenthood health center, law offices, and the Bellingham & Whatcom County Housing Authority. There are some apartment buildings but no single-family homes in the direct vicinity. There is one day care/early learning facility about two blocks from the current shelter location, and the High School is on the same road 0.4 miles north.

About the Base Camp Shelter

The Base Camp shelter is a safe, 24/7 place for up to 200 adults to stay, and provides three meals per day, showers and public restrooms, laundry services, case management staff, and some optional religious services. [The Code of Conduct](#) agreement requires respectful behavior and outlines specific behaviors that will not be tolerated, including disrespect to staff and others, including neighbors, violence, drugs, harassment, and intimate/sexual acts. While the code of conduct refers to the 'Day Center', as noted above, the Base Camp shelter is now 24/7.

The shelter operator's [Good Neighbor Project](#) outlines the ways shelter staff try to be good neighbors by doing outreach around the downtown core, picking up trash in a several-block radius around the shelter, and providing resources for area businesses to use when encountering unhoused individuals. They also have a Neighbor Advisory Forum, comprised of neighboring business owners, landowners, social workers, Bellingham Police Department representatives,

and the shelter's Community Outreach Coordinator. The group meets bi-weekly to discuss issues/problems and devise/implement tangible solutions.

Shelter Guests

The Lighthouse Mission Ministries considers the Base Camp shelter low-barrier, in that the adults who come to stay do not have to be clean and sober, they do not undergo background checks, and are not screened out based on interactions with the criminal justice system. While the organization works with several other service providers to help their guests with health, substance abuse, and housing, there is no referral process; anyone can come in off the street. Staff of course have discretion to not allow someone to come inside who seems overly intoxicated and potentially disruptive; or, they can decide to let someone come in who may be, for example, obviously under the influence, but capable of keeping themselves together long enough to sleep it off. The shelter does also have a few beds and basic care for medically fragile guests, who frequently come to recover after being released from the hospital.

After registering with staff, guests are allowed to bring their belongings in with them and either stack them next to their sleeping mat or in a locker, which Base Camp hopes to upgrade to. During the day, items can be left behind and locked up by staff. The Ministries' philosophy is that the first step is just getting in the door and meeting basic hygiene, nutrition, and medical needs. The next step is addressing barriers to re-entering society, such as addiction treatment or psychiatric care, if needed, then focusing on housing and employment.

If a shelter guest violates the Guest Agreement in any way, staff have the discretion to determine the appropriate response, including "trespassing" the individual from the property. They may only be trespassed for a day, giving them time to cool off, or for repeated or more serious offenses the trespass may be for longer or permanent. Of course, any serious or dangerous individuals may require a call to 9-1-1. The shelter staff try to emphasize that "there's always a way back," meaning that they encourage people to want to make change in their life and remain willing to help, if the behavior that got them trespassed in the first place can genuinely be addressed.

Homelessness in Bellingham

While there are more people living unhoused in Bellingham than there are shelter beds, it is not abundantly clear that people camp in the direct vicinity of the Base Camp shelter because of its existence. In fact, since the shelter has moved away from the rest of Lighthouse Mission Ministries' buildings in the southern end of downtown, most of the individuals camping nearby there have not moved to follow Base Camp. The new shelter location, however, is close to Whatcom Creek, and many will choose to camp on its banks in relative safety and privacy.

Understanding that they cannot house everyone who needs shelter, Base Camp does try to do consistent, regular outreach to people camping outdoors or hanging out on nearby sidewalks and in front of businesses. They do an hourly walk around the block 24 hours a day to pick up trash, invite people to come indoors, and work with businesses and residents to address any issues that may arise in the course of a day or night. Part of the Good Neighbor Project is use of the Incident/Concern Matrix (attached), which asks individuals in the community and business owners to take a more thoughtful and intentional approach to dealing with unhoused neighbors.

Of course, everyone is encouraged to call 9-1-1 when they feel unsafe or witness a crime taking place, but when a situation is not emergent, the matrix is a tool to encourage less confrontational interactions and the ability to get an individual connected to services rather than just moved along by police.

Emergency Services

Base Camp staff call 9-1-1 infrequently. They do often have visits from Bellingham Fire Department's [Community Paramedics](#), a special department dedicated to non-emergent issues and frequent ER visitors to help connect people, such as those who are unhoused, with services that better meet their needs. There are also two community outreach police officers who engage most frequently with the homeless population, and a mental health officer to respond to such crises. Since moving to their current, large space, staff have found that they are compelled to call police far less frequently, because there is room for people to separate, cool off, and mediate disputes that otherwise might escalate into a dangerous situation.

Compare/Contrast Chart

The following chart provides a comparison between the proposed King County/Lake City Partners' Enhanced Shelter at the Oak Site and the Base Camp Shelter in Bellingham.

	Proposed Lake City Partner's Enhanced Shelter at the Oaks	Base Camp Shelter in Bellingham, WA
Population served	Single Adults	Single Adults
Maximum number	60	200
Referral Process	Yes	No
Individual Rooms	Yes	No
24/7	Yes	Yes
Low-Barrier	Yes	Yes
Housing focused	Yes	No
Allow Alcohol/Illegal Drug Use Onsite	No	No
Code of Conduct	Yes	Yes
Good Neighbor Plan	Yes	Yes



Good Neighbor Plan

North King County Shelter (NKCS)

The Good Neighbor Plan is intended to create safety for the larger community of Shoreline and the surrounding neighborhood of the shelter at the Oaks facility as Lake City Partners' commit to serving the most vulnerable in the North King County area. NKCS will treat all its neighbors with dignity and respect. Staff of the NKCS will work with residents to ensure safety and respect for the neighboring community and commit to regular monitoring.

Open House:

- Facility tours will be planned for Nov. 28 or Dec. 5 for neighbors interested in seeing the facility.

Ongoing Communication:

- Staff are committed to responding and meeting with neighbors to address concerns, see contact information below.

Prevention:

- All residents will be required to sign an agreement with the commitment to:
 - maintaining a peaceful presence in the community, respecting neighborhood residents and their property.
 - not congregating in the neighboring residential or commercial area, behind building or in alleyways.
 - following all parking policies including no abandonment of vehicles, no vehicle camping, and no parking of recreational vehicles on site.
 - smoking in designated areas in the courtyard.
 - accessing shelter through front entrance only.
- All staff will regularly monitor areas surrounding the facility and schedule walks through local neighborhood and park.
- Staff will work with residents to keep the grounds and facility clean and well-maintained.

Contact:

- Shelter contact: Kevin Maguire, Program Director kevin@lakecitypartners.org
- Shelter phone: 206-913-2267



North King County Shelter Resident Agreement

This resident agreement sets out the standards for staying in short-term temporary housing assistance (“shelter”). Since shelter is not a home, but rather a stepping stone to permanent housing and rejoining the community, there are certain expectations for you while in shelter. These standards ensure shelters are safe for everyone and that we work together to help you move as quickly as possible from emergency housing to a permanent home. Appropriate consequences will be determined for being non-compliant. Please review and take seriously the following concerns:

____ I will maintain a peaceful presence in the community, respecting neighborhood residents and their property. There will be no camping or congregating in the neighboring residential or commercial area.

____ I will follow all parking policies including no abandonment of vehicles, no vehicle camping, and no parking of recreational vehicles on site.

____ I will cooperate with staff and follow their instructions. I understand that failing to listen to staff in a timely manner can create both personal and community safety issues.

____ I will not use violence or threats of violence. This includes instigating and inciting aggression out of another person. If I feel threatened by another person(s) I will contact the shelter staff and let them resolve it.

____ I will not bring any weapon onto the premises. Weapons include guns, knives, and any other objects designated as a dangerous weapon by applicable law, or any items staff feel poses a risk to yourself or others. Self-defense items (knives, etc) may be turned into staff immediately for holding during your stay.

____ I understand discriminatory language or behavior related to any of the following categories is not acceptable: race, religious affiliation, economic status, national origin, gender identity, and sexual orientation. I will not harass any other residents.

____ I agree to abstain from possessing, using, selling, or assisting in the possession, use, and sale of any intoxicant or controlled substance inside the shelter or on the property. This includes alcohol, marijuana, federally illegal substances, federally controlled substances, and any abused legal substances.

____ I will not take anything that doesn't belong to me. Shelter prohibits any criminal activity including theft.

____ I understand that the staff and volunteers of Lake City Partners Ending Homelessness do not assume any responsibility for personal property during my stay in the shelter.

____ I will keep my belongings and room reasonably tidy.

____ I will be fully dressed in public areas of the shelter.

____ I will respect the private rooms of other residents and only visit in public spaces. .

____ I understand that my storage is limited to 1 locker and cabinet. If I leave the shelter I have 14 days to retrieve my belongings from on-site storage before it is donated to the community.



North King County Shelter Resident Agreement

____ I will look after my pet and ensure that they are not a hazard or disturbance to other residents. Pets will be limited to designated areas (private rooms, designated common area, and courtyard). This includes, but is not limited to: picking up after my pet, taking responsibilities for damages created by my pet, leashing my pet in designated common areas, or quieting my pet if they are disruptive.

____ I understand there is no entry between 10:00PM and 5am. Residents can request permission for late returns to shelter or early leave for work or medical reasons.

____ I understand if I have not returned to shelter and there has been no communication within 48 hours, my room is forfeit. If you have not been present on site for 5 days despite communicating with staff about your absence, your room is forfeit. Please be aware your belongings will only be stored for 14 days.

____ I understand that if I break any of the above standards I can be given a documented warning or will need to submit to the shelter’s resolution process. This resolution process includes speaking with my case manager and program director about ways to resolve harm I may have caused. Shelter staff are available for aid and resources if I find myself struggling.

Client Signature

Date

Staff Signature

Date

Attachment H

Organization Name	Project Name	Geo Code	Beds HH w/ Children	Units HH w/ Children	Beds HH w/o Children	Beds HH w/ only Children	Veteran Beds HH w/ Children	Youth Beds HH w/ Children	Veteran Beds HH w/o Children	Youth Beds HH w/o Children	Year-Round Beds	Total Seasonal Beds	Total Beds
	Yellow Highlight = 24/7 Enhanced Shelter for Single Adults												
Abused Deaf Women Advocacy Services (ADWAS)	ADWAS Shelter	531392	6	2	0	0	0	0	0	0	6		6
Bread of Life Mission	Bread of Life Shelter	531392			72				0	0	72	0	72
Catholic Community Services (King County)	Aloha Inn	531392			66				0	0	66		66
Catholic Community Services (King County)	ARISE	531302			25				0	0	25	0	27
Catholic Community Services (King County)	Bridge Shelter	531392			75				0	0	75		75
Catholic Community Services (King County)	Eastside Winter Shelter for Families	530084	35	10			0	0			35		35
Catholic Community Services (King County)	Elliott Enhanced Shelter	531392			45								45
Catholic Community Services (King County)	HOME	530726			25				0	0	25	0	26
Catholic Community Services (King County)	Lazarus Center Shelter	531392			49				0	0	49		49
Catholic Community Services (King County)	Noel House Community Based Shelter	531392			30				0	0	30	22	52
Catholic Community Services (King County)	Noel House Enhanced Shelter	531392			20				0	0	20		20
Catholic Community Services (King County)	Reach Out	530514			0						0	35	35
Catholic Community Services (King County)	Sacred Heart Shelter	531392	31	10			0	0			31	0	31
Catholic Community Services (King County)	St. Martin de Porres Shelter	531392			212				0	0	212	33	245
Catholic Community Services (King County)	University Friends Shelter	531392			50				0	0	50		50
Chief Seattle Club	Eagle Village Interim Shelter	531392			30				0	0	30		30
Compass Housing Alliance	Blaine Center	531392			60				0	0	60	0	60
Compass Housing Alliance	Compass at First Presbyterian	531392			100				0	0	100		100
Compass Housing Alliance	Jan and Peter's Place Shelter	531392			50				0	0	50	0	50
Compass Housing Alliance	Pioneer Square Men's Program - ES	531392			30				30	0	30		30
Congregations for the Homeless	Congregations for the Homeless Shelter	530084			35				0	0	35	0	35
Congregations for the Homeless	Eastside Men's Shelter	530084			93				0	0	93		93
DAWN	Confidential Shelter	539033	29	10	2		0	0	0	0	31		31
Downtown Emergency Service Center (DESC)	DESC Main Shelter	531392			71				0	0	71		71
Downtown Emergency Service Center (DESC)	DESC Main Shelter - Enhanced Plus	531392			167				0	0	167		167
Downtown Emergency Service Center (DESC)	Kerner Scott Women's Shelter	531392			25				0	0	25		25
Downtown Emergency Service Center (DESC)	Queen Anne Shelter	531392			100				0	0	100		100
Downtown Emergency Service Center (DESC)	Seattle Navigation Center	531392			85				0	0	85		85
Downtown Emergency Service Center (DESC)	West Wing Shelter	531392			40				0	0	40		40
Evergreen Treatment Services	LEAD Expansion Program - ES	531392			1				0	0	1		1
Friends of Youth	The Landing	531296			20				0	20	20		20
Friends of Youth	Youth Haven Shelter HOPE	539033				4					4		4
Friends of Youth	Youth Haven Shelter RHY	530084				4					4	0	4
Harborview Medical Center	Medical Respite	531392			34				0	0	34		34
Hopelink	Avondale Park Shelter	531296	32	8			0	0			32		32
Hopelink	Kenmore Shelter	539033	33	11			0	0			33		33
Hospitality House	Hospitality House (Burien)	539033			9				0	0	9	0	9
Immanuel Community Services	Recovery Program	531392			15				0	0	15		18
Lake City Partners Ending Homelessness	North King County Winter Shelter	531392										30	30
Lifelong	Medical Priority for Emergency Bednights	539033			14				0	0	14		14
Lifewire	Lifewire Shelter	539033	55	10	0		0	0	0	0	55	0	55
Low Income Housing Institute (LIHI)	Lake Union Village	531392			22				0	0	22		22
Low Income Housing Institute (LIHI)	Myers Way Encampment	531392			41				0	0	41		41
Low Income Housing Institute (LIHI)	True Hope Tiny House Village	531392	57	11	26		0	0	0	0	83		83

Low Income Housing Institute (LIH)	Whittier Heights Village	531392			15				0	0	15		15
Mamma's Hands	House of Hope I and II	539033	18	6	0			0	0		18		18
Mary's Place	Burien Shelter	539033	185	40				0	0		185		185
Mary's Place	Family Diversion Center	531392	50	14				0	0		50		50
Mary's Place	Julia's Place Shelter	531392	20	5				0	0		20		20
Mary's Place	Mary's Place Emergency Family Shelter	531392	48	16				0	0		48		48
Mary's Place	Mary's Place Family Center Shelter	531392	120	30				0	0		120		120
Mary's Place	Northshore Shelter	539033	70	20				0	0		70		70
Mary's Place	Popsicle Place - Scattered Sites	531420	3	1				0	0		3		3
Mary's Place	Shoreline Shelter	531420	40	13				0	0		40		40
Mary's Place	White Center Shelter	539033	70	23				0	0		70		70
Multiservice Center (MSC)	MSC Emergency Shelter	530726	64	15				0	0		64	0	64
Muslim Housing Services	Women's Emergency Shelter	539033			6				0	0	6		6
Neighborhood House	HSSP ES Voucher	531392	2	1				0	0		2		2
New Beginnings	Home Safe	531392	34	11	3			0	0		37	0	37
New Horizons	Cedar Street Shelter	531392			24					0	24	24	24
New Horizons	Nest Shelter	531392			15					0	15	15	15
Nexus Youth and Families (Auburn Youth Resources)	Arcadia Shelter	530054			12					0	12	12	12
Nexus Youth and Families (Auburn Youth Resources)	SKYS - South King County Youth Shelter [HOPE]	530054				6					6		6
Nexus Youth and Families (Auburn Youth Resources)	SKYS - South King County Youth Shelter [RHY/BCP]	530054				4					4		4
Renton Ecumenical Association of Churches (REACH)	Emergency Response Shelter	531302	55	12				0	0		55		55
REST	REST Shelter	531392			7				0	0	7		7
ROOTS	ROOTS Young Adult Shelter	531392			45				0	45	45		45
SHARE_WHEEL	Nites Bunkhouse	531392			18				0	0	18		18
SHARE_WHEEL	SHARE Consolidated Shelters	531392			106				0	0	106		106
SHARE_WHEEL	WHEEL Women's Shelter	531392			40				0	0	40	0	66
Snoqualmie Valley Shelter Services	Snoqualmie Valley Winter Shelter	539033						0	0	0		22	22
Snoqualmie Valley Shelter Services	Snoqualmie Valley Winter Shelter - Family Voucher	539033										9	9
Solid Ground	Broadview Emergency Shelter	531392	43	10				0	0		43	0	43
Solid Ground	Solid Ground Family Shelter	531392	40	10				0	0		40	0	40
The Salvation Army	Cascade	531392			9				0	0	9		9
The Salvation Army	City Hall Shelter	531392			75				0	0	75		75
The Salvation Army	City Hall Shelter - 5th Ave	531392			100				0	0	100		100
The Salvation Army	Harborview Hall - Medical Set-aside	531392			5				0	0	5		5
The Salvation Army	Harborview Hall Shelter	531392			81				0	0	81		81
The Salvation Army	Jefferson and 4th Shelter	531392			50				0	0	50		50
The Salvation Army	King County Admin - Winter Response	531392			50				0	0	50		50
The Salvation Army	Pike Street - City of Seattle MODVSA - CSE Beds	531392			3				0	0	3		3
The Salvation Army	Pike Street Shelter - CoS HSD	531392			26				0	0	26		26
The Salvation Army	Pike Street Shelter - Emergency	531392			1				0	0	1		1
The Salvation Army	Pike Street Shelter - Farestart	531392			4				0	0	4	0	4
The Salvation Army	TSA eBEDS	531392			2				0	0	2		2
The Salvation Army	William Booth Shelter - FareStart	531392			20				0	0	20		20
The Salvation Army	William Booth Shelter - HSD City of Seattle	531392			23				0	0	23		23
The Salvation Army	William Booth Shelter - King County	531392			45				45	0	45	0	45
The Sophia Way (Single Women only)	Eastside Women's Shelter/Helen's Place	530084			30				0	0	30		30

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The Sophia Way	Sophia's Place	530084			21					0	0	21		21
Union Gospel Mission (King)	Extended Care	531392			33					0	0	33		33
Union Gospel Mission (King)	Guest Services	531392			177					0	0	177	0	177
Union Gospel Mission (King)	Hope Place	531392	194	36				0	0	0	0	194	0	194
Union Gospel Mission (King)	KentHope Womens Shelter (NP)	530726			30					0	0	30		30
Union Gospel Mission (King)	Mens Recovery Program (Men's Shelter)	531392			144					0	0	144		144
Union Gospel Mission (King)	Phinney Ridge Winter Shelter	531392											20	20
Valley Cities Counseling and Consultation	Sundown Night Shelter	530054			40					0	0	40		40
Vine Maple Place	Vine Maple Place	539033	68	14				0	0			68		68
Virginia Mason Medical Center	Bailey-Boushay House Shelter	531392			50					0	0	50		50
YouthCare	HOPE Center	531392				14						14		14
YouthCare	South Seattle Shelter	531392			5	0				0	5	5		5
YouthCare	South Seattle Shelter - Transition	539033			15					0	15	15		15
YouthCare	The Adolescent Shelter	531392				10						10	0	10
YouthCare	Young Adult Shelter	531392			5					0	5	5		5
YouthCare	Young Adult Shelter - Transition	531392			15					0	15	15		15
YWCA - KC (Single Women only)	Angelines Enhanced Night Shelter [13.120]	531392			75					0	0	75		75
YWCA - KC	East Cherry Emergency [14.623]	531392	54	12				0	0			54	0	54
YWCA - KC	SIS Late Night Shelter [14.627]	531392	58	17				0	0			58		58
YWCA - KC	Willow Street Enhanced Emergency [14.625]	531392	119	35				0	0			119		119
YWCA - KC	YWCA Auburn Emergency [34.621]	530054	8	2				0	0			8		8
YWCA - KC	YWCA Downtown DV Shelter [14.622]	531392	43	17				0	0	0	0	43		43
YWCA - KC	YWCA Renton Emergency [33.621]	531302	12	4	0			0	0			12		12
Organization Name	Project Name	Geo Code	Beds HH w/ Children	Units HH w/ Children	Beds HH w/o Children	Beds HH w/ only Children	Veteran Beds HH w/ Children	Youth Beds HH w/ Children	Veteran Beds HH w/o Children	Youth Beds HH w/o Children	Year-Round Beds	Total Seasonal Beds	Total Beds	
			1,684	432	3,164	42	-	-	75	156	4,845	171	5,093	

Geo Codes

530054 Auburn
530084 Bellevue
530514 Federal Way
530726 Kent
531296 Redmond
531302 Renton
531392 Seattle
531420 Shoreline
539033 King County - unincorporated or jurisdiction without its own geo-code

20.20.018 E definitions.Enhanced Shelter

A low-barrier, 24 hour a day facility intended to provide adults experiencing homelessness with access to resources including, but not limited to, housing, basic needs, hygiene, case management and social programs as they transition to permanent housing.

20.40.120 Residential uses.**Table 20.40.120 Residential Uses**

NAICS #	SPECIFIC LAND USE	R4-R6	R8-R12	R18-R48	TC-4	NB	CB	MB	TC-1, 2 & 3
RESIDENTIAL GENERAL									
	Accessory Dwelling Unit	P-i	P-i	P-i	P-i	P-i	P-i	P-i	P-i
	Affordable Housing	P-i	P-i	P-i	P-i	P-i	P-i	P-i	P-i
	Home Occupation	P-i	P-i	P-i	P-i	P-i	P-i	P-i	P-i
	Manufactured Home	P-i	P-i	P-i	P-i				
	Mobile Home Park	P-i	P-i	P-i	P-i				
	Multifamily		C	P	P	P	P-i	P	P
	Single-Family Attached	P-i	P	P	P	P			
	Single-Family Detached	P	P	P	P				
GROUP RESIDENCES									
	Adult Family Home	P	P	P	P				
	Boarding House	C-i	C-i	P-i	P-i	P-i	P-i	P-i	P-i
	Residential Care Facility	C-i	C-i	P-i	P-i				
721310	Dormitory		C-i	P-i	P-i	P-i	P-i	P-i	P-i
TEMPORARY LODGING									
721191	Bed and Breakfasts	P-i	P-i	P-i	P-i	P-i	P-i	P-i	P-i

NAICS #	SPECIFIC LAND USE	R4-R6	R8-R12	R18-R48	TC-4	NB	CB	MB	TC-1, 2 & 3
	Enhanced Shelter							P-i	
	Homeless Shelter						P-i	P-i	P-i
72111	Hotel/Motel						P	P	P
	Recreational Vehicle	P-i	P-i	P-i	P-i	P-i	P-i	P-i	
MISCELLANEOUS									
	Animals, Small, Keeping and Raising	P-i	P-i	P-i	P-i	P-i	P-i	P-i	P-i

P = Permitted Use	S = Special Use
C = Conditional Use	-i = Indexed Supplemental Criteria

-E-

20.40.355 Enhanced Shelter

Enhanced shelters are allowed subject to the below criteria:

- A. It shall be operated by state, county, or city government, a State of Washington registered nonprofit corporation; or a Federally recognized tax exempt 501(C)(3) organization that has the capacity to organize and manage an enhanced shelter;
- B. It shall permit inspections by City, Health and Fire Department inspectors at reasonable times for compliance with the City’s requirements. An inspection by the Shoreline Fire Department is required prior to occupancy;
- C. It shall develop and enforce a code of conduct acceptable to the City that articulates the rules and regulations of the shelter. These rules shall include, at a minimum, prohibitions against criminal activities, such as theft and threats or acts of violence, and the sale, purchase, possession, or use of alcohol or illegal drugs within the facility or on the facility grounds;
- D. It shall be located with frontage on a principal arterial and within ¼ mile of a transit stop with frequent all-day service as defined by King County Metro Transit;
- E. A solid, 6-foot tall fence shall be provided along all property lines that abut residential zoning districts; and
- F. Submittal of a parking plan acceptable to the City prior to occupancy.
- G. It shall not be located within 5,000 feet of another Enhanced Shelter.