



Planning Commission

Agenda

Study Session

April 23, 2018

Noon

Lausmann Annex, Room 151
200 South Ivy Street, Medford, Oregon

10. Introductions
20. Discussion items
 - 20.1 **DCA-17-062** Cooling / Warming Shelters
 - 20.2 **DCA-17-109** Transitional Housing Villages
30. Adjournment

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SIMIMEMORANDUM

Subject Cooling/Warming Shelters
File no. DCA-17-062
To Planning Commission *for April 23, 2018 study session*
From Kyle Kearns, Planner II – Long Range Division
Date April 19, 2018

DIRECTION SOUGHT

Staff have identified three options for this code amendment and request that Commission express its preference:

1. Continue drafting code language, have a study session with Planning Commission and Housing and Community Development Commission, and proceed towards Planning Commission and City Council hearings; or
2. Similar timeline to option 1, but includes another City Council study session prior to hearings; or
3. Cease work on DCA-17-062

OVERVIEW

Staff, per Council’s direction from September 18, 2017, separated cooling/warming shelters from transitional housing into its own code amendment (Exhibit A). As proposed, DCA-17-062 would allow for cooling/warming shelters as a permitted use in most commercial and industrial zones, as a prohibited use in the C-N zone, and as an accessory use to institutional uses in residential zones (must be a part of a church, non-profit, government use, etc.). Staff has also proposed special standards of review that would require an applicant to provide an operations plan, allowance for weather based shelters, a cooling/warming shelter permit, that they be in structures, and that certain safety and security standards be met.

BACKGROUND

Oregon has an estimated 13,953 homeless people, 60.5 percent of whom are unsheltered (second-highest after California). Recent counts of the homeless population, performed by the Rogue Valley’s Continuum of Care organization (Jackson County Homeless Task Force), show an increase from 2016 to 2017 of 106 people (527 to 633); 264 of the 633 homeless individuals were reported as unsheltered, the others residing in a shelter. It is speculated however that this number is far larger as the

Jackson County Board of Education identifies 2,300 children who are homeless.¹ Cooling/warming shelters are one approach to temporarily house homeless individuals and families—particularly during weather events that increase the risks of serious health conditions, and even death.

A local example of a cooling/warming shelter is the Kelly Warming Shelter, which has now operated through the winters of 2018 and 2017. Such land uses are not directly addressed in the Medford Land Development Code (MLDC); as such, cooling/warming shelters lacked a defined, prescriptive process for ensuring compatible land use, zoning, and design standards. Staff was directed to draft language regarding cooling/warming shelters due to complications with permitting and regulating the Kelly Shelter during its first year of operation. Regulatory oversight and operation of the shelter greatly improved in its second year of operations. One highlight of that success is that there was a drop in emergency service calls from 119 in 2017, to 26 in 2018.² For a local report on the Kelly Shelter, see Exhibit B from the Mail Tribune.

Staff has presented draft language for cooling/warming shelters in several public forums, including:

- August 31, 2017 at City Council study session.
- September 11, 2017 at a Planning Commission study session
- September 18, 2017 at a joint Planning Commission and City Council study session
- October 4, 2017 at the Housing and Community Development Commission (HCDC) meeting (follow-up discussion on December 6, 2017).
- March 29, 2018 discussed briefly at a joint Planning Commission and City Council study session
- April 23, 2018 Planning Commission study session

Staff provided a survey to each Commissioner and Councilor at the meetings to solicit feedback regarding the then-combined code amendment on cooling/warming shelters and transitional housing. The feedback of the eight Councilors, nine Planning Commissioners, and nine HCDC Commissioners regarding cooling/warming shelters consisted of 14 surveys, some complete, others partially completed, and one Commissioner providing feedback via email. Fifteen (15) of the 26 Commissioners/Councilors responded. Below is a summary of the feedback received since the fall of 2017 and staff's responses.

CODE AMENDMENT FEEDBACK AND STAFF RESPONSES

Staff has prepared an updated code amendment (Exhibit A) regarding Councilor and Commissioner feedback addressing many of the concerns, which are summarized below.

City Council Study Session Aug. 31, 2017

Direction from Aug. 31	Staff Response
Code language expands past ORS 446.265	Cooling/warming shelters was a separate direction given to staff outside of transitional housing and ORS 446.265.
Allow for cooling/warming shelters to operate based on weather events.	Incorporated into draft, Section 10.819A (D)(2)(b)(ii)
Similar operational requirements for cooling/warming shelters as are used with Hope Village.	There is a requirement for an operations plan (Section 10.819A D.(1)), a property owner agreement (Section 10.819A D.(5)(a)), and provisions for revocation of a shelter’s permits (Section 10.819A D. (5)).
Remove tents and yurts from cooling/warming shelters.	Removed from draft. Would advocate for inclusion if directed by Council or Commissions.
Add standards preventing concentrations of cooling/warming shelters.	Provisions to separate shelters by 500’ have been added for some relief. Staff does not recommend additional standards regarding distancing/concentration. These particular uses are limited largely to commercial zones and areas with institutional uses, which are themselves concentrated.
Outright permitted uses not desired.	Given the temporary nature of the use, staff did not propose a conditional use permit for cooling/warming shelters. Rather staff made them an accessory use to institutional uses, which are conditionally permitted in residential zones. They are conditionally permitted in the C-N, C-S/P, and Industrial zones, permitted outright in every other zone (C-C, C-R, C-H). Staff is proposing cooling/warming shelters be exempt from the conditional use permit process, in any form.

Planning Commission Study Session Sep. 11, 2017

Staff has omitted items that were discussed on August, 31 with City Council.

Direction from Sep. 11	Staff Response
Continuous operations for cooling/warming shelters makes more sense.	Removed language requiring that cooling/warming shelters not be permitted in the same location for more than two years. Language regarding time extensions be finalized with Legal, Fire, and Building.
Tents and yurts may make sense for cooling/warming shelters, but not transitional housing.	Allowances for “tents and yurts” have been removed from the proposed code. Building code may allow for yurts/tents currently.
Stronger consideration for monitoring policies.	This direction is largely outside the scope of the Land Development Code and would further add restriction to an already restrictive code language that includes an operations plan (Section 10.819A (D)(1))and a safety and security plan (Section 10.819A (D)(4)). Additionally, staff is proposing that shelter’s report to the Housing and Community Development Commission after operations have commenced following Section 10.819A (D)(3)

Planning Commission and City Council Joint Study Session Sep. 18, 2017

Staff has omitted items that were discussed in the previous two study sessions.

Direction from Sep. 18	Staff Response
Separate cooling/warming shelters into own project, not included with transitional housing discussion/code amendment.	Completed.
Consideration should be given for case by case developments.	Staff has proposed regulations that require each organization to consider operations, site design and safety and security (see above). Additionally, staff has proposed cooling/warming shelters be a Class D (Administrative Decision) land use action with notice (Section 10.819A (C)).

Survey Summary from all of the Commissioners/Councilors

Staff has omitted items that were discussed in the previous three study sessions. Of the 12 survey responses provided, the majority of the responses supported the proposed language regarding cooling/warming shelters. Full results of the survey are found in Exhibit C.

Direction from Survey	Staff Response
Create standards for revocation of permits	Staff has created Section 10.819A (D)(5) to address this issue.

CODE LANGUAGE OVERVIEW (SECTION 10.819A)

Cooling/ warming shelters are intended to provide short-term relief from the elements for the City’s homeless or those who are without adequate shelter during extreme weather events, they are not intended to be housing. Within DCA-17-062 there are two new proposed uses, emergency shelter and then cooling/warming shelter.

The distinction between an emergency shelter and a cooling/warming shelter is that, per the proposed code, cooling/warming shelters are only permitted for a total of 90 calendar days or based on weather events and typically are an accessory use to a primary use or as a primary use within a vacant commercial building. This enables cooling/warming shelters to be temporary in nature and to provide immediate relief to the homeless. Whereas emergency shelters are a permitted permanent, use by right, in most commercial districts, with no time restrictions.

Additionally staff has incorporated language that:

- requires submittal of an operations plan – Section 10.819A (D)(1)
- requires submittal of a safety and security plan – Section 10.819A (D)(4)
- that there be oversight of the shelter – Section 10.819A (D)(1)(a-c)
- cooling/warming shelters follow procedural requirements of a Class D (Administrative) land use action – Section 10.819A (C)
- requires that cooling/warming shelters report on certain items upon completion of an operational period for cooling/warming shelter – Section 10.819A (D)(3)
- requires site design requirements such as lighting of surrounding areas, no blocking of right-of-way, ADA requirements, and others – Section 10.819A (D)(1)

EXHIBITS

A Proposed Text DCA-17-062

B Mail Tribune Article

C Summary of Councilor and Commissioner Survey Responses

¹ Julie Akins for the Mail Tribune. "Trying to Get a Handle on Homelessness." MailTribune.com, MailTribune.com, 1 Feb. 2017, www.mailtribune.com/news/20170131/trying-to-get-handle-on-homelessness.

² Mann, Damian. "Kelly Shelter Complaints Drop Dramatically after Strict Rules, Busing Put in Place." Mail Tribune , 18 Mar. 2018

Exhibit A

Proposed Text DCA-17-062

~~Deleted Text~~ New Text

SPECIAL USE REGULATIONS (10.811 - 10.839)

- 10.811 Nursery Schools, Day or Child Care (Centers) Facilities
- 10.813 Agricultural Services and Animal Services
- 10.814 Animal Hospitals and Veterinary Clinics
- 10.815 Cemetery, Crematory, Mausoleum, Columbarium
- 10.816 Churches, Hospitals, or Other Religious or Charitable Institutions
 in an Residential District
- 10.817 Community Buildings, Social Halls, Lodges, Fraternal
 Organizations, and Clubs in an Residential District
- 10.819A Cooling/Warming Shelters
- 10.820 Two Single-Family Residences in Lieu of Duplex
- 10.821 Accessory Dwelling Unit (ADU)
- 10.822 Permitted Uses in All Industrial Zones
- 10.823 Small Food Vendors
- 10.824 Wireless Communication Facilities
- 10.826 Single-Family Dwelling in Multiple-Family Residential Zones
- 10.827 Mines, Quarries, Gravel Pits
- 10.828 Bed and Breakfast Service
- 10.830 Public Utility Service Facilities
- 10.831 Outdoor Storage, Display and Sales of Merchandise; Permit Required
- 10.832 Garage Sales and Yard Sales
- 10.833 Restaurants - Outdoor Eating Areas
- 10.834A Craft Alcohol Production
- 10.835 Residence for Caretaker or Watchman
- 10.836 Residential Facility
- 10.837 Dwelling Units in Commercial Districts
- 10.838 Accessory Uses in Group (Congregate) Living Facilities
- 10.839 Marijuana-Related Businesses

ARTICLE I - GENERAL PROVISIONS

* * *

10.012 Definitions, Specific.

When used in this chapter, the following terms shall have the meanings as herein ascribed:

* * *

ADA. Americans with Disabilities Act.

* * *

Cooling/Warming Shelter. A temporary shelter within a structure meant to provide relief from extreme weather conditions for individuals or families who are homeless or in need of relief due to substandard living conditions.

* * *

Emergency Shelter. Any facility, the primary purpose of which is to provide a temporary or transitional shelter for the homeless in general or for specific populations of the homeless and which may not require occupants to sign leases or occupancy agreements.

* * *

Homeless. Individual(s) or families who are experiencing one or more of the following living conditions:

- (1) Living in a place not meant for human habitation, in an emergency shelter, in transitional housing, or are exiting an institution where they temporarily resided;
- (2) Losing their primary nighttime residence, which may include hotels/motels or a doubled up situation (sleeping in a residence as a temporary guest), within 14 days and lack the resources or support networks to remain in housing;
- (3) Families with children or unaccompanied youth who are unstably housed and likely to continue that way;
- (4) Attempting to flee domestic violence, have no other residence, and lack the resources or support networks to obtain permanent housing.
- (5) For the purpose of cooling/warming shelters this may include families or individuals at risk to exposure of extreme weather conditions.

Homeless Shelter. See Emergency Shelter.

* * *

HUD. US Department of Housing and Urban Development. * * *

Poverty. A living condition in which families or individuals have an income at or below

30% of the area median income (AMI) as defined and maintained by HUD.

* * *

Transitional housing. A programmatic housing development that is run by a qualified organization to transition tenants from homelessness to permanent housing in a time period of 24 months or less. Tenants of transitional housing must be homeless and shall enter into a lease and/or occupancy agreement that outlines the programs for transitioning to permanent housing and the standards that one must adhere to for residency.

* * *

Sleeping unit. A room, space, or structure intended for occupancy in which people sleep that can also include permanent provisions for living, eating, and either sanitation or kitchen facilities but not both.

* * *

ARTICLE III - ZONING DISTRICTS

10.314 Permitted Uses in Residential Land Use Classification.

* * *	SFR 00	SFR 2	SFR 4	SFR 6	SFR 10	MFR 15	MFR 20	MFR 30	Special Use or Other Code Section(s)
PERMITTED USES IN RESIDENTIAL ZONING DISTRICTS									
6. NONRESIDENTIAL SPECIAL USES									
(a) Bed and Breakfast Inn	X	X	Cs	Cs	Cs	Ps	Ps	Ps	10.828
(b) Child Day Care Center	Cs	Cs	Cs	Cs	Cs	Cs	Cs	Cs	10.811
(c) Institutional Uses	Cs	Cs	Cs	Cs	Cs	Cs	Cs	Cs	10.815-817
(c)(i) Cooling/Warming Shelters accessory to Institutional Uses 10.314 6 (c)	Cs	Cs	Ps	Ps	Ps	Ps	Ps	Ps	10.816-817 & 10.819A

* * *

10.337 Uses Permitted in Commercial and Industrial Zoning Districts.

* * *

SIC USE ZONING DISTRICT

O. USES NOT CLASSIFIED. This major group includes uses not covered in the Standard Industrial Classification (SIC) Manual, 1987 Edition.

* * *

		C-S/P	C-N	C-C	C-R	C-H	I-L	I-G	I-H
004	Cooling/Warming Shelter	Ps	X	Ps	Ps	Ps	Ps	Ps	Ps

See section 10.839 for special use regulations on marijuana-related businesses.
 See Section 10.819A for special use regulations for Cooling/Warming Shelters.

* * *

83 SOCIAL SERVICES. This major group includes establishments providing social services and rehabilitation services to those persons with social or personal problems requiring special services and to the handicapped and disadvantaged.

		C-S/P	C-N	C-C	C-R	C-H	I-L	I-G	I-H
832	Individual and Family Social Services	P	P	P	P	P	X	X	X
8322	Emergency Shelters	P	P	P	P	P	C	C	C
833	Job Training and Vocational Rehabilitation Services	P	P	P	P	P	P	P	X
835	Child Day Care Services	Ps	Ps	Ps	Ps	Ps	Ps	X	X
836	Residential Care (All kinds, including those with over 15 residents)	P	X	P	P	P	X	X	X
839	Social Services, nec	P	P	P	P	P	X	X	X

The special use reference for child day care services corresponds with section 10.811.

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OFF-STREET PARKING AND LOADING REQUIREMENTS. (10.741 - 10.751)

* * *

Table 10.743-1 – City of Medford Minimum and Maximum Parking Standards			
Land Use Category	Parking Standards are based on number of spaces per 1,000 Square Feet of Gross Floor Area (unless otherwise noted)		
	Minimum Number of Required Parking Spaces		Maximum Permitted Parking Spaces
	Central Business District C-B Overlay <i>(outside of Downtown Parking District)**</i>	All Other Zones	All Zones
Cooling/ Warming Shelter*	1 space per 30.0 resident beds, plus 1.0 space per employee on the largest shift	1 space per 25.0 resident beds, plus 1.0 space per employee on the largest shift	1 space per 20.0 resident beds, plus 1.0 space per employee on the largest shift
Emergency Shelter	1 space per 30.0 resident beds, plus 1.0 space per employee on the largest shift	1 space per 25.0 resident beds, plus 1.0 space per employee on the largest shift	1 space per 20.0 resident beds, plus 1.0 space per employee on the largest shift

* A single asterisk indicates that minimum parking standards may be exempt for a particular use, by the approving authority, if adequate parking can be demonstrated to already exist.

**The Downtown Parking District is bound by Fourth Street on the north, Tenth Street on the south, Bear Creek on east, and the railroad right-of-way on the west.

* * *

SPECIAL USE REGULATIONS. (10.811 - 10.839)

* * *

10.816 Churches, Hospitals, or Other Religious or Charitable Institutions in a Residential District

(1) In any residentially zoned district, hospitals or other religious or charitable institutions, excepting churches, shall be located on a designated arterial or collector street. Side and rear yard setbacks shall be a minimum of thirty (30) feet and landscaped as required to buffer adjacent properties.

(2) In the C-S/P zone, with conditional use approval, overnight parking for travel trailers, campers and similar vehicles for use by patients and families of patients at a hospital, may be

allowed as an accessory use to a hospital, subject to the following standards:

(a) A minimum twenty (20) foot setback to the paved parking and maneuvering area for the spaces shall be provided along all lot lines, including the front lot line, and sufficiently landscaped so as to avoid adverse impacts on adjacent properties.

(b) Each of the spaces may be provided full hookups for power, water, and sanitary sewer.

(3) Churches located within the residential district shall be subject to the following standards:

(a) All buildings shall be set back a minimum of thirty (30) feet from the side and rear property lines. All setbacks shall be landscaped as required to buffer adjacent properties.

b) Located on a standard residential street, collector or arterial street. (4) Cooling/Warming shelters may be permitted as an accessory use to all churches, hospitals, religious, or charitable institutions as permitted per section 10.314 (6)(c)(i). When in commercial zones the standards of Section 10.816 need not apply.

(5) Cooling/Warming shelters shall be exempt from the requirements of 10.250 Modifications and Expiration of a Conditional Use Permit.

10.817 Community Buildings, Social Halls, Lodges, Fraternal Organizations, and Clubs in a Residential District.

(1) All buildings shall be set back a minimum of thirty (30) feet from the side and rear property lines. All setbacks shall be landscaped as required to buffer adjacent properties.

(2) There shall be no external signage, advertising or other evidence of any incidental commercial activities taking place within the building.

(3) All such uses, except Public Parks Recreation and Leisure Facilities and Services and appurtenant buildings and structures, shall be located on an arterial or collector street and be able to provide access without causing traffic congestion on local residential streets, and any such use shall prove that there will be no harm to adjacent existing or potential residential development due to excessive traffic generation, noise, or other circumstances.

(4) Cooling/Warming shelters may be permitted as an accessory use to all community buildings, social halls, lodges, fraternal organizations, and clubs as permitted per Section

10.314 (6)(c)(i). When in commercial zones the standards of Section 10.817 need not apply.

(5) Cooling/Warming shelters shall be exempt from the requirements of 10.250 Modifications and Expiration of a Conditional Use Permit.

* * *

10.819A Cooling/Warming Shelters

A. Purpose and Intent.

This section establishes standards for the use, development, and overall impact of cooling/warming shelters. Cooling/warming shelters provide temporary relief for homeless individuals and families, as well as those without adequate protection during times of extreme weather. It is the intent of these standards to ensure that any conflicts, perceived or actual, with cooling/warming shelters and the surrounding land uses are mitigated through the special regulations set forth. These regulations will create standards that pertain to the land use, public safety, operations, and the development of cooling/warming shelters.

B. Definitions Pertaining to Cooling/Warming Shelters

The following definitions shall only be applied, as defined in this subsection, to cooling/warming shelters. If used otherwise in Chapter 10 refer to Section 10.012 Definitions, Specific.

(1) Access Point: The main point of entry and exit for a cooling/warming shelter where tenants, visitors, and other persons must sign in and out to maintain security within a warming shelter.

(2) Operator: The organization in charge of daily operations of a cooling/warming shelter. The operator shall be a civic, non-profit, public, religious, or membership based organization and shall be the applicant for the land use review of a cooling/warming shelter.

(3) Operational Period: An operator's established days of operations may not exceed 90 calendar days, unless otherwise granted by 10.819A (D)(2)(c). An operational period may either be an established time frame or based on local weather events as determined by the operator's operations plan and approved by the approving authority.

(4) Operations Plan: The guiding document for an operator to use in determining the rules, methods, and standards tenants must abide by in a cooling/warming shelter.

(5) Safety and Security Plan. A subsection of a cooling/warming shelter's operations plan that establishes the various safety and security procedures for daily operations and potential emergencies.

(6) Sleeping Area(s): Designated space(s) within a cooling/warming shelter intended for sleeping that shall not include common areas, the access point, bathrooms, hallways, public

right-of-way, kitchens, or any other space not intended for the sleeping of tenants.

C. Cooling/Warming Shelter Permit Requirements

All cooling/warming shelters, except when permitted as a conditional use permit, shall adhere to the following permitting standards.

(1) An operator must apply for a Cooling/Warming Shelter permit with the Planning Department. The application shall include any required filing fee and the information required on the form.

(2) Permit applications are subject to the routing and notification procedures for Class D plan authorizations. The approving authority shall base its decision on the applicant's compliance with the standards of 10.819A and all other applicable codes as they pertain to the use of cooling/warming shelters.

(3) In the event of a denial, the applicant may resubmit one time without having to pay another application fee. However, the decision time prescribed in 10.167 will reset to the starting point.

(4) The Planning Director may waive filing fees, and any other fees required by the Planning Department, if a need for the waiver is determined. A written explanation for the waiver shall be submitted prior to submitting the formal application.

(5) All applicable permits that are not a requirement of the MLDC shall still be required, when applicable, unless otherwise waived.

(6) Permits, or conditions of approval, for a cooling/warming shelter shall clearly state the operational period as defined in Section 10.819A (B)(3) and as required per Section 10.819A (D)(2).

(7) To be a legal cooling/warming shelter, an operator must apply for and receive an approved temporary use permit from the Building Safety Department in accordance with Section 108 of the 2014 Oregon Structural Specialty Code.

(8) In addition to 10.819A (C)(7), an operator must apply for and receive an approved Operational Permit through Medford Fire-Rescue.

(9) All applicable permits must be approved prior to the initial date of operations, as defined in Section 10.819A (D)(2).

D. General Standards for Cooling/Warming Shelters

The following standards of subsection 10.819A (D) shall apply to cooling/warming shelters. The words operator and applicant may be used interchangeably in this subsection as they are one and the same. The requirements are as follows:

(1) Operational Requirements. The applicant, as a part of the application submittal, shall demonstrate how the operational requirements as defined in this subsection will be met, which will include an operations plan. The Approving Authority shall review the operations plan for completeness based on this subsection and for compliance with the Code. Staff shall distribute the cooling/warming shelter's operations plan to appropriate

City Departments for comment and compliance with other applicable codes. The operational plan requirements are as follows:

- (a) It shall be the duty of the operator to ensure compliance with applicable Local, State, and Federal regulations relating to the operations of cooling/warming shelters. The minimum requirements of an operations plan are as follows: :
 - i. The rules tenant’s must adhere to for shelter
 - ii. Causes for eviction/refusal of shelter
 - iii. Operations and maintenance of the cooling/warming shelter
 - iv. Safety and Security Plan which meets all applicable and adopted codes, see Section 10.819A (D)(4) for safety and security details.
 - v. A list of social services to be provided (if applicable)
 - vi. Staffing operations, including staffing of the cooling/warming shelter access point and the staffing of the on-duty representative per 10.819A (D)(1)(b)
 - vii. Screening methods for tenant occupancy
 - viii. The set times for accepting and discharging tenants.
 - ix. Hours of operation
 - x. Operational period (See Section 10.819A (D)(2))
 - xi. Description of the populations served (i.e. families, women, men, etc.)
 - xii. Property Owner Agreement
- (b) There shall be one on-duty representative of the cooling/warming shelter for every 25 occupants at all times during operations, but no less than two on-duty representatives at any time, unless approved otherwise. The representative(s) contact information shall be clearly posted at the shelter’s access point each day. The representative may be a volunteer, hired employee, or otherwise competent and responsible adult.
 - i. On duty-representatives shall monitor all areas of a cooling/warming shelter, including sleeping areas, which may result in the lack of privacy. Monitoring shall be in conformance with all applicable local, State, and Federal laws and shall not discriminate in accordance with ORS 659A.
- (c) The number of required on-duty representatives shall be in addition to any person(s) responsible for conducting a fire watch, when required by The Fire Code Official.
- (d) Warming shelters shall have established hours for intake and discharge of residents, and may also be open 24 hours a day during the operational period; but these hours shall be clearly established per the operations plan.
- (e) Operations of a cooling/warming shelter shall not begin until an inspection has been

completed by the City, followed by approval to open the shelter from the City. Inspections shall be conducted by Medford Fire-Rescue, and any other necessary representative deemed necessary by the City. The operator shall give a minimum of three business days notice for inspection. The shelter shall not open until any and all violations noted during an inspection have been resolved and approved by the City.

(f) Cooling/warming shelters shall be subject to inspection, as deemed necessary, by the City to verify safe operation at any point in time during the operations of a shelter. Inspections may be performed by the Medford Police Department or Fire-Rescue,.

- i. Inspections by the City may include inspections of sleeping areas and all other portions of a cooling/warming shelter. Inspections shall be in conformance with all applicable local, State, and Federal laws and shall not discriminate in accordance with ORS 659A.

(g) Water for drinking, cleaning and hygiene shall be adequately provided for.

(2) Operational Period. As a requirement of the operations plan, 10.819A (D)(1)(a)(x), and the permitting requirements, Section 10.819A (C)(6), the following requirements shall apply during the operational period:

- (a) The use of a cooling/warming shelter shall not exceed 90 calendar days within a 12 month period, starting on the first day of operations in which individuals were provided shelter.
- (b) Within the operations plan, it shall be clearly stated, the intended timeframe in which an operations period is to take place. This shall include one of the following:
 - i. A start date and an end date, 90 consecutive calendar days after the start date
 - ii. The allowance for weather based operations that enables opening and closing based on local weather events such as, but not limited to, temperature extremes, high humidity levels, persistent smoke or fog, and other acts of nature that are unsuitable for human habitation.
 - iii. Specific dates in which operations are to occur, not exceeding 90 calendar days in a 12 month period as identified in Section 10.819A (D)(2)(a), subject to the 180 day limitation for Temporary Uses per Section 108 of the 2014 Oregon Structural Specialty Code.
- (c) The operator shall notify Medford Fire-Rescue each time the shelter is closing.
- (d) The operator shall notify Medford Fire-Rescue a minimum of four business days prior to reach re-opening of the shelter and shall provide the opportunity for inspection prior to re-opening the shelter.

- (e) The operational period may be extended for a cooling/warming shelter by the City if local conditions warrant an extension. Extensions may be granted for a total of 30, 60, or 90 calendar days. The total operational period, including extensions, shall not exceed a total of 180 calendar days.
 - i. The request to extend the operational period shall be received a minimum of 14 business days prior to the first anticipated day of extended operations.
 - ii. An extension for a cooling/warming shelter shall only be granted if applicable Building, Fire, Life and Safety codes that pertain to continued operations have been met or waived by the appropriate approving authority.
- (f) Operational periods shall only pertain to the building(s) in which a cooling/warming shelter operate. A cooling/warming shelter operator may have multiple locations in which to operate and shall be required to obtain a separate cooling/warming shelter permit for each building(s) in which operations are to occur.
 - i. An example of 10.819A (D)(2)(f) is if on Mondays and Tuesdays a warming shelter operates in one building, Wednesdays, Thursdays, and Fridays in a different building, and then the weekends in a different building.

(3) Reporting Requirements. The operator shall be required to report to the Housing and Community Development Commission once a cooling/warming shelter has ceased operations and shall follow the below requirements:

- (a) The operator shall coordinate the reporting requirement with the Medford, Ashland/Jackson County Continuum of Care using the industry standard software (e.g. Homeless Management Information System) in place at the time of reporting.
- (b) Reports shall either be in the form of a written memorandum addressed and submitted to the Housing and Community Development Commission or as an agenda item at a regularly scheduled Council Meeting. The reporting shall include the following:
 - i. Number of residents served
 - ii. Number of public service calls and reason for call
 - iii. Services provided
 - iv. Number of residents denied tenancy
 - v. Reason for denying a tenant residency
 - vi. Number of nights spent at full capacity (if applicable)
 - vii. Number of residents provided with more permanent or transitional housing

viii. Other requirements as required by 10.819A (D)(3)(a)

(4) **Safety and Security.** In addition to the requirements of Section 10.819A (D), the following shall also pertain to a cooling/warming shelter's Safety and Security plan as required per section 10.819A (D)(1)(a)(4.):

- (a) Cooling/warming shelters shall comply with all applicable building, fire, health, life, and safety codes as they pertain to cooling/warming shelters. Consultation with the Medford Building Department and Medford Fire-Rescue Department is strongly recommended prior to submitting land use applications. This shall include, but is not limited to:
 - i. City of Medford Cooling/Warming Shelter Policy.
 - ii. Current and adopted Oregon Structural Specialty Code (OSSC)
- (b) Open flames shall not be permitted.
- (c) A operator is required to create a list of rules for tenants to follow as per Section 10.819A (D)(1)(a)(i). The rules shall be a part of the cooling/warming shelter's operations plan. These rules shall be submitted to the Medford Police Department and the Planning Department for reference. The rules may regulate items relating to:
 - i. Behavior/conduct between residents
 - ii. Alcohol, drug, and marijuana use/possession and associated paraphernalia
 - iii. Operations and maintenance
 - iv. Guest policies/hours
 - v. Other applicable items not listed
- (h) Adequate access shall be given for the use of emergency vehicles and personnel.
- (i) All electrical connections shall meet the standards of the Medford Municipal Code.
- (j) The population size for a cooling/warming shelter shall not exceed one shelter bed per 100 square feet of gross floor area or 40 individuals, whichever number is smaller. The approving authority shall allow for a larger population size if otherwise permitted by the maximum occupancy of the affected habitable space as determined by applicable Building and Fire Codes.
- (k) Cooling/warming shelters may have separate and distinguished sleeping areas for the comfort of tenants that separate tenants into male only, female only, and family only sleeping areas. The operator shall not

discriminate individuals in accordance with the standards within ORS 659A.

- (l) Documentation shall be maintained and regularly updated regarding the requirements of 10.819A (D)(4) and shall be available in hard copy at the cooling/warming shelter's access point and shall also be made available to the Fire Code Official, upon request.
- (m) During times of shelter intake lines or queues of people awaiting admittance shall not block any public space or right of way from otherwise being used by the public, maintaining a 3 foot clearance on all sidewalks.

(5) Revocation of a Cooling/Warming Shelter's Permits

The revocation of a cooling/warming shelter's permits may become necessary. The following Section outlines the standards to which revocation of permits shall be permitted.

- (a) The following are the reasons as to why the City may revoke a cooling/warming shelter permit for a shelter and shall be included in the agreement that pertains to the particular shelter:
 - i. The City Manager has determined that it would be in the public interest to terminate the cooling/warming shelter.
 - ii. Excessive emergency service calls exceeding 40 calls within a one month (30 calendar days) time period.
 - iii. Any safety issues identified during an inspection, including, but not limited to, any fire and life safety issues identified during any fire inspections in accordance with ORS 476 and ORS 479. Nothing in Section 10.819A shall limit the authority granted by ORS 476 and ORS 479.
- (b) A document, as a part of application submittal, stating the standards of 10.819 (D)(5) shall be signed by the City, the operator, and the property owner (if different from the operator) prior to issuance of any permits. This document will be included in the application packet provided by the City.
- (c) Revocation of a cooling/warming shelter's permits terminates said use on the tax lot(s) in which the permits were applied to.
- (d) When a cooling/warming shelter is terminated due to the standards of 10.819A (D)(5), it shall not be allowed on the same tax lot(s) for two calendar years (730 days) from the final day of operations, unless otherwise approved by the City Manager.

- (e) Users of a cooling/warming shelter, the operator, and the property owner shall be given 7 calendar days to vacate the location in which a shelter operates once the permits have been revoked.

E. Site Standards for Cooling/Warming Shelters

The following standards shall apply to the development and use of cooling/warming shelters.

- (a) Cooling/warming shelters shall be 500', measured from any property line, from any other cooling/warming shelter's closest property line.
- (b) Cooling/warming shelters shall be an accessory use in residential zones and within an existing structure.
- (c) In commercial and industrial zones, cooling/warming shelters may be an accessory or primary use and within an existing structure.
- (d) A site plan depicting how the standards of 10.819A have been met shall be submitted as a part of the application submittal and it need not be to scale. A site plan shall, at a minimum, include the following:
 - i. Building footprint(s) of the primary and accessory uses on the site in which the cooling/warming shelter will be located
 - ii. A floor plan, with square footage measurements labeled clearly for:
 - 1.The location and size of the sleeping area(s)
 - 2.Location and size of other areas used in conjunction with the warming shelter (e.g. common area(s), kitchen(s), bathroom(s), and similar spaces.
 - 3.Total population size within shelter and individual sleeping areas
 - iii. Location of buildings access point
 - iv. Location(s) of trash receptacle(s)
 - v. Location(s) of lighting for site and building
 - vi. Location and size of tenant storage space(s)
 - vii. Location of any fencing used
 - viii. Location of designated space for animals (if applicable)
- (e) All applicable ADA regulations shall be required for a cooling/warming shelter.
- (f) Adequate space shall be provided for tenant's personal items securing them from unauthorized entry; storage space shall not block the public right-of-way, displace required parking per Sections 10.741-10.751, and shall either be fenced in compliance with section 10.731 – 10.733 or indoors.
- (g) The exterior perimeter, walkways, parking lots, and other spaces used in conjunction with the cooling/warming shelter shall be adequately lit during

nighttime hours at a minimum measurement of 0.6 footcandles along the ground surface.

- (h) Access points, entrances, and exits of a cooling/warming shelter shall be lit during nighttime hours at a minimum measurement of 1.0 footcandles along the ground surface.
- (i) Animals, if permitted within the warming shelter's operations plan, shall be contained and may be housed separate of the tenants.
- (j) Access points shall have a trash receptacle that does not block the public right of way and is large enough for trash disposal during times of intake.

Exhibit B

Mail Tribune Article

Complaints at Kelly Shelter drop dramatically

Mail Tribune

Complaints at Kelly Shelter drop dramatically

By Damian Mann
Mail Tribune

Posted Mar 27, 2018 at 5:33 PM

Updated Mar 29, 2018 at 9:17 AM

A relatively trouble-free three months have passed for a homeless shelter in Medford, a far cry from complaints of disorderly conduct and other problems last year that raised alarms with both the City Council and Medford police.

“They really fixed things,” said Medford police Deputy Chief Scott Clauson.

In 2017, 119 calls were logged for emergency service at the Kelly Shelter compared with 23 this year. The shelter, located in the basement of First United Methodist Church, 607 W. Main St., is open from Jan. 1 through March 31. The shelter will close for the year Saturday. Last year was the first year of its operation.

Clauson said when medical calls are factored out, there were even fewer incidents that required police intervention this year: 14 in 2018 compared with 81 the year before.

“That’s a big difference,” Clauson said. “When you take out some of those calls, there seem to be minimal issues.”

Police responded to 10 calls for disorderly conduct and one for menacing in 2017, but only three for disorderly conduct this year and no menacing calls.

In addition, 29 homeless people have found more permanent housing because of improved one-on-one time with each of the 50 people who can sleep in the shelter at night.

Clauson said he applauds Rogue Retreat, which runs the shelter, for their efforts and for listening to city officials about ways to improve the running of the shelter and minimize impacts to the surrounding neighborhood.

Taking steps

“The key to their success is also busing folks out of the downtown area,” Clauson said.

Every morning, after the 7 to 8 a.m. breakfast, most are bused to another location for the day, which keeps them from wandering around downtown.

Because they are bused to another area, Clauson said, he’s heard fewer daytime complaints during the three months.

Shelter officials took another important step by rejecting people who have a history of violent behavior and cause problems with others.

“They can be threatening,” Clauson said. “The number one recommendation we made is to screen these people better, and that’s what they did.”

Rogue Retreat hired case manager Brandie Barnes to work with homeless people to help run a strict program in which those who break the rules lose the ability to sleep in the shelter.

“I had really tough conversations with the guests, letting them know what the rules are,” Barnes said. The rules are posted in visible locations throughout the basement, even on the double doors leading downstairs where it warns, “No spitting.”

When the shelter opened its doors, she said, many of the people who stayed there were not taking mental-health medications or weren’t signed up for the Oregon Health Plan.

“At the very beginning they were very grouchy,” she remembered.

After getting the clients’ health issues straightened out, she worked with them to get birth certificates, driver’s licenses, identification cards and other documentation necessary for a job or housing.

Surprisingly, 70 percent of the people in the shelter had some form of income. “That’s so distressing, because they couldn’t afford a place to live,” she said.

Two of the shelter users have now registered for college.

A veteran herself, Barnes works closely with vets as well. She also coordinates services with other community partners such as ACCESS.

Eventually Rogue Retreat hopes to keep the facility open longer if the city agrees to the idea, something Clauson indicated might receive the support of police.

The shelter's strict rules were in evidence Tuesday morning when Tam Russell and her dog, Dexter, found themselves on the street.

Russell, sitting against a fence with her belongings all around her, said Dexter was annoying other dogs in the shelter.

"Somebody told them Dexter was out of control," said the 46-year-old whose Chihuahua barked next to her while she was talking.

Russell, who said her mother dropped her off at the shelter, said she's been in abusive relationships, though she once owned a tattoo parlor. "I've got issues," she said.

As a homeless person, Russell said it's relatively easy to round up a meal at local charities, but she said bathrooms, water and a shelter are more difficult.

While she seemed resigned to finding another place to sleep, Russell said the basement does provide a good place for the night.

"It's amazing that you can fit 50 people in that space," she said. "But it's best to try and find a different situation, something that's more permanent."

— Read reporter Damian Mann at 541-776-4476 or dmann@rosebudmedia.com. Follow him on www.twitter.com/reporterdm.

Exhibit C

Survey Results from Previous Study Sessions with Council and Commissions

Does the proposed text align with Council’s original direction from August 18, 2016?

Council Direction from Aug. 18, 2016 motion	Complies	Needs Modification	Didn't Follow Direction
Appropriate method for public comment/input and compliance utilizing existing CUP or similar process	8 votes	4 votes	
Project will demonstrate a comprehensive plan to transition residents to traditional housing. Plan shall include:	5 votes (+term limits for tenants)	3 votes	
Appropriate screening methods to ensure suitability for program and social services needed.	9 votes	4 votes	
Reporting Requirements to Council not less than annually on number residents served, length of stay. Reason for exit, destination, public service calls, etc....	9 votes	5 votes*	
Project shall submit a detailed financial analysis and budget to demonstrate ability to carry-out the comprehensive plan.	10 votes	3 votes	
Project shall submit resident rules for conduct	9 votes	3 votes	
General guidance for:	4 votes	3 votes	2 votes
Architecture/aesthetics	4 votes	5 votes	2 votes
Consistent building style	4 votes	5 votes	1 vote

Painting	5 votes	5 votes	
Arrangement of Structures	6 votes	4 votes	
Buffering	4 votes	4 votes	2 votes
Other neighborhood compatibility issues	3 votes	4 votes	2 votes

Please indicate anything that has been missed:

* I suggest the Housing Commission be the appropriate direct body of reporting. The Council can focus on other items and use the housing commission recommendations and oversight more effectively.

- As noted in the meeting, the primary intent for this modification is a larger task that needs to be addressed in a bigger scale. Scale as in being issue oriented rather than time dependent.

- I do not want to do any of this. I want to continue to rely on urban campground statute. If any modification is needed, limit it to warming shelter rules only.

- Permeant structures vs yurts, tents, etc...

- I am not in favor of this new ordinance. I would support some reasonable rules on cooling/warming shelters.

Should staff retain or remove the following standards?

Housing Type	Retain (will incorporate changes)	Remove
Transitional Housing Villages	7 votes	3 votes
Emergency Housing Villages	6 votes	4 votes
Interim Housing Villages	3 votes	7 votes
Cooling/Warming Shelters	9 votes	1 vote

- Limit permitted zones
- Remove standards to make more permissive

Of the proposed edits, which do you favor?

Potential Edits	Favor	Do Not Favor
Create more flexible timing standards (i.e. weather events, longer time windows)	8 votes	
Stricter operation plan requirements	8 votes	3 votes
Neighborhood meeting requirement run by City Staff	4 votes	5 votes
Create distancing requirements from other villages	5 votes	3 votes
Change to Conditionally Permitted (CUP)	6 votes	3 votes
Create standards for revocation of Certificate of Occupancy	8 votes	1 vote
Don't allow for housing villages to expand past providing housing for the homeless	5 votes	4 votes

- Limit number of facilities in the City
- Add an Insurance Requirement to protect the City financially
- Clean up requirements after use vacates
- Seems like proposals are too restrictive and will create a hardship on organization creating programs and housing options to serve the Community



MEMORANDUM

Subject Transitional Housing Villages
File no. DCA-17-109
To Planning Commission *for April 23, 2018 study session*
From Kyle Kearns, Planner II
Date April 18, 2018

DIRECTION SOUGHT

Staff has identified several options for proceeding with amendments to the Land Development Code that address transitional housing. The Planning Commission is being asked to convey which is its preferred option:

1. Revise transitional housing standards to...
 - a. only allow for use within ORS 446.265 (Exhibit B),
 - (ORS 446.265 limits use to two parcels in City, currently using both).
 - b. Allow for expansion beyond ORS, with limitations on total number of transitional housing facilities permitted at any one given time (4 proposed as limit)
...then proceed to Council and Commissions study sessions, send through hearing process after study sessions.
2. Council directed staff to increase the public input provided for transitional housing villages (THV). THVs are a conditional use in all zones proposed, a neighborhood meeting is still required, and staff must summarize the neighborhood meeting in a memo for the approving authority. Is more needed or does this meet Council’s direction?
3. Cease work on DCA-17-109 and transitional housing entirely.

OVERVIEW

As directed on September 18, 2017 by the Medford City Council, staff has prepared new draft language in regards to regulating transitional housing villages. Over the past year the City of Medford’s City Council, Planning Commission, and Housing and Community Development Commission (HCDC) have reviewed and critiqued the code language for THVs in several forms. Additionally, a transitional housing village known as Hope Village using ORS 446.265 (Exhibit B) has been constructed.

The code language in DCA-17-109 is comprehensive and detailed. As proposed, THVs are conditionally permitted as an accessory use, to institutional uses (must be a part of a church, non-profit, government use, etc.), in residential zones and are conditionally permitted as a primary use in all commercial and industrial zones. Within the proposed code language are also special standards that each village would have to adhere to. These special standards include items such as: requiring a neighborhood meeting, limits on the total number of THVs and the total number of dwelling units within each THV, requiring an operations plan, requiring a safety and security plan, standards for revocation of a THV's Certificate of Occupancy, requirement of a legal agreement with property owner's and the THV, and site specific standards.

BACKGROUND

Below is a brief discussion regarding a local example of a transitional housing village, Hope Village, as well as the previous study sessions and work up until now. For information on homelessness and the housing first model of homeless aid refer to Exhibit D.

Hope Village and ORS 446.265

Staff, during the August 18, 2016 City Council hearing, was directed to begin work on the feasibility of leasing City property for a transitional housing project which has resulted in the development of Hope Village. A separate motion was provide on the 18th in which staff was directed to



Photo of Hope Village, a local example of a THV in Medford.
Photo Credit: Rogue Retreat

"...initiate an amendment to Chapter 10 establishing procedures for designating transitional housing in accordance with Oregon Revised Statute (ORS) 446.265," (Exhibit B-Council Motion; Exhibit C-ORS 446.265).

There has been community apprehension towards Hope Village and other similar housing developments, but reports indicate that apprehension may have been unwarranted. According to the Medford Police Department (MPD) there have been six total police calls to Hope Village in 2018, and two calls in 2017 (Exhibit E). Anecdotally, the MPD states that various apartment complexes in town receive more calls in one day than Hope Village has seen in less than a year. Furthermore, residents of Hope Village have seen progress towards overcoming addiction, gaining medical attention, and some have even acquired permanent housing. For a profile on Hope Village, see the attached Mail Tribune Article, Exhibit F. Hope Village was permitted using ORS 446.265, which supersedes many of the local building code requirements.

Under ORS 446.265 (Exhibit B) municipalities in Oregon are permitted, “...the establishment of a campground...” that are for “...persons who lack permanent shelter.” Additionally, the ORS goes on to allow for the use of yurts, deviations from specific building and sanitation standards, and that they “...shall not be allowed on more than two parcels in a municipality.” Hope Village currently occupies two parcels within the City. The question, as asked above, is whether the standards for transitional housing villages shall be constrained to the two parcel limit under ORS 446.265 or if the standards shall be allowed to expand past the ORS, still with a limit applied to the total number of villages permitted.

Staff has presented the draft language for transitional housing villages in several public forums, including:

- August 31, 2017 at City Council study session.
- October 4, 2017 at the Housing and Community Development Commission (HCDC) meeting (follow-up discussion on December 6, 2017).
- September 11, 2017 at a Planning Commission study session
- September 18, 2017 at a joint Planning Commission and City Council study session
- April 23, 2018 at a Planning Commission Study Session

Staff provided a survey to each Commissioner and Councilor at the meetings to solicit feedback regarding the, then combined, code amendment on cooling/warming shelters and transitional housing. The feedback of the eight Councilors, nine Planning Commissioners, and nine HCDC Commissioners regarding cooling/warming shelters consisted of 14 surveys, some complete, others partially completed, and one Commissioner providing feedback via email. Totaling for feedback from 15 of the 26 Commissioners/Councilors surveyed. Below is a summary of the feedback received since the fall of 2017 and staff’s responses.

CODE AMENDMENT FEEDBACK AND STAFF RESPONSES

Staff has prepared an updated code amendment (Exhibit A) regarding Councilor and Commissioner feedback addressing many of the concerns, which are summarized below. Items related to cooling/warming shelters have been removed as well as items that have been removed from the proposed text.

City Council Study Session Aug. 31, 2017

Direction from Aug. 31	Staff Response
Code language expands past ORS 446.265 (Exhibit B)	As proposed the text would limit the total number of THVs to four, excluding any village on City property or any village in existence prior to this code language’s adoption (i.e. exempts Hope Village from limit).

Similar controls for THVs as are used with Hope Village.	Language has been added that restricts the total number of THVs Section 10.818A D(1)(a), allows for revocation of Certificate of Occupancy Section 10.818A D(6), requires an agreement similar to Hope Village's Section 10.818A D(4), and requires an operations plan Section 10.818A D(2)/ safety and security plan Section 10.818A D(5).
Neighborhood meeting requirement is insufficient for public outreach and unmonitored by City staff creating a disconnect for reporting to the hearing bodies.	This has largely been unchanged. Staff has made THVs a Conditional Use in all proposed zones, which will require a public hearing before the Planning Commission with the noticing and hearing requirements of the CUP land use review.
Add standards preventing concentrations of THVs.	Added a provision requiring a 1,000 foot distance from any other village Section 10.818A E(3)(b)
Will the addition of housing villages be incorporated into Medford's needed housing types?	Needed housing, as defined in the Medford Comprehensive Plan, includes single-family detached, manufactured home parks, manufactured homes, multi-family housing, and housing in commercial zones. Transitional housing, tiny homes, and similar units are tools for addressing homelessness, but not constitute needed housing.
Outright permitted uses not preferred, conditional use preferred.	Staff has made THVs conditional uses in all of the proposed zones.

Planning Commission Study Session Sep. 11, 2017

Staff has omitted items that were discussed on August, 31 with City Council.

Direction from Sep. 11	Staff Response
Planning Commission would like more time to review.	Planning Commission reviewed at April 23, 2018 study session.
The length of stay for tenants in a housing village should also be limited.	This is an item best left to the discretion of the organizations running THVs, not the City. Transitional housing programs, according to HUD, should house tenants for up to a maximum of two years.

Units without utility connections create sub-par living conditions.	Staff agrees. However, if it were not for transitional housing villages the tenants would be homeless still without utilities. Communal areas will provide for standard utilities (i.e. electricity, water, heat, etc.)
Allowance for tents and yurts at a THV was not desired.	Staff has removed this allowance.
Stronger monitoring policies.	As proposed, host agencies would need to report on the results of a THV, yearly per Section 10.818A D(3).
Expanding to include “tiny home” movement seems out of place.	THVs are explicitly for homeless individuals and families. Any language mentioning “tiny homes” has been removed.

Planning Commission and City Council Joint Study Session Sep. 18, 2017

Staff has omitted items that were discussed in the previous two study sessions.

Direction from Sep. 18	Staff Response
Separate transitional housing villages into own project.	Completed.
Need to find adequate housing for people; Hope Village is substandard housing.	As noted in the September 18 th study session minutes, “Substandard is relative; Hope Village is better than many homeless and it serves as a stepping stone, providing upward mobility.” Policy could be revised to require that dwellings meet higher standards, like those for tiny homes contained within the updated building code. This will increase the cost to provide these units, however, and could deter organizations from providing any transitional housing.
Slowly move forward with transitional housing amendment.	Staff has devoted over a year to the project, with more than five study sessions, outreach to the Jackson County Homeless Task Force, Rogue Retreat, and others involved with the creation of Hope Village for feedback. No hearing dates are currently proposed for DCA-17-109 with expectations of study sessions to come.
Consideration should be given for case by case developments.	Staff has proposed regulations that require each organization to consider operations, site design and safety and security (see above). Additionally,

	staff has proposed each THV go through the Conditional Use Process.
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Survey Summary from all of the Commissioners/Councilors

Staff has omitted items that were discussed in the previous three study sessions. Of the 12 survey responses provided, the majority of the responses supported the proposed language regarding transitional housing villages. Full results of the survey are found in Exhibit G.

Direction from Survey	Staff Response
Modifications for architectural style/aesthetics, painting, building style.	Section 10.818A (E)(2) added. Requires certain architectural features and cohesive styles.
Modification for buffering requirement.	Fences are required per the proposed code.
Removal of Interim Housing Villages (i.e. tent villages) and Emergency Housing Villages.	Have removed those allowances.
Stricter operations plan requirement desired.	Staff has added more explicit language on how agreements should be structured (Section 10.818AD(4) and a section for revocation of the Certificate of Occupancy (Section 10.818A D(6))
Create distancing requirement from other villages.	Added 1,000 distance requirement from village property line.
Create standards for revocation of the Certificate of Occupancy.	Added Section 10.818A D(6).
Add insurance requirement.	Included in Section 10.818A D(4)(d)(3)(ix).
Add clean-up requirement.	Included in Section 10.818A D(1)(b).

CODE LANGUAGE OVERVIEW (SECTION 10.818A)

Transitional housing villages, as proposed are to be a conditional use in any zone in which they are permitted and shall be an accessory use to an institutional use (e.g. churches) when in a residential zone. Standards for the villages, as proposed, are detailed to the point that the type of organizations who can operate a village are proposed. Below is a concise summary of the major portions of the code language, as proposed:

- requires a neighborhood meeting, that staff must report on – Section 10.818A C
- limits total number to four THVs, exempting villages on City property from this requirement – Section 10.818A D(1)(a)
- requires submittal of an operations plan – Section 10.818A D(2)
- gives standards for property owner agreement (modeled after Hope Village) – Section 10.818A D(4)
- requires submittal of a safety and security plan – Section 10.818A D(5)
- created standards for revocation of a Certificate of Occupancy, giving a majority of the power to the City Manager – Section 10.818A D(6)
- site design standards specific to housing villages are called out, and include:
 - General design standards – Section 10.818A E(1)
 - Architectural design standards – Section 10.818A E(2)
 - Site design standards – Section 10.818A E(3)
- Exceptions to certain City standards regarding portable toilets, utilities, and City fees incorporated – Section 10.818A F

EXHIBITS

- A. Proposed Text DCA-17-109
- B. ORS 446.265
- C. City Council Motion - August 18, 2016
- D. Supplemental Information
- E. Police Report for Hope Village
- F. Mail Tribune Article Regarding Hope Village
- G. Survey Results from Previous Study Sessions with Council and Commissions

Exhibit A

Proposed Text DCA-17-109

~~Deleted Text~~ New Text

SPECIAL USE REGULATIONS (10.811 - 10.839)

10.811	Nursery Schools, Day or Child Care (Centers) Facilities
10.813	Agricultural Services and Animal Services
10.814	Animal Hospitals and Veterinary Clinics
10.815	Cemetery, Crematory, Mausoleum, Columbarium
10.816	Churches, Hospitals, or Other Religious or Charitable Institutions in a Residential District
10.817	Community Buildings, Social Halls, Lodges, Fraternal Organizations, and Clubs in a Residential District
10.818A	Housing Villages
10.820	Two Single-Family Residences in Lieu of Duplex
10.821	Accessory Dwelling Unit (ADU)
10.822	Permitted Uses in All Industrial Zones
10.823	Small Food Vendors
10.824	Wireless Communication Facilities
10.826	Single-Family Dwelling in Multiple-Family Residential Zones
10.827	Mines, Quarries, Gravel Pits
10.828	Bed and Breakfast Service
10.830	Public Utility Service Facilities
10.831	Outdoor Storage, Display and Sales of Merchandise; Permit Required
10.832	Garage Sales and Yard Sales
10.833	Restaurants - Outdoor Eating Areas
10.834A	Craft Alcohol Production
10.835	Residence for Caretaker or Watchman
10.836	Residential Facility
10.837	Dwelling Units in Commercial Districts
10.838	Accessory Uses in Group (Congregate) Living Facilities
10.839	Marijuana-Related Businesses

ARTICLE I - GENERAL PROVISIONS

* * *

10.012 Definitions, Specific.

When used in this chapter, the following terms shall have the meanings as herein ascribed:

* * *

ADA. Americans with Disabilities Act.

* * *

Homeless. Individual(s) or families who are experiencing one of or a combination of the following living conditions:

- (1) Living in a place not meant for human habitation, in an emergency shelter, in transitional housing, or are exiting an institution where they temporarily resided;
- (2) Losing their primary nighttime residence, which may include hotels/motels or a doubled up situation, within 14 days and lack the resources or support networks to remain in housing;
- (3) Families with children or unaccompanied youth who are unstably housed and likely to continue that way;
- (4) Attempting to flee domestic violence, have no other residence, and lack the resources or support networks to obtain permanent housing.
- (5) Homeless shall also include families or individuals at risk to exposure of extreme weather conditions when considering use of a cooling/warming shelter as defined in Section 10.012 Definitions, Specific.

* * *

Housing Village. A housing development in which multiple sleeping and/or dwelling units, that are typically smaller than 500 square feet are located on a lot(s), tract(s), or parcel(s) of land that shall be under the same ownership. A housing village is also distinguished by the placement of structures, with the front entrances facing a common area(s) shared by all residents. The types of housing villages are defined in Section 10.818A (B).

* * *

HUD. US Department of Housing and Urban Development.

* * *

Manufactured structure. A structure constructed for movement on the public highways

that may have some of the facilities needed for sleeping, cooking and plumbing that is intended for human use and shall be constructed in accordance with applicable Federal, State and/or Local regulations in effect at the time of construction. Manufactured structures shall arrive at a site complete and ready for use with or without a permanent foundation. Manufactured structure may also include recreational structures, recreational vehicles, and manufactured dwellings.

* * *

Modular structure. See prefabricated structure.

* * *

Neighborhood Meeting. A requirement of certain land use reviews in which public outreach is required in the form of an informative meeting, by the applicant, to notify the surrounding property owners of a proposed development/land use. The criteria for outreach shall be established in the specific Sections of the Code detailing the requirements of the said development/land use reviews.

* * *

Permanent Housing. Housing in which individuals and/or families independently live without a designated length of stay in which the property is either leased or owned.

Permanent Supportive Housing. Permanent housing in which supportive services are provided to assist homeless individuals and/or families with a disability to live independently.

* * *

Portable Toilet. A self-contained structure, on or off wheels, in which the main purpose is the use of bathroom facilities without the ability to drain waste (more commonly referred to as a “porta-potty”).

Poverty. A living condition in which families or individuals have an income at or below 30% of the area median income (AMI) as defined and maintained by HUD.

Prefabricated Structure. A building or subassembly that has been in whole or substantial part manufactured or assembled using closed construction at an off-site location to be wholly or partially assembled on-site. This does not include manufactured structures or recreational vehicles. All applicable Federal, State and Local laws shall apply to prefabricated structures.

* * *

Recreational structure. A campground structure with or without plumbing, heating, or cooking facilities intended to be used by any particular occupant on a limited-time basis for recreational, seasonal, emergency, or transitional housing purposes and may include yurts, cabins, fabric structures, or similar structures.

* * *

Sleeping unit. A room, space, or structure intended for occupancy in which people sleep that can also include permanent provisions for living, eating, and either sanitation or kitchen facilities but not both.

* * *

Transitional housing. A programmatic housing development that is run by a qualified organization to transition tenants from homelessness to permanent housing in a time period of 24 months or less. Tenants of transitional housing must be homeless and shall enter into a lease and/or occupancy agreement that outlines the programs for transitioning to permanent housing and the standards that one must adhere to for residency.

* * *

Yurt. A round, domed tent of canvas or other weather resistant material having a rigid framework, sturdy floor, one or more windows or skylights and that may have plumbing, electrical service or heat.

* * *

ARTICLE III - ZONING DISTRICTS

10.314 Permitted Uses in Residential Land Use Classification.

* * *

PERMITTED USES IN RESIDENTIAL ZONING DISTRICTS	SFR 00	SFR 2	SFR 4	SFR 6	SFR 10	MFR 15	MFR 20	MFR 30	Special Use or Other Code Section(s)
6. NONRESIDENTIAL SPECIAL USES									
(a) Bed and Breakfast Inn	X	X	Cs	Cs	Cs	Ps	Ps	Ps	10.828
(b) Child Day Care Center	Cs	Cs	Cs	Cs	Cs	Cs	Cs	Cs	10.811
(c) Institutional Uses	Cs	Cs	Cs	Cs	Cs	Cs	Cs	Cs	10.815-817
(c)(ii) Transitional Housing Villages (THV) accessory to Institutional Uses 10.314 6.(c)	Cs	Cs	Cs	Cs	Cs	Cs	Cs	Cs	10.816-817 & 10.818A

* * * **10.337 Uses Permitted in Commercial and Industrial Zoning Districts.**

* * *

SIC USE ZONING DISTRICT

O. USES NOT CLASSIFIED. This major group includes uses not covered in the Standard Industrial Classification (SIC) Manual, 1987 Edition.

	C-S/P	C-N	C-C	C-R	C-H	I-L	I-G	I-H
005 Alternative Housing								
Transitional Housing Village (THV)		Cs	X	Cs	Cs	Cs	Cs	X

See section 10.839 for special use regulations on marijuana-related businesses.
 See Section 10.818A for special use regulations for the THV use.

* * *

OFF-STREET PARKING AND LOADING REQUIREMENTS. (10.741 - 10.751)

* * *

Table 10.743-1 – City of Medford Minimum and Maximum Parking Standards			
Land Use Category	Parking Standards are based on number of spaces per 1,000 Square Feet of Gross Floor Area (unless otherwise noted)		
	Minimum Number of Required Parking Spaces		Maximum Permitted Parking Spaces
	Central Business District C-B Overlay (outside of Downtown Parking District)**	All Other Zones	All Zones
Transitional Housing Village (THV)	.20 spaces per dwelling/sleeping unit plus 1.0 space per employee on the largest shift	.25 spaces per dwelling/sleeping unit plus 1.0 space per employee on the largest shift	0.5 spaces per dwelling/sleeping unit plus 1.0 space per employee on the largest shift

* A single asterisk indicates that minimum parking standards need not apply for the indicated use if accessory to a primary use and said primary use provides for adequate parking supply.

**The Downtown Parking District is bound by Fourth Street on the north, Tenth Street on the south, Bear Creek on east, and the railroad right-of-way on the west.

* * *

SPECIAL USE REGULATIONS. (10.811 - 10.839)

* * *

10.816 Churches, Hospitals, or Other Religious or Charitable Institutions in an "R" District.

(1) In any residentially zoned district, hospitals or other religious or charitable institutions, excepting churches, shall be located on a designated arterial or collector street. Side and rear yard setbacks shall be a minimum of thirty (30) feet and landscaped as required to buffer adjacent properties.

(2) In the C-S/P zone, with conditional use approval, overnight parking for travel trailers, campers and similar vehicles for use by patients and families of patients at a hospital, may be allowed as an accessory use to a hospital, subject to the following standards:

(a) A minimum twenty (20) foot setback to the paved parking and maneuvering area for the spaces shall be provided along all lot lines, including the front lot line, and sufficiently landscaped so as to avoid adverse impacts on adjacent properties.

(b) Each of the spaces may be provided full hookups for power, water, and sanitary sewer.

(3) Churches located within the residential district shall be subject to the following standards:

(a) All buildings shall be set back a minimum of thirty (30) feet from the side and rear property lines. All setbacks shall be landscaped as required to buffer adjacent properties.

(b) Located on a standard residential street, collector or arterial street.

(4) Transitional housing villages may be permitted as an accessory use to all churches, hospitals, religious, or charitable institutions as permitted per Section 10.314 (6)(c)(ii). When in commercial zones the standards of Section 10.816 need not apply to a THV.

[Amd. Sec. 2, Ord. No. 7611, April 7, 1994.]

10.817 Community Buildings, Social Halls, Lodges, Fraternal Organizations, and Clubs in an "R" District.

(1) All buildings shall be set back a minimum of thirty (30) feet from the side and rear property lines. All setbacks shall be landscaped as required to buffer adjacent properties.

(2) There shall be no external signage, advertising or other evidence of any incidental commercial activities taking place within the building.

(3) All such uses, except Public Parks Recreation and Leisure Facilities and Services and appurtenant buildings and structures, shall be located on an arterial or collector street and be able to provide access without causing traffic congestion on local residential streets, and any such use shall prove that there will be no harm to adjacent existing or potential residential development due to excessive traffic generation, noise, or other circumstances.

(4) Transitional housing villages may be permitted as an accessory use to all community buildings, social halls, lodges, fraternal organizations, and clubs as permitted per Section 10.314 (6)(c)(ii). When in commercial zones the standards of Section 10.817 need not apply.

[Amd. Sec. 11, Ord. No. 2011-32, Mar. 3, 2011.]

10.818A Transitional Housing Villages (THV)

A. Purpose and Intent.

This section establishes standards that regulate the development, organization, and overall impact of transitional housing villages. The intent of a THV is to provide alternative housing options for the homeless individuals and families of Medford, as defined in Section 10.012.

Transitional housing villages differ from the customary forms of single lot development; they have multiple dwelling/sleeping units per tax lot, can share common household amenities (kitchen, bathroom, living room), they may have structures that are below 500 square feet in floor area, and units are often detached from one another. The following standards are intended to mitigate impacts, perceived or actual, that a THV could have on surrounding land uses and zoning districts.

B. Definitions Pertaining to Transitional Housing Villages

The following definitions shall only be applied, as defined in this subsection, to transitional housing villages as described in Section 10.818A (B). If used otherwise in Chapter 10 refer to Section 10.012 Definitions, Specific.

- (1) **Access Point:** The main point of entry and exit for a THV where tenants, visitors, and other persons must sign in and out of the village.
- (2) **Common Amenities:** This shall include amenities required of a dwelling unit per Section 10.012, which shall include provisions for sleeping, eating, cooking, and sanitation.
- (3) **Fire Watch:** A position required of a transitional housing village in which qualified individuals, as determined by the Medford Fire Department, are responsible for the continuous and systematic surveillance of the transitional housing village for the purpose of identifying and controlling fire hazards, detecting early signs of unwanted fire, raising an alarm of fire and notifying the Medford Fire Department.
- (4) **Host Agency:** The organization in charge of daily operations of transitional housing village. The host agency shall be a non-profit, public, or religious organization that is committed to staffing and supporting the needs of a transitional housing village. The applicant for the land use review shall be the host agency.
- (5) **Operations Plan:** The guiding document for a host agency to use in determining the rules, methods, and standards tenants must abide by in a transitional housing village.
- (6) **Safety and Security Plan.** A subsection of a transitional housing village's operations plan that establishes the various safety and security procedures for daily operations and potential emergencies.
- (7) **Sleeping Unit:** When a sleeping unit is used in a transitional housing village it shall have a minimum footprint of 120 square feet and must meet all applicable and adopted City of Medford codes.

C. Neighborhood Meeting Requirement for Transitional Housing Villages

To ensure neighborhood knowledge of the proposed THV and to provide an opportunity for direct communication with the host agency, the applicant/host agency shall present the

development proposal at a neighborhood meeting prior to submitting the land use application to the City Planning Department. The neighborhood meeting requirements are as follows:

(1) A neighborhood meeting shall not be required when a housing village is proposed through the Conditional Use Permit process as established in MLDC Sections 10.247a – 10.250.

(2) The applicant shall arrange and conduct the neighborhood meeting. Attendees shall be asked to sign a signature sheet and provide their mailing address. Attendance at the neighborhood meeting does not give an attendee legal standing for appeal.

(a) The neighborhood meeting shall include a presentation containing the following information:

1. A map depicting the subject property proposed as a transitional housing village
2. A visual description of the project including a tentative site plan that should highlight the proposed locations of:
 - (i) Dwelling/sleeping units
 - (ii) Common areas (kitchen(s), bathroom(s)/shower(s) and gathering space(s))
 - (iii) Access point(s) (entrance and exit)
 - (iv) Trash receptacles
 - (v) Fencing
 - (vi) Parking locations
3. A preliminary outline/overview of the operations plan and tenant rules for residency at a THV
4. A description of the nature of the proposed development and its physical characteristics, including but not limited to, sizes and heights of structures, lot sizes, total number of residents proposed to be served, amenities/services available
5. Notification that attendance at the neighborhood meeting does not give legal standing to appeal to the City Council, the Land Use Board of Appeals, or Circuit Court.

(b) It shall be the responsibility of the applicant to schedule and host the neighborhood meeting. The applicant may request to use City facilities for the meeting (fees may apply). Property owners within 200 feet of the proposed transitional housing village shall be notified. The applicant shall use the Jackson County Tax Assessor's property owner list from the most recent property tax assessment roll. The notice of the meeting shall be mailed a minimum of 15 days prior to the Neighborhood Meeting which shall be held in Medford on a weekday evening. Meetings shall be held in a location able to accommodate the noticed property owners. Meetings may be held on the proposed site of the THV. A certificate of mailing attesting to the date of mailing and the name and signature of the agent responsible for the mailing of said notices shall be prepared and submitted

to the Planning Department in accordance with the materials identified in Section 10.818A (C)(2)(c). The notice for the Neighborhood Meeting shall include:

1. Date, time, and location of the neighborhood meeting
2. A brief written description of the proposal,
3. The location of the subject property, including the address (if applicable), nearest cross streets, and any other easily understood geographical reference
4. A map (such as a tax assessor's map) which depicts the subject property

(c) Documentation attesting to the completed Neighborhood Meeting shall be submitted at the time of application, the documentation shall include:

1. A copy of a Certificate of Mailing for the Neighborhood Meeting notification mailing pursuant to Section 10.818A (C)(2)(b)
2. A completed Verification of Neighborhood Meeting affidavit attesting to the contents of the materials provided or reviewed at the meeting
3. Copies of the signature sheet(s) from the neighborhood meeting.

(d) The public hearing, as a part of the approval process established per Article II of the MLDC, shall serve as the public forum for recorded public comment, not the Neighborhood Meeting.

(e) City staff shall attend and summarize the neighborhood meeting for approving authority review and shall incorporate the results of the neighborhood meeting in a short and concise memorandum to the approving authority.

D. General Standards for Transitional Housing Villages (THV)

The following standards of subsection 10.818A (D) shall apply to Transitional Housing Villages (THV). The words host agency and applicant may be used interchangeably in this subsection as they are one and the same. The requirements are as follows:

(1) Total Number of THVs within Medford City Limits and Termination of Use.

(a) Limits to total number of Transitional Housing Villages:

There shall only be a total of four (4) transitional housing villages permitted to operate within the city limits of Medford, regardless of the THV's population size. The Medford Planning Department shall maintain the locations of the THVs and the number currently operating within the City.

1. THV's on City of Medford property shall not count towards the number of permitted THVs as required per 10.818A D(1)(a).
2. THVs in existence prior to adoption of this code shall be permitted under ORS 446.265 and shall not be considered a THV, when applicable.

(b) Termination of THV use:

When the operations of a THV cease it shall be the responsibility of the host agency to remove all temporary structures. This shall include yurts, tents, sleeping units, manufactured structures, recreational vehicles, and any buildings established on the site for use by the THV exclusively.

1. The host agency shall have 30 days from the termination of the use to vacate the lot(s), tract(s), or parcel(s) of land in which the village operated.

2. The Planning Department shall be notified of the cessation of the operations. Failure to comply with 10.818A D (1) may be punishable up to a \$250 daily fine.

(2) Operational Requirements. The applicant, as a part of the land use application, shall demonstrate how the operational requirements as defined in this subsection will be met. The applicant shall submit an operations plan which shall include the requirements below (Section 10.818A (D)(2)(a-f)). The Approving Authority shall review the operations plan for completeness based on this subsection and for compliance with the Code. Staff shall distribute the village's operations plan to appropriate City Departments for comment and compliance with other applicable codes. The operational requirements are as follows:

- (a) It shall be the duty of the host agency/applicant to ensure compliance with applicable State, Federal and Local laws and regulations relating to the operation of the Transitional Housing Village.
- (b) An operations plan is required as a condition of approval. The operations plan will establish the host agency's role and methods for transitioning the village's tenants to permanent housing. Below, Section 10.818A (D)(2)(b)(1-10), is a list of the minimum requirements of an operations plan. The operations plan may differ from village to village. It shall be left to the discretion of the host agency to determine the best methods in aiding tenants obtain stability and permanent housing. However, an operations plan shall include at a minimum:
 1. The rules tenant's must adhere to for residency, see Section 10.818A (D)(5)(b)
 2. Causes for eviction
 3. Operations and maintenance plan for the THV
 4. A Safety and Security Plan which meets all applicable and adopted codes, see Section 10.818A (D)(5) for safety and security details.
 5. A list of services to be provided
 6. Staffing operations, including the process for determining the on-duty representative as required per 10.818A (D)(2)(d)
 7. Screening methods for tenant occupancy
 8. Village management structure
 9. Program(s) for transitioning tenants to permanent housing
 10. Financial analysis per 10.818A (D)(2)(f)
- (c) When creating an operations plan, self-governance/individual responsibility among the tenants shall be incorporated into the rules and operations of the THV.
- (d) There shall be an on-duty representative for the THV at all times during operation. The representative(s) contact information shall be clearly posted at the village's access point each day. The representative may be a village tenant, volunteer, or a hired employee and shall be properly trained to act as a Fire Watch according to the adopted Oregon Fire Code for the City of Medford.
- (e) Management of a THV shall be clearly stated in the operations plan. Roles, task, and other aspects of the village's operations may be entirely handled by the host

agency or delegated to tenants, but shall be clearly defined.

- (f) In addition to the operations plan, a detailed financial analysis and budget shall be submitted as a requirement of the land use application. The financial analysis shall highlight how the items of the operations plan shall be carried out. The financial analysis may be a part of the operations plan or a separate item.
- (g) The host agency shall not discriminate individuals in accordance with the standards within ORS 659A.

(3) **Annual Reporting.** The host agency shall be required to report, at a minimum, once a year to the Housing and Community Development Commission (HCDC) on the operations of the THV.

(a) The host agency shall coordinate the reporting requirements with the Medford, Ashland/Jackson County Continuum of Care using the industry standard software (e.g. Homeless Management Information System) in place at the time of reporting.

(b) Reports shall either be in the form of a written memorandum addressed and submitted to the HCDC or as an agenda item at a regularly scheduled Housing and Community Development Commission meeting. The reporting shall include the following:

1. Number of residents served
2. Length of stay for residents (date in & date out)
3. Reason for resident exit
4. Destination of exit (even if there's no address)
5. Number of public service calls and reason for each call
6. Services provided; this may include social services, trainings and other amenities
7. Number of residents denied tenancy and reason for denying a tenant residency
8. Number of nights spent at full capacity (if applicable)
9. Number of residents transitioned to permanent housing, permanent supportive housing, or otherwise improved housing conditions than previously experienced

(4) **Property Owner Agreement.** Prior to the issuance of the final Certificate of Occupancy the host agency and property owner shall enter into a Property Owner Agreement and it shall include, at a minimum, the following:

(a) Tenants of housing village must qualify as homeless, as defined by Section 10.012 of the Medford Municipal Code.

(b) Agreements between the property owner and host agency shall be valid so long as the transitional housing village is in operation. Once said use ends, the property owner agreement shall be repealed. Nothing in this section shall be construed as preventing the property owner from terminating the "Property Owner Agreement" as defined in the Property Owner Agreement as required in Section 10.818A (D)(4)(d).

- (c) The Property Owner Agreement shall not be required if the property owner and the host agency are the same.
- (d) The following shall serve as a framework for the Property Owner Agreement and shall, at a minimum include the following sections:
1. **Agreement Between.** Shall include the parties that have entered into the agreement for the use of the Transitional Housing Village.
 2. **Recitals.** Shall include a general summary of the agreement and transitional housing village with relevant details.
 3. **Agreement.** This shall include:
 - (i) The Operations Plan as required per Section 10.818A (D)(2)
 - (ii) The Safety and Security Plan as required per Section 10.818A(D)(5)
 - (iii) Services provided for as required per 10.818A(D)(2)(b)(5).
 - (iv) Language stating the host agency shall be qualified by all necessary education, training, experience, licensure and certification to perform any services as defined in the agreement and operations plan (Section 10.818A(D)(2)(b)(5)).
 - (v) Term length of the agreement
 - (vi) Improvement and maintenance of site
 - (vii) Termination standards
 - (viii) Language stating that either party may terminate the Property Owner Agreement when breach of the agreement has occurred and that 30 day notice shall be required if termination is to occur.
 - (ix) Indemnity and Insurance Obligations as required by Local, State, and Federal law and as required by the property owner
 - (x) Standards for Amendments to the Agreement
 - (xi) Non-Discrimination clauses, which shall include:
 - (A) Title VI of the Civil Rights Act of 1964 (24 CFR 1)
 - (B) Fair Housing Act (24 CFR 100)
 - (C) Executive Order 11063 (24 CFR 107)
 - (D) Age discrimination under Section 109 of the Act as well as the Age Discrimination Act of 1975 (24 CFR 146)
 - (E) Americans with Disabilities Act
 - (xii) Effective Date of agreement
 - (xiii) Signature blocks for involved parties, with date
 4. **Revocation of Certificate of Occupancy.** Language shall be included that includes the standards as defined in Section 10.818A (D)(6) and any other standards as determined through the land use approval process.
- (5) **Safety and Security.** The following shall outline the basic safety and security standards for a THV's Safety and Security plan as required per section 10.818A (D)(2)(b)(4.):
- (a) Open flames shall not be permitted unless otherwise approved by the Medford

Fire Department.

- (b) A host agency is required to create a list of rules for tenants to follow as per Section 10.818A (D)(2)(b)(1). The rules shall be a part of the village's operations plan. These rules shall be submitted to the Medford Police Department and the Planning Department for reference. The rules may regulate:
 - 1. Behavior/conduct between residents
 - 2. Alcohol, drug, and marijuana use/possession and associated paraphernalia
 - 3. Operations and maintenance
 - 4. Guest policies/hours
 - 5. Other applicable items not listed
- (c) Water for drinking, cleaning, and hygiene shall be adequately provided for.
- (d) Adequate access shall be given for the use of emergency vehicles and shall be a condition of approval upon land use review.
- (e) All indoor common amenities, dwelling units, and sleeping units shall be equipped with a fire extinguisher, smoke detector, and a carbon monoxide detector. Tents, when permitted, need not adhere to this standard.
- (f) All electrical connections shall meet the standards of the Medford Municipal Code.
- (g) When generators are used to provide power, and are not silent, they shall not be used between the hours of 10:00 PM – 6:00 AM.
- (h) A THV's access point shall be staffed at all times, either by the host agency or by an appointed person(s) as determined by the host agency's operations plan, in order to monitor access to the village (See Section 10.818A (D)(2)(d))
- (i) A THV shall not be located within a wetland, Special Flood Hazard Area (SFHA), floodway, flood plain, or within a riparian corridor.
- (j) The population size for a THV shall not exceed a number that is greater than one and one-third ($1 \frac{1}{3}$) of the total number of sleeping/dwelling units.

(6) Revocation of a THV's Certificate of Occupancy

At the discretion of the City Manager, the revocation of a THV's Certificate of Occupancy may be necessary from time to time. The following Section outlines the standards to which revocation of a Certificate of Occupancy shall be permitted. Language shall be added to the Property Owner Agreement, as required per Section 10.818A (D)(4) in compliance with this subsection.

- (A) An agreement between the City of Medford, host agency, and property owner (if different than the host agency) shall be entered into prior to issuance of the Certificate of Occupancy. The agreement shall be a part of the Property Owner Agreement as required per Section 10.818A (D)(4).
- (B) If a Property Owner Agreement is not required, then an agreement between the host agency and the City shall be entered into prior to issuance of the Certificate of Occupancy complying with the standards of Section 10.818A

- (D)(6).
- (C) Revocation of a Certificate of Occupancy for a transitional housing village terminates said use on the tax lot(s) in which the Certificate was applied to.
- (D) When a THV is terminated due to the standards of 10.818A (D)(6), it shall not be allowed on the same tax lot(s) for two calendar years (730 days) from the final day of operations unless otherwise approved by the City Manager.
- (E) Tenants of a transitional housing village, the host agency, and the property owner shall be given 30 calendar days to vacate the location in which a THV operates once the certificate of occupancy has been revoked. All non-permanent structures shall be removed from the site in a timely manner upon the revocation of the THV's Certificate of Occupancy.
- (F) The following are the reasons as to why the City may revoke a Certificate of Occupancy for a transitional housing village and shall be included in the agreement that pertains to the particular THV. A Certificate of Occupancy, for a THV, may be revoked if the following apply:
1. The City Manager has determined that it would be in the public interest to terminate the transitional housing village.
 2. Failure to transition homeless individuals into permanent housing after two consecutive years of operations.

E. Design Standards for Transitional Housing Villages (THV)

In addition to Sections 10.818A (C & D) the following subsection shall establish the design standards for transitional housing villages. The phrases applicant and host agency may be used interchangeably throughout this subsection. Unless otherwise stated in this subsection, the site development standards of MLDC shall still be required. The following design standards shall apply for all transitional housing villages.

(1) **General Design Standards for THVs.** The following shall apply generally to transitional housing villages:

- (a) The underlying zoning district(s) in which a housing village resides shall dictate the applicable standards of a THV unless otherwise stated per Section 10.818A. When in Industrial and Commercial zoning districts, the Multiple-Family Residential – 30 (MFR-30) site standards shall apply, when applicable.
- (b) Transitional housing villages shall provide for common amenities commonly found in a dwelling unit as defined in Section 10.818A(B)(2) Common Amenities.
- (c) All housing villages shall provide for adequate access for all users as required per all applicable ADA standards.
- (d) All shared facilities within housing villages shall comply with ADA requirements. This shall include the common amenities and any other commonly used space.

- (E) Manufactured or prefabricated structures, with or without wheels, shall be certified by the below organization(s). Certification of manufactured or prefabricated structures requires an insignia, stamp, or similar display that has been approved by:
 - 1. State of Oregon Department of Consumer and Business Services (DCBS)
 - 2. U.S. Department of Housing and Urban Development (HUD)
 - 3. The City of Medford
- (F) Structures with or without wheels that meet the standards of 10.818A (E)(1)(d), shall not be considered portable toilets, or “porta-potties.”
- (G) Transitional housing villages shall be located within a half (1/2) mile radius of a transit stop. The Approving Authority may allow the host agency to deviate from this standard if the host agency has demonstrated how the transportation needs of tenants will be adequately provided for in the Operations Plan.

(2) **Architectural Design Standards for THVs.** The following shall apply to the architectural design of transitional housing villages. These standards are in addition to any standards that apply per the MLDC or applicable building codes as adopted at the time of land use application. The standards are as follows:

- (a) Sleeping units shall not exceed a 500 square foot footprint.
- (b) Bathroom and shower facilities when not provided for in a traditional building/structure shall be appropriately screened from surrounding uses.
- (c) Structures shall have at least three of the following architectural features that are typical of dwelling units such as, but not limited to:
 - 1. Windows
 - 2. Window shingles
 - 3. Patios/Porches
 - 4. Angled roofs
 - 5. Aesthetic plantings (e.g. window planter boxes, landscaping)
- (D) The dwelling/sleeping units of a THV shall have a painting scheme that is cohesive with the village and similar to the surrounding neighborhood.
- (E) Transitional housing villages shall have a consistent architectural style that is shared among the dwelling/sleeping units.

(3) **Site Design Standards for THVs.** The following shall apply to the site design of transitional housing villages. These standards are in addition to any standards that apply per underlying zoning district and may trump the standards of the underlying zoning district. The standards are as follows:

- (A) No housing village shall be located on a lot(s), tract(s), or parcel(s) that is less than .25 acres in size. Additionally a THV shall not be located on any lot(s), tract(s), or parcel(s) of land greater than one (1) acre in size unless otherwise approved by the Approving Authority in the land use review/approval.

- (B) THVs shall be 1,000 feet from any other THV measured from any point along a village's property lines.
- (c) The dwelling/sleeping units constructed in housing villages shall be grouped in a manner that protects the natural features of a site and creates common areas, indoor and/or outdoor, shared by all residents of the housing village (See Figure 10.818A-1).
- (d) Structures within a THV shall be spaced at a minimum distance of six feet from the closest point of any structure within a village.
- (e) Off street parking shall be developed in a way that does not detract from the use of common areas within a housing village. This may include the use of a shared parking lot, the development of alleys for rear loading access or other viable development option as approved through the land use review approval process (See Figure 10.818A-1).
- (f) The first five dwelling/sleeping units may be omitted from the required parking standard required per Section 10.743 Off-Street Parking Standards.
- (g) The common amenities, dwelling/sleeping units, parking, and other facilities within a housing village shall be connected by a level, hard-packed, and weather resistant surface that is at a minimum three feet wide (See Figure 10.818A-1).
- (h) The Multiple-Family Residential District – 30 units per gross acre (MFR-30) density standard may be used when determining a THV's permitted density as defined in Section 10.714, Multiple-Family Dwellings. The approving authority shall not permit any density standard smaller than what is permitted by right through the MLDC for the parcel(s) underlying zoning district.
- (i) Trash receptacles shall be required and appropriately screened per section 10.781 Concealment of Trash Receptacles.
- (j) There shall be a single access point where persons shall sign in and out of a THV (See Figure 10.818A-1).
- (k) A transitional housing village shall have a fence designed to the standards of Sections 10.731 - 10.733 (See Figure 10.818A-1). At a minimum the fencing shall encompass the tenant's sleeping/dwelling units, common amenities, and storage areas. Parking may be fenced, but is not required per this subsection.

F. Exceptions for Housing Villages

The underlying intent of housing villages is to provide housing solutions for the City's most disadvantaged populations, or those seeking more affordable housing options. The strict adherence of the City's municipal code, from time to time, could cause financial hardship on housing villages with tenants unable to subsidize, through rent, certain cost. Through the allowances of this subsection, housing villages shall be able to deviate from the strict standards of the Medford municipal code through the approval process as laid out herein:

- (1) Housing villages may use portable toilets and shall be exempt from Section 4.326 of the Medford Municipal Code when one of the following apply:
 - (a) A transitional housing village has been exempted from connecting to the City's sewer and water system.
 - (b) The transitional housing village, with approval per subsection 10.818A (G)(2),

plans to connect to the City's sewer and water system at a future established date and is using the portable toilet as an interim use.

- (2) Housing villages may be exempt from connecting to certain utilities associated with development; this shall include sewer, water, gas and electricity. To be exempt from connecting to the aforementioned utilities the applicant for a housing village must demonstrate how basic services pertaining to sewer, water, gas and electricity will be provided for. When applying for utility exceptions, the housing village shall receive approval from the Medford City Council for any exemption from a utility connection.
- (3) Housing villages shall be permitted to apply for waivers of fees collected by the City. The housing village will be required to present a financial analysis and a written explanation of the need for the fee waiver before the Medford City Council. The City Council may approve, deny, or amend the request for fee waivers at their discretion.
- (4) All other exceptions shall adhere to the standards for an Exception as established per Sections 10.251 – 10.254.

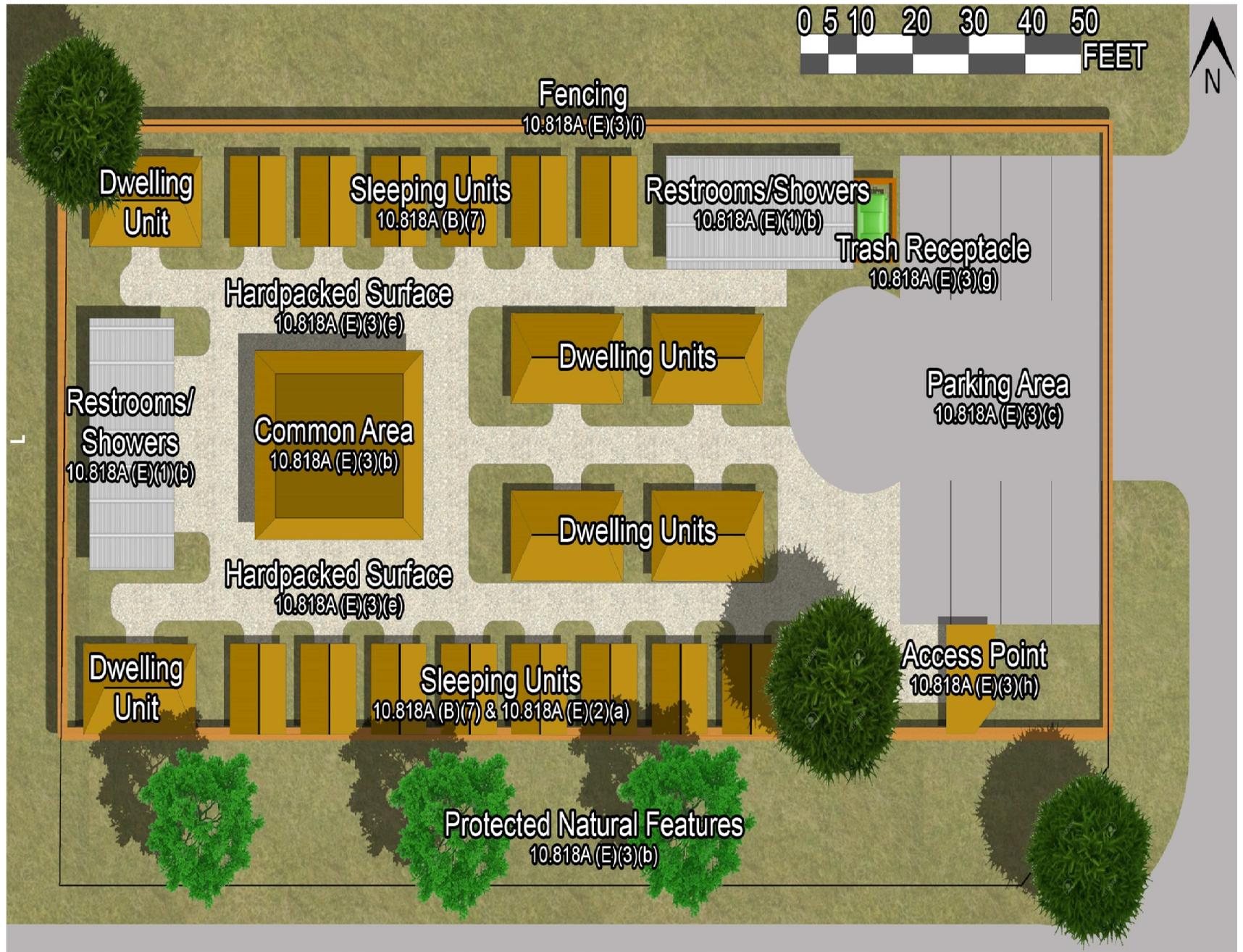


Figure 10.818A-1 – Graphical representation of a THV site plan.

Exhibit B

ORS 446.265

446.265 Transitional housing accommodations; regulation and limitations; definition.

(1) A municipality may approve the establishment of a campground inside an urban growth boundary to be used for providing transitional housing accommodations. The accommodations may consist of separate facilities, in the form of yurts, for use as living units by one or more individuals or by families. The person establishing the accommodations may provide access to water, toilet, shower, laundry, cooking, telephone or other services either through separate or shared facilities. The accommodations shall provide parking facilities and walkways.

(2) Transitional housing accommodations described under subsection (1) of this section shall be limited to persons who lack permanent shelter and cannot be placed in other low income housing. A municipality may limit the maximum amount of time that an individual or a family may use the accommodations.

(3) Campgrounds providing transitional housing accommodations described under this section may be operated by private persons or nonprofit organizations. The shared facilities of the campgrounds are subject to regulation under the recreation park specialty code described under ORS 446.310 to 446.350. The transitional housing accommodations are not subject to ORS chapter 90.

(4) To the extent deemed relevant by the Department of Consumer and Business Services, the construction and installation of yurts on campgrounds used for providing transitional housing accommodations established under this section is subject to the manufactured structures specialty code described in ORS 446.155. Transitional housing accommodations not appurtenant to a yurt are subject to regulation as provided under subsection (3) of this section.

(5) Campgrounds established for providing transitional housing accommodations shall not be allowed on more than two parcels in a municipality. In approving the use of parcels for a campground, the municipality shall give preference to locations that have access to grocery stores and public transit services.

(6) As used in this section, “yurt” means a round, domed tent of canvas or other weather resistant material, having a rigid framework, wooden floor, one or more windows or skylights and that may have plumbing, electrical service or heat. [1999 c.758 §6]

Exhibit C

City Council Motion - August 18, 2016

TRANSITIONAL HOUSING PROPOSAL

AUGUST 18, 2016

The questions currently pending in front of the City Council regarding transitional housing for a portion of the homeless population are generally divided into two broad categories: 1) location of a suitable site (if site is to be provided by City), and: 2) application of land use laws and regulations. To establish a path forward, we propose the following two motions which address each of the categories.

Motion 1 (investigation of City property)

Move to direct staff to report on the feasibility of leasing a portion of the service center property for transitional housing purposes.

The service center is wholly owned by the City of Medford and is located in close proximity to transit (Route 30). The site is significantly buffered from residential and business districts and will have limited impact to adjacent properties. The site itself is fully staffed during working hours and frequented at all hours by MPD for evidence locker access (which is located on the property as well). Anecdotal evidence exists for the suitability of such a site – the Portland urban campsite is located on a similar facility. Issues to be investigated by staff include:

- Locating a suitable area on-site that will not affect general operations or endanger safety of workers or village residents
- Mitigation of impact to neighboring properties
- Access to transit
- Effect on Santo Center operations and service to the general public
- Input from affected agencies including Planning, Parks, Public Works, Police, Fire, and Medford Water Commission
- Other issues of relevance as determined by City Manager or Department Heads

Additionally, before the City makes special concessions for subsidized lease rates the Council must consider public policy questions including level of investment by the community in the project and the impact to our relationships with other non-profits.

Motion 2 (land use regulation)

Move to initiate an amendment to Chapter 10 establishing procedures for designating transitional housing in accordance with ORS 446.265.

To enable future transitional housing where the City is not the landlord (and therefore able to impose conditions as terms of lease) and to provide an appropriate venue for public input, the Council provides the following as general guidance for issues to be addressed:

- Appropriate method for public comment/input and compliance utilizing existing CUP or similar process

- Project will demonstrate a comprehensive plan to transition residents to traditional housing. Plan shall include appropriate screening of applicants to ensure suitability for program and provide social service as needed for development of required life skills for housing advancement. Plan shall also include reporting to Council not less than annually on number of residents served, length of stay, reason for exit, destination of exit, number of public service calls, etc...
- Project shall submit a detailed financial analysis and budget to demonstrate ability to carry-out the comprehensive plan as detailed above
- Project shall submit resident rules for conduct and behavior
- General guidance for architecture and aesthetics, i.e. consistent building style, paint, arrangement of structures, buffering, and other issues of neighborhood compatibility

Respectfully submitted for consideration:

Michael Zarosinski and Daniel Bunn

Exhibit D

Supplemental Information

HOMLESSNESS IN THE ROGUE VALLEY AND HOUSING FIRST

Oregon has an estimated 13,953 homeless people, 60.5 percent of which are unsheltered (second-highest after California). Recent counts of the homeless population, performed by the Rogue Valley's Continuum of Care organization (Jackson County Homeless Task Force), show an increase from 2016 to 2017 of 106 people (527 to 633); 264 of the 633 homeless individuals were reported as unsheltered, the others residing in a shelter. It is speculated however that this number is far larger as the Jackson County Board of Education identifies 2,300 children who are homeless.ⁱ

Professional literature suggest that the employing of the Housing First Model (HFM) to housing the homeless is widely considered a best practice and is recognized as such by The US Department Housing and Urban Development (HUD). HFM is an approach to housing chronically homeless individuals with housing as the priority, not treatment and abstinence policies. HFM programs are often cited at reporting an 80-90% housing retention rate and have less returns to homelessness than other forms of support services.ⁱⁱ However, using the conventional form of housing can prove expensive for providing "housing first" solutions for the homeless in Medford.

In order for a HFM to be successful there must be sufficient supply of housing to provide. With a rental vacancy rate of 1.64% as of March of 2017 (Southern Oregon Rental Owners Association) and home prices continuing to climb it becomes difficult to provide for an adequate supply of housing for a HFM. An alternative to this would be to deviate from standard model of home construction.

According to the Housing Element of the Medford Comprehensive Plan, the mean size of a single-family home is 1,669 square feet. Using Zillow's listing price per square foot (\$180)ⁱⁱⁱ, that would put the price of an average sized home, in Medford, at \$300,420. This is relatively consistent with recent findings that the median home price in Jackson County is \$269,900^{iv}; both prices are unaffordable for the homeless or homeless service providers. This presents an opportunity to house the City's homeless families and individuals. Transitional housing villages are an iteration of the Housing First Model of homelessness support service and begin to offer creative solutions to addressing complex social issue.

Sources for Exhibit D

ⁱ Julie Akins for the Mail Tribune. "Trying to Get a Handle on Homelessness." MailTribune.com, MailTribune.com, 1 Feb. 2017, www.mailtribune.com/news/20170131/trying-to-get-handle-on-homelessness.

ⁱⁱ United States, Congress, Pearson, Carol L. "The Applicability of Housing First Models to Homeless Persons with Serious Mental Illness: Final Report." *The Applicability of Housing First Models to Homeless Persons with Serious Mental Illness: Final Report*, U.S. Dept. of Housing and Urban Development, Office of Policy Development and Research, 2007.

ⁱⁱⁱ Zillow. "Medford Metro ." *Market Overview: Real Estate* , June 2017.

^{iv} Stiles, Greg. "Median Sales Price in Jackson County Now \$269,900." MailTribune.com, MailTribune.com, 5 Apr. 2018, www.mailtribune.com/news/20180404/median-sales-price-in-jackson-county-now-269900.

Exhibit E

Police Report for Hope Village

Calls for Service at 728 W MCANDREWS RD, MF From 1/1/2017 - 4/10/2018

Call No	Report No	Call Date	Dispo	Call Type Orig	Call Final	Prim	Location
J171340606		05/14/2017		911C	911C		728 W MCANDREWS RD, MF
J173090591		11/05/2017	NR	DOC	DOC	2X3	728 W MCANDREWS RD, MF
J180330364	MP180002319	02/02/2018	RTF	THEFT	THEFT	2C25	728 W MCANDREWS RD #5, MF
J180430607		02/12/2018	NR	MADULT	MADULT	217	728 W MCANDREWS RD, MF
J180450058	MP180003181	02/14/2018	RTF	DOC	DOC	266	728 W MCANDREWS RD, MF
J180650772		03/06/2018	NECA	THEFT	THEFT	246	728 W MCANDREWS RD #7, MF
J180660757		03/07/2018	NR	TRES	TRES	246	728 W MCANDREWS RD #7, MF
J180860722		03/27/2018	NECA	THREAT	THREAT	2X4	728 W MCANDREWS RD, MF

	Total
911 CALL	1
DOC	2
MIS ADULT	1
THEFT	2
THREAT	1
TRE SPASS	1
Total	8

DOC – Disorderly Conduct

Exhibit F

Mail Tribune Article Regarding Hope Village

Mail Tribune

Hope Village a 'happy surprise' for police

By Nick Morgan

Mail Tribune

Posted Jan 11, 2018 at 4:00 PM

Updated Jan 12, 2018 at 6:01 PM

Owing to a culture of accountability and community, Hope Village is so far proving to be anything but a hassle for police.

In the two months since Rogue Retreat opened its tiny-house community, Medford police were called once — the first week it was open — and haven't been back since. Hope Village resident Eddie Trujillo, one of three residents on a three-resident Hope Village Council focused on mediating issues between peers, said the one call wasn't necessary.

"They shouldn't have even been called," Trujillo said. "It was a verbal argument."

That call, Nov. 5, involved a report of a disorderly man, according to Medford police Lt. Justin Ivens. Rogue Retreat staff quickly resolved the issue, and police turned around. No arrest was made.

Cathy Marcoux, a case manager at Hope Village, said the incident stemmed in part from friction between residents who didn't know each other in the first week.

"People had to be confined with each other. They didn't know each other," Marcoux said.

Even by the standard of a conventional apartment complex, Ivens said, a track record of one complaint in two months would be "pretty good."

"Hope Village has been a happy surprise, to be honest," Ivens said.

Inside the fences at 728 W. McAndrews Road, Marcoux said she's been impressed by the pride residents are taking in their homes and the progress many residents are making in their lives. During inspections last Friday of the

seven duplex units, Marcoux said she's noticed pictures hanging on the walls, and all 14 living spaces were kept tidy.

"They may not be ready for housing, but they've come a long way," Marcoux said.

Sitting in Hope Village's community room, resident Chris Glen had apparently lost some weight, groomed his beard and no longer slouched his shoulders in the two months since he lived on the street. Trujillo said he's noticed a difference.

"He's got a whole new look about him," Trujillo said.

Glen had recently begun knitting "Compassion Hats," a project making caps for homeless people and infants started by fellow Hope Village resident Trinidad Flores. Glen was on his second cap.

"It helps me pass the time," Glen said.

Another resident had made more progress, finding full-time employment and his own apartment, according to Marcoux.

That tenant's upward mobility was good news for Steve Perry, who moved in Tuesday. A one-time homeowner with no criminal record, Perry said that just a couple of years ago he would never have expected to find himself in the dire straits he was in last weekend.

"I've never been in this position, not even close," Perry said.

Since completing rehab in December for a drinking problem, Perry had been living in his pickup — and motel rooms when he had the money. Last weekend, he reached the end of his rope, with no gas and no money, when a friend connected him with Rogue Retreat.

His unit is small and, like the other living spaces, lacks electricity, but having an address means Perry can look for work and rebuild.

The optimistic beginnings don't always pan out. Three residents so far have been asked to leave, according to Marcoux, who said the greater issue was learning to live with the 18 others at the homeless project, abiding by rules and following a routine.

When a resident isn't abiding by the rules, it's up to the whole village to decide how to handle them, Trujillo said. It begins with an open discussion outlining terms and conditions for the resident to stay, such as requirements to go to anger management or a 12-step group.

"Before we ask anybody to leave, we try every other option," Trujillo said.

Residents voted out could have an opportunity to come back later if they address specified behavior problems, according to Marcoux, who said some "just aren't ready yet."

At regular group meetings and through one-on-one interactions, case managers help residents shift their thinking from survival toward community living. The initiatives, plus the Hope Village Council, are starting to hit their stride after what Marcoux described as an "intense" first month.

Marcoux said that she and men's case manager Charlie Hale have seen a drop in calls that require them to step in. In fact, she's had none in three weeks.

Trujillo remembers each meeting starting with 15 or so neighbor issues at the beginning, but two days before the Village Council's last weekly meeting, the slate was blank.

"I think it was just the want — of everybody wanting a house and a family," Trujillo said. "Now everybody's able to open up more."

— Read reporter Nick Morgan at 541-776-4471 or nmorgan@mailtribune.com. Follow him on Twitter at [@MTCrimeBeat](https://twitter.com/MTCrimeBeat).

Exhibit G

Survey Results from Previous Study Sessions with Council and Commissions

Does the proposed text align with Council’s original direction from August 18, 2016?

Council Direction from Aug. 18, 2016 motion	Complies	Needs Modification	Didn't Follow Direction
Appropriate method for public comment/input and compliance utilizing existing CUP or similar process	8 votes	4 votes	
Project will demonstrate a comprehensive plan to transition residents to traditional housing. Plan shall include:	5 votes (+term limits for tenants)	3 votes	
Appropriate screening methods to ensure suitability for program and social services needed.	9 votes	4 votes	
Reporting Requirements to Council not less than annually on number residents served, length of stay. Reason for exit, destination, public service calls, etc....	9 votes	5 votes*	
Project shall submit a detailed financial analysis and budget to demonstrate ability to carry-out the comprehensive plan.	10 votes	3 votes	
Project shall submit resident rules for conduct	9 votes	3 votes	
General guidance for:	4 votes	3 votes	2 votes
Architecture/aesthetics	4 votes	5 votes	2 votes

Consistent building style	4 votes	5 votes	1 vote
Painting	5 votes	5 votes	
Arrangement of Structures	6 votes	4 votes	
Buffering	4 votes	4 votes	2 votes
Other neighborhood compatibility issues	3 votes	4 votes	2 votes

Please indicate anything that has been missed:

* I suggest the Housing Commission be the appropriate direct body of reporting. The Council can focus on other items and use the housing commission recommendations and oversight more effectively.

- As noted in the meeting, the primary intent for this modification is a larger task that needs to be addressed in a bigger scale. Scale as in being issue oriented rather than time dependent.

- I do not want to do any of this. I want to continue to rely on urban campground statute. If any modification is needed, limit it to warming shelter rules only.

- Permeant structures vs yurts, tents, etc...

- I am not in favor of this new ordinance. I would support some reasonable rules on cooling/warming shelters.

Should staff retain or remove the following standards?

Housing Type	Retain (will incorporate changes)	Remove
Transitional Housing Villages	7 votes	3 votes
Emergency Housing Villages	6 votes	4 votes
Interim Housing Villages	3 votes	7 votes
Cooling/Warming Shelters	9 votes	1 vote

- Limit permitted zones
- Remove standards to make more permissive

Of the proposed edits, which do you favor?

Potential Edits	Favor	Do Not Favor
Create more flexible timing standards (i.e. weather events, longer time windows)	8 votes	
Stricter operation plan requirements	8 votes	3 votes
Neighborhood meeting requirement run by City Staff	4 votes	5 votes
Create distancing requirements from other villages	5 votes	3 votes
Change to Conditionally Permitted (CUP)	6 votes	3 votes
Create standards for revocation of Certificate of Occupancy	8 votes	1 vote
Don't allow for housing villages to expand past providing housing for the homeless	5 votes	4 votes

- Limit number of facilities in the City
- Add an Insurance Requirement to protect the City financially
- Clean up requirements after use vacates
- Seems like proposals are too restrictive and will create a hardship on organization creating programs and housing options to serve the Community