

HERMISTON CITY COUNCIL

Work Session

June 8, 2020

Mayor Drotzmann called the work session meeting to order at 6:00pm. Present were Councilors Hardin, Gutierrez, Smith, Myers, Primmer, Davis, and Barron. Staff members in attendance were City Manager Byron Smith, City Attorney Gary Luisi, Chief Edmiston, Finance Director Mark Krawczyk, Planning Director Clint Spencer, Court Manager Mollie Croisan (via phone), Zoning Clerk Heather La Beau, and City Recorder Lilly Alarcon-Strong.

Temporary Emergency Shelter

Planning Director Clint Spencer presented the Council with a PowerPoint presentation (attached) regarding Temporary Emergency Shelter not to be mistaken for a Homeless Shelter, to include information regarding: potential shelter locations and conflicts; public hearing process; design standards; fencing; organization's allowed to operate a shelter; restrooms and showers; health and safety standards to include drugs, alcohol and weapons on the property, as well as established rules for guests; parking; personal storage areas for guests to store items; pet area; lighting; occupancy limits; times guests are allowed on the property; inspection, modification and revoking the condition use permit if property to be found in non-compliance.

Stepping Stones President Cathy Lloyd gave information and answered questions from the Council regarding Stepping Stones, a proposed homeless shelter project being modeled after another homeless shelter in Walla Walla called the Walla Walla Alliance for the Homeless and would be located on property adjacent to the Agape House off Harper Road. The property would house 25 small Conestoga Huts that would provide shelter to individuals or couples.

Mrs. Lloyd stated they do plan to have showers and bathrooms on site, however, due to the significant financial costs of these items, they would like to have porta potties and allow guest to use the showers that Agape House has available until they are able to have the funding for a permanent structure. Mrs. Lloyd asked that the Council consider allowing Stepping Stones to open and allow a certain time frame for the bathroom and shower structure to be built. Stepping Stones would also like to construct a common area(s) for guests to eat, gather and be able to have access to computers.

Mrs. Lloyd stated they would like to have individual storage units for guests to leave their personal items in during the day so they do not have to carry those items with them wherever they go. Vehicles would be allowed on site, but not permanently, and guests would not be able to sleep in their vehicles.

There would be no drugs, alcohol or weapons allowed on the property. Stepping Stones would hire a night time security guard and a part-time Site/Connection's Manager who would check in with guests to make sure they are following through with their self-improvement goals as Stepping Stones is not intended to be permanent housing; instead, it is intended to provide immediate housing, whether short-term or long-term, while guests works to better themselves by: finding work if they aren't already working, attending counseling or rehab, furthering their education or other skills, or volunteering, and then are able to obtain permanent housing. It's a hand-up, not a hand-out. Atkinson Staffing will be taking care of staffing and volunteers needed to keep the property staffed.

City Manager Smith stated he has spoken with Walla-Walla's Deputy City Manager and is encouraging the Council to take a tour of the property.

Mayor Drotzmann adjourned the work session at 7:01pm and stated the City Council would take a short break and convene the regular City Council meeting at 7:07pm.



TEMPORARY EMERGENCY SHELTER ZONING

June 8, 2020



Temporary Emergency Shelter

- Chose to define the “Stepping Stones” proposal as a temporary emergency shelter
- When a use is put into the code city must consider all potential uses
- Stepping Stones proposal specifically targets homelessness but future similar uses may include other emergency shelter uses



Temporary Emergency Shelter

- Proposal puts shelters into the city's light industrial zone
- Light industrial zoning puts shelters further from residential neighborhoods to minimize resident conflicts but increases the likelihood that industrial uses may create different conflicts



Temporary Emergency Shelter

- Shelter is inserted into the conditional use list of the M-1 zone
- Conditional uses require a public hearing and planning commission review before being permitted
 - Increases citizen participation
 - Increases oversight



Temporary Emergency Shelter

- Specific design standards written into code
 - Creates concrete rules that are applied consistently to all proposed shelters
 - All shelters can understand baseline costs when developing proposals and pursuing funding



Design Standards

- A temporary emergency shelter shall be designed as a central community building for the provision of services to the residents and a series of detached shelters providing overnight accommodations for the residents. Staff facilities, offices, food storage, etc., shall be within the central community building.



Design Standards

- The portion of the development site containing the community building and temporary emergency shelters shall be enclosed with an eight-foot chain-link fence equipped with sight obscuring slats. The operator shall be responsible for its permanent maintenance.
 - *Fencing can be six feet or any other height*



Design Standards

- Facility shall be sited on property owned by a registered non-profit agency or a local, county, state, or federal government agency. A qualifying non-profit agency shall be defined as a 501c(3) organization registered with the US Internal Revenue Service (IRS) and considered active by the IRS during the current tax year.



Design Standards

- Facility shall be considered an accessory use to existing permitted industrial uses on the property. A temporary emergency shelter is not a residential use under the definitions of ORS 197.303. In the event no permitted uses are occurring or the property is otherwise vacant, the use shall not be allowed.



Design Standards

- Facility shall be located at least 1,000 feet from any public or private elementary, junior high, or high school, and at least 1,000 feet from another temporary emergency shelter, as measured from closest property line to closest property line.



Design Standards

- Facility shall contain at least one community building containing shower facilities and permanent restrooms. Showers shall be provided at a ratio of one shower for every ten (10) shelters. Toilets shall be provided at a ratio of one toilet for every eight (8) shelters.



Design Standards

- Individual shelter units shall not be serviced with water, sewer, or electrical service. All facilities for the health and wellness of residents shall be furnished within the community building.



Design Standards

- All temporary shelter units shall be removed within 60 days of the termination of operations of the primary permitted use. The community building may remain at the property owner's discretion. In the event the shelter ceases operations, all shelter units shall be removed within 60 days of the termination of operations.



Design Standards

- Due to the transitory nature of residents and staff in the temporary emergency shelter, parking spaces designed and constructed in compliance with the standards of §157.175 through §157.179 of this chapter are not required and gravel parking may be utilized. However, no portion of any parking area nor any other portion of the property may be used for the storage of vehicles in excess of 24 hours.



Design Standards

- A fenced pet area of at least 200 square feet shall be provided. Pet waste must be contained within this area and deposited in an appropriate receptacle.
- Each temporary emergency shelter unit shall be provided with a lockable, external storage unit for the overnight, secure storage of resident possessions.



Design Standards

- Drugs and alcohol, with the exception of prescription medications accompanied by a doctor's prescription, shall not be allowed at any location on the premises.
 - The operator shall initiate random spot checks for drugs and alcohol at regular intervals.
 - In the event drugs or alcohol are found on the premises, any resident found in possession shall be removed from the property and a report shall be made to the Police Department.
- *Recommend amending to eliminate third bullet point and only spot checks are required*



Design Standards

- Temporary emergency shelter units shall be subject to all applicable building code requirements. A battery-operated smoke detector shall be provided in each unit. Each unit shall have at least one door and one emergency egress window.
- Outdoor lighting shall be provided. Lighting shall be oriented to prevent direct illumination onto abutting property.



Design Standards

- Occupancy of the facility shall be limited to no more than 60 persons, including staff, per night. Total shelters on-site shall be limited to no more than 45 shelters. Occupancy of each shelter shall be no more than two persons.
- Facility shall be used for the sheltering of residents from half an hour before dusk each night until 8:30 am the following day.



Design Standards

- All residents shall vacate the facility each day no later than 8:30 am. The hours between resident vacation and resident admission shall be used for site maintenance and cleaning.



Design Standards

- All temporary emergency shelters shall be subject to an annual review by the planning commission subject to the standards for a conditional use permit in §157.205 through §157.210 of this chapter. The annual review shall be subject to the public hearing requirements in §157.229 of this chapter. The planning commission may modify conditions of approval or revoke a conditional use permit for a temporary emergency shelter upon finding that the operator has not met the conditional use permit standards in §157.208 of this chapter.



Design Standards

- Any operator of a temporary emergency shelter shall notify the city manager in writing at least 30 days prior to termination of operations. The notice of termination shall include the projected final date of operation and establish a schedule for removal of all shelters.

