



Understanding Temporary Shelters for the Homeless

Thank you for your interest in learning about temporary shelters for the homeless. This handout is intended to provide updated information regarding the possibility of Tent City4 relocating to Woodinville. This information is available on the City of Woodinville website at www.ci.woodinville.wa.us. If you would like to be added to an e-mail distribution list, please e-mail maries@ci.woodinville.wa.us with the words "TC4 Distribution List" in the subject line.

Tent City4 in Woodinville

On August 2, 2004, the Northshore United Church of Christ (NUCC) submitted a Temporary Use Permit (TUP) application seeking the City's approval for a homeless encampment, Tent City4 (TC4) on NUCC property from August 14 to November 12.

The Woodinville City Council, responding to feedback from citizens, has proposed an alternative location for TC4. If the proposed site is accepted and the Council approves an emergency ordinance, TC4 will move for a minimum of 30 days to city-owned property north of Little Bear Creek on 134th Avenue NE, north of 177th Place NE. The site is surrounded by industrial-based businesses and is slated as a future park location.

On Line Resources

Woodinville Municipal Code (<http://www.mrsc.org/codes.aspx>, Select City Codes, Select Woodinville).

Woodinville Zoning Code (<http://www.ci.woodinville.wa.us/regulations/regs-stds.asp>)

City of Bothell, TentCity4, Question & Answer (<http://www.ci.bothell.wa.us/dept/CM/PIO/NewsEvents/FYIS/TentCity.html>)

U.S. Department of Justice, Civil Rights Division, Housing & Enforcement Section, "Religious Land Use and Institutionalized Persons Act" (<http://www.usdoj.gov/crt/housing/rliupaexplain.htm>)

City Email comments@ci.woodinville.wa.us

King County Dept. Community & Human Services (<http://www.metrokc.gov/dchs/>)

Citizens' Advisory Commission on Homeless Encampments (<http://www.metrokc.gov/dchs/CACHE/>)

SHARE/WHEEL Code of Conduct (<http://www.metrokc.gov/dchs/csd/housing/TentCity/CodeofConduct.pdf>)

King County Committee to End Homelessness (<http://www.cehkc.org/>)

City Council Special Meeting

The Woodinville City Council will hold a Special Meeting, in conjunction with the previously advertised Informational Meeting, on Tuesday, August 10 to consider enacting an emergency ordinance to allow the use of the alternative site for TC4. The meeting will take place from 6:30 to 8:30 p.m. in the Woodinville City Hall Council Chambers, 17301 133rd Ave. NE. The Council will take public comment at the meeting.

If passed, the emergency ordinance will allow TC4 to move from St. Brendan's Catholic Church in Bothell to the park site on August 14 for a 30-day period. The 30-day period would allow the City time to process the TUP application, which, if granted would allow TC4 to occupy the site for an additional 60 days. The public may submit written comments for 15 days following the TUP Notice of Application, which is anticipated to appear in the August 16 edition of the Woodinville Weekly.

NOTE: Public comments received at the Special City Council Meeting/Informational Meeting will not be incorporated as an Exhibit for the Hearing Examiner Public Hearing. If you desire to become a party of record for the new TUP permit application, you must wait until after the Notice of Application has been published. Any citizens who submitted written comments on the NUCC TUP (#2004-066) application would need to resubmit comments for the proposed alternative site.

What City permits are required for a temporary shelter for the homeless?

As with many cities, there is no exact permit application process specifically related to temporary shelters for the homeless. It is important to understand that city or county agencies have different application processes for permitting temporary homeless shelters.

The City of Woodinville has identified the Temporary Use Permit (TUP) application as our means to review the Tent City4 project. The City Council will consider an emergency ordinance August 10 to allow TC4 to set up for 30 days while the TUP process commences.

On August 2, NUCC filed the original TUP application for siting TC4 on its property. If SHARE/WHEEL accepts the alternative site, the group would need to file a new TUP application, prompting a new permit process. The original TUP application could then be withdrawn.

A TUP allows a (land) "use of limited duration and/or frequency, or to allow multiple related events over a specified period." The permit process associated with a TUP includes internal review by various city departments and the Fire District. This review provides for the identification of permit conditions to ensure the safe **temporary use** of the property.

The City's zoning code defines a temporary shelter as a "dormitory set up by an institution or nonprofit agency for the protection of homeless people on a temporary basis." The City's Zoning Code is available on line at <http://www.ci.woodinville.wa.us/regulations/regs-stds.asp>.

How can the public comment on the permit application?

If SHARE/WHEEL submits a TUP application for the alternative site, there will be official public comment opportunities for this project. The City will issue a public Notice of Application (NOA) regarding the TC4 TUP application and a Notice of Public Hearing. The NOA will be published in the Woodinville Weekly, on the City's website (<http://www.ci.woodinville.wa.us/events/legal-notices.asp>) and mailed to **property owners** within 500 feet of the site. A 15-day public comment period will commence following the NOA.

NOTE: Any citizens who submitted written comments on the NUCC TUP (#2004-066) application would need to resubmit comments for the proposed alternative site.

How long will the permit process take?

It is the City's responsibility to give due process to any permit application. Permit review takes time and that time is extended when a public hearing is involved. Ideally the City desires advanced application prior to a new land use or construction in order to review the permit application in accordance with city codes and regulations.

The emergency ordinance would allow TC4 to locate on the park site for 30 days while the City conducts the TUP process.

If NUCC moves forward with its original plans to site TC4 on its property prior to permit issuance, the City will uphold its TUP process while working with NUCC to establish public safety and sanitation standards until the review process is complete. Should this occur, the City's policy regarding appropriate enforcement action will be determined.

In general terms, the review of the Tent City4 TUP application will involve the following steps:

- *Internal review by the Community Development, Public Works, Building, Parks & Recreation, Code Enforcement, Police and Fire Departments*
- *Internal review in accordance with city codes and requirements.*
- *Notice of Application Process and Public Hearing published*
- *Planning Director Report forwarded to Hearing Examiner*
- *Hearing Examiner Public Hearing*
 - *Public comment opportunity provided at Public Hearing*
- *Hearing Examiner Decision*

What conditions will the City impose on the Tent City4 TUP?

Following internal review, the Planning Director will forward recommended conditions to the Hearing Examiner. These recommended permit conditions will be based upon Zoning Code criteria and public comment received following issuance of the Notice of Application. It's important to understand that some citizen-recommended conditions may not be contained in the final TUP.

The Hearing Examiner may approve the application imposing additional conditions or deny the permit. Should the permit be approved, the final conditions will be contained in the Hearing Examiner's decision.

Community Concerns

The City appreciates citizens taking the time to contact us to understand more about temporary homeless encampments and the possibility that Tent City4 will be located in Woodinville. Below are frequently asked questions and concerns (not listed in any order).

Q: What presence will the police have at the site?

A: The City contracts with the King County Sheriff's Office (KCSO) for police services. The City has 8 dedicated officers including a Chief of Police and Sergeant of Operations. Woodinville city and KCSO law enforcement officials have been involved in this issue since King County announced it was considering relocating TC4 to the Brickyard transit property in Kirkland, WA.

All citizens are afforded the same privacy protection. The City's goal is to ensure public safety for all of our citizens. Our police and code enforcement staff have been in contact with Bothell and other jurisdictions regarding tent city activities and issues. In addition, several visits to TC4 at St. Brendan's Church in Bothell have been made to meet the residents.

Should TC4 locate to NUCC or the park property, we pledge to continue relationship building with the church, TC4, surrounding neighbors and business owners as TC4 residents transition from Bothell to Woodinville. We further pledge city resources to properly monitor and respond to issues. Police officers will conduct routine checks, conduct investigations when warranted and make arrests of those found to be in violation of criminal laws.

As with all previous tent cities, TC4 pledges to self-police and self-manage its residents in accordance with its Code of Conduct that prohibits alcohol, drugs, weapons, fighting, abuse of any kind, littering or disturbing neighbors. All residents must sign an agreement to abide by this code of conduct and failure to do so can be cause for immediate expulsion. Residents form an Executive Committee that is responsible for site security, resident identification and donations management. One member of the Executive Committee is on duty, awake and available 24 hours per day.

A condition of the Special Conditional Use Permit issued to TC4 by the City of Bothell requires that current and incoming residents are required provide "verifiable identification" (driver's license, military/government identification). S/W seeks criminal warrant checks from the King County Sheriff's Office (KCSO). In addition, names are checked with the KCSO's current registered sex offender list. These do not constitute a full criminal history check.

The Woodinville Police is recommending the same or similar condition to be placed on the TUP should TC4 locate to Woodinville.

Q: Is public transportation sufficient to services Tent City residents?

A: TC4 residents receive 2 bus tickets each day. A Metro bus stop is located .4 miles to the Southeast and the Woodinville Park and Ride is located .6 miles to the Southeast from the proposed park site.

Q: How will residents receive social service assistance?

A: The City funds several human services listed on our website at <http://www.ci.woodinville.wa.us/government/human-services.asp>. Each provider has received information about TC4 coming to Woodinville. TC4 residents will receive a list of our providers and other agencies located at the Family Resource Center, 16225 NE 87th Street, Redmond.

Q: Will there be an increase in crime?

A: Data obtained from other cities that have had Tent City sites do not report an increase in crime nor have there been crimes committed against neighbors, children or students. The City will monitor police, fire and

medical assistance requests should a temporary homeless encampment be located in Woodinville.

Q: What measures are proposed to ensure protection of public health and safety of local neighbors as well as temporary residents of any proposed Tent City?

A: Public Health Seattle-King County provides environmental health-related services to tent cities in order to promote a safe and healthy living environment for the residents of tent city and the surrounding neighborhoods. They provide on site visits to discuss the maintenance and operations of toilet facilities, garbage control, obtaining potable water, hand washing and safe food handling practices. They visit each tent city as it is established and monitor the situation at each site. Public Health nurses with the Health Care for the Homeless Network provide on site visits, first aid kits, resource information and work to help Tent City residents link to community health care services.

Q: What measures are proposed to handle refuse and human waste on proposed sites?

A: A dumpster is on site for the handling of refuse and it is regularly collected. Residents are forbidden to litter the camp or the surrounding neighborhood and regular patrols of tent city residents monitor the streets and sidewalks to ensure they are kept clean. Many previous neighbors have commented on the cleanliness of their streets during the tenure of a tent city, due to these regular patrols. SHARE/WHEEL provides portable toilets sufficient to the needs of up to 100 residents, which are regularly maintained. Hand washing stations are available adjacent to these toilets. Public Health staff monitor these conditions as noted above.

Q: Will open fires be allowed? Will fire prevention equipment be available on site?

A: According to SHARE/WHEEL, no open fires are allowed at a Tent City site. Fire extinguishers are on site and posted according to the directives of the local fire departments. Local fire departments are welcome to visit Tent City at any time.

Q: What's King County doing about homelessness in the region?

A: Several regional groups are working to create long-term solutions to the problem of homelessness and many of them have come together to form the Committee to End Homelessness - a partnership of King County, United Way of King County, the Church Council of Greater Seattle, the City of Seattle, the Seattle-King County Coalition for the Homeless, Eastside and North Urban Human Service Alliances, and the South King County Council of Human Services. They have been charged with developing a plan to end homelessness in King County within ten years. Their plan will be ready for community and government review and comment this fall. Other efforts are also underway. Contact King County Department of Community and Human Services at 206-205-1324.

In addition, the City of Woodinville is a member of the award-winning A Regional Coalition for Housing. Through its Housing Trust Fund investments in ARCH, Woodinville has invested in transitional housing projects. ARCH is also active in the Committee to End Homelessness.

Contact Information

To learn more, we encourage you to directly contact NUCC, SHARE/WHEEL or King County Department of Community and Human Services (KCDCHS):

Reverend Paul Forman
Northshore United Church of Christ
18900 – 186th Avenue NE, Woodinville, WA 98072
425-483-6557

Scott Morrow
SHARE/WHEEL
PO Box 2548, Seattle, WA 98111
206-448-7889

Sherry Hamilton, Communications Manager
King County Department of Community and Human Services
Exchange Building, 821 Second Street, Ste 600, Seattle, WA 98104-1598
206-205-1324

Marie Stake, Communications Coordinator
City of Woodinville
425-877-2267
Citizen Information Line at 425-877-2269
Email (comments@ci.woodinville.wa.us)

Who is SHARE/WHEEL?

SHARE/WHEEL, is the combined advocacy efforts of the Seattle-Housing and Resource Effort (SHARE) and the Women's Housing Equality and Enhancement League (WHEEL). They have operated tent cities in the City of Seattle and other local cities in cooperation with the faith-based community.

Tent City3 is located at St. Mark's Episcopal Cathedral, 1245 Tent Avenue East, Seattle, WA

Attachments:

SHARE/WHEEL Code of Conduct
May 21, 2004 Seattle Times Article
Public Health-Seattle & King County "Support Services for Tent Cities 3 & 4"
Homeless facts
King County siting
CACHE Homepage