

### **18.43.160 Shelter for the Homeless**

- A. **Purpose.** The purposes of this section are to establish standards to ensure that the development of homeless shelters (shelters) does not adversely impact adjacent parcels or the surrounding neighborhood and that they are developed in a manner which protects the health, safety, and general welfare of the nearby residents and businesses. The following performance standards shall apply to shelters. A use permit is required to establish a shelter that does not meet the location, development, and/or operational standards of this section or that would provide more beds than allowed by this section.
- B. **Location.** A shelter may be established in any "HC" Heavy Commercial District provided that the property boundaries are located more than 500 feet from a residential district, public park, or school and 300 feet from any other shelter (measured from property line to property line) unless it is separated therefrom by a state highway or railroad right-of-way.
- C. **Maximum Number of Beds.** A maximum of 24 beds may be provided.
- D. **Property Development Standards.** The development shall conform to all property-development standards of the "HC" zoning district (Chapter 18.36), as well as Chapters 18.40 (Site and Development Regulations), 18.41 (Off-Street Parking and Loading), 18.42 (Signs), and 18.47 (Landscape Standards), except as may be modified by these standards.
- E. **Management.** At least one facility manager shall be on-site at all hours that the facility is open. Additional support staff shall be provided, as necessary, to ensure that at least one staff member is provided in all segregated sleeping areas, as appropriate.
- F. **Length of Stay.** Temporary shelter shall be available to residents for no more than 180 days in any 12-month period.
- G. **Hours of Operation.** Shelters shall establish and maintain set hours for client intake/discharge, which must be prominently posted on-site.
- H. **On-Site Parking.** On-site parking shall be provided in the ratio of one space for every 6 adult beds, plus one space for each manager/assistant.
- I. **Lighting.** Adequate external lighting shall be provided for security purposes. The lighting shall be stationary, directed away from adjacent properties and public rights-of-way.
- J. **Required Facilities.** Shelters shall provide the following facilities:
  - 1. Indoor client intake/waiting area of at least 100 square feet if client intake is to occur on-site. If an exterior waiting area is provided, it shall be enclosed or screened and designed to prevent queuing in the public right-of-way.

2. Secure areas for personal property.
3. Laundry facilities adequate for the number of residents.
4. Telephone(s) for use by clients.
5. Interior and/or exterior common space for clients to congregate shall be provided on the property at a ratio of not less than 15 square feet per client, with a minimum overall area of 100 square feet. Common space does not include intake areas.

K. **Optional Facilities/Services.** Shelters may provide one or more of the following types of common facilities for the exclusive use of the residents:

1. Central cooking and dining room(s).
2. Recreation room.
3. Counseling center.
4. Child-care facilities.
5. Other support services.

L. **Shelter Provider.** The provider shall demonstrate, to the satisfaction of the Director that they currently operate a shelter within the State of California or have done so within the past two years and shall comply with the following requirements:

1. Staff and services shall be made available to assist residents in obtaining permanent shelter and income.
2. An Operational Plan (Plan) shall be provided for the review and approval of the Director. The approved Plan shall remain active throughout the life of the facility, and all operational requirements covered by the Plan shall be complied with at all times. At a minimum, said Plan shall contain provisions addressing the areas outlined below:
  - a. ***Security and safety***—addressing both on- and off-site needs, including provisions to ensure the security and separation of male and female sleeping areas, as well as any family areas within the facility.
  - b. ***Loitering/trespass/noise control***—with specific measures regarding operational controls to minimize trespass on private property or the congregation of clients in the vicinity of the facility during hours that clients are not allowed on-site and/or services are not provided.

- c. **Management of outdoor areas**—including a system for daily admittance and discharge procedures and monitoring of waiting areas with a goal to minimize negative impacts to adjacent property.
- d. **Staff training programs**—to provide adequate knowledge and skills to assist clients in obtaining permanent shelter.
- e. **Communication and outreach**—with objectives to maintain effective, ongoing communication and response to operational issues which may arise within the neighborhood as may be identified by the general public or City staff.
- f. **Adequate and effective screening**— with the objective of determining admittance eligibility of clients.
- g. **Litter control**—with the objective of providing for the regular daily removal of litter attributable to clients within the vicinity of the facility.

Modifications to the Operational Plan may be requested at any time and shall be subject to the review and written approval of the Director.