

OGDEN MURPHY WALLACE, PLLC
901 FIFTH AVENUE, SUITE 3500
SEATTLE, WA 98164-2008

T 206.447.7000
F 206.447.0215

OMWLAW.COM

MEMORANDUM

DATE: July 6, 2022

TO: Medina City Council

CC: S. Burns; S. Wilcox; A. Kellerman; S. Keyser

FROM: Office of the City Attorney

RE: Permanent Supportive Housing: Update and Proposed Plan

1. **Background**

Council adopted new regulations that address Permanent Supportive Housing and Transitional Housing on March 14, 2022 (Ord. 1008; effective March 27, 2022) in response to State legislation (E2SHB 1220; effective July 25, 2021). We updated Council on May 9, 2022 about the general status of other cities' actions on this topic, including scope of coverage, buffer sizes and buffer criteria.

2. **Council Issues and Summary Response**

Issues: Council identified four specific issues at its May 9th meeting which are paraphrased below, followed by our summary response.

- * Whether the MMC as amended supported a requirement for housing facilities to adopt and enforce a "Code of Conduct" applicable to the housing residents, and/or whether additional MMC language would be appropriate
- * Whether the MMC as amended supported a requirement for housing facilities to adopt and enforce a "Good Neighbor Agreement" that would minimize potential impacts of housing facilities on neighboring properties, and/or whether additional MMC language would be appropriate
- * Who would be operating the housing facilities
- * Whether the City would be or could be involved in the screening process used by housing facilities to select individual residents, and/or whether MMC language would be appropriate

Response: The core MMC amendments adopted by Medina Ord. 1008 comprise new regulations adopted at MMC 16.31.060 (Permanent supportive housing and transitional housing facilities). MMC 16.31.060((F) requires that (i) every applicant for a PSH or TH facility must submit an "occupancy agreement" to the City addressing specific criteria, and (ii) the City must review the occupancy agreement and find that it meets the City's minimum criteria and

requirements to the City's satisfaction before the occupancy agreement can be approved. The occupancy agreement must include the following specific items: Operational information about the facility; a code of conduct for residents of the facility; a fire safety plan approved by Bellevue Fire; a safety and security plan approved by Medina Police; and a good neighbor agreement plan. These requirements affirmatively answer the first three Council issues above. The fourth issue—resident screening—is discussed in this memorandum.

3. Attachments

The following materials are attached to illustrate the scope and complexity of current regional efforts underway to address homelessness and the various implementation paths in use within the broader community:

- * **Attachment 1:** Medina Ord. 1008
- * **Attachment A:** Emergency Shelter Information
- * **Attachment B:** Emergency Housing Information
- * **Attachment C:** Permanent Supportive Housing Information
- * **Attachment D:** Coordinated Entry Information
- * **Attachment E:** Other City Housing Codes

These are referenced in the following discussion and include website links for further information and exploration.

4. Entities Involved in Addressing Homelessness

The entities currently addressing homelessness and operating housing facilities are numerous, disparate in their purpose and approach, but comprised generally of governmental agencies and private nonprofit service providers. There are also advocacy organizations that work to support those efforts.

Governmental Agencies. The key governmental players relevant to Medina are the Department of Commerce and King County:

Department of Commerce. The Department of Commerce is tasked with analyzing and allocating units for low-income housing, emergency housing, emergency shelters, and permanent supportive housing to meet the needs of local homelessness population in the State. Commerce will send the foregoing allocation to each County, which will then allocate the number of housing units required by individual cities. Commerce's allocation to King County is expected in the Fall of 2022.

King County Regional Homelessness Authority (KCRHA). The KCRHA was established in mid-2021 to provide a unified and connected approach for the different services and programs serving the homeless in King County. Originally a project between King County and the City of Seattle, the KCRHA is meant to serve homelessness throughout the region and is governed by a committee of elected officials and community members. The KCHRA is tasked with providing a coordinated entry process for homeless persons to find emergency shelters or housing and administer programs associated with permanent supportive housing.

Private Nonprofit Service Providers. Many homeless shelters and housing facilities are provided and operated by private nonprofit organizations. Each service provider generally focuses on a

specific type of housing or shelter option that will serve different sections of the homeless population (e.g., veterans, disabled, etc.) and will involve different rules and regulations for selecting the people to stay in the housing and under what ongoing rules or requirements. Here is a short sample:

Low-Income Housing Institute (LIHI). Started in 1991, LIHI provides emergency shelters, emergency housing, and permanent supportive housing throughout the Puget Sound Region. They manage over 2,200 housing units at 60 sites through six counties.

Downtown Emergency Service Center (DESC): Founded in 1979, DESC provides housing for those who are experiencing serious mental illness, substance use/abuse disorders, and other chronic health conditions. As of 2020, DESC they operated 14 buildings with over 1,400 tenants throughout the Seattle area.

Union Gospel Mission (UGM). A faith-based organization, the UGM operates emergency shelters as well as outreach for the homelessness population.

Congregation for the Homeless (CFH). Another faith-based organization, the CFH was created by the Eastside Interfaith Social Concerns Council in 1993 to provide a rotating men's emergency shelter. CFH now provides providing both emergency shelter as well as permanent housing in East King County.

Chief Seattle Club (CSC). The CSC is a native-led housing and human services agency that caters directly to homeless urban natives. One of its projects is known as al? al? (Lushootseed for "Home") which provides 150 units of housing.

Advocacy Organizations. In addition to the foregoing, the Seattle/King County Coalition on Homelessness (Coalition) advocates policy agendas that the Coalition concludes will help address or resolve homelessness in the region.

5. **Types of Housing Facilities**

ES2HB defines three different types of housing meant to serve homeless populations and populations vulnerable to becoming homeless. Each type of housing serves a different purpose for the homeless population.

Emergency Shelters. RCW 36.70A.030(10) defines emergency shelter as follows:

[A] facility that provides a temporary shelter for individuals or families who are currently homeless. Emergency shelter may not require occupants to enter into a lease or an occupancy agreement. Emergency shelter facilities may include day and warming centers that do not provide overnight accommodations.¹

As the name implies, emergency shelters are meant to address an imminent emergent need for a vulnerable individual and includes severe weather shelters along with overnight shelters.² Rules for who can stay at an emergency shelter are set by the service provider. Three examples of emergency shelters include the following:

¹ Laws of 2021, Ch. 254 at §6 (10)

² A Quick Guide to Temporary Shelters, MRSC, available at <https://mrsc.org/getattachment/5a2e4d9d-4b0f-42b2-b7ca-b136fc9ca433/Quick-Guide-to-Shelters.pdf.aspx>

Men's Emergency Shelter. Operated by CFH, this shelter is a men's only emergency shelter.³ In order to stay at the shelter, each person must submit to a background check to ensure that no one has a sex offender status and must pledge not to use alcohol or illegal substances while staying at the shelter.⁴

Seattle Navigation Center. Operated by DESC, the Navigation Center is a "low barrier" emergency shelter in Seattle.⁵ The "low barrier" denotes that shelter has either relaxed rules or fewer rules than a typical emergency shelter. Relaxed rules include allowing partners to stay together (unlike some shelters that are men or women only shelters), allow pets, or not require participants to remain sober while staying at the shelter.⁶

Tiny Home Villages. These are operated throughout Seattle. Instead of a single building used as shelter space, a tiny home village offers an individualized "tiny home" for each person or family. In addition to the rules and regulations of the sites themselves, tiny homes will often have additional requirements based on their size. For example, Seattle regulates the size of each home to be no more than 96 square feet.⁷

Emergency Housing (aka Transitional Housing). RCW 36.70A.030(9) defines emergency housing as follows

[T]emporary indoor accommodations for individuals or families who are homeless or at imminent risk of becoming homeless that is intended to address the basic health, food, clothing, and personal hygiene needs of individuals or families. Emergency housing may or may not require occupants to enter into a lease or an occupancy agreement.⁸

Emergency housing is also referred to as "transitional housing" and is meant as a bridge between homelessness and a more stable housing situation. Emergency housing may provide onsite services, including substance use support, domestic violence support, and job support. An example of this type of housing is run by the LIHI, which operates several transitional housing projects throughout the region, including these two:

506 Apartments. The 506 Apartments comprises 32 units specifically geared towards young people, 18-29, and includes onsite case management for the residents.⁹

Meadowbrook Apartments. Located in North Seattle, the Meadowbrook Apts. is a 50 unit facility designed to help families and individuals transition out of homelessness.¹⁰

Permanent Supportive Housing. RCW 36.70A.030(19) defines permanent supportive housing as follows:

[S]ubsidized, leased housing with no limit on length of stay that prioritizes people who need comprehensive support services to retain tenancy and utilizes admissions practices

³ See **Attachment A**, Congregations for the Homeless Emergency Men's Shelter.

⁴ *Id.*

⁵ See **Attachment A**, DESC Seattle Navigation Center

⁶ DESC's Navigation Center does not allow for the open use of drugs or other substances in or around the Center. So, although the shelter does not require sobriety from individuals staying at the Center, it does require that substance use not occur at the Center.

⁷ **Attachment A**, LIHI brochure Information Building permits available at <https://www.lihihousing.org>.

⁸ Laws of 2021, Ch. 254 at §6 (9).

⁹ **Attachment B**, 506 Apartments available at <https://www.lihihousing.org/properties/506-apartments>.

¹⁰ **Attachment B**, Meadowbrook Apartments available at <https://www.lihihousing.org>.

designed to use lower barriers to entry than would be typical for other subsidized or unsubsidized rental housing, especially related to rental history, criminal history, and personal behaviors. Permanent supportive housing is paired with on-site or off-site voluntary services designed to support a person living with a complex and disabling behavioral health or physical health condition who was experiencing homelessness or was at imminent risk of homelessness prior to moving into housing to retain their housing and be a successful tenant in a housing arrangement, improve the resident's health status, and connect the resident of the housing with community-based health care, treatment, or employment services. Permanent supportive housing is subject to all the rights and responsibilities defined in chapter 59.18 RCW.¹¹

Permanent supportive housing is designed for long term residency and provides long term onsite services for the tenants. Examples of permanent supportive housing include the following:

Estelle Building. Consisting of 91 units, the Estelle Building focuses on helping formerly homeless individuals with serious mental health illness or with other disabling conditions.¹² DESC partners with Harborview Medical Center to refer patients existing the hospital to the Estelle Building and have set aside 15 units to help those individuals.¹³

Chief Seattle Club. The Chief Seattle Club operates three permanent supportive housing units, Goldfinch, al? al?? (pronounced "All All"), and Sacred Medicine House, that cater to urban American Indians and Alaska Natives.¹⁴

6. Coordinated Entry Program

Due to the variety of housing types and number homeless providers, the King County Regional Homeless Authority (KCRHA) runs a program known as Coordinated Entry for All (CEA).¹⁵ CEA is intended to help people experiencing homelessness find stable housing by identifying, assessing, and connecting them with pertinent housing support services and housing resources. CEA uses a standardized Housing Triage Tool that matches services and available housing resources to people experiencing homelessness.¹⁶ People access CEA through Regional Access Points throughout King County.¹⁷ Once the individual or family has been evaluated, they will be referred to a specific shelter or housing based on availability and suitability of the individual or family.

This program relates to the Council's issue regarding involvement with the screening processes used by service providers to select and place persons experiencing homelessness to a facility in Medina (should such facilities be located within the City).

7. Regional Housing Regulations

As the Council knows from prior discussions, RCW 35A.21.430 empowers cities to establish local regulations concerning housing:

¹¹ Laws of 2021, Ch. 254 at §6 (19).

¹² **Attachment C**, Estelle Building available at <https://www.desc.org/what-we-do/housing/estelle/>

¹³ *Id.*

¹⁴ Chief Seattle Club available at <https://www.chiefseattleclub.org/permanent-housing>

¹⁵ **Attachment D**, Coordinated Entry FAQs available at <https://kcrha.org/coordinated-entry-faq/>

¹⁶ *Id.*

¹⁷ **Attachment D**, Regional Access Points available at <https://kcrha.org/coordinated-entry-faq/>

Reasonable occupancy, spacing, and intensity of use requirements may be imposed by ordinance on permanent supportive housing, transitional housing, indoor emergency housing, and indoor emergency shelters to protect public health and safety. Any such requirements on occupancy, spacing, and intensity of use may not prevent the siting of a sufficient number of permanent supportive housing, transitional housing, indoor emergency housing, or indoor emergency shelters necessary to accommodate each code.¹⁸

A data compilation of similar sized cities in King, Pierce, and Snohomish counties show not all cities have adopted regulations for emergency shelters or permanent supportive housing:¹⁹

Home City	Size (Square Miles)	Population (2020)
Medina	1.44	3, 283

City Name	Size (Square Miles)	Population (2020)	County	PSH Legislation (Yes, No, In Process)
Bothell	13.6	46, 386	King	No
Clyde Hill	1.1	3, 360	King	No
Des Moines	6.3	32, 000	King	Yes
Edmonds	8.9	42, 347	Snohomish	No
Federal Way	22.3	99, 812	King	Yes
Fife	5.8	10, 345	Pierce	No
Fircrest	1.6	6, 844	Pierce	No
Hunts Point	0.3	347	King	No
Issaquah	12.1	38, 707	King	No
Kenmore	6.1	22, 969	King	In process
Kirkland	17.8	91, 146	King	No
Lake Forest Park	3.5	13, 455	King	Yes
Lake Stevens	9.2	33, 470	Snohomish	No
Mercer Island	6.4	25, 820	King	Yes
Mill Creek	4.6	20, 750	Snohomish	No
Milton	2.8	8, 211	Pierce	Yes
Mukilteo	6.3	21, 414	Snohomish	No
Newcastle	4.4	12, 078	King	No
Redmond	16.6	67, 989	King	Yes
Renton	23.5	181, 871	King	No

¹⁸ Laws of 2021, Ch. 254 at §3

¹⁹ This compilation was presented to Council at its May 9, 2022 meeting. The closing section of this memorandum recommends that it be updated in conjunction with the other actions discussed therein.

SeaTac	10.1	29, 102	King	Yes
Sumner	7.5	10, 246	Pierce	Yes
Yarrow Point	0.4	1, 353	King	No

Among the cities that have adopted legislation relating to permanent supportive housing, several provisions are generally consistent (Medina adopted similar requirements as well):

- * Locating the facility within 1 mile of a transit stop
- * Locating the facility away from another similar facility at least ½ mile
- * Having the facility meet the local zoning requirements
- * Asking for certain requirements of the staff, include onsite staff 24 hours a day
- * On-site counseling services

Selected excerpts of codes from other cities will be found at **Attachment E**.

8. Recommendations

Council has already adopted a thorough set of housing regulations under Ord. 1008. If we know anything more at this point, it is a better sense of the wide variety of emergency shelter and housing types and functions; the variety of service providers working in the region; the nature of their housing focus and resident assignment processes; and the anticipated quantification of housing units presumably coming from Commerce and King County this fall. For all of that, it remains difficult to determine a reliable type or focus of homeless housing units that might wish to locate in the City (if any at all), limiting the potential for making meaningful code changes at this point.

As Council is shortly commencing its August hiatus, we suggest implementing a summer action plan along the lines set forth below, with a report thereon and accompanying presentation of draft MMC amendments as warranted, at Council’s first or second September meeting:

1. Engage with the City’s contact at Department of Commerce and King County Homeless Authority to determine the potential range of housing units that might be allocated to small cities, and Medina in particular.
2. Contact specific housing service providers with whom we have talked informally to discuss the function and implementation of their screening and placement processes and the suitability of small communities in serving their client needs. This would include outreach to service providers noted above, including LIHI and DESC.
3. Assemble and evaluate more legislative actions by other cities and use that information to determine and draft additional code changes to existing MMC regulations.
4. Address Council’s issues regarding the potential extent of MMC regulations on code of conduct and good neighbor agreements.
5. Apply the existing MMC regulations to identify and evaluate potential locations for emergency housing or permanent supportive housing units within Medina, followed by analysis of immediate or discernable site development issues.

*** *** *** End Memo *** *** ***

Ordinance No. 1008

MEDINA CITY COUNCIL

AN ORDINANCE OF THE CITY OF MEDINA, WASHINGTON, AMENDING PORTIONS OF TITLE 16 OF THE MEDINA MUNICIPAL CODE INCLUDING MMC CHAPTERS 16.12, 16.21, AND 16.31 TO IMPLEMENT E2SHB 1220 AND ALLOW PERMANENT SUPPORTIVE HOUSING AND TRANSITIONAL HOUSING FACILITIES IN ALL LAND USE DISTRICTS WHERE RESIDENTIAL DWELLINGS ARE ALLOWED AND MAKING OTHER RELATED CHANGES FOR CONFORMANCE AND CONSISTENCY WITH STATE LAW; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, in 2021, the Washington State Legislature enacted Engrossed Second Substitute House Bill 1220 (E2SHB 1220, effective July 25, 2021), which requires Washington municipalities, including the City of Medina, to (1) implement, allow and regulate the development and operation of permanent supportive housing and transitional housing facilities in all land use districts where residential dwellings are allowed; and (2) to plan for and accommodate various affordable, supportive, transitional and other housing types in the next Comprehensive Plan update to the extent applicable in the municipality's zoning classifications; and

WHEREAS, the purpose of this Ordinance is to address the first topic above—development and operation of permanent supportive housing and transitional housing facilities in each of the City's zone districts where residential dwellings are allowed; and

WHEREAS, the City of Medina allows residential dwellings in each of the City's zoning districts; and

WHEREAS, existing Comprehensive Plan Goal H-G2 directs the City to explore affordable housing opportunities; and

WHEREAS, the Medina Planning Commission reviewed and evaluated proposed amendments to the Medina Municipal Code (MMC or Code) that would implement, allow and regulate the development and operation of permanent supportive housing and transitional housing in the City's residential land use districts; and

WHEREAS, the City published a legal notice in the Seattle Times on November 22, 2021 for a virtual public hearing before the Planning Commission to solicit and receive public testimony regarding the proposed amendments; and

WHEREAS, the Planning Commission duly held a public hearing on December 14, 2021 for that purpose; and

WHEREAS, after considering staff recommendations, hearing public comment and reviewing the record, the Planning Commission voted to recommend approval of proposed amendments to the City Council for review in 2022; and

WHEREAS, the City provided a Notice of Intent to Adopt code amendments required by E2SHB 1220 to the Washington State Department of Commerce (Commerce) in accordance with RCW 36.70A.106 and MMC 16.81.070 on December 17, 2021; and

WHEREAS, a State Environmental Policy Act (SEPA) environmental checklist was prepared for the proposed amendments and a Determination of Non-Significance (DNS) was issued thereon on December 20, 2021; and

WHEREAS, the City Council duly held two public meetings to consider and review the proposed amendments; and

WHEREAS, the City published a legal notice in the Seattle Times on February 17, 2022 for a virtual public hearing on March 14, 2022 before the Medina City Council to solicit and receive additional public testimony regarding the Planning Commission's recommendation on the proposed amendments and additional changes and amendments thereto; and

WHEREAS, the City Council has considered and reviewed the proposed amendments, City Staff recommendations, and public testimony, and hereby finds that the amendments reflected and set forth herein are consistent with the requirements of E2SHB 1220 and the Medina Comprehensive Plan, will enhance the public health, safety and welfare, and will advance the public interest; and

WHEREAS, the City Council therefore desires to amend the existing MMC sections and chapters as set forth in this Ordinance.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF MEDINA, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. Findings. The City Council adopts the foregoing recitals as its findings and conclusions concerning the matters described therein, also intending thereby to provide a record of the facts, issues, and process involved in this consideration.

Section 2. Amendment to MMC Section 16.12.170. Section 16.12.170 of the Medina Municipal Code is amended to read as follows:

16.12.170 "P" definitions.

"Parcel." See definition of "lot."

"Park, public" means a natural, landscaped, or developed area, which may or may not contain structures, that is provided by a unit of government to meet the active or passive, outdoor or indoor, recreational needs of people.

"Parking area" means any area designed and/or used for parking vehicles and other motorized transportation.

"Parking space" means an area which is improved, maintained and used for the sole purpose of temporarily accommodating a motor vehicle that is not in use.

"Parties of record" means:

1. The applicant and any appellant;
- Ordinance No.1008

2. The property owner, if different than the applicant;
3. The city;
4. Any person or public agency who individually submitted written comments to the city prior to the closing of the comment period provided in a legal notice;
5. Any person or public agency who individually submitted written comments for or testified at a predecision hearing;
6. Any person or public agency who submitted to the city a written request to specifically receive the notice of decision or to be included as a party of record prior to the closing of an open-record predecision hearing.
7. A party of record does not include a person who has only signed a petition. (See MMC 16.80.160.)

“Patio” means a hard surfaced area of the ground beyond a building designed, established and/or installed to provide for outdoor living, cooking and recreation, some sides of which are open and which may or may not have a permanent overhead covering.

“Penthouse, stair and elevator” means an enclosed structure on or above the roof of any part of a building, which is designed or used for ingress and egress by means of stairs or an elevator.

“Permanent supportive housing” means one or more subsidized, leased dwelling units with no limit on length of stay that prioritizes people who need comprehensive support services to retain tenancy and utilizes admissions practices designed to use lower barriers to entry than would be typical for other subsidized or unsubsidized rental housing, especially related to rental history, criminal history, and personal behaviors. Permanent supportive housing is paired with on-site or off-site voluntary services designed to support a person living with a complex and disabling behavioral health or physical health condition who was experiencing homelessness or was at imminent risk of homelessness prior to moving into housing to retain their housing and be a successful tenant in a housing arrangement, improve the resident’s health status, and connect the resident of the housing with community-based health care, treatment, or employment services. Permanent supportive housing is subject to all of the rights and responsibilities defined in chapter 59.18 RCW.

“Permeable interlocking concrete pavements (PICP)” means a type of permeable pavement made with manufactured modular concrete paving units. Pavements constructed with these pavers create joints that are filled with permeable aggregates and installed on an open-graded bedding course to allow water to infiltrate.

“Permeable pavement” means a low impact development best management practice consisting of paving material which is designed to allow passage of water through the pavement section. It often includes an aggregate base that provides structural support and acts as a stormwater reservoir.

“Permit fee” means a payment of money imposed upon development as a condition of application for or approval of development to cover the costs of processing applications, inspecting and reviewing plans or other information required to be submitted for purpose of evaluating an application, or inspecting or monitoring development activity.

“Person” means, as used in this title, any individual, partnership, association, corporation, unit of government or any other legal entity.

“Personal wireless service facilities” means the same as that phrase is given meaning pursuant to 47 U.S.C. 332(c)(7)(C)(ii).

“Personal wireless services” means the same as that phrase is given meaning pursuant to 47 U.S.C. 332(c)(7)(C)(i).

“Pervious concrete” means a type of permeable pavement made with a rigid pavement similar to conventional concrete with the fine material reduced to form voids between the aggregate and allow water to infiltrate.

“Planned land use development (PLUD)” means the provisions for varying zoning requirements adopted by Ordinance No. 213 and repealed by Ordinance No. 435.

“Plantable area, right-of-way” means the pervious surface portion of the city’s street rights-of-way located between the street surface edge and the adjoining property line. The plantable area also includes the area of any planting strip between the existing sidewalk or pathway and the edge of the street. The plantable area excludes the sidewalk and driveways.

“Planting bed boxes, raised” means a series of walls fit closely together, without a cover, each wall one foot wide or less, used to frame soils elevated above the finished grade for growing plants and built of timber, stone, brick, concrete and similar types of framing materials.

“Plat” means a map or representation of a subdivision, showing thereon the division of a tract or parcel of land into lots, blocks, streets and alleys, or other divisions and dedications.

“Plat certificate” means a title report or subdivision guarantee that is prepared by a title company for the property contained in a proposed short subdivision, subdivision or binding site plan, to include, as a minimum, all owners of record, easements and encumbrances affecting said property.

“Plat, final” means the final drawing of the subdivision and dedication prepared for filing for record with the county auditor and containing all elements and requirements set forth in this chapter and Chapter 58.17 RCW.

“Plat, preliminary” means a neat and approximate drawing of a proposed subdivision showing the general layout of streets and alleys, lots, blocks, and other elements consistent with the requirements of this chapter. The preliminary plat shall be the basis for the approval or disapproval of the general layout of a subdivision or short subdivision.

“Plat, short” means the map or representation of a short subdivision.

“Ponds” means areas of open water fed by springs, or fed by natural and enhanced drainage ways, which are so intrinsically associated with a wetland, stream or natural watercourse as to merit protection under the provisions of this chapter.

“Porch” means a structure abutting a main wall of a building having a roof, but with walls that are generally open and unenclosed and with direct access to or from a building. An uncovered porch is similar to an uncovered deck, but provides main access to or from a building. (See “deck” and “veranda.”)

“Porous asphalt” means a type of permeable pavement made with a flexible pavement similar to standard asphalt that uses a bituminous binder with the fine material reduced to form voids between the aggregate and allow water to infiltrate.

“Practical alternative” means an alternative that is available and capable of being carried out after taking into consideration cost, existing technology, and logistics in light of overall project purposes, and having fewer impacts to critical areas.

“Premises” means the same as the definition in MMC 8.04.010(D).

“Priority habitat” means habitat type or elements with unique or significant value to one or more species as classified by the Department of Fish and Wildlife. A priority habitat may consist of a unique vegetation type or dominant plant species, a described successional stage, or a specific structural element (WAC 173-26-020(28)).

“Profit” means the value difference in what a building or structure is worth as a result of improvements made to the building or structure, and the cost of replacement of the building or structure. For the purpose of this chapter “profit” shall be an estimate.

“Project permit” or “project permit application” means any land use or environmental permit or license required from the city for a project action, including but not limited to building permits, subdivisions, conditional/special uses, shoreline permits, site plan review, permits or approvals required by critical area ordinances, site-specific rezones authorized by a comprehensive plan, tree removal permits, and right-of-way permits, but excluding the adoption or amendment of a comprehensive plan, subarea plan, or development regulations.

“Property line” means the legal boundary of a parcel of land.

“Property line, front” means, unless otherwise set forth in this title, the property line contiguous with the street right-of-way.

“Property line, rear” means, unless otherwise set forth in this title, any property line other than the front property line which is parallel to the front property line or within 45 degrees of being parallel to the front property line.

“Property line, side” means any property line that is not a front or rear property line.

“Pruning” means the selective removal of branches and/or trunks following ANSI standards for safety, health, structure, shape, and aesthetics. This definition includes trimming. Except where approved by the city arborist to reduce a hazard, pruning shall be consistent with one of the following methods:

1. Clean: Cleaning a tree shall consist of pruning to remove one or more nonbeneficial parts: dead, diseased, and/or broken branches;
2. Raise: Selective pruning to provide vertical clearance;
3. Reduce: Selective pruning to decrease the height and/or spread of a tree and shall not reduce the foliage crown by more than 25 percent annually (this method is employed to minimize risk of failure, balance the canopy, height and spread reduction, utility clearance or to improve tree aesthetics); or

4. Thin: Selective pruning to reduce the density of small live branches typically in the 10 to 15 percent range of the foliage crown, but not exceeding 25 percent annually.

“Pruning, hazard” means removing hazardous branches throughout a canopy, or in a clearly specified area of the canopy where safety considerations are paramount. Such branches may be broken, exceedingly weighted, or cracked.

“Public meeting” means an informal meeting, hearing, workshop, or other public gathering of persons to obtain comments from the public or other agencies on a proposed project permit prior to the city’s decision. A public meeting does not include an open-record hearing. The proceedings at a public meeting may be recorded and a report or recommendation may be included in the city’s project permit application file.

“Public safety use” means police, fire and similar emergency services provided by a public entity.

Section 3. Amendment to MMC Section 16.12.210. Section 16.12.210 of the Medina Municipal Code is amended to read as follows:

16.12.210 “T” definitions.

“Target,” when used for assessing hazard trees, means people, property or activities that could be injured, damaged, or disrupted by a tree.

“Target, likelihood of impact” means the chance of a target being impacted by a failed part of a tree. The likelihood of impacting a target can be categorized as follows:

1. Very low: the chance of the failed tree or branch impacting the specific target is remote;
2. Low: it is not likely that the failed tree or branch will impact the target;
3. Medium: the failed tree or branch may or may not impact the target, with nearly equal likelihood; or
4. High: the failed tree or branch will most likely impact the target.

In evaluating the likelihood of impacting a target, the occupancy rate of the target and any factors that could affect the failed tree as it falls towards the target shall be used in determining the likelihood of impact.

“Temporary public facility” means a land use and/or facilities owned, operated, and maintained temporarily by a city government agency, a public or nonprofit school, or religious organization.

“Terrace” means a level platform or shelf of earth supported on one or more faces by a wall, bank of turf, stable inclined grades, or the like.

“Title report” means the written analysis of the status of title to real property, including a property description, names of titleholders and how title is held (joint tenancy, etc.), encumbrances (mortgages, liens, deeds of trusts, recorded judgments), and real property taxes due.

“Tract” means an extended area of land reserved exclusively for a special use such as open space, surface water retention, utilities, or access. Tracts reserved for a special use are not considered building sites.

“Transitional housing” means one or more dwelling units owned, operated, or managed by a nonprofit organization or governmental entity in which supportive services are provided to individuals and families that were formerly homeless, with the intent to stabilize them and move them to permanent housing within a period of not more than twenty-four months, or longer if the program is limited to tenants within a specified age range or the program is intended for tenants in need of time to complete and transition from educational or training or service programs.

“Treasurer, county” means the person defined in Chapter 36.40 RCW, or the office of the person assigned such duties under the King County Charter.

“Treatment best management practice” means a facility designed to remove pollutants contained in stormwater. Some methods of pollutant removal include sedimentation/settling, filtration, plant uptake, and bacterial decomposition. Treatment BMPs include, but are not limited to: vegetated filter strips, oil and water separators, biofiltration swales, and linear sand filters. Further information can be found in the stormwater manual adopted under MMC 13.06.020.

“Tree” means a self-supporting woody perennial plant, excluding a bush or shrub.

“Tree, dead” means a tree that is no longer alive, has been removed beyond repair, or is in an advanced state of decline (where an insufficient amount of live tissue, green leaves, limbs or branches exists to sustain life) and has been determined to be in such a state by a certified arborist during a nondormant or other natural stage of the tree that would minimize the likelihood that the tree would be mistakenly identified as being in such a dead state.

“Tree, hedge” means a row of smaller trees planted close together and growing in a dense continuous line 20 feet in length or longer that form a thicket barrier.

“Tree protection zone” means area identified by the director in which no soil disturbances are permitted and activities are restricted.

“Tree, right-of-way” means a tree with at least two-thirds of its trunk diameter on public right-of-way.

“Tree risk” means the combination of the likelihood of an event and the severity of the potential consequences. In the context of trees, risk is the likelihood of a conflict or tree failure occurring and affecting a target and the severity of the associated consequences: personal injury, property damage, or disruption of activities. Risk is evaluated by categorizing or quantifying both the likelihood (probability) of occurrence and the severity of the consequences.

“Tree species” means group of trees that resemble each other closely and interbreed freely.

“Tree topping” means an inappropriate technique to reduce tree size that cuts through a stem more than two years old at an indiscriminate location.

“Truck gardening” means the same as “market gardens,” which is the small-scale production of fruits, vegetables and flowers, frequently sold directly to consumers.

Section 4. Amendment to MMC Section 16.21.030. Section 16.21.030 of the Medina Municipal Code is amended to read as follows:

16.21.030 Use table.

Table 16.21.030 establishes those uses which are permitted, those uses subject to specific development standards, and those uses requiring special approval and that are prohibited within each zoning district.

Table 16.21.030: Land Use Table

Uses	R-16 Zone	R-20 Zone	R-30 Zone	SR-30 Zone	NA Zone	Public Zone
Residential Uses						
Accessory Dwelling Units	P	P	P	P	P	P
Accessory Recreational Facilities	A	A	A	A	A	A
Accessory Recreational Facilities – Minor	L	L	L	L	L	L
Accessory Uses – On-Site	P	P	P	P	P	P
Accessory Uses – Off-Site	L	L	L	L	L	L
Adult Family Home	L	L	L	L	L	L
Detached, Single-Family Dwelling	P	P	P	P	P	P
Family Day Care Home	L	L	L	L	L	L
Manufactured Home	L	L	L	L	L	L
<u>Permanent Supportive Housing</u>	<u>L</u>	<u>L</u>	<u>L</u>	<u>L</u>	<u>L</u>	<u>L</u>
<u>Transitional Housing</u>	<u>L</u>	<u>L</u>	<u>L</u>	<u>L</u>	<u>L</u>	<u>L</u>
Nonresidential Uses						
Automobile Service Station					L	
Automobile Mechanical Repair					L	
Commercial Horticulture/Truck Gardening/Agriculture, Excluding the Raising of Animals				L		
Clubhouse – Public/Private		SU				SU
Golf Course		SU				SU
Historical Use	H				H	
Home Business	L	L	L	L	P	P
Public and Institutional Uses						
City Government Facilities						CU
Post Office						SU
Public Safety						CU
Public Park	P	P	P	P	P	P
Electrical Power and Utility Substation	SU	SU	SU	SU	SU	SU

Uses	R-16 Zone	R-20 Zone	R-30 Zone	SR-30 Zone	NA Zone	Public Zone
Accessory Recreational Facilities – Public	P	P	P	P	P	P
Religious Facility	SU	SU	SU	SU	SU	SU
School – Public/Private (Preschool to Grade 12)						SU
Temporary City Government Facilities	L	L	L	L	P	P
Wireless Communication Facilities	SU	SU		SU	SU	SU
Shoreline Uses						
See Chapter 16.62 MMC for a list of uses within the shoreline jurisdiction.						
*See MMC 16.21.020 for explanation of “P,” “L,” “A,” “SU,” “CU,” and “H.”						

Section 5. Amendment to MMC Chapter 16.31. Chapter 16.31 of the Medina Municipal Code is amended to add new Section 16.31.060 and read as follows:

Chapter 16.31

LIMITED USES

Sections:

- 16.31.010 Home business.
- 16.31.020 Adult family homes and family day care homes.
- 16.31.030 Manufactured homes and trailers.
- 16.31.040 Automobile-related service uses.
- 16.31.050 Commercial horticulture, truck gardening, and agriculture uses.
- 16.31.060 Permanent supportive housing and transitional housing facilities.

16.31.010. Home business.

- A. *Permissive use.* A home business is permitted within a single-family dwelling provided it meets all the standards and requirements of this section. Home business is defined in MMC 16.12.090. Activities not able to meet all the standards and requirements of this section may be performed in non-residential zone districts of the city if otherwise allowed under the MMC.
- B. *Standards.* Every home business shall meet the following standards:
 1. The home business shall be clearly incidental and secondary to the use and function of the single-family dwelling as a residence.
 2. All external indications of or impacts from a home business shall be compatible with the residential character and nature of the neighborhood.
 3. The home business shall not cause or result in material changes in neighborhood safety, traffic, number or frequency of vehicle trips, parking demand or parking requirements.

4. The following are prohibited in connection with a home business: signs; noise; smoke or odors detectible outside the dwelling; retail trade; pickup and delivery; external structure modifications; and exterior lighting.
- C. *Requirements.* Every home business shall meet the following requirements:
1. The home business shall be located and operated wholly within the single-family dwelling.
 2. No more than one person may be employed who is not a family member residing in the residence.
 3. Any employee, client(s) and family members shall use off-street parking exclusively.
 4. Not more than two vehicles owned or operated by an employee and/or a client shall be parked on the premises at any time.
 5. All required local, regional, state, and federal permits and licenses shall have been obtained and shall be current and valid.
 6. All required permits and authorizations for the dwelling structure and other attributes of the property and premises shall have been issued by the city and be in current compliance with the Medina Municipal Code.
- D. *Exclusions.* The following activities are not allowed as a home business:
1. Storage, receipt or transfer of equipment, materials, and commodities.
 2. Stables, kennels, or husbandry of animals; any activities involving any exotic animal or farm animal; activities that are not permitted by MMC chapter 6.04.
 3. Agriculture farming and sales activities.
 4. Vehicle repair, automobile detailing or automotive servicing activities.
 5. Production or storage of any hazardous waste or substance.
 6. Any nonconforming use, however or whenever established.
 7. Any activity that is prohibited by the Medina Municipal Code.
- E. *Enforcement.* Pursuant to MMC 16.10.040 and 16.10.050, the director shall apply the provisions of this section to the activities of a home business whenever necessary or appropriate to determine whether the home business meets the requirements and standards of the Medina Municipal Code, and shall issue findings and a decision thereon.

16.31.020. Adult family homes and family day care homes.

- A. Adult family homes are a permitted use in any zone allowing a single-family dwelling provided the adult family home complies with underlying zoning requirements and the requirements set forth in Chapter 70.128 RCW.
- B. Family day care homes are a permitted use in any zone allowing a single-family dwelling provided they have obtained a permit for operation from the city. Permits shall be issued by the city, at no cost, upon proof that the family day care home has obtained all necessary licenses and approvals from the state to operate such a facility.

16.31.030. Manufactured homes and trailers.

- A. Manufactured homes are permitted pursuant to RCW 35A.21.312 provided:

1. At the time of installation, the manufactured home is new;
 2. The manufactured home is placed upon a permanent foundation, as specified by the manufacturer, and that the space from the bottom of the home to the ground be enclosed by concrete or an approved concrete product which can be either load bearing or decorative;
 3. The manufactured home shall comply with all zoning requirements such as structural coverage, lot area, setbacks, and height;
 4. The manufactured home is thermally equivalent to the State Energy Code; and
 5. The manufactured home meets all other requirements for a designated manufactured home as defined in RCW 35.63.160.
- B. Trailers for temporary occupancy. The owner of a parcel of land where no single-family dwelling is situated may occupy one trailer as a temporary dwelling during the construction of a new dwelling thereon provided:
1. A valid building permit for construction of a single-family dwelling has been issued and a good faith effort is being made to start construction of said dwelling immediately, and work is pursued with diligence;
 2. The trailer is located in a manner so as to not in any way impede egress or ingress to people traveling over joint roads or easements to other properties;
 3. All city and state regulations relating to sanitation, garbage and trash disposal, water and other utilities are met to the satisfaction of the city;
 4. A temporary use permit is issued pursuant to MMC 16.70.060; and
 5. The trailer does not reduce the number of parking spaces below three required for construction vehicles.
- C. Construction trailers erected during the construction phase of a project are allowed provided the trailer is removed prior to the completion of the project. Construction trailers may be located within zoning setback areas provided they are screened from abutting properties; however, they are not allowed within shoreline setback areas.

16.31.040. Automobile-related service uses.

This section establishes the development criteria that apply to automobile-related service uses, including accessory uses.

- A. The minimum setbacks for buildings and structures shall be as follows:
1. From front property lines: 30 feet;
 2. From rear property lines: 30 feet;
 3. From side property lines: 15 feet, except where the lot abuts a residentially zoned property, then the minimum setback shall be 30 feet.
- B. Requirements for parking.
1. Minimum off-street parking shall be provided as follows:
 - a. One space for each employee on duty at any time; plus
 - b. One space for each 1,000 square feet of the gross floor area of the principal building; and
 - c. Six spaces for vehicle storage, which may be covered or uncovered;

2. At least one additional off-street parking space per building shall be provided and designated as a load/unload area;
 3. Design standards for parking spaces:
 - a. Spaces may be covered or uncovered;
 - b. Minimum 250 square feet of surface area per parking space;
 - c. Spaces shall be improved with an all-weather surface such as asphalt or concrete, but not gravel, and shall include facilities for surface water runoff;
 - d. Spaces shall be arranged and marked in a manner that does not impede access to the lot;
 - e. For parking design requirements, refer to Chapter 16.39 MMC, Parking.
- C. Minimum landscaping and screening requirements.
1. Where the automobile-related service use abuts along residentially zoned property, either a six-foot in height fence, or solid landscape screening pursuant to MMC 16.30.070 shall be installed such that the service is concealed year-round from the abutting residential lots;
 2. Where the automobile-related service use abuts public street right-of-way, the following shall apply:
 - a. At least 30 percent of the frontage abutting the street shall be vegetated with plantings including shrubs and undergrowth plantings; and
 - b. Frontage plantings shall comprise a minimum of 60 percent native vegetation, or well-adapted drought-tolerant vegetation where site conditions are appropriate for establishment and long-term survival; and
 - c. The height of the vegetation shall be maintained in a manner that does not obscure clear views for traffic safety.
- D. Access requirements.
1. Access to an automobile-related services use shall be restricted to marked driveways at locations approved by the city engineer as appropriate to ensure safe and efficient traffic movement;
 2. Driveway entrances shall not exceed 35 feet in width for each 60 feet of street frontage.
- E. Allowances for signage shall be pursuant to MMC 16.30.020.
- F. Automobile storage is allowed; provided, that:
1. The use is accessory to a principal automobile-related service use on the same lot;
 2. The number of motor vehicles parked on the property shall be limited to what can be accommodated under cover or in marked off-street parking, or loading spaces;
 3. No motor vehicle shall be parked that is:
 - a. Exposed in a partly disassembled or significantly damaged condition;
 - b. Exposed for more than 30 days unless the exposure time is interrupted by periods of at least ten consecutive days; and
 - c. Parked, including trailers, for display to sell, rent, or as a prize.
- G. Operation and displays shall meet the following requirements:
1. All operation and displays, including those of merchandise, shall be within an approved structure, except those directly required to dispense gasoline, water, air, and motor oil;
 2. No accumulation of tires or other automotive materials outside approved structures is permitted; and
 3. Trade-inducing prizes shall be deemed merchandise.

16.31.050. Commercial horticulture, truck gardening, and agriculture uses.

This section establishes the development criteria that apply to commercial horticulture, truck gardening and agriculture uses, including accessory uses.

- A. Structures may include, but are not limited to, such uses as hot houses, greenhouses, storage sheds, heating plants, and similar accessory uses associated with horticulture, truck gardening, and agriculture uses.
- B. Agriculture uses shall exclude farm animals and exotic animals, and shall exclude using, keeping, harboring, breeding, raising or farming any animals, and shall exclude farming of marijuana including the growth of marijuana in a residential medical marijuana cooperative as described in RCW 69.51A.250 and defined in MMC 20.12.140, notwithstanding any state license or other recognition pursuant to RCW Title 69.
- C. Commercial horticulture, truck gardening, and agriculture uses shall exclude marijuana uses, as defined in MMC 16.12.140.
- D. Any retail sales activity arising out of the commercial horticulture, truck gardening and agriculture uses shall be limited to the sale of products, in season, grown upon the property.

16.31.060 Permanent supportive and transitional housing facilities.

Permanent supportive and transitional housing facilities are permitted uses in any zoning district allowing a single-family dwelling subject to the following criteria:

A. The number of permanent supportive and transitional housing facilities allowed on any given lot shall be no more than the number of standard dwelling units that would be allowed under MMC 16.21.060.

B. Permanent supportive and transitional housing facilities are limited to a maximum of six (6) residents at any one time, plus up to four resident staff.

C. Permanent supportive and transitional housing facilities must be a 24-hour-per-day facility where rooms or units are assigned to specific residents for the duration of their stay. Transitional housing facilities shall require a minimum length stay of 72-hours.

D. On-site services such as laundry, hygiene, meals, case management, and social programs are limited to the assigned residents and shall not be available for drop in or other use by non-residents.

E. No permanent supportive housing or transitional housing facility may be located within half a mile of another property that contains a permanent supportive housing or transitional housing facility, calculated as a radius from the property lines of the site.

F. Prior to the start of operation for a permanent supportive housing or transitional housing facility, an occupancy agreement shall be submitted to the City meeting the following requirements. The City shall review and determine that the occupancy agreement meets the following requirements to the City’s satisfaction before approving the occupancy agreement.

- 1. Property owners and/or facility operators shall use and enforce the occupancy agreement approved by the City.

2. The occupancy agreement shall include but is not limited to the following:
 - a. Names and contact information for onsite staff. The facility operator shall notify the City of each staff change(s) within seventy-two (72) hours.
 - b. Description of the services to be provided onsite.
 - c. Description of the staffing plan including the following:
 - i. Number, function, and general schedule of staff supporting residents and operations
 - ii. Staff certification requirements
 - iii. Staff training programs
 - iv. Staff to resident ratios
 - v. Roles and responsibilities of all staff
 - vi. The name and contact information for at least one organization member located off-site.
 - d. Rules and/or code of conduct describing resident expectations and consequences for failing to comply. At minimum, the code of conduct shall be consistent with state law prohibitions and restrictions concerning the following:
 - i. Possession and use of illegal drugs onsite
 - ii. Threatening or unsafe behavior
 - iii. Possession and use of weapons
 - e. A fire safety plan reviewed and approved by the Bellevue Fire Department confirming fire department access.
 - f. A safety and security plan reviewed and approved by the Medina Police Department including protocols for response to the facility and to facility residents throughout the City. The safety and security plan shall establish a maximum number of permitted Medina Police Department response calls to the facility. Any Medina Police Department call(s) to the facility exceeding the maximum threshold established in the safety and security plan shall be considered a violation of this chapter and the facility operator will be fined in accordance with MMC 1.12.110.
 - g. A plan for avoiding potential impacts on nearby residences including a proposed mitigation approach (for example, a *Good Neighbor Agreement Plan*) that addresses items such as noise, smoking areas, parking, security procedures, and litter.

h. Description of eligibility for residency and resident referral process.

Section 6. Corrections. The City Clerk and codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance, including but not limited to the correction of scrivener and clerical errors, references, ordinance numbering, section/subsection numbering and any references thereto.

Section 7. Severability. If any section, subsection, paragraph, sentence, clause or phrase of this Ordinance is declared unconstitutional or invalid for any reason, such invalidity shall not affect the validity or effectiveness of the remaining portions of this Ordinance.

Section 8. Effective Date. This Ordinance or a summary thereof consisting of the title shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after such publication.


APPROVED BY THE CITY COUNCIL OF THE CITY OF MEDINA ON THE 14TH DAY OF MARCH, 2022 AND SIGNED IN AUTHENTICATION OF ITS PASSAGE THE 14TH DAY OF MARCH, 2022.


Jessica Rossman, Mayor

Approved as to form:
Ogden Murphy Wallace, PLLC

Attest:


Scott M. Missall, City Attorney


Aimee Kellerman, City Clerk

PUBLISHED: 3/17/2022
EFFECTIVE DATE: 3/22/2022
ORDINANCE NO.: 1008

**ATTACHMENT A
EMERGENCY SHELTER
INFORMATION**



(<https://cfhomeless.org/shelter-needs/>)

Shelter

Emergency Men's Shelter (EMS)

The EMS, along with our [Day Center](https://cfhomeless.org/day-center/), provides a safe, welcoming, resource-rich environment 24 hours a day every day of the year for men experiencing homelessness to rebuild their lives and obtain stable income and housing. Men in the enhanced shelter have access to safe sleeping accommodations, three nutritious meals a day, showers and laundry, storage, mail, haircuts, computers, etc. This low-barrier program serves 100 men experiencing homelessness on the Eastside each day, and between 700-900 men each year. In addition to limited case management services, CFH offers on-site housing navigation, employment navigation, medical and dental care, and professional mental health and addiction supportive services.

Location: 515B 116th Ave NE (<https://goo.gl/maps/tLy19yhLsaS2>) (at Lincoln Center).

The closest bus route is the **271 bus**, which stops at 116 Ave NE and NE 2nd Pl. Walk back North, and the Center is on the left.

Space is provided on a first-come, first-served basis, with priority going to men who spent the previous night at the shelter. The EMS is the only shelter for men on the Eastside that accepts all men based only on behavioral requirements. The men's shelter is staffed by professional, experienced employees and is managed by CFH.

EMS Hotel Program

CFH's Hotel Program is an extension of the EMS: its goal is to provide a healthier environment for the most medically fragile men who seek shelter with us. CFH rents rooms within an Eastgate area hotel, which serve up to 19 men. Men staying with us also must follow specific behavioral requirements.

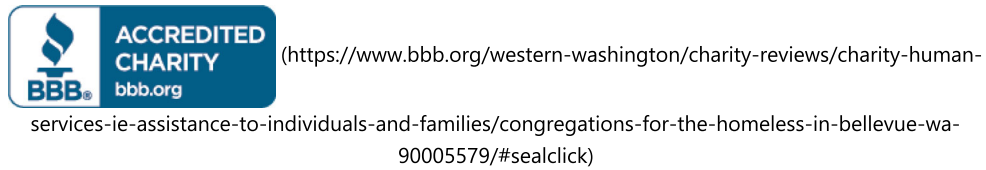
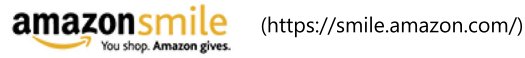
Clients in the hotel are provided meals and have access to all of our supportive services, including housing navigation and case management.

Rotating Shelter

The Rotating Shelter (RS) is night shelter operating from 7pm – 7am for 30 men at a given time experiencing homelessness. The RS provides a vibrant healthy community within host congregation

spaces where men can rest, recover and rejuvenate. In addition to accessing case management supports, the men are able to obtain three meals a day, washers, dryers, showers, and haircuts.

- Must have a current state picture I.D.
- Must allow CFH to run a criminal background check. Anyone with a sex offense crime cannot be a member of the shelter
- Must be willing to be drug- and alcohol-free, and willing to address any addiction issues.
- Must be willing to work one-on-one with a Housing Navigator.



Website by ImageCo (<https://imageco.com/>)

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Housing & Health to End Homelessness

The Navigation Center

The Navigation Center, opened in 2017, is a low-barrier, service-enriched shelter targeting high-needs adults experiencing homelessness who are living in encampments, and who have acute behavioral health issues that may prevent them from staying in regular congregate shelters. Onsite services include hygiene facilities, 24/7 staffing and intensive case management. The program offers highly marginalized people the opportunity to regain safety and engage in supportive helping relationships that allow them to move forward with rebuilding their lives, as well as develop pathways to permanent housing, income, healthcare and stability.

The Navigation Center welcomes all genders, singles, pairs (partners are allowed to stay in coed sleeping rooms together) or groups; with pets; and with access to secure storage for their belongings. The dormitory-style facility has no curfew and provides shower, bathroom and laundry facilities, as well as comprehensive case management, behavioral health services, meal services through a partnership with OSL and connections to benefit programs and housing.

The Navigation Center can accommodate up to 74 guests at a time.

Referrals and Contact Information

Referrals to the Navigation Center come exclusively from the HOPE Team.

To contact the Navigation Center, please call (206) 322-1763.

For media inquiries, please contact [Communications Manager Claire Tuohy-Morgan](mailto:ctuohy-morgan@desc.org) <<mailto:ctuohy-morgan@desc.org>>.

Key Components

- **Low-barrier framework** – The Navigation Center welcomes people with partners, pets and possessions.
- **Visiting providers** – DESC partners with relevant external providers to engage and work with guests onsite.
- **Harm-reduction approach** – Staff work with guests on safety, reducing the harm associated with substance use, building motivation and offering practical support, including recovery activities and harm-reduction supplies and education. Substance use is seen as an opportunity for engagement rather than a reason for termination of services.
- **Minimal rules** – Part of a low-barrier model is having as few rules and formal structure as possible. Guests are expected to be working on housing acquisition, but other than that, services are focused on determining with guests what they want and believe they need. Violence, weapons, open use of substances or disruptive behavior in the neighborhood are not allowed.
- **Individualized and holistic support services, focused on housing** – Intensive, individualized, wrap-around case management services are provided on site by case managers and milieu service coordinators. Services are voluntary but highly effective and engaging.
- **Good neighbor relations** – Staff monitor the immediate neighborhood, discourage loitering by guests, attend community safety meetings and respond promptly to any neighborhood concerns.
- **A safe, clean, calm and flexible environment** – Only enrolled guests are permitted to enter the program spaces, and the entry is staffed at all times. Separate areas for sleeping, eating and meeting with staff accommodate guests' differing schedules and needs. Janitorial services are robust.

MAIN OFFICE

515 Third Ave, Seattle, WA 98104

Other Locations <<https://www.desc.org/contact/>>

PHONE

206-464-1570 <tel:206-464-1570>

TDD/TDY 800-833-6388 <tel:800-833-6388>

EMAIL

info@desc.org <mailto:info@desc.org>



TINY HOUSE VILLAGES





TINY HOUSE VILLAGES

In partnership with the City of Seattle, King County, City of Tacoma, City of Olympia, City of Bellingham, and partners throughout the state of Washington, the Low Income Housing Institute is now one of the largest operators of Tiny House Villages in the nation, ensuring that people's experience in homelessness is safe, dignified and as brief as possible.



THE PROBLEM

In the state of Washington there are currently more than 60,000 homeless individuals including singles and families with children, according to the State Department of Commerce. The latest point-in-time count for Seattle/King County showed over 15,000 homeless people. Seattle has the third largest number of homeless people of any major city, following after New York City and Los Angeles. While Veteran homelessness has gone down in recent years, the current stock of shelters and affordable housing cannot keep up with the dramatic increase in the number of people who are unhoused.



OUR SOLUTION

In 2015, LIHI started building Tiny House Villages as a response to the homelessness crisis and as a replacement for tents. Tiny houses offer tremendous benefits over tents – they are safe, weatherproof and lockable – and the Tiny House Villages allow residents to reclaim their dignity and get on a path to permanent housing, employment and connection to supportive services.



OUR COMMUNITIES

There are 16 tiny house villages operated or supported by LIHI in Seattle, Tacoma, Olympia, Skyway, and Bellingham. Each village has hygiene facilities, utility access, and a supportive neighboring community that is actively engaged in the success of the residents. LIHI partners with neighbors, volunteers, community groups, non-profits, faith organizations, businesses, rotary clubs, and schools that help support the residents with donations and meals. These 16 villages support over 1,000 people annually.





THE TINY HOUSES

By collaborating with students, volunteers, building trade organizations, and non-profits, tiny houses offer a grassroots solution to the Puget Sound region's homelessness crisis. A tiny house is approximately 8' x 12' and materials cost about \$4,000. All tiny houses are safe, sturdy structures that help protect homeless individuals and families who are faced with sleeping on the streets in unsafe conditions.



AMENITIES – MORE THAN HOUSES

Each house has electricity, overhead light, insulation, and a heater. Each village has a kitchen, bathroom & laundry facilities, offices for on-site case managers, ample storage, and a check-in house for security.



OUR SUCCESSES

Through our supportive services and housing resources, residents of the Tiny House Villages have experienced success in moving out of homelessness. We have helped hundreds of village residents move into permanent housing and find employment.



COMMUNITY, VOLUNTEERS & THE FUTURE

Working with our self-management and advocacy partners such as Camp Second Chance and Interbay Safe Harbor, village residents participate in community meetings, do daily litter patrols, and serve as eyes on the street in the neighborhood. Volunteers, neighbors, and donors play a huge part in building the houses, setting up the villages, and providing food and supplies. Local governments are partners providing land and operating funds. Tiny Houses are a new way to help people in crisis. We continue to forge new partnerships and are working to open more villages in the near future.

HOW TO HELP

THERE ARE MANY WAYS TO GET INVOLVED IN THE TINY HOUSE VILLAGES:

DONATE

Give a donation or sponsor a tiny house for \$4,000.

Contact Becca Finkes at rebecca.finkes@lihi.org. Donations can be made on our website (www.lihi.org) or by check to **1253 S. Jackson St. Seattle, WA 98144**

BUILD

Do you or your group want to build and donate a tiny house? For more details, contact tinyhouses@lihi.org

VOLUNTEER

Learn about upcoming volunteer work parties by signing up at lihi.org/tiny-houses. Volunteer or organize a donation drive by contacting the Tiny House Team: volunteer.program@lihi.org

2021 Pitch Your Peers Seattle \$68,000 Grant Winner

USA TODAY Gannett Foundation \$100,000
A Community Thrives Grant Winner, June 2019

LIHI was selected from among hundreds of applicants to receive the highest award level. A Community Thrives awards grants to worthy causes in communities to help drive positive change. The program enables non-profits to promote their ideas and efforts on a national platform.

INNOVATION
AWARD WINNER
**LOW INCOME
HOUSING
INSTITUTE**

Recognizing LIHI's groundbreaking Tiny House Villages as a national model for the homeless crisis, the Puget Sound Business Journal named LIHI as its non-profit Innovation Award Honoree for 2018.



For more information on the tiny house villages, please visit www.lihi.org/tiny-houses or reach out to tinyhouses@lihi.org

Building Permits

In constructing Tiny Houses, we found that we were able to build them as an exception to the Seattle Building Code as long as they stayed a particular size. The Seattle Building Code states that a building permit is not required for one-story detached accessory buildings if they are under 120 square feet. We were able to advise all the groups who built the houses to stay under this threshold, ideally to create a structure that was 8 feet by 12 feet (96 square feet) to be an exception to the code:

From

http://www.seattle.gov/dpd/cs/groups/pan/@pan/documents/web_informational/s047860.pdf

(the Chapter 1, Administration section of the Seattle Building Code found here:

<http://www.seattle.gov/dpd/codesrules/codes/building/default.htm>)

106.2 Work exempt from permit. A building permit is not required for the work listed below. Exemption from the permit requirements of this code does not authorize any work to be done in any manner in violation of the provisions of this code or any other laws and ordinances of the City.

3. One-story detached accessory buildings used for greenhouse, tool or storage shed, playhouse, or similar uses, if:

3.1 The projected roof area **does not exceed 120 square feet**; and

3.2 The building is not placed on a concrete foundation other than a slab on grade.

However, in the case of the Tiny House Village at 22nd and Union, we had electrical wiring for the houses and the toilet pavilion, and we also had plumbing on site as well. These required electrical and plumbing inspections and permitting, under the typical codes. We had to ensure that every step of the electrical connection from installing the pole and panel, to wiring the houses, to then connecting them back to the panel were inspected and approved.

Land Use Permits

Type I Master Use permits are required of us at the Interbay encampment, Ballard encampment, and at Othello Village (from the Land Use Code):

23.42.056 - Transitional encampment as an interim use

A Type I Master Use Permit may be issued for a transitional encampment interim use according to the requirements of this [Section 23.42.056](#).

- A. The Director, in consultation with the Human Services Director, shall adopt a rule according to subsection 23.88.010.A that includes but is not limited to establishing:
 1. Community outreach requirements that include:
 - a. Community outreach standards that the encampment operator shall comply with before filing a transitional encampment interim use permit application, whether for a new transitional encampment or relocation of an existing transitional encampment. At a

minimum, outreach standards shall contain a requirement that the encampment operator convene at least one public meeting in the neighborhood where the transitional encampment interim use is proposed to be established, at least 14 days prior to applying for a permit;

- b. A requirement that the proposed encampment operator establish a Community Advisory Committee that would provide advisory input on proposed encampment operations including identifying methods for handling community complaints or concerns as it relates to the facility or facility clients. The committee shall include one individual identified by each stakeholder group in the geographic area where the proposed encampment would be located as best suited to represent their interests. The committee shall consist of no more than seven members. Encampment operator representatives shall attend committee meetings to answer questions and shall provide regular reports to the committee concerning encampment operations. City staff may attend the meetings; and
 2. Operations standards that the encampment operator is required to implement while an encampment is operating.
- B. Location. The transitional encampment interim use shall be located on property meeting the following requirements:
1. The property is:
 - a. Zoned Industrial, Downtown, SM, NC2, NC3, C1, or C2; except if the property is in a residential zone as defined in [Section 23.84A.048](#) or is in a special review district established by [Chapter 23.66](#); or
 - b. Within a Major Institution Overlay district.
 2. The property is at least 25 feet from any residentially-zoned lot.
 3. A property may be less than 25 feet from a residentially-zoned lot and used as an encampment site if:
 - a. All encampment facilities, improvements, activities, and uses are located at least 25 feet from any residentially-zoned lot. Access to the encampment site may be located within the 25-foot setback area; and
 - b. Screening is installed and maintained along each encampment boundary, except boundaries fronting on an opened public street. The screening shall consist of existing or installed vegetation that is sufficiently dense to obscure viewing the encampment site, or a 6-foot high view-obscuring fence or wall.
 4. The property is owned by the City of Seattle, a private party, or an Educational Major Institution.
 5. The property is within 1/2 mile of a transit stop. This distance shall be the walking distance measured from the nearest transit stop to the lot line of the lot containing the encampment site.
 6. The property is, as measured by a straight line, at least 1 mile from any other legally-established transitional encampment interim use including encampments accessory to a religious facility or accessory to other principal uses on property owned or controlled by a religious organization. This subsection 23.42.056.A.6 shall not apply to encampments on sites owned or controlled by religious organizations, or to any legally-established transitional encampment interim use that provides shelter for fewer than ten persons.
 7. The property is 5,000 square feet or larger and provides a minimum of 100 square feet of land area for each occupant that is permitted to occupy the encampment site.
 8. The property does not contain a wetland, wetland buffer, known and potential landslide designations, steep slope, steep slope buffer, or fish and wildlife habitat conservation area defined and regulated by [Chapter 25.09](#), Regulations for Environmentally Critical Areas, unless all encampment facilities, improvements, activities, and uses are located outside any critical area and required buffer as provided for in [Chapter 25.09](#).

9. The encampment site is not used by an existing legally-permitted use for code or permit-required purposes including but not limited to parking or setbacks.
 10. The property is not an unopened public right of way; or designated as a park, playground, viewpoint, or multi-use trail by the City or King County.
- C. Operation. The transitional encampment interim use shall meet the following requirements:
1. The encampment may be operated by a private party that shall prepare an Encampment Operations Plan that shall address: site management, site maintenance, provision of human and social services, referrals to service providers that are able to provide services to individuals under the age of 18 who arrive at an encampment unaccompanied by a parent or legal guardian, and public health and safety standards. The operations plan shall be filed with the transitional encampment interim use permit application.
 2. The operator shall be included in the qualified encampment roster prepared by the Human Services Director. The transitional encampment interim use permit applicant shall include documentation as part of the permit application demonstrating that the encampment operator is on the qualified encampment operator roster.
- D. Additional requirements. The transitional encampment interim use shall meet the following requirements:
1. The requirements for transitional encampment accessory uses in subsections 23.42.054.B and 23.42.054.C.
 2. The operator of a transitional encampment interim use located on City-owned property shall obtain prior to permit issuance and maintain in full force and effect, at its own expense, liability insurance naming the City as an additional insured in an amount sufficient to protect the City as determined by the City Risk Manager from:
 - a. All potential claims and risks of loss from perils in connection with any activity that may arise from or be related to the operator's activity upon or the use or occupation of the City property allowed by the permit; and
 - b. All potential claims and risks in connection with activities performed by the operator by virtue of the permission granted by the permit.
 3. The operator of a transitional encampment interim use located on City-owned property shall, on a form approved by the Director, agree to defend, indemnify, and hold harmless the City of Seattle, its officials, officers, employees, and agents from and against:
 - a. Any liability, claims, actions, suits, loss, costs, expense judgments, attorneys' fees, or damages of every kind and description resulting directly or indirectly from any act or omission of the operator of a transitional encampment interim use located on City-owned property, its subcontractors, anyone directly or indirectly employed by them, and anyone for whose acts or omissions they may be liable, arising out of the operator's use or occupancy of the City property; and
 - b. All loss by the failure of the operator of a transitional encampment interim use located on City-owned property to perform all requirements or obligations under the transitional encampment interim use permit, or federal, state, or City codes or rules.
 4. A transitional encampment interim use located on City-owned property shall allow service providers to access the site according to the approved operations plan required by subsection 23.42.056.B.1.
- E. Duration and timing. The transitional encampment interim use shall meet the following requirements:
1. A permit for a transitional encampment interim use under this [Section 23.42.056](#) may be authorized for up to one year from the date of permit issuance. A permit for a transitional encampment may be renewed one time for up to one year by the Director as a Type I decision subject to the following:

- a. The operator shall provide notice of a request to extend the use in a manner determined by a Director's Rule. The notice shall be given to the Citizen's Advisory Committee and persons who provided the operator with an address for notice;
 - b. The encampment is in compliance with the requirements of [Section 23.42.056](#); and
 - c. The operator shall provide with the permit renewal application an Encampment Operations Plan that shall be in effect during the permit renewal period and consistent with subsection 23.42.056.A.
2. At least 12 months shall elapse before an encampment use may be located on any portion of a property where a transitional encampment interim use was previously located.
- F. Limit on the number of encampments. No more than three transitional encampment interim use encampments shall be permitted and operating at any one time, and each encampment shall not have more than 100 occupants. This limit shall not include transitional encampments accessory to a religious facility.

For Othello Village, because the encampment square footage is greater than 12,000 square feet, we also had to undergo SEPA Review (State Environmental Policy Act) to ensure that our encampment would not have any negative impacts on the surrounding environment.

(Page on SEPA: <http://www.seattle.gov/dpd/permits/permittypes/landusesepa/default.htm>)

A different ordinance applies to our Tiny House Village because it is on religious property and is not a City of Seattle sanctioned encampment. Under the ordinance governing transitional encampments accessory to a religious facility we were not required to file for a land use permit:

- **23.42.054 - Transitional encampments accessory to religious facilities or to other principal uses located on property owned or controlled by a religious organization**
 - A. Transitional encampment accessory use. A transitional encampment is allowed as an accessory use on a site in any zone, if the established principal use of the site is as a religious facility or the principal use is on property owned or controlled by a religious organization, subject to the provisions of subsection 23.42.054.B. A religious facility site includes property developed with legally-established parking that is accessory to the religious facility. Parking accessory to a religious facility or located on property owned or controlled by a religious organization that is displaced by the encampment does not need to be replaced.
 - B. The encampment operator or applicant shall comply with the following provisions:
 - 1. Allow no more than 100 persons to occupy the encampment site as residents of the encampment.
 - 2. Comply with the following fire safety and health standards:
 - a. Properly space, hang, and maintain fire extinguishers within the encampment as required by the Fire Department;
 - b. Provide and maintain a 100-person first-aid kit;
 - c. Establish and maintain free of all obstructions access aisles as required by the Fire Department;
 - d. Install appropriate power protection devices at any location where power is provided;
 - e. Designate a smoking area;

- f. Keep the site free of litter and garbage;
 - g. Observe all health-related requirements made by the Public Health Department of Seattle & King County; and
 - h. Post and distribute to encampment residents, copies of health or safety information provided by the City of Seattle, King County, or any other public agency.
 - i. Prohibit any open flames except an outdoor heat source approved by the Fire Department.
3. Provide toilets, running water, and garbage collection according to the following standards:
- a. Provide and maintain chemical toilets as recommended by the portable toilet service provider or provide access to toilets in an indoor location;
 - b. Provide running water in an indoor location or alternatively, continuously maintain outdoor running water and discharge the water to a location approved by the City; and
 - c. Remove garbage frequently enough to prevent overflow.
4. Cooking facilities, if they are provided, may be located in either an indoor location or outdoors according to the following standards:
- a. Provide a sink with running water in an indoor location or alternatively, continuously maintain outdoor running water and discharge the water to a location approved by the City;
 - b. Provide a nonabsorbent and easily-cleanable food preparation counter;
 - c. Provide a means to keep perishable food cold; and
 - d. Provide all products necessary to maintain the cooking facilities in a clean condition.
5. Allow officials of the Public Health Department of Seattle & King County, the Seattle Fire Department, and the Seattle Department of Construction and Inspections to inspect areas of the encampment that are located outdoors and plainly visible without prior notice to determine compliance with these standards.
6. Individuals under the age of 18 years that are not accompanied by a parent or legal guardian shall not be permitted in an encampment.
7. File a site plan with the Seattle Department of Construction and Inspections showing the arrangement of the encampment, including numbers of tents or similar sleeping shelters, all facilities that are separate from the sleeping shelters, and all existing structures on the property, if any. The site plan is for informational purposes and is not subject to City review or permitting requirements.
- C. A site inspection of the encampment by a Department inspector is required prior to commencing encampment operations.
- D. Parking is not required for a transitional encampment allowed under this [Section 23.42.054](#). (Ord. [124919](#), § 132, 2015; Ord. [124747](#), § 1, 2015; Ord. [123729](#), § 1, 2011.)

ATTACHMENT B
EMERGENCY HOUSING
INFORMATION

[< Back](#)

506 Apartments

506 10th Ave E Seattle WA 98122



Property Description

The 506 Apartments are located in the Capitol Hill neighborhood. This building features 32 SRO units that are intended for Young Adults ages 18-29. The 506 Apartments feature a community room, laundry in the basement, a bike storage room, a rooftop deck, and a waste room. Case management is available on site.

Contact

506@lihi.org

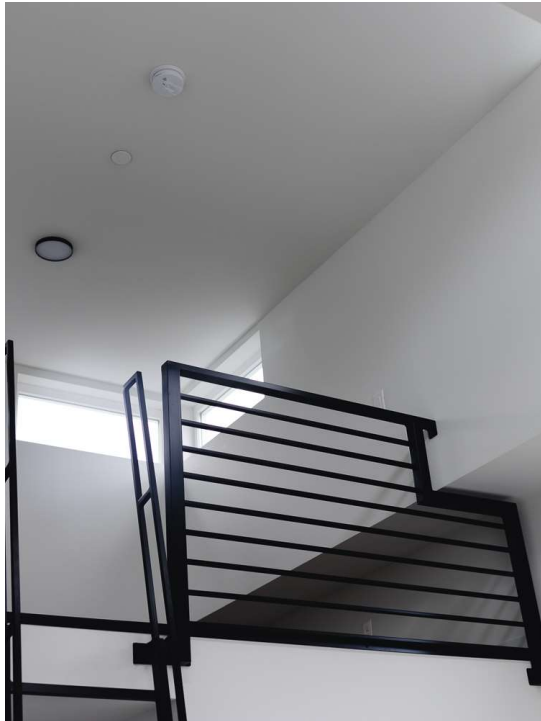


Property Details

Property Type	Units	Unit Types
Apartments	32	Single Room Occupancy
Residents	Staff	Eligibility
		30% AMI

Property Location

506 10th Ave E Seattle WA 98122



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Meadowbrook Apartments

11032 Lake City Way NE, Seattle, WA
98125, USA



Property Description

Located in the Lake City neighborhood of North Seattle, the Meadowbrook Apartments provide housing to low income individuals, families, and residents transitioning out of homelessness. The Meadowbrook Apartments have 50 units that include studios, one, two, three, and four bedroom apartments. Case Management is available for residents living in homeless transitional units.

Contact

206-361-2375

meadowbrookapts@lihi.org



Property Details

Property Type	Units	Unit Types
Apartments	50	1, 2, 3, and 4 bedroom units
Residents	Staff	Eligibility
Families with children	Housing Assistant, Maintenance, Case Manager	30%-60% AMI

Property Location

11032 Lake City Way NE, Seattle, WA 98125, USA



ATTACHMENT C
PERMANENT SUPPORTIVE
HOUSING INFORMATION

Select Language ▼

Powered by [Google Translate](#)



Housing & Health to End Homelessness

The Estelle

3501 Rainier Avenue S, Seattle 98144

Phone: (206) 792-7462

Fax: (206) 257-1342



Photo courtesy of William Wright Photography and SMR Architects

DESC's The Estelle provides permanent supportive housing for 91 formerly homeless individuals living with serious mental illness or other disabling conditions. The project was completed in February 2018 and is located in Rainier Valley.

As a result of a unique partnership between DESC and Harborview Medical Center, The Estelle provides supportive housing and quality healthcare within the same building. Fifteen units are dedicated to people exiting the hospital with healthcare needs that exceed the services offered in conventional residential care systems, and on-site healthcare is available to all residents.

Services:

- 24/7 support staff
- Nutritional services including a daily dinner service
- Medication monitoring
- Common space for tenants on first floor (meeting rooms, dining area)
- Community activities (food bank trips, BINGO, etc.)
- Courtyard garden amenity for tenants
- On-site clinical services such as case management and mental health care

MAIN OFFICE

515 Third Ave, Seattle, WA 98104

Other Locations <<https://www.desc.org/contact/>>

PHONE

206-464-1570 <tel:206-464-1570>

TDD/TDY 800-833-6388 <tel:800-833-6388>

EMAIL

info@desc.org <mailto:info@desc.org>

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Chief Seattle Club is proud to offer permanent housing for our members.

Click on the links below to learn more about our open and developing affordable housing projects!

ʔálʔal – Home

ʔálʔal is our landmark affordable housing project and one of our greatest dreams come true!

ʔálʔal opened in February 2022 with over 80 units of housing. To date, 96% of residents are Native Indian/Alaska Native. ʔálʔal includes 10 studios set aside for

veterans, and we still have 8 units available, including 5 VASH units (Section 8 for veterans). We have homeless units and non-homeless units, too.

[Click here to learn more about ?ál?al!](#)

Goldfinch - Elder's Housing

Sacred Medicine House - Lake City

Chief Seattle Club

410 - Second Ave
Extension S.
Seattle, WA 98104

Front Desk: (206)
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ATTACHMENT D
COORDINATED ENTRY
INFORMATION



Coordinated Entry FAQ

[Coordinated Entry for All](#) (CEA) serves all people experiencing homelessness, with a goal of connecting them to stable housing. CEA uses a standardized Housing Triage Tool that matches services and available housing resources to people experiencing homelessness. To enroll in CEA, visit a [Regional Access Point](#).

FAQs in different languages:

- [Amharic / አማርኛ: የተቀናጀ አገባብ ለሁሉም አዘውትረው-የተጠየቁጥያዎች](#)
- [Russian / Русский: Координированный доступ для всех ЧАСТО ЗАДАВАЕМЫЕ ВОПРОСЫ](#)
- [Spanish / Español: Entrada Coordinada para Todos \(CEA\) PREGUNTAS FRECUENTES](#)
- [Somali / Soomaali: Isku-dubbaridka Hoyga ee loogu talagaly Dhammaan SU'AALAHA BADANAA LA WARSADO](#)
- [Tigrinya /ዝተወሃሃደ ምዝገባ ንኹሉ: ብተደጋጋሚ ዝሕተቱ ሕቶታት](#)
- [Vietnamese / Tiếng Việt: Chương trình CÁC CÂU HỎI THƯỜNG GẶP](#)

Frequently Asked Questions

What is Coordinated Entry for All (CEA)?

CEA is intended to help people experiencing homelessness find stable housing by identifying, assessing, and connecting them to housing support services and housing resources. CEA uses a standardized Housing Triage Tool that matches services and available housing resources to people experiencing homelessness.

Am I eligible for CEA?

CEA serves all people (single adults, young adults*, couples, families, and veterans) who are experiencing homelessness in King County. Additionally, young adults* who are at risk of homelessness within 14 days can also receive CEA services. Being homeless means you are:

- Living and sleeping outside or in places not meant for human habitation
- Fleeing or attempting to flee domestic violence**
- Staying in an emergency shelter, or
- Exiting an institution*** where you stayed for up to 90 days and were homeless before entering that institution.

***Young adult** means a person between 17.5 years old through 24 years old.

****Domestic violence** means the person or family is afraid to return to their home or is experiencing dangerous or life threatening conditions at home, usually due to abuse, stalking, dating violence, sexual assault or other physical assault. Persons who have experienced human trafficking or sexual exploitation may also be served by CEA.

*****Institution** means a jail, prison, a psychiatric hospital, medical hospital, or a drug/alcohol treatment program.

To enroll in CEA, visit a [Regional Access Point](#).

How can I get connected to CEA?

Contact one of the Regional Access Points listed [here](#).

How does CEA work?

CEA uses a triage tool, called the VI-SPDAT, to get more information about the needs of each homeless family or homeless person. In general, the triage tool asks a series of questions about you, your health, how you are experiencing homelessness, and what other needs you might have.

What do I do if I am not eligible for CEA?

CEA can only serve people or families who meet at least one of the conditions described under “Am I eligible” above. If you or your family do not meet any of the conditions listed, please **call 2-1-1** or visit <https://www.crisisconnections.org/> to get connected with other services.

Where are the Regional Access Points located?

There are 5 Regional Access Point offices located throughout King County. They are listed below.

Seattle Office	Catholic Community Services Address: 100 23rd Avenue South, Seattle, WA 98144 Phone: 206-323-6336 Get Directions	Monday –Friday 9 am-5 pm. Evenings/weekends hours by appointment.
South King County in Federal Way Office	Multi-Service Center- Federal Way Address: 1200 South 336th Street, Federal Way, WA 98003 Phone: (253) 838-6810 Get Directions	Monday –Friday 9 am-5 pm. Evenings/weekends by appointment.
South King County – Renton Office	YWCA- Renton Address: 1010 South 2nd Street, Renton, WA 98057 Phone: (425) 264-1400 Get Directions	Monday –Friday 9 am-5 pm. Saturday hours by appointment only.
North King County Office	Opportunity Center for Employment and Education Address: 9600 College Way North, Seattle, WA 98103 Phone: 206-753-4890 Get Directions	Monday–Friday 9 am-5 pm. Evenings/weekends by appointment only.
East King County Office	Catholic Community Services – Bellevue (Note: The office is in the First Congregational Church building.) 11061 NE 2nd Street, Bellevue, WA 98004 Phone: (206) 323-6336 Get Directions	

I do not speak English very well. Can CEA still help me?

Yes. Workers at the Regional Access Point offices can speak several different languages. When you contact a RAP, please let the person answering your phone call know what language you are most comfortable speaking. If no workers at the location where you are meeting speak the same language as yours, the person answering your phone call will make sure an interpreter will be available during your appointment.

I have children. Can I bring them to the meeting?

Yes. You are welcome to bring your children with you to your appointment.

I have work or school during the day. Are other appointment times available?

Yes. Regional Access Point offices can offer evening and weekend hours by appointment.

I am in jail or prison. Can CEA help me?

If you were homeless before being in a jail or prison AND stayed in jail or prison for 90 days or less, then CEA can help.

If you are a young adult (17 through 24 years old), CEA can help if it is at least two weeks before you leave a jail or prison. For a young adult, there is no requirement that you were homeless immediately before entering the jail or prison. There is also no requirement that you were in the jail or prison 90 days or less.

I have completed the CEA Housing Triage Evaluation. Is there a waitlist for housing? How long does it take?

CEA does not use a waitlist. Instead, we work to match the needs of the household experiencing homelessness with housing resources that are currently available. However, housing is not guaranteed and the wait time is uncertain.

I have completed the CEA Housing Triage Evaluation but my situation has changed. What should I do?

Please update your contact information or any other information related to your housing screening, by calling any of the [Regional Access Point](#) offices.

Who can I call for Emergency Shelter Services?

Single Adults: Call 211 to get connected to shelter.

Youth and Young Adults:

YouthCare: (800) 495-7802

ROOTS: (206) 632-1635

The Landing: (425) 449-3868

New Horizons (206) 374-0866

Nexus: (253) 275-1634

PSKS: (206) 726-8500

Families: Families experiencing literal homelessness or fleeing domestic violence who are in need of same day access to shelter should call the Family Emergency Shelter Access Line (206-245-1026) every day they are in need of shelter, starting at 9:00am (no end time). If a shelter bed is available, families will be contacted by shelters providers throughout King County in the afternoon and evening.

Domestic Violence Shelters: Call 211 to get connected to shelter, or call the Washington State Domestic Violence Hotline: 1-800-799-7233.

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Land Acknowledgement

The Regional Homelessness Authority and all of King County is located on the unceded, traditional land of the Coast Salish Peoples. We honor this land and its peoples past and present, and are committed to directing funding and resources to organizations led by and in support of Native and Indigenous Peoples.

Accessibility

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Regional Access Points

The purpose of Coordinated Entry for All (CEA) is to ensure that people experiencing homelessness have equitable access to housing resource connections to resolve their housing crisis.

Regional Access Points (RAPs) are an entry point to CEA.

These entry points are resource centers where people experiencing homelessness can get help finding housing and other resources. Individuals and families experiencing homelessness may call ahead to schedule an appointment.

To schedule an appointment for a CEA Housing Triage Tool, households must contact a Regional Access Point directly.

Regional Access Points have limited walk-in hours available. Clicking the drop down arrow for each RAP below will list the walk-in hours available for that location. Walk-ins are first come first served.

RAP Catchment Areas: note that households experiencing homelessness in King County are able to access any RAP, not just the one they are located nearest.)

CEA Eligibility

CEA serves all people (single adults, young adults, couples, families, and veterans) experiencing homelessness. Please contact CEA if you are:

- Living and sleeping outside
- Sleeping in a place not meant for human habitation
- Staying in a shelter
- Fleeing/attempting to flee domestic violence
- Exiting an institution where you resided for up to 90 days and were in shelter or a place not meant for human habitation immediately prior to entering that institution.

Young adults who are imminently at risk of homelessness within 14 days are also eligible for CEA.

List of Regional Access Points in King County

Seattle

Catholic Community Services – Seattle

[100 23rd Ave. S., Seattle, WA 98144](#)

[206-328-5900](#)

Hours of Operation: Monday – Friday 9:00 a.m. – 5:00 p.m. By appointment only. Drop-in clients often cannot be accommodated.

Please note: Due to demand it's possible that not all households that seek a walk-in evaluation will be able to be accommodated at the time of walk-in.

South King County – Federal Way

Multi-Service Center– Federal Way

[1200 S. 336th St., Federal Way, WA 98003](#)

[253-874-6718](#), then select Option 4 for the MSC Regional Access Point.

Beginning July 10, 2019, this phone line will be answered weekly on Wednesdays from 2-5 PM. Outside of that time, please leave a voicemail with your name, or an alias if you'd prefer to protect your identity, and a safe contact number or email address.

Alternatively, inquiries may be submitted via email to RAP@mschelps.org. Voicemails and emails will generally be returned within 3 business days, with some exceptions

Walk-In Hours: In efforts to address slowing the spread of the COVID-19 virus, walk-in hours are temporarily suspended, and CEA assessments will temporarily be conducted over the phone. Diversion services will continue without interruption. Call [253-874-6718](tel:253-874-6718) for more information.

South King County – Renton

YWCA Renton

[1010 S. 2nd St., Renton, WA 98057](https://www.ywca.org/locations/renton)

[425-523-1377](tel:425-523-1377)

Hours of Operation: Monday – Friday 9:00 a.m. – 5:00 p.m. Saturday hours by appointment only.

Walk-In Hours have been temporarily suspended as a preventative measure to reduce the spread of COVID-19. [Learn more about King County COVID-19 Response.](#)

North King County – North Seattle

Solid Ground – North Seattle

1501 N. 45th Street Seattle, WA 98103

(206)694-6833

Hours of Operation: Monday – Friday 9:00 a.m. – 5:00 p.m.

In efforts to slow the spread of the COVID-19 virus, you can call (206)694-6833 to be assessed for diversion or Coordinated Entry over the phone and not present in person at this Regional Access Point. Please be patient as call volume may be heavy.

East King County – Bellevue

Additional Access Points for Veterans

A Veteran (a person that served in the United States Military) experiencing homelessness can schedule an appointment for a CEA Housing Triage Tool evaluation, by calling a Regional Access Point or the Washington State Dept. of Veterans Affairs at 206-454-2799.

Veterans can also get connected to housing resources and services through Operation: WelcomeOneHome.

Operation: WelcomeOneHome

The Washington State Department of Veteran Affairs Information and Assistance Call Center is the “Command Center” for Veterans and Neighbors to call to connect homeless Veterans to services. Outreach workers may be “dispatched” by the Call Center and will make contact within 24-hours to Veterans unable to travel. Established outreach methods include:

- Phone
 - WDVA Veterans Information and Assistance Call Center at 206-454-2799; and 2-1-1 Community Information Line.
- Site based
 - WA State Department of Veterans Affairs (WDVA) office: 2106 2nd Avenue, Suite 100, Seattle, WA 98121
 - VA Puget Sound Community Outreach and Housing Services (CHOS) Renton Walk-in Clinic: 419 S 2nd Street, Suite 2, Renton, WA 98057
- Community-based mobile outreach
 - Supportive Services for Veteran Families,
 - VA-Puget Sound CHOS, and

- King County Veteran and Human Services outreach contracts [El Centro de la Raza, Evergreen Treatment Services (ETS) REACH, Sound Mental Health Project for Assistance in Transition from Homelessness (SMH PATH), Therapeutic Health Services (THS), VA-Puget Sound, Valley Cities Counseling and Consultation (VCC), and WDVA].

Additional Access Points for Young Adults (Non-Parenting)

Young adults between 17 and 24 years old who are experiencing homeless in King County or are at imminent risk of being homeless within 14 days can also complete a CEA Housing Triage Tool Evaluation through the following agencies. Call or visit one of these agencies during the listed drop-in hours to be evaluated for services.

South/Central Seattle

YMCA Young Adult Services Drop in Center

[2100 24th Ave S, Seattle, WA 98144](#)

Drop in:

Monday: 1:30-2:30 pm (**by appointment only**), 2:30-3:30 pm (**walk-in**)

Wednesday: 2:30-3:30 pm (**by appointment only**), 3:30 – 4:30 pm (**walk-in**)

- CEA Housing Triage Tool evaluations are schedule **one week in advance**. Call 206-749-7550 to schedule an appointment.
- Drop-in CEA Housing Triage Tool evaluations must be claimed by participants in person, the day of

Therapeutic Health Services

[1901 Martin Luther King Jr. Way S, Seattle, WA 98144](#)

Interested in Housing Navigation? Call: 206-322-7676, ext 6252 or email: latriced@ths-wa.org to schedule an appointment for a CEA Housing Triage Tool evaluation.

Downtown Seattle

YouthCare's James W. Ray Orion Center

[1828 Yale Avenue, Seattle, WA 98101](#)

Drop In: Monday: 2-6p

Interested in Housing Navigation? Call 206-622-5555 to schedule an appointment for a CEA Housing Triage Tool evaluation.

New Horizons

[2709 Third Avenue, Seattle, WA 98121](#)

Drop in: Mondays & Thursdays from 6-9pm (6pm by appointment, 7-9 walk/drop in)

Interested in Housing Navigation? Call 206-374-0866 to schedule an appointment for a CEA Housing Triage Tool evaluation.

*First hour by appointment only.

University District

Teen Feed

[4740 B University Way NE, Seattle, WA 98105](#)

- Mon-Fri from 7-8pm, or Wednesdays during InReach from 2-4pm.

University District Youth Center

[4516 15th Avenue NE, Seattle, WA 98105](#)

- Tuesdays & Thursdays: 12 pm-3pm

Interested in Housing Navigation? Call 206-522-4366 to schedule an appointment for a CEA Housing Triage Tool evaluation.

South King County – Auburn

Y Social Impact Center

[915 H Street SE, Auburn, WA 98002](#)

Interested in Housing Navigation? Call 253-939-2202 to schedule an appointment for a CEA Housing Triage Tool evaluation.

East King County

Friends of Youth Redmond

[16225 NE 87th Street, #1, Redmond, WA 98052](#)

Drop in: Tuesdays from 10:00am – 12:00pm

Interested in Housing Navigation? Call 425-298-4846 to schedule an appointment for a CEA Housing Triage Tool evaluation.

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Land Acknowledgement

The Regional Homelessness Authority and all of King County is located on the unceded, traditional land of the Coast Salish Peoples. We honor this land and its peoples past and present, and are committed to directing funding and resources to organizations led by and in support of Native and Indigenous Peoples.

Accessibility

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ATTACHMENT E
OTHER CITY CODES

Chapter 18.182

SUPPORTIVE HOUSING STANDARDS

Sections

18.182.010 Title.

18.182.020 Application.

18.182.030 Purpose.

18.182.040 Authority.

18.182.050 Performance standards.

18.182.010 Title.

This chapter shall be entitled “Supportive Housing Standards.” [Ord. 1750 § 4, 2021.]

18.182.020 Application.

This chapter shall apply to all emergency housing, emergency shelters, permanent supportive housing, and transitional housing in buildings or other permanent structures. [Ord. 1750 § 5, 2021.]

18.182.030 Purpose.

The purpose of this section is to establish standards for the operation of supportive housing facilities within the City. For the purpose of this section, “supportive housing facilities” includes only emergency housing, emergency shelters, permanent supportive housing, and transitional housing in buildings or other permanent structures. These regulations are intended to protect public health and safety by requiring safe operations of supportive housing facilities for both the residents of such facilities and the broader community. This section does not include regulations for homeless encampments regulated by DMMC [18.170.080](#) and essential public facilities regulated by chapter [18.255](#) DMMC. [Ord. 1750 § 6, 2021.]

18.182.040 Authority.

This chapter is established to regulate the siting of emergency housing, emergency shelters, permanent supportive housing, and transitional housing. [Ord. 1750 § 7, 2021.]

18.182.050 Performance standards.

(1) General Requirements for All Supportive Housing Facilities.

- (a) When a site includes more than one supportive housing facility, the more restrictive requirements of this section shall apply.
- (b) Specific needs of each facility shall be reviewed pursuant to the conditional use permit process in chapter [18.140](#) DMMC.
- (c) All supportive housing facilities shall comply with the Des Moines Municipal Code, including but not limited to Title [14](#) DMMC, Buildings and Construction, and Title [18](#) DMMC, Zoning.
- (d) Facilities shall meet the following locational criteria:
- (i) Facilities shall be located within one-quarter mile from a transit stop.
 - (ii) Facilities shall be located at least one-half mile from another supportive housing facility.
 - (iii) Facilities shall be located at least 1,000 feet from an elementary, middle or high school, or other supportive housing facility, unless permitted as a family or youth shelter. For the purposes of this subsection, distance shall be measured in a straight line between the closest property line of the existing facility or school and the closest property line of the proposed facility.
- (e) Facilities shall match the bulk and scale of residential uses allowed in the zone where the facility is located. The design, construction, appearance, physical integrity, and maintenance of the facility shall provide an environment that is attractive, sustainable, functional, appropriate for the surrounding community, and conducive to tenants' stability.
- (f) Project design shall enhance personal safety and security through implementation of CPTED (Crime Prevention Through Environmental Design) principles.
- (g) The sponsor and/or managing agency shall ensure compliance with Washington State laws and regulations, the DMMC, and King County Health Department regulations. The sponsor and/or managing agency shall permit inspections by local agencies and/or departments to ensure such compliance and shall implement all directives resulting therefrom within the specified time period.
- (h) The required number of off-street parking spaces for each facility shall meet the requirements of chapter [18.210](#) DMMC.

(i) An operations plan must be provided at the time of application by the sponsor and/or managing agency that addresses the following elements to the satisfaction of the City:

(i) Name and contact information for key staff;

(ii) Roles and responsibilities of key staff;

(iii) Site/facility management, including a security and emergency plan;

(iv) Site/facility maintenance;

(v) Occupancy policies, including resident responsibilities and a code of conduct that address, at a minimum, the prohibition on the use or sale of alcohol and illegal drugs, threatening or unsafe behavior, and weapon possession;

(vi) Provision of human and social services, including staffing plan and outcome measures;

(vii) Outreach plan with surrounding property owners and residents and ongoing good neighbor policy; and

(viii) Procedures for maintaining accurate and complete records.

(ix) A description of provisions for transit, pedestrian, and bicycle access from the subject site to services shall be provided at time of application by the sponsor and/or managing agency.

(2) Specific Requirements for Emergency Housing and Emergency Shelters, in Addition to the Requirements of Subsection (1) of this Section.

(a) Facilities shall meet the following capacity and density requirements:

(i) Emergency housing shall be limited to no more than 20 units, or 20 residents in a facility without separate units, in the D-C, C-C, H-C and I-C Zones. Facilities within the PR-R, PR-C, T-C and W-C Zones shall be permitted at the zoned density.

(ii) Emergency shelters shall limit capacity to no more than one adult bed per 40 square feet of floor area per facility with up to 20 residents permitted in the D-C, C-C, H-C and I-C Zones and up to 80 residents in the PR-R, PR-C, T-C and W-C Zones.

(b) Residents shall have access to the following services on site; if not provided on site, transportation shall be provided:

(i) For all facilities, medical services, including mental and behavioral health counseling.

(ii) For emergency housing facilities, access to resources on obtaining permanent housing and access to employment and education assistance.

(iii) For emergency shelter facilities, substance abuse assistance.

(3) Specific Requirements for Permanent Supportive Housing and Transitional Housing in Addition to the Requirements of Subsection (1) of this Section.

(a) Facilities shall meet the following capacity and density requirements:

(i) A maximum of eight residents shall be permitted in the Single-Family Zones (RS-15,000, RS-9,600, RS-8,400, RS-7,200, and RS-4,000) and R-SE Zone, and facilities are subject to the development standards of the zone that the facility is located in.

(ii) A maximum of 40 units shall be permitted in the Multifamily Residential Zones (RA-3,600, RM-2,400, RM-1,800, RM-900, RM-900A and RM-900B) and in the C-C, D-C, H-C, I-C, and N-C Zones.

(iii) Facilities located in the PR-R, PR-C, T-C and W-C Zones shall comply with the density requirements of the underlying zone.

(b) Facilities shall be required to meet the design requirements of chapter [18.235](#) DMMC.

(i) On-site recreation area shall be provided as specified in chapter [18.155](#) DMMC. The Hearing Examiner may approve equal square footage of common recreation space in lieu of private recreation space requirements.

(c) All residents shall have access to appropriate cooking and hygiene facilities.

(d) Facilities serving more than five dwelling units shall have dedicated spaces for residents to meet with service providers.

(e) Residents shall have access to the following services on site; if not provided on site, transportation shall be provided:

(i) Medical services, including mental and behavioral health counseling.

(ii) Employment and education assistance. [Ord. 1750 § 8, 2021.]

The Des Moines Municipal Code is current through Ordinance 1756, passed March 31, 2022.

Disclaimer: The city clerk's office has the official version of the Des Moines Municipal Code. Users should contact the city clerk's office for ordinances passed subsequent to the ordinance cited above.

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P. Development shall be in compliance with the single-family residential/traditional neighborhood design option development standards as set forth in the design and development guidelines. (Ord. 2365 § 1, 2011; Ord. 2134 § 10, 2005)

18.12.080 Performance standards.

The following special performance standards shall apply to properties located in the LDR district:

A. Exterior Mechanical Devices. Air conditioners, heating, cooling, ventilating equipment, swimming pool pumps and heaters and all other mechanical devices shall be screened from surrounding properties and streets and shall be so operated that they do not disturb the peace, quiet and comfort of the neighboring residents. Apparatus needed for the operation of solar energy systems need not be screened pursuant to this section.

B. Required Landscaping. Required front and street side yards shall be landscaped except for necessary walks, drives and fences.

C. Outdoor Storage and Parking of Vehicles. Storage or parking of any motor vehicle or vehicle accessory such as camper shells, boats, trailers, motorbikes or other wheeled accessory or conveyance shall not be allowed except as follows:

1. Storage of such vehicles and vehicle accessories is permitted within the paved areas and driveways located in the front and street side yard; and rear and interior side yards; provided, that such vehicles and accessories are screened from neighboring properties and public rights-of-way by a six-foot-high solid fence or landscaped screen. For purposes of this subsection "storage" means the keeping of such vehicles and accessories on any portion of any parcel of property for a period of 120 continuous hours.

2. Parking for any length of time of such vehicles and vehicle accessories is prohibited within any landscaped area of the front or street side yard, except for parking for the washing of vehicles and not to exceed two hours.

D. Detached Accessory Structures. Detached accessory structures, except for detached accessory dwelling units, are permitted not closer than three feet to rear or interior side property lines if located in the rear 33 percent of the lot, or in back of the front 75 feet of the lot; provided, that the maximum building height for a detached accessory structure shall be 16 feet for gabled, hipped and gambrel roofs and 12 feet for flat and mansard roofs.

E. Setbacks from Alleys. Garage structures which are directly attached to a principal structure or attached with no greater than an enclosed breezeway, and have vehicular access from an adjacent

alley, may encroach into the rear yard such that the total of the alley width and setback from the alley is equal to no less than 24 feet. In such case, only a garage attached to the principal structure by no greater than a breezeway may exceed a height of one story.

F. Yard Projections. Every required front, rear and side yard shall be open and unobstructed from the ground to the sky unless otherwise provided:

1. Fences and walls as specified and limited under subsection (J) of this section may project into a required yard.
2. Fireplace structures not wider than eight feet measured in the general direction of the wall of which it is a part may project into a required yard by not more than 30 inches.
3. Cornices, sills, eave projections, and awnings without enclosing walls or screening may project into a required yard by not more than 30 inches.
4. Open, unenclosed, unroofed decks, providing, however, that said decks are constructed at grade elevations, or in no event exceed 30 inches above grade and not over any basement or story below.
5. Bay windows and garden windows which do not require a foundation may project into a required front, rear, or street side yard by not more than 30 inches; provided, that the width of any required interior side yard is not reduced to less than two feet, six inches and any yard abutting a street is not reduced to less than five feet.
6. Additions of accessory structures such as stairs or balconies, or covered porches which have no more than 200 square feet, provided lot coverage is not exceeded, may project into a required front or rear yard.

G. Residential Antennas. Residential antennas, including satellite dish antennas less than or equal to three feet in diameter, shall not be located between the front or street side property lines and a building, and shall be limited to a height of 10 feet in excess of the maximum height required for each zone. Antennas shall be set up so that in case an antenna falls it will fall within the confines of the owner's property. Satellite dish antennas greater than three feet in diameter, and amateur radio towers and associated antennas are regulated below.

1. Satellite Dish Antennas, Ground-Mounted. Ground-mounted, satellite dish antennas are allowed as permitted accessory uses subject to the following requirements:

- a. The antenna shall not be located between the front property line or street-side property line and a building; such antennas may be located in a rear or interior side yard.
- b. The maximum diameter shall be 12 feet.
- c. The maximum height shall be 15 feet in height above the existing grade to the highest point of the dish.
- d. The minimum setback shall be no less than three feet to rear or side property lines as measured when the dish is in a horizontal position.
- e. Satellite dish antennas shall be located to prevent obstruction of the antenna's reception window from potential permitted development on adjoining properties.
- f. Satellite dish antennas shall be constructed of transparent material such as wire mesh; and shall be finished in a dark color and a non-light-reflective surface.
- g. All installations shall include screening treatments located along the antenna's nonreception window axes and low-level ornamental landscape treatments along the reception window axes of the antenna's base. Such treatments should completely enclose the antenna and consist of no less than three landscape elements which provide year- round screening. Landscape plans shall be reviewed by the director.
- h. Dish antennas shall be installed and maintained in compliance with the applicable requirements of the Uniform Building Code, as amended.
- i. Only one dish antenna shall be permitted on any residential lot.
- j. Dish antennas shall not be installed on a portable or movable device, such as a trailer.
- k. The antenna shall be set up so that in case an antenna falls it will fall within the confines of the owner's property.

2. Satellite Dish Antennas, Roof-Mounted. Roof-mounted satellite dish antennas which have a maximum of 12 feet in diameter may only be allowed upon approval of a variance application in accordance with chapter [18.50](#) SMC. In addition to the review criteria of SMC [18.50.030](#), the following criteria shall be met:

- a. Demonstration by the applicant that compliance with subdivision 1 of this subsection would result in the obstruction of the antenna's reception window, prohibiting a usable

signal; furthermore, such obstruction involves factors beyond the control of the applicant.

3. Amateur radio towers and antennas for use by a noncommercial, licensed amateur operator shall be allowed if such facilities:

- a. Are not located between the front or street-side property line and a building.
- b. Are limited to a height of 10 feet in excess of the maximum height required for each zone.
- c. Are installed with a reasonable effort to minimize visibility from adjacent properties while still permitting effective operation.
- d. Are located and constructed in a manner that will prevent the installation from falling onto adjoining properties.
- e. Do not interfere with nearby utility lines, etc.
- f. Such installations which propose to exceed the maximum height restrictions, but which meet all of the above criteria (a through e), may only be allowed upon approval of a variance application in accordance with chapter [18.50](#) SMC.

H. Swimming Pools. For all swimming pools having a depth of 24 or more inches there shall be maintained a protective fence, wall or enclosure not less than five feet in height, with no opening greater than four inches wide and equipped with a self-closing gate surrounding said pool. This requirement shall also apply to other outdoor bodies of water having a depth greater than 24 inches, excluding natural lakes, streams, rivers, or drainage ditches.

I. Building Height Exceptions. Chimneys and vents, and church steeples and church spires, may be erected to a height greater than the permitted building height.

J. Fences – Intent. The intent of this subsection is to establish minimum requirements and standards for fences in order to provide screening and to protect the aesthetic assets of the community. Fences, except as regulated under subsection (J)(8) of this section, constructed within residential zones shall not exceed a maximum height above the adjacent grade as set forth herein:

1. The requirements of this subsection shall apply only to fences built after the effective date of the ordinance codified in this section. Fences built before that date shall be considered legal nonconforming fences. Existing fences being replaced after this adoption date shall meet the

requirements of this subsection. The construction of any fence, arbor, or trellis requires a building/land use permit.

2. Fences, located within the required front yard or within a five-foot setback from the street side property line, shall not exceed a height of three feet where fences would provide less than 50 percent visibility. Fences providing at least 50 percent visibility shall not exceed a height of four feet within the required front yard or within a five-foot setback from the street side property line. Examples of fences that could meet the 50 percent visibility include spaced rail fences, spaced picket fences, and chain link fences.

3. Corner lots located along minor arterials may construct a fence to the maximum height with a zero side yard setback along the minor arterial; provided, that all sight distance requirements are met.

4. No fence shall exceed a total height of six feet above existing or finished grade in a residential zone, unless exceptions of subsection (J)(8) of this section apply.

5. Fences utilized to enclose drainage detention ponds or other drainage facilities shall meet the requirements of the King County Washington Surface Water Design Manual, as well as any other applicable regulations of this section and the Sumner Municipal Code. Chain link fences used to enclose drainage detention ponds or other drainage facilities shall be green or black coated or painted.

6. No barbed wire, razor wire, or electric fence shall be allowed within residential zones, unless exceptions of subsection (J)(8) of this section apply.

7. Arbors and trellises will be subject to the following:

a. An arbor of up to three additional feet in height to a nine-foot maximum can be constructed over a gate, walkway, or entryway. The maximum width of an arbor shall be eight feet. These requirements apply to arbors sited in the front and side yard and to arbors attached to fences. Arbors shall be of structurally sound design.

b. A trellis of up to two additional feet in height to a maximum of eight feet may be added to a fence as a decorative element. Trellises with a horizontal element shall not encroach onto adjacent properties. Trellises shall be a structurally sound part of the fence design.

8. Exceptions to the standards set forth in this subsection are listed as follows: public facilities, minor and major utility facilities, schools, and wireless communication facilities may have fences

higher than the required six-foot maximum for safety and security reasons, and are not subject to the requirements of this subsection. Such facilities needing added public safety and security shall construct fences in accordance to the standards set forth for such facilities.

9. Through lots with frontage along minor arterials may construct a fence to the maximum height with a zero setback along the minor arterial; provided, that all sight distance requirements are met.

K. Sight Distance Requirements. At all intersections there shall be a triangular yard area within which no tree, fence, shrub or other physical obstruction shall be permitted higher than three feet above the adjacent grade where fences, walls and hedges would provide less than 50 percent visibility. Fences, walls, and hedges providing at least 50 percent visibility shall not exceed a height of four feet. Examples of fences that could meet the 50 percent visibility include spaced rail fences, spaced picket fences, and chain link fences. This triangular area shall measure as follows:

1. Street Intersections. At any intersection of two street rights-of-way, two sides of the triangular area shall extend 20 feet along both shoulder or curblines of the improved portion of the rights-of-way, measured from their point of intersection. For the purpose of this paragraph an alley shall be considered as a street.

2. Street and Driveway Intersections. At any intersection of street right-of-way and a driveway, two sides of the triangular area shall extend 20 feet along the edge of the driveway and 10 feet along the shoulder or curbline of the improved portion of the right-of-way. Such triangular area shall be applied to both sides of the driveway.

3. Fences utilized to enclose drainage detention ponds or other drainage facilities shall meet the above regulations, as well as any other applicable regulations of the Sumner Municipal Code.

L. School and Church Height Exceptions. When applicable, a height exception shall be applied for as part of a conditional use permit application to establish such uses or expansion of such uses. Conditionally permitted school and church uses may exceed building height requirements to a maximum of 50 feet in the LDR zone upon approval of such height exception by the hearing examiner. A height exception does not require separate application for a special exception or variance.

M. Expansion of Specified Existing Uses. Existing automotive and motorized vehicle sales and rental agencies lawfully operating as of June 1, 2000, may be maintained as follows:

1. The specified uses may expand, except that expansion shall not occur if it is necessary to purchase additional property. The expansion shall meet the development standards of the zone

such as setbacks, lot coverage, and building height.

2. Structures may be rebuilt after a fire or other disaster to original dimensions, or expanded per requirements in this section, unless a health or safety impact would occur.

3. If expansion requires any increase in impervious surface, a 10-foot landscaped yard setback shall be created and solid six-foot masonry wall or wood fence established and maintained along the property line that abuts residential properties, except that fences and walls located within the required front or street side yard shall not exceed a height of three feet. The landscape buffer shall contain a planting of trees with a minimum of eight feet in height at planting and a minimum of 20 feet at maturity. Trees shall be a mix of 50 percent deciduous and coniferous and planted 15 feet on center.

4. Any expansion shall meet the performance standards set forth in SMC [18.16.080](#) and design review standards per chapter [18.40](#) SMC.

N. Manufactured homes shall meet all of the following conditions:

1. Manufactured homes shall be new;

2. Manufactured homes shall be set upon a permanent foundation and the space from the bottom of the home to the ground shall be enclosed by concrete or an approved concrete product which can be either load-bearing or decorative;

3. Manufactured homes shall be thermally equivalent to the State Energy Code;

4. Manufactured homes shall have exterior siding similar in appearance to siding materials commonly used on site built single-family homes;

5. The roofs of manufactured homes shall be constructed with a shake or shingle, coated metal, or similar material with a nominal roof pitch of 3:12; and

6. Manufactured homes shall be comprised of at least two fully enclosed parallel sections each of not less than 12 feet wide by 36 feet long.

O. A minimum of 50 percent of the area of front and street side yards shall be landscaped with vegetation or other landscaped features other than paving, gravel, or hard surfaces.

P. Professional offices are permitted as a conditional use; provided, that:

1. The use creates minimal customer service demands on site;
2. The use shall only be allowed within structures existing as of the effective date of the ordinance codified in this section and the structure shall not be expanded by more than 50 percent of its gross floor area;
3. The use has a street address and primary vehicle access from a minor or principal arterial as identified in the city's comprehensive transportation plan; the use is located within one block or 500 feet, whichever is less, of a freeway interchange as measured from the right-of-way boundary nearest to the property; and the property is north of the freeway;
4. The appearance of the structures shall not be altered to differ from its residential character either by the use of colors, materials, construction, lighting, signs, or the emission of sounds, exhausts, or vibrations that carry beyond the premises;
5. Off-street parking and access shall be provided per chapter [18.42](#) SMC;
6. Any development shall be subject to the applicable design and development guidelines per chapter [18.40](#) SMC;
7. Signs shall be subject to SMC [18.44.210](#);
8. All fees associated with conversion of a residence to a professional office use shall be charged under commercial rates; and
9. Lots may not be consolidated to accommodate a professional office use or required parking.

Q. A mineral extraction use shall:

1. Comply with the noise control code in chapter [8.14](#) SMC;
2. Not produce light, glare or vibration in any amount determined to constitute a public or private nuisance under local or state laws or to disturb the peace, quiet, and comfort of neighboring residents, businesses or other property owners;
3. Meet or exceed regional, state, and federal air and emission levels;
4. Screen all mechanical devices from surrounding properties and public streets;
5. Be consistent with the city's comprehensive plan maps;

6. Utilize best available control technologies;
7. Only be permitted on property that is designated as mineral resource land pursuant to chapter [16.44](#) SMC; and
8. Require loaded trucks leaving the site to be covered, using best available technology.

R. Permanent supportive housing and transitional housing shall:

1. Comply with all applicable setbacks, height and other dimensional standards as required in this chapter;
2. Be limited to occupancy by one family per dwelling unit;
3. Comply with the maximum housing density for the zone, except that in no case shall density exceed a maximum of 10 housing units on any single parcel of land; and
4. Where the number of housing units exceeds one unit per lot, such housing shall not be located within one-half mile of any other emergency shelter or emergency housing use; or any permanent supportive housing or transitional housing use. (Ord. 2794 § 8, 2021; Ord. 2737 § 7, 2020; Ord. 2499 § 3, 2014; Ord. 2301 §§ 1, 2, 2009; Ord. 2247 § 2, 2008; Ord. 2194 § 1, 2007; Ord. 2193 § 3, 2007; Ord. 2135 § 4 (part), 2005; Ord. 2022 § 2, 2003; Ord. 1944 § 2, 2001; Ord. 1786 § 2, 1997; Ord. 1694 § 1, 1995)

18.12.090 Traditional neighborhood design optional development standards.

In place of the development standards of SMC [18.12.070](#), new subdivisions in the LDR-6, LDR-7.2, LDR-8.5 and LDR-12 districts may utilize the following standards, if all provisions are met.

- A. Lot sizes: 20 percent of the lots may equal 80 percent of the square footage of the minimum lot size of the district. Lots taking access from an alley may equal 80 percent of the minimum lot size. A minimum of 25 percent of lots must equal the required lot size of the zone. In no case shall the reduction in lot sizes be combined with the reduction in lot sizes allowed in SMC [16.40.140](#)(A) or (B);
- B. Lot width in feet: 50; 40 for lots with alley access;
- C. Front yard setback in feet: 15 minimum; 25 maximum;
- D. Rear yard setback in feet: 25;
- E. Interior side yard setback in feet: six;

F. Street side yard setback in feet: 10;

G. Maximum building height in feet: 30;

H. Maximum lot coverage: 40 percent;

I. Minimum street frontage in feet: 15;

J. Reserved;

K. Reserved;

L. Structures in subdivisions subject to this section shall comply with regulations outlined in chapter [18.40](#) SMC;

M. At least 50 percent of the homes shall have alleys for vehicular access. (Ord. 2134 § 11, 2005; Ord. 1906 § 8, 1999; Ord. 1803 § 4, 1997; Ord. 1694 § 1, 1995)

The Sumner Municipal Code is current through Ordinance 2818, and legislation passed through April 18, 2022.

Disclaimer: The City Clerk's office has the official version of the Sumner Municipal Code. Users should contact the City Clerk's office for ordinances passed subsequent to the ordinance cited above.

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Chapter 12.35

PERMANENT SUPPORTIVE HOUSING AND TRANSITIONAL HOUSING, EMERGENCY HOUSING AND SHELTER

Sections:

Article I. Generally

12.35.010 Exception from chapter.

Article II. Licenses

12.35.020 License for business required.

12.35.030 License applications.

12.35.040 License fee.

12.35.050 License expiration.

12.35.060 Renewal of license.

Article III. Regulations

12.35.070 Standards of safety and operation.

12.35.080 Standards of conduct.

Article I. Generally

12.35.010 Exception from chapter.

This chapter does not apply to emergency housing and shelter that is operated as a result of inclement weather, natural disaster, or similar event.

(Ord. No. 22-929, § 15, 1-18-22.)

Article II. Licenses

12.35.020 License for business required.

Unless expressly excepted by the provisions of this chapter, it is unlawful to operate permanent supportive housing and transitional housing, or emergency housing and shelter unless such

establishment or premises is licensed as hereinafter provided.

(Ord. No. 22-929, § 15, 1-18-22.)

12.35.030 License applications.

(1) All applications for license or license renewal shall be made to the city finance department on a form prescribed by the finance director, and shall include the following information:

- (a) The name, address, and contact telephone number of the license holder;
- (b) The business name, address, and telephone number of the establishment to be licensed;
- (c) The names, titles, addresses, and telephone numbers of those who will act as the principle point(s) of contact with the city;
- (d) A declaration of the total number of rooms in the facility used for permanent supportive housing and transitional housing, and/or emergency housing and shelter;
- (e) The maximum number of occupants that can be housed in the facility;
- (f) An operational plan demonstrating compliance with the safety and operational requirements in FWRC [12.35.070](#) and the standards of conduct in FWRC [12.35.080](#);
- (g) Documentation identifying that providers and/or managing agencies have either demonstrated experience providing similar services to people experiencing homelessness, and/or certifications or academic credentials in an appropriate human service field, and/or applicable experience in a related program with people experiencing homelessness.

(2) The city shall notify the applicant within 15 working days of submittal of a license or license renewal application if the application is deemed incomplete and shall specify what additional information is required.

(Ord. No. 22-929, § 15, 1-18-22.)

12.35.040 License fee.

(1) The license fee for permanent supportive housing and transitional housing, or emergency housing and shelter, as required in this chapter, is \$300.00 per year. Such fee shall be in addition to general business license fees where applicable.

(2) The entire annual license fee shall be paid for the applicable calendar year regardless of when the application for license is made, and shall not be prorated for any part of the year except that if the

original application for license is made subsequent to June 30th, the license fee for the remainder of that year shall be one-half of the annual license fee.

(3) Permanent supportive housing and transitional housing, and emergency housing and shelter, operated by nonprofit or governmental organizations, shall be exempt from the license fee.

(Ord. No. 22-929, § 15, 1-18-22.)

12.35.050 License expiration.

(1) All licenses issued or renewed under the provisions of this chapter shall expire on the thirty-first of December of each year.

(2) *Due date.* All license fees required by this chapter for either an original license or renewal are payable to the city at least two weeks prior to the commencement of operation of the permanent supportive housing and transitional housing, and/or emergency housing and shelter.

(3) *Failure to renew.* Failure to renew shall result in expiration of the license and all privileges granted to the licensee.

(Ord. No. 22-929, § 15, 1-18-22.)

12.35.060 Renewal of license.

(1) For a permanent supportive housing and transitional housing, and/or emergency housing and shelter facility to continue operation beyond the expiration of its existing license, an application for renewal must be submitted with the city prior to the expiration of the existing license.

(2) A late penalty shall be charged on all applications for renewal of a license received later than seven calendar days after the expiration date, as well as all applications that fail to rectify application deficiencies identified by the city pursuant to FWRC [12.35.030](#)(2) within seven calendar days of the city notice provided for in that subsection.

The amount of such penalty is fixed as follows:

Days Past Due	Late Fee
8 – 30	\$50
31 – 60	\$100
61 and over	\$200

(Ord. No. 22-929, § 15, 1-18-22.)

Article III. Regulations

12.35.070 Standards of safety and operation.

(1) Every facility licensed under the provisions of this chapter must meet the following safety and operational requirements:

- (a) Adopt and broadly disseminate a written security and emergency plan for residents and employees.
- (b) Establish protocols to work with current or prospective residents with active felony warrants to resolve the outstanding warrant(s) with applicable legal authorities.
- (c) Take all reasonable and legal steps to obtain verifiable identification information, including full name and date of birth, from all current and prospective residents, and keep a log containing this information.
- (d) Prohibit direct intake of residents without referral.
- (e) Incorporate procedures into operations to ensure complete and accurate recordkeeping.
- (f) Post prominently a list of all human and health services offered with a brief description of the service(s) and the availability of such service(s).
- (g) Follow Crime Prevention Through Environmental Design (CPTED) standards for landscaping and plant maintenance.
- (h) Broadly disseminate information to residents identifying transit, pedestrian and bicycle routes to services and schools from the site.

(2) Every standalone facility exclusively for permanent supportive housing and transitional housing, and/or emergency housing and shelter licensed under the provisions of this chapter, except for permanent supportive housing and transitional housing in the suburban estate (SE) or single-family residential (RS) zones, must meet the following additional safety and operation requirements:

- (a) Install lighting in all internal common areas providing a minimum of one and one-half foot-candles at ground level 24 hours per day, seven days a week.
- (b) Have a manager or operator's representative on the premises at all times.

(3) Every newly constructed facility licensed under the provisions of this chapter, except for newly constructed permanent supportive housing and transitional housing in the suburban estate (SE) or single-family residential (RS) zones, must also implement the security program and strategies addressed in FWRC [19.115.040](#).

(Ord. No. 22-929, § 15, 1-18-22.)

12.35.080 Standards of conduct.

Every facility licensed under the provisions of this chapter must adopt and enforce standards of conduct applicable to all residents and guests designed to ensure that:

(1) All residents and guests comply with all applicable federal, state, and local laws, including all safety and sanitation requirements and the city's building, fire, and zoning and development codes.

(2) No residents exhibit threatening or unsafe behavior.

(3) No resident shall use, possess, or sell illegal drugs.

(Ord. No. 22-929, § 15, 1-18-22.)

The Federal Way Revised Code is current through Ordinance 22-930, passed March 1, 2022.

Disclaimer: The city clerk's office has the official version of the Federal Way Revised Code. Users should contact the city clerk's office for ordinances passed subsequent to the ordinance cited above.

City Website: <https://www.cityoffederalway.com/>

City Telephone: (253) 835-7000

[Code Publishing Company](#)

19.06.080 - Siting of group housing.

A. *Special needs group housing.*

1. *Permitted.* Special needs group housing is permitted in all zones subject to the following conditions:
 - a. The facility shall meet all applicable Washington State licensing requirements.
 - b. The facility shall comply with all applicable construction codes set forth in MICC title 17, including maximum occupancy restrictions.
 - c. Operators of housing for persons with handicaps or with familial status within the meaning of the Federal Fair Housing Amendments Act (FHAA) may not accept individuals whose tenancy would constitute a direct threat to the health or safety of other individuals, or whose tenancy would result in substantial physical damage to the property of others.

The code official may require the operator of a special needs group home to deny housing to an individual if the police chief determines, based on the characteristics and relevant conduct of the individuals at issue, that such tenant is a direct threat to the health and safety of others, or that such individual's tenancy would result in substantial physical damage to the property of others. The police chief's determination may be appealed to the hearing examiner by the operator or tenant at issue under the appeal procedure set out in MICC 19.15.130.

2. *Reasonable accommodation.* Reasonable accommodations shall be made to handicapped persons, pursuant to the process provided in MICC 19.01.030, when such accommodations may be necessary to afford such persons equal opportunity to use and enjoy a dwelling, as required by the FHAA.

B. *Social service transitional housing.*

1. *Permitted.* Social service transitional housing is permitted in all zones when authorized by the issuance of a conditional use permit (CUP). Review of the conditional use permit application will be based upon the criteria set forth in MICC 19.15.100 and the supplemental criteria set forth in subsection (B)(3) of this section.
2. *Exceptions.*
 - a. If the police chief determines that the safety of the intended residents in a domestic violence shelter will be compromised by CUP public notice requirements, they may be waived.
 - b. A domestic violence shelter is not required to comply with subsection (B)(3)(c) of this section, which requires a 600-foot setback.
 - c. Social service transitional housing facilities that house persons with familial status and

persons with handicaps within the meaning of the FHAA is permitted in all zones pursuant to subsection A of this section, and are not required to obtain a CUP.

3. *Supplemental conditional use criteria.*

- a. A determination made by the police chief as to whether a tenant may be a threat to the health or safety of others or whether an individual's tenancy is likely to result in significant physical damage to the property of others, and, if so, whether conditions can be attached to satisfactorily control those risks.
- b. The facility is at least 1,000 feet from any other facility under this classification.
- c. The facility is at least 600 feet from the property line of educational or recreational facilities where children are known to congregate, including but not limited to any public park, the I-90 Trail, churches or synagogues, schools, licensed daycares, the Mercer Island Branch of the King County Library, public pools, the Mercerwood Shore Club, Mercer Island Beach Club, the Jewish Community Center, Mercer View Community Center, or the Boys and Girls Club.
- d. The facility and program secures and maintains all licenses and/or approvals as required by the state or federal government.
- e. The facility shall comply with all applicable construction codes set forth in MICC title 17, including maximum occupancy restrictions.
- f. The program will be operated under the authority of a reputable governing board or social service or government agency or proprietor, to whom staff are responsible and who will be available to city officials, if necessary, to resolve concerns pertaining to the facility.
- g. The facility shall operate under a written management plan, including a detailed description of staffing, supervision, and security arrangements appropriate to the type and number of clients and to its hours of operation, which shall be submitted to and approved by the city prior to the first occupancy by any person intended to be served by the facility.
- h. The facility has adequate off-street parking. The code official may require the applicant to submit a traffic study.
- i. The city shall determine the number of dwelling units or occupancy rooms or suites permitted in the proposed facility based on the following criteria:
 - i. The specific nature of the occupancy and the persons that will be housed in the proposed facility.
 - ii. The size of the dwelling units or occupancy rooms or suites and the specific configuration of the facilities within these units, rooms, or suites.

- iii. The impacts on nearby residential uses of the proposed facility.
4. *Appeal.* The conditional use permit decision made under subsection B of this section may be appealed pursuant to MICC 19.15.130.

C. *Rooming houses.*

1. *Permitted.* Rooming houses are permitted in multifamily zones and in the Town Center unless:
 - a. The rooming house fails to comply with all applicable construction codes set forth in MICC title 17, including maximum occupancy restrictions;
 - b. The rooming house does not have adequate off-street parking, which will be determined by a traffic study that shall be promptly provided by the rooming house owner and/or operator if requested by the code official;
 - c. The police chief determines that any tenant is a threat to the health or safety of others; and
 - d. The code official determines that the rooming house creates any significant adverse impact affecting surrounding properties; and measures which may be required by the code official to be taken by the rooming house owner and/or operator to mitigate such impacts are not promptly taken or do not satisfactorily mitigate such impacts.
2. *Appeal.* Determinations made by the code official pursuant to subsection C of this section may be appealed pursuant to MICC 19.15.130.

(Ord. 17C-12 § 5; Ord. 06C-06 § 2; Ord. 04C-12 § 15; Ord. 03C-08 § 1)

ORDINANCE 2038-21

**AN ORDINANCE OF THE CITY OF MILTON,
WASHINGTON, IMPOSING AN INTERIM OFFICIAL
CONTROL TO AMEND MILTON MUNICIPAL CODE
(MMC) TITLE 17 TO ALIGN MMC TITLE 17 WITH
ENGROSSED SECOND SUBSTITUTE HOUSE BILL 1220;
HOLDING A PUBLIC HEARING ON THE INTERIM
OFFICIAL CONTROL; PROVIDING FOR SEVERABILITY;
AND ESTABLISHING AN EFFECTIVE DATE.**

WHEREAS, in July 2021 the Washington State Legislature enacted House Bill (HB) 1220, supporting emergency shelters and housing through local planning and development regulations with an effective date of July 25, 2021; and

WHEREAS, Section 3 of HB 1220 contains the following preemption of local zoning authority:

A code city shall not prohibit transitional housing or permanent supportive housing in any zones in which residential dwelling units or hotels are allowed. Effective September 30, 2021, a code city shall not prohibit indoor emergency shelters and indoor emergency housing in any zones in which hotels are allowed, except in such cities that have adopted an ordinance authorizing indoor emergency shelters and indoor emergency housing in a majority of zones within a one-mile proximity to transit.; and

WHEREAS, the City of Milton's municipal code currently contains limited regulations related to the types of housing and shelter activities established in HB 1220; and

WHEREAS, HB 1220 does permit cities to impose reasonable occupancy, spacing, and intensity of use requirements on permanent supportive housing, transitional housing, indoor emergency housing, and indoor emergency shelters to protect public health and safety; and

WHEREAS, the Milton City Council desires to develop reasonable occupancy, spacing, and intensity of use requirements for these types of housing to protect public health and safety so long as the conditions do not prevent the siting of a sufficient number of facilities to accommodate the City's projected needs; and

WHEREAS, RCW 36.70A.390 and RCW 35A.63.220 authorize cities to impose interim official controls when action must be taken sooner than compliance with the City's customary public processes allow; and

WHEREAS, these Interim Official Controls are designed to align homeless shelter regulations with state adopted definitions and to implement the preemption adopted by HB 1220 that allows permanent supportive housing and transitional housing in all zoning districts where

residential dwellings and/or hotels are allowed and to allow emergency housing and emergency shelters in all zoning districts where hotels are allowed; and

WHEREAS, without the Interim Official Controls adopted by this ordinance, the Milton Municipal Code will not be in compliance with state law as of September 30, 2021; and

WHEREAS, there is insufficient time to process the necessary permanent code amendments before September 30, 2021; and

WHEREAS, while the Interim Official Controls are in place, the City will draft permanent regulations to enhance alignment with HB 1220, as the permanent regulations will be reviewed and considered by the City Council and any other relevant commissions as needed; and

WHEREAS, the City Council desires to adopt the amendments set forth in this ordinance.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF MILTON, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Classification. The amendments set forth by this ordinance are interim amendments of the Milton Municipal Code and shall apply during the period specified in Section 7 below.

Section 2. Findings. The recitals set forth above constitute the Milton City Council's findings justifying the adoption of the interim amendments set forth in this ordinance.

Section 3. Amendments to Milton Municipal Code (MMC) Chapter 17.08 Definitions.
The provisions of MMC Chapter 17.08 are amended to read as follows:

NEW SECTION. 17.08.292 Emergency housing.

"Emergency housing" means temporary indoor accommodations for individuals or families who are homeless or at imminent risk of becoming homeless that is intended to address the basic health, food, clothing, and personal hygiene needs of individuals or families. Emergency housing may or may not require occupants to enter into a lease or an occupancy agreement.

NEW SECTION. 17.08.293 Emergency shelter.

"Emergency shelter" means a facility that provides a temporary shelter for individuals or families who are currently homeless. Emergency shelter may not require occupants to enter into a lease or an occupancy agreement. Emergency shelter facilities may include

day and warming centers that do not provide overnight accommodations.

NEW SECTION. 17.08.673 Permanent supportive housing.

"Permanent supportive housing" is subsidized, leased housing with no limit on length of stay that prioritizes people who need comprehensive support services to retain tenancy and utilizes admissions practices designed to use lower barriers to entry than would be typical for other subsidized or unsubsidized rental housing, especially related to rental history, criminal history, and personal behaviors. Permanent supportive housing is paired with on-site or off-site voluntary services designed to support a person living with a complex and disabling behavioral health or physical health condition who was experiencing homelessness or was at imminent risk of homelessness prior to moving into housing to retain their housing and be a successful tenant in a housing arrangement, improve the resident's health status, and connect the resident of the housing with community-based health care, treatment, or employment services. Permanent supportive housing is subject to all of the rights and responsibilities defined in chapter 59.18 RCW.

NEW SECTION. 17.08.850 Transitional housing.

"Transitional housing" means a project that provides housing and supportive services to homeless persons or families for up to two years and that has as its purpose facilitating the movement of homeless persons and families into independent living.

Section 4. Amendments to Milton Municipal Code (MMC) Chapter 17.14 Table of Uses. The provisions of MMC Chapter 17.14, subsection 17.14.010 Table of Uses, are amended to read as follows:

Description of Use	RS	RM	RMD	MX	B	M-1	CF	OS
Residential Use Category								
Accessory apartment	acc ¹	acc	acc	acc				
Accessory structure larger than principal building	cup							
Adult day care facility	cup	au	au	au				
Adult family home	au	au	au	au				
Adult retirement community		au	au	au				
Apartment		au	cup	au				
Assisted living facility		cup	cup	cup				

Description of Use	RS	RM	RMD	MX	B	M-1	CF	OS
Carport	acc	acc	acc	acc				
Dwelling, multifamily		au	cup	au				
Dwelling, single-family	au	au	au	au				
Dwelling, two-family	au ²	au	au	au				
<u>Emergency housing</u>					<u>au⁶</u>			
<u>Emergency shelters</u>					<u>au⁶</u>			
Garage, private	acc	acc	acc	acc	acc	acc		
Group homes	cup	au	cup	au				
Mobile home park	cup	cup	cup					
Parking area, private	acc	acc	acc	acc	acc	acc		
<u>Permanent supportive housing</u>	<u>au⁷</u>	<u>au⁷</u>	<u>au⁷</u>	<u>au⁷</u>	<u>au⁷</u>			
Swimming pool, private	acc	acc	acc	acc				
<u>Transitional supportive housing</u>	<u>au⁷</u>	<u>au⁷</u>	<u>au⁷</u>	<u>au⁷</u>	<u>au⁷</u>			
Commercial Use Category								
Adult entertainment business					cup			
Ambulance service				au	au	au		
Amusement parks				su2	su2	su2	su2	su2
Animal hospital					au	au		
Auction house/barn (no vehicle or livestock)					au	au		
Automobile service station				cup	au	au		
Automobile wash					au	au		
Automobile, repair					au	au		
Automobile, sales					au	au		
Banks, savings and loan association				au	au			
Beauty/barber shop			cup	au	au			
Bed and breakfast	cup	au	cup	au				
Billiard hall and pool hall				au	au	au		
Child day care, commercial	cup	cup	cup	au	au	cup	cup	
Child day care, family	au	au	au	au				
Commercial recreation < 2 ac.		cup		cup	au		au	au
Commercial recreation > 2 ac.					cup		cup	
Confectionery stores (see Retail sales)				au	au			

Description of Use	RS	RM	RMD	MX	B	M-1	CF	OS
Convenience store				au	au			
Crematories and mausoleums					su1	su1	su1	su1
Department stores (see Retail sales)					au			
Drug stores (see Personal services)				au	au			
Dry cleaners (see Personal services)				au	au			
Electric vehicle infrastructure ⁵	acc	acc	acc	au	au	au	acc	acc
Espresso stands				au	au	au		
Flea market						cup		
Food markets and grocery stores				au	au			
Golf and athletic facilities				su1	su1	su1	su1	su1
Greenhouses, private and noncommercial	au	au	au	cup	cup			
Hardware stores < 10,000 sf				au	au	au		
Hardware stores > 10,000 sf					au	au		
Health club		acc		au	au	acc		
Home occupation	au ⁴	au ⁴	au ⁴	au ⁴	au ⁴	au ⁴	au ⁴	au ⁴
Horticultural nursery, wholesale and retail					au	au		
Hotel				eup	au			
Inn		cup		au	au			
Liquor stores				au	au	au		
Locksmiths				au	au	au		
Lumber yards					au	au		
Marijuana producers or processors, state licensed	Prohibited in all zoning districts							
Marijuana retailer, state licensed	Prohibited in all zoning districts							
Medical marijuana or cannabis collective gardens	Prohibited in all zoning districts							
Mortuaries					au			
Motel				eup	au			
Outdoor advertising display				cup	au	au		
Pet shop				au	au			
Photographer's studio			cup	au	au			
Radio and TV repair shops				au	au	au		

Description of Use	RS	RM	RMD	MX	B	M-1	CF	OS
Recreational areas, commercial, including tennis clubs and similar activities				su1	su1	su1	su1	su1
Recreational areas privately operated				su1	su1	su1	su1	su1
Recycling collection points		acc		acc	acc	acc	acc	acc
Restaurant				au	au	au		
Restaurants, drive-through					cup	au		
Retail < 1,000 sf				au	au	au		
Retail > 1,000 sf					au	au		
Rodeos					su1	su1	su1	su1
Secondhand store				cup	au	au		
Self-service storage facility		acc		acc	cup	au		
Shoe stores or repair shop				au	au			
Sports arenas					su1	su1	su1	su1
Stadiums					su2	su2	su2	su2
Stationery store				au	au			
Studios (i.e., recording, artist, dancing, etc.)				au	au			
Swimming pool, commercial		cup		cup	au		au	
Taverns				au	au	au		
Theaters, enclosed				cup	au	cup		
Video store (rental, not adult) < 5,000 sf				au	au	au		
Video store (rental, not adult) > 5,000 sf					au	au		
Civic Use Category								
Ballfield				su1	su1	su1	su1	su1
Bicycle paths, walking trails	au	au	au	au	au	au	au	au
Church	cup	au	cup	au	au	cup		
Club or lodge, private				cup	cup			
Fairgrounds					su1	su1	su1	su1
Garage, public						au		
Heliports					su2	su2	su2	su2
Hospitals and sanitariums					cup	cup		
Libraries				au	au		au	
Open-air theaters				su1	su1	su1	su1	su1

Description of Use	RS	RM	RMD	MX	B	M-1	CF	OS
Parking area, public		acc		acc	acc	acc	acc	acc
Post office, branch or contract station				au	au			
Post office, distribution center or terminal						cup		
Public parks	cup	cup	cup	cup	cup	cup	au	au
Schools, elementary or secondary	cup	cup	cup	cup	cup		au	
Swimming pool, public	cup	cup	cup	cup	cup			
Transit facilities, bus barns, park-and-ride lots, transit stations				su1	su1	su1	su1	su1
Vocational schools/colleges				cup	cup	cup	cup	
Utilities Use Category								
Electric transmission substation	cup	cup	cup	cup	cup	au	cup	cup
Fuel storage tanks (underground, < 500 gal.)	acc	acc	acc	au	au	au		
Fuel storage tanks (underground, > 500 gal.)		cup	cup	cup	au	au		
Fuel storage tanks, above ground				au	au	au		
Public utility facilities (services)	cup	cup	cup	cup	au	au	au	
Public utility service yard						au	au	
Radio, cellular phone, microwave, and/or television transmission facilities or towers	cup	cup	cup	cup	cup	cup	cup	cup
Sewage treatment plants							cup	
Transfer station solid waste facility						cup	cup	
Industrial Use Category								
Blueprinting and photostating				au	au	au		
Buy-back recycling center						cup		
Cabinet shops (see Industry, light)					cup	au		
Cargo storage containers					acc	acc	acc	
Carpenter shops (see Industry, light)					cup	au		
Composting facilities					su2	su2	su2	su2
Contractor yards					au	au		
Distributing plants (see Industry, light)						au		
Electric/neon sign assembly, servicing repair						au		
Freight terminal, truck						cup		
Furniture repair (see Industry, light)					cup	au		

Description of Use	RS	RM	RMD	MX	B	M-1	CF	OS
Industry, light						au		
Machine shops, punch press up to five tons (see Industry, light)						au		
Motor vehicle impound yard in enclosed building (see Industry, light)						au		
Nonautomotive, motor vehicle and related equipment sales, rental, repair and service					au	au		
Outdoor storage					cup	au		
Paint shop (see Industry, light)						au		
Parcel service delivery (see Industry, light)						au		
Pesticide application service (see Industry, light)						au		
Plumbing shop (see Industry, light)						au		
Plumbing supply yards (see Industry, light)						au		
Printing establishments					au	au		
Recycling processing centers					su2	su2	su2	su2
Storage for transit and transportation equipment						cup		
Tool sales and rental				cup	au	au		
Trailer-mix concrete plant						cup		
Upholstering					au	au		
Warehousing						au		
Welding shops and sheet metal shops						cup		
Office/Business Use Category								
Medical-dental clinic			cup	au	au			
Professional offices			cup	au	au	au		
Resource Use Category								
Agricultural buildings	acc					acc	acc	acc
Agricultural crops; orchards	au	cup	au			acc	acc	au
Livestock	au ³							
Pasture	au							
Stable, private arena	au ³							
Surface mining					su2	su2	su2	su2

Description of Use	RS	RM	RMD	MX	B	M-1	CF	OS
acc: Accessory Use au: Authorized or Permitted Use cup: Conditionally Permitted Use su1: Type I Special Use su2: Type II Special Use								

¹ Minimum lot size 9,600 square feet.

² Minimum lot size 12,000 square feet.

³ Maximum one animal/acre.

⁴ Subject to the limitations of MMC 17.44.090.

⁵ Battery exchange stations and rapid charging stations are only allowed in the MX, B, and M-1 zones.

⁶Subject to the criteria and conditions of MMC 17.44.130

⁷Subject to the criteria and conditions of MMC 17.44.140

Section 5. Amendments to Milton Municipal Code (MMC) Chapter 17.44 General Regulations. The provisions of MMC Chapter 17.44 are amended to read as follows:

NEW SECTION. 17.44.130 Emergency housing and emergency shelter criteria.

Emergency housing and emergency shelter facilities are allowed subject to the following criteria:

A. It must be a 24-hour-a-day facility where beds or rooms are assigned to specific residents for the duration of their stay.

B. On-site services such as laundry, hygiene, meals, case management, and social programs are limited to the residents of the facility and not available for drop-in use by non-residents.

C. The facility must be located within a half mile walking distance of a bus or rail transit stop.

D. Facilities must be at least a one mile from any other emergency housing or emergency shelter, calculated as a radius from the property lines of the site. This distance may be reduced upon the applicant submitting documentation that there is a barrier such as a river or freeway preventing access between the facilities, and the path of travel between them on public roads or trails is at least one mile.

E. The maximum number of residents in a facility is limited to the general capacity of the building but in no case more than 20.

F. Buildings must have secure entrances staffed 24/7, with individual units only accessible through interior corridors.

G. The facility must be ADA compliant.

H. The facility must not be located within 1,000 feet of an elementary or secondary school.

NEW SECTION. 17.44.140 Permanent supportive housing and transitional housing criteria.

Permanent supportive housing and transitional housing facilities are allowed subject to the following criteria:

A. On-site services such as laundry, hygiene, meals, case management, and social programs are limited to the residents of the facility and not available for drop-in use by non-residents.

B. The facility must be located within a half mile walking distance of a bus or rail transit stop.

C. Facilities must be at least a half mile from any other permanent supportive housing or transitional housing, calculated as a radius from the property lines of the site. This distance may be reduced upon the applicant submitting documentation that there is a barrier such as a river or freeway preventing access between the facilities, and the path of travel between them on public roads or trails is at least half a mile.

D. The maximum number of residents in a facility is limited to the general capacity of the building but in no case more than 8.

E. Buildings must have secure entrances staffed 24/7, with individual units only accessible through interior corridors.

F. The facility must be ADA compliant.

G. The facility must not be located within 1,000 feet of an elementary or secondary school.

NEW SECTION. 17.44.150 Memorandum of agreement for emergency housing, emergency shelter, permanent supportive housing or transitional housing.

Prior to the start of operation, the City and facility operator shall develop and execute a Memorandum of Agreement containing, at a minimum, the following items:

A. Good Neighbor Agreement addressing the following items:

1. Quiet hours,

2. Smoking areas,

3. Security procedures,

4. Litter, and

5. Adequacy of landscaping and screening.

B. A Code of Conduct establishing a set of standards and expectations that residents must agree to follow.

C. A parking plan approved by the City showing that the facility has adequate parking to meet the expected demand from residents, staff, service providers and visitors. Residents and visitors may not park off-site and all vehicles must be operational.

D. A coordination plan with both the Police and Fire Departments, including protocols for response to the facility and to facility residents throughout the City and a maximum number of responses threshold for law enforcement services. If calls for law enforcement services exceed the agreed upon threshold in any given quarter, the facility operator will work with the City to reduce calls below the threshold level.

E. A requirement to provide quarterly reports to the City's Land Use Administrator on how facilities are meeting performance metrics such as placement of residents into permanent housing or addiction treatment programs.

Section 6. Public Hearing. A public hearing was held following public notice, in compliance with ordinance and statute, on September 20, 2021.

Section 7. Interim Nature of Regulations – Time Limit. Pursuant to RCW 36.70A.390 and RCW 35A.63.220, the amendments made by Sections 3 – 5 of this ordinance are Interim Official Controls. The amendments shall be in effect for a period of six months from the date this ordinance becomes effective and shall thereafter expire, unless the same are extended as provided by law or unless permanent regulations are adopted.

Section 8. Transmittal to Department: Pursuant to RCW 36.70A.106, this ordinance shall be transmitted to the Washington State Department of Commerce, as required by law.

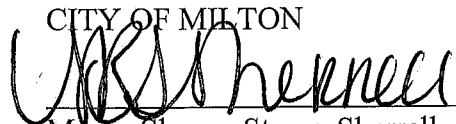
Section 9. Publication: This ordinance shall be published by an approved summary consisting of the title.

Section 10. Severability: Should any section, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be pre-empted by State or Federal law or regulation, such decision or pre-emption shall not affect the validity of the

remaining portions of this ordinance or its application to other persons or circumstances. This ordinance shall be construed and enforced in a manner consistent with applicable state and federal law.

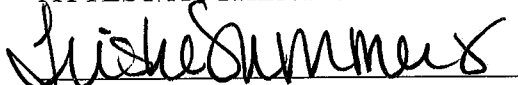
Section 11. Effective Date. This ordinance shall be in full force and effect five (5) days after a publication of a summary thereof.

PASSED AND APPROVED by the City Council of the City of Milton, Washington, at a regular meeting thereof this 20th day of September, 2021.

CITY OF MILTON


Mayor Shanna Styron Sherrell

ATTEST/AUTHENTICATED:



Trisha Summers, City Clerk

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY

Kari Sand
Ogden Murphy Wallace, PLLC

Published: 9-24-21
Effective Date: 9-29-21

PASSED by the Council and approved by the Mayor of the City of Milton, this ____ day
of _____, 2021.


CITY OF MILTON

Mayor Shanna Styron Sherrell

ATTEST/AUTHENTICATED:

Trisha Summers, City Clerk

APPROVED AS TO FORM:



Ogden Murphy Wallace, City Attorney

Published:
Effective Date:

21.57.010 Permanent Supportive Housing, Transitional Housing, and Emergency Housing.

A. *Purpose.* The purpose of the permanent supportive housing, transitional housing, and emergency housing provisions is to:

1. Support housing stability and individual safety to those experiencing homelessness.
2. Ensure that housing is accessible to all economic segments of the population.

B. *Applicability.* The provisions of this section apply to all permanent supportive housing, transitional housing, and emergency housing developments in the City.

C. *Requirements.*

1. No transitional housing, permanent supportive housing, or emergency housing use may also be a designated supervised/safer consumption site (SCS), supervised/safer injection facility (SIF), or supervised/safer injection service (SIS).
2. *Siting and Spacing of Permanent Supportive Housing, Transitional Housing, and Emergency Housing.* The siting and spacing of permanent supportive housing, transitional housing, or emergency housing use type shall be limited to no less than one-half mile from any established permanent supportive housing, transitional housing, or emergency housing use of the same type.
3. *Density.* The density or maximum number of residents for permanent supportive housing, transitional housing, and emergency housing shall be limited as follows:
 - a. Permanent supportive housing, transitional housing, and emergency housing located in mixed-use zoning districts in accordance with RZC [21.04.030](#), *Comprehensive Allowed Uses Chart*, shall be limited to 100 residents unless agreed upon with additional mitigation measures as part of an operational agreement.
 - b. Permanent supportive housing and transitional housing located in residential and nonresidential zoning districts in accordance with RZC [21.04.030](#), *Comprehensive Allowed Uses Chart*, shall be limited in density and occupancy based on the underlying zoning district in which the use is proposed.
 - c. Emergency housing located in nonresidential districts in accordance with RZC [21.04.030](#), *Comprehensive Allowed Uses Chart*, shall be limited in density and occupancy based on the underlying zoning district within which the use is proposed.
4. *Operational Agreement.*
 - a. An operational agreement shall be established with the City prior to occupancy of a permanent supportive housing, transitional housing, or emergency housing use:

- i. Property owners and operators shall enter into an agreement with the City in a form that is acceptable to the City.
- b. The occupancy agreement shall include but not be limited to the following:
 - i. Names and contact information for on-site staff.
 - ii. Description of the services to be provided on site.
 - iii. Description of the staffing plan including the following:
 - A. Number of staff supporting residents and operations;
 - B. Certification requirements;
 - C. Staff training programs;
 - D. Staff to client ratios;
 - E. Roles and responsibilities of all staff; and
 - F. The prior experience of the operator in managing permanent supportive housing, transitional housing, or emergency housing.
 - iv. Description of how resident occupancy will be phased up to full proposed capacity.
 - v. Description of program eligibility, the referral and/or selection process, and how the operator will comply with the local outreach and coordination requirements of this chapter.
 - vi. Identification of supporting agencies and a description of supportive partnerships that will be engaged in ensuring that the operator can maintain the described level of service needed to support the resident population.
 - vii. Contractual remedies for violation of the terms and conditions established in the operational agreement. This shall include identifying specific time lines for corrective action and penalties for nonaction for any violation that impacts the health and safety of residents.
- c. *City Council Engagement Considerations.* As part of the operational agreement, the City Council may identify additional stakeholders, agencies, and community partners that should be consulted in the development of any plans or agreements required under this chapter.
- d. *Minimum Performance Expectations for Operators.*
 - i. The sponsoring agency and/or operator shall work with local service providers and Redmond's Homeless Outreach Administrator to identify eligible homeless individuals who are living in, near, or who have ties to the City.
 - ii. Coordination with local service providers and the Homeless Outreach Administrator to refer homeless community members, not residing at the facility, to appropriate service providers.

- iii. Facility staffing required for 24 hours per day and seven days per week (24/7 staffing).
- iv. Compliance with applicable registration and notification requirements for registered sex offenders.
- v. Management of access to the facility.
- vi. Case management for the residents including:
 - A. Provision of access or connection to behavioral health treatment (including substance use disorder) and services.
 - B. Provision of access or connection to employment assistance (e.g., job training and education).
 - C. Provision of access or connection to housing-related services to help residents gain, maintain, or increase housing stability (e.g., tenant education and supports).
- vii. Development of a plan for routine and emergency communications with first responders.
- viii. Routine repair and maintenance of the property.

5. *Program Rules and/or Code of Conduct.*

- a. Program rules and/or a code of conduct shall be developed in consultation with the site operators, service providers, City Human Services staff, and those who have a lived experience of homelessness.
- b. Program rules and/or code of conduct shall describe occupant expectation and consequences for failing to comply. When possible, consequences and corrective action should be individualized, address the specific behavior, and assist residents along a behavioral path that fosters greater responsibility and achieves a positive outcome for the resident. Examples include a requirement that an individual attend specific counseling, participate in a specific support group, or provide more frequent check-ins with case workers or counselors.
- c. The code of conduct shall at a minimum address the following topics:
 - i. The use or sale of alcohol and recreational marijuana;
 - ii. The use of illegal drugs;
 - iii. The sale of illegal drugs;
 - iv. Threatening or unsafe behavior; and
 - v. Weapon possession.
- d. Final program rules and code of conduct shall be reviewed and approved by the Redmond Police Department and the Director of Planning and Community Development in consultation with Human Services staff.

6. *Safety and Security Plan.*

- a. A safety and security plan shall be developed in consultation with the Redmond Police Department.
- b. The plan shall identify behavioral health crisis management protocols.
- c. The plan should identify staff trained in de-escalation methods.
- d. The plan shall provide protocols for routine and emergency communications with first responders.
- e. The final safety and security plan shall be approved by the Redmond Police Department.

7. *Community Relations.*

- a. In the planning phase, the operator shall consider how the site will involve, interact with, and impact facility residents, community neighbors, and businesses. Operators shall develop strategies and policies concerning:
 - i. Public safety and neighborhood responsiveness;
 - ii. Community engagement;
 - iii. Dispute resolution; and
 - iv. Equity and social justice.
- b. A plan for potential impacts on nearby businesses and/or residences including a proposed mitigation approach shall be developed, implemented, and periodically reviewed, and will be referred to as a “community relations plan.”
- c. The plan shall document expectations drafted in consultation with the local community, site operators, service providers, those with lived experience of homelessness, and city representatives.
- d. The plan shall address site upkeep and maintenance, on-street parking and vehicle camping.
- e. The plan shall identify a “neighborhood liaison,” a staff person who has been designated to be a visible and friendly ambassador for the housing facility, nurture respectful relationships among community members, attend community events, and receive and respond to neighbor complaints in a timely manner.
- f. The plan shall identify process for dispute resolution.
- g. The plan shall be approved by the Director of Planning and Community Development.

8. *Parking Management Plan.* An approved parking management plan that includes a prohibition of car camping on site and in designated on-street parking shall be required.

(Ord. 3074)

Effective on: 2/12/2022

The Redmond Zoning Code is current through Ordinance 3074, passed February 1, 2022.

Disclaimer: The City Clerk's Office has the official version of the Redmond Zoning Code. Users should contact the City Clerk's Office for ordinances passed subsequent to the ordinance cited above.

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[City Website: www.redmond.gov](http://www.redmond.gov)

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a. **Accommodation Personal Unless Similar Use Reestablished within Six (6) Months.** The accommodation provided shall be personal to the applicant and shall not run with the land; provided, however, that a change in a residential structure necessary to accommodate the operation of a residential care provider to the disabled may be continued by future operations of similar facilities at the site which establish the same use within six (6) months of the date the prior use by disabled persons or residential care provider ceases.

b. **Structure May Be Required to Be Brought Back Into Compliance.** The Director may direct that any physical change in the structure which would otherwise be illegal under the Zoning Code, or other section of the SeaTac Municipal Code, be brought into compliance six (6) months after the date of sale or transfer of a residential structure to a person or entity not qualifying for the protections of the Americans with Disabilities Act (ADA), Fair Housing Act (FHA) and the Washington Law Against Discrimination (WLAD). (Ord. 15-1018 § 1)

15.465.300 Bed and Breakfast Standards

A. **Application.** The provisions of this section shall apply to all bed and breakfast uses as defined in Chapter [15.105](#) SMC, Definitions.

B. Bed and Breakfast Requirements.

1. **Number of Guests.** Number of guests limited to six (6), with no more than three (3) bedrooms;
2. **Parking.** Parking area for three (3) nonresident vehicles, and screened;
3. **Health Department Approval.** Proof of King County Health Department approval;
4. **Meals Served.** Breakfast is only meal served for paying guest. (Ord. 15-1018 § 1)

15.465.350 Supportive Housing Facilities Standards

A. Purpose and Applicability.

1. The purpose of this section is to establish reasonable standards for the safe operation and appropriate siting of supportive housing facilities within the City of SeaTac, so as to protect public health and safety for both facility residents and the broader community. This section does not include regulations for community residential facilities regulated by SMC [15.465.400](#), homeless encampments regulated by SMC [15.475.050](#), and accessory religious use facilities.

As defined in Chapter [15.105](#) SMC, “supportive housing facilities” includes emergency housing, emergency shelters, permanent supportive housing, and transitional housing in buildings or other permanent structures.

2. Supportive housing facilities that house residents with less complex needs are allowed in all residential districts, provided they are of a similar scale as surrounding development. As the needs of residents increase and/or the size of the facilities increase, such facilities should be located within areas of the City that allow increasing intensity of use and are in proximity of services in accordance with state law.

B. Performance Standards.

1. General Requirements for All Supportive Housing Facilities (“Facilities”).

a. General.

i. When a site includes more than one (1) type of supportive housing facility, the more restrictive requirements of this section shall apply.

ii. Specific needs of each facility will be reviewed through the conditional use permit process in SMC [15.115.020](#). The decision maker may relax one (1) or more of the standards in this subsection, only when the applicant submits a description of the standard to be modified and demonstrates how the modification would result in a safe facility with minimal negative impact to the host community under the specific circumstances of the application. In considering whether the modification should be granted, the decision maker shall first consider the effects on the health and safety of facility residents and the neighboring communities. Modifications will not be granted if the adverse impact on residents of the facility and/or neighboring communities will be greater than without such modification. The burden of proof is on the applicant.

iii. All supportive housing facilities must comply with the provisions of the Building and Construction Code under SMC Title [13](#) and are subject to the provisions of crime prevention through environmental design (CPTED) under SMC Title [17](#).

b. Site and Transit.

i. Facilities shall match the bulk and scale of residential uses allowed in the zone where the facility is located. The design, construction, appearance, physical integrity, and maintenance of the facility shall provide an environment that is attractive,

sustainable, functional, appropriate for the surrounding community, and conducive to tenants' stability.

ii. If provided, exterior lighting must comply with Chapter [17.20](#) SMC and SMC [15.510.150](#) and be directed downward, and glare must be contained within the facility site to limit the impact on neighboring properties.

iii. The minimum number of off-street parking spaces required for each facility will be determined by the decision maker through the approval process taking into consideration factors such as the potential number of residents, site constraints, and impact on the surrounding neighborhood.

iv. A description of transit, pedestrian, and bicycle access from the subject site to services must be provided at time of application by the sponsor and/or managing agency.

c. Facility Operations.

i. The sponsor or managing agency shall comply with all federal, state, and local laws and regulations, including King County Department of Health regulations. The sponsor or managing agency shall be subject to inspections by local agencies and/or departments to ensure such compliance and shall implement all directives resulting therefrom within the specified time period.

ii. Service providers must exercise reasonable and appropriate on-site supervision of facilities and program participants at all times, unless it can be demonstrated through the operations plan that this level of supervision is not warranted for the population being housed.

iii. The sponsor or managing agency must provide an operation plan at the time of the application that adequately addresses the following elements:

(A) Name and contact information for key staff;

(B) Roles and responsibilities of key staff;

(C) Site/facility management, including security policies and an emergency management plan;

- (D) Site/facility maintenance;
- (E) Occupancy policies, including resident responsibilities and a code of conduct that address, at a minimum, the use or sale of alcohol and illegal drugs, threatening or unsafe behavior, and weapon possession;
- (F) Provision for human and social services, including staffing plan, credentials or certification, and outcome measures;
- (G) Outreach with surrounding property owners and residents and ongoing good neighbor policy; and
- (H) Procedures for maintaining accurate and complete records.

iv. Sponsors or managing agencies shall demonstrate applicable experience providing similar services to people experiencing homelessness.

v. Sponsors or managing agencies shall demonstrate a stable funding source for the facility and any on-site or off-site human and social services offered as part of the operations plan.

vi. Managing agencies and the SeaTac Police Department (SPD) shall establish reasonable requirements for appropriate access and coordination for the subject facility and its residents.

2. **Additional Requirements for Emergency Housing and Emergency Shelters.** In addition to the requirements under subsection (B)(1) of this section, emergency housing and emergency shelters are required to comply with the following:

a. **Facility Standards.**

i. Facilities shall not be located closer than one thousand seven hundred fifty (1,750) feet to an elementary-middle school, high school, public park, library, community center, or other emergency housing or emergency shelter facility. For the purposes of this subsection, distance shall be measured in a straight line between the closest property line of the existing facility or school and the closest property line of the proposed facility.

ii. In residential zones, no more than one (1) adult bed per two hundred fifty (250) square feet of floor area is allowed per facility, up to eighty (80) residents. For the

purposes of this section the following zones are considered residential zones: UL, UM, UH, UH-UCR, T, MHP.

iii. In all other zones, no more than one (1) adult bed per thirty-five (35) square feet of floor area is allowed per facility, up to eighty (80) residents.

b. Facility Operations.

i. In residential zones, and in order to maintain the residential nature of the facility, residents must be screened off-site by providers of housing and services for people experiencing homelessness.

ii. Trash receptacles must be provided in multiple locations throughout the facility and site. A regular trash patrol in the immediate vicinity of the site must be provided.

iii. Residents and staff must comply with all King County Health Department requirements related to food donations.

iv. No children under the age of eighteen (18) are allowed to stay overnight in the facility, unless accompanied by a parent or guardian, or unless the facility is licensed to provide services to this population. If a child under the age of eighteen (18) without a parent or guardian present attempts to stay in a facility not specifically licensed for providing housing to youth, the sponsor and/or managing agency shall immediately contact Child Protective Services and actively endeavor to find alternative housing for the child.

v. No person under court supervision or under sex offender registration requirements can receive services from a provider, unless providing such services is consistent with the laws, regulations, and/or supervisory requirements related to such persons.

c. Facility Services.

i. Residents shall have access to the following services on site; if not provided on site, transportation shall be provided:

(A) For all facilities, medical services, including mental and behavioral health counseling.

(B) For emergency housing facilities, access to resources on obtaining permanent housing and access to employment and education assistance.

(C) For emergency shelter facilities, substance abuse assistance.

ii. All functions associated with the facility, including adequate waiting space, must take place within a building or on the site proposed to house the facility.

iii. The number of toilets and other hygiene facilities required for each facility will be determined by the decision maker on a case-by-case basis in consultation with the King County Health Department after a review of factors such as the potential number and composition of residents.

iv. Facilities serving more than five (5) residents shall have dedicated spaces for residents to meet with service providers.

v. The sponsor or managing agency shall coordinate with the homelessness service providers for referrals to their program and with other providers of facilities and services for people experiencing homelessness to encourage access to all appropriate services for their residents.

3. Additional Requirements for Permanent Supportive and Transitional Housing. In addition to the requirements under subsection (B)(1) of this section, permanent supportive housing and transitional housing are required to comply with the following:

a. Facility Standards.

i. Individual facilities shall not have more than eighty (80) dwelling units and are subject to the density standards of residential uses allowed in the zone where the facility is located.

ii. The multi-family housing design standards of Chapter [15.510](#) SMC shall apply to all facilities with more than five (5) dwelling units.

b. Facility Services.

i. All residents shall have access to appropriate cooking and hygiene facilities.

ii. Facilities serving more than five (5) dwelling units shall have dedicated spaces for residents to meet with service providers.

iii. Residents shall have access to the following services on site or shall be provided transportation to such services by the sponsor or managing agency:

(A) Medical services, including mental and behavioral health counseling.

(B) Employment and education assistance. (Ord. 21-1031 § 10)

15.465.400 Community Residential Facilities Standards

A. **Application.** The provisions of this section shall apply to all “group homes” in the City of SeaTac, which are classified as “community residential facilities (CRF).”

1. Community residential facilities include all uses as defined by Chapter [15.105](#) SMC, Definitions, including housing for persons with disabilities, children and domestic abuse shelters.

2. CRFs do not include the following uses as defined by Chapter [15.105](#) SMC, Definitions, including emergency housing, emergency shelters, halfway houses, or facilities providing alcohol and drug detoxification (defined as convalescent centers). Transitional housing is also classified as a separate use, unless such housing is for victims of domestic violence, for children, for the disabled, or is a small-scale transitional housing facility. Permanent supportive housing is also classified as a separate use, unless such facility is a small-scale permanent supportive housing facility. Secure community transition facilities are neither group homes nor transitional housing.

B. **CRF Requirements.** CRFs are divided into two (2) categories, I or II, based on size and occupancy.

1. **Community Residential Facilities I (CRF I).**

a. **Occupancy Limits.** CRF I may house up to five (5) residents plus two (2) caregivers, with the special exception that state-licensed adult family homes and foster family homes are exempt from the City’s numerical limit.

b. **Occupancy Limit Exceptions.** Additionally, special exceptions to the limit on the number of occupants of a CRF I may be granted for persons with disabilities pursuant to the accommodation procedure provided in SMC [15.465.200](#), Accommodation of Persons with Disabilities.

c. **Appearance.** In the single-family zone, CRF I are required to be a single-family structure compatible with the surrounding area. In the low-density multi-family zone, CRF I are required to maintain residential character.