



# Shelter Land Use Code Amendment Policy Discussion

Bellevue City Council  
May 7, 2018

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# Meeting Objectives

- Provide Direction to Staff on Shelter Permitting LUCA
  - Use “Memory Book” as direction tracking tool
- Direction is necessary to:
  - Confirm code responds to Council Direction
  - Consider policy topics raised during public engagement
  - Undertake final code drafting in preparation for the required public hearing



# Shelter Permitting LUCA Review Plan

- ✓ **March 5:** Endorse Shelter Permitting LUCA Review Schedule
- ✓ **March 7 – April 7:** Conduct public engagement to inform LUCA Drafting
- ✓ **April 23:** Introduce initial Draft Shelter Permitting LUCA

**May 7:** Discuss Policy Topics

**Why and What:** Purpose, Applicability and Definitions

**Permitting Process:** Approval Process, Submittal Materials and  
Good Neighbor Agreement Advisory Process

**May 21:** Discuss Policy Topics

**Remaining Topics from May 7**

**Where and How:** Use Charts, Development Standards/Use  
Requirements and Design Guidelines

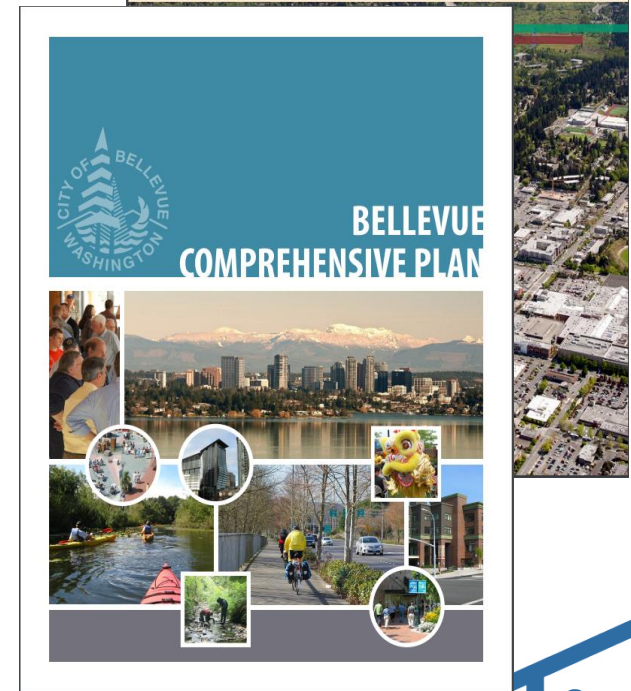
**June 11:** Hold Public Hearing

**June 25:** Adopt Final Ordinance



# In Support of City's Vision

- 2014-15 Council priorities directed city to work toward an Eastside solution for a permanent winter shelter
- 2014 Diversity Advantage Plan: “Supporting the establishment of a year-round homeless shelter on the Eastside”
- Comprehensive Plan Policies (2015)



# City's Shelter Permitting Response



2016 – 2018

## Policy Framework

Community Input  
Due Diligence Report  
Best Practices  
Citywide Survey

2018

## Land Use Code Amendments

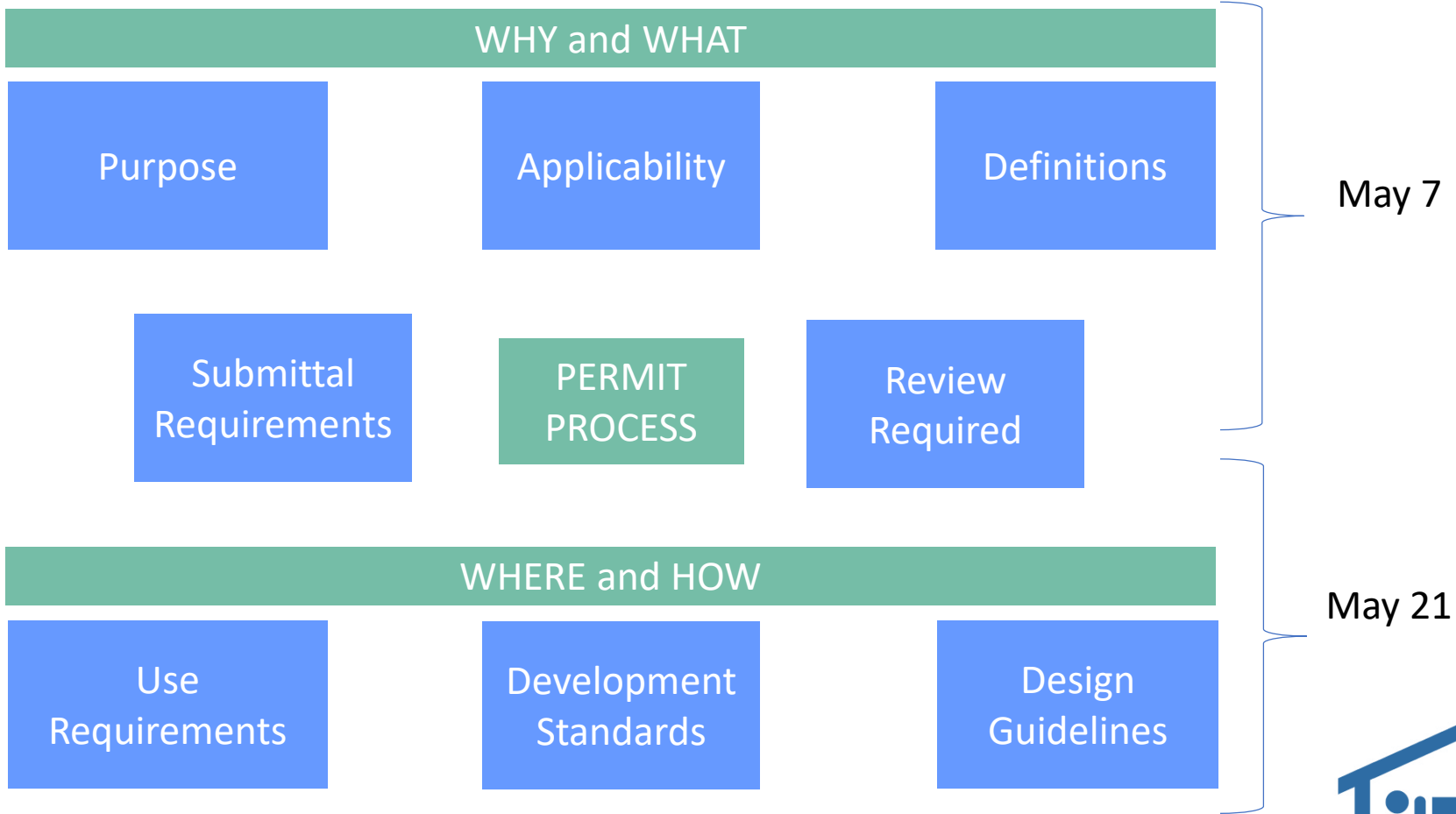
Use Requirements, Definitions,  
Development Standards, Design  
Guidelines and Facility Operations

## Shelter Permitting

City Approval Process



# Organization of Draft LUCA



# Framework for Consideration of Policy Topics

## Comments Offered

Community Input  
Due Diligence Report  
Best Practices  
Citywide Survey

## Comments Incorporated

Submittal Requirements  
Good Neighbor Agreement  
Standard Operating  
Procedures  
Development Standards

## Comments Remaining

For City Council  
LUCA Policy Discussion  
or  
Other Ongoing Work  
Program



# Why and What - Purpose

- The **Purpose Statement** describes why the regulation should exist.
  - Code drafting best practice
  - Regulations for permitting of Homeless Services Uses
- **Code Drafting Refinements since last draft:** none
- **Themes Not Reflected (Comments Remaining)**  
The Draft LUCA does not:
  - Prohibit shelters or day centers that serve certain populations of people experiencing homelessness
  - Prohibit homeless shelters and day centers entirely
- **LUCA Memory Book Feedback:** none





# Why and What - Applicability

- The **Applicability Section** describes the types of uses that are and are not regulated by the LUCA.
  - Regulations apply to new or expanding Homeless Services Uses (Shelters and Day Centers).
  - Regulations do not apply to uses that serve homeless populations but are regulated by other parts of the code
- **Code Drafting Refinements since last draft:** none
- **Themes Not Reflected (Comments Remaining)**  
The Draft LUCA does not include topics unrelated to the regulation of Homeless Services Uses
- **LUCA Memory Book Feedback:** none



# Why and What - Definitions

- The **Definitions Section** describes terms that are used in the LUCA to ensure consistent administration of the code and decrease misunderstandings.
  - Homeless Services Uses
  - Homeless Day Services Centers
  - Permanent Overnight Homeless Shelter
  - Additional definitions to ensure code clarity
- **Code Drafting Refinements since last draft:**
  - Errata edits
- **Themes Not Reflected (Comments Remaining)**

The Draft LUCA does not define terms not used in the code:

  - Supportive Housing
  - Low Barrier or Medium Barrier
- **LUCA Memory Book Feedback:**
  - “Homeless” should not be used as a noun (Zahn)



# Permitting Process

## Homeless Services Uses Permitting

Processing Decision by Council  
LUC 20.20.455.E

Development Agreement (DA)

Conditional Use Permit (CUP)

Public Review Components

Public Review Components

Public Notice  
500 Foot Mailing  
Public Meeting

DA or CUP Application  
(LUC 20.20.455.H)

Public Notice  
500 Foot Mailing  
Public Meeting

GNA Advisory  
Committee Meetings

GNA Advisory  
Committee Meetings

Director Recommendation

Director Recommendation

City Council PH/Decision

Hearing Ex PH/Decision

Appeal to Superior Court

Appeal to City Council

# Permitting - Process

- The **Permitting Process** sections describe procedures to review and decide on a shelter permit application, including:
  - Permit Types – Development Agreement or CUP
  - Good Neighbor Agreement (GNA) Advisory Committee
  - Approval Procedures – notice, public meetings, decision criteria, public hearing and appeal opportunity
- **Code Drafting Refinements since last draft:**
  - Errata edits
- **Themes Not Reflected (Comments Remaining)**

The Draft LUCA does not include:

  - Citizen's Advisory Committee
  - Expanded 1-mile notification radius



# Permitting - Process

- The **Permitting Process** sections describe procedures the City will use to review and decide on a shelter application.
- **LUCA Memory Book Feedback:**
  - Add Business Representation to the Good Neighbor Agreement Advisory Committee. (Robertson)
  - Are 5 residents enough for the Good Neighbor Agreement Advisory Committee? (Nieuwenhuis)



# Permitting – Submittal Requirements

- The **Submittal Requirements** section describes the information that is needed to enable City review of a shelter permit application and facilitate public input:
  - All materials required for submittal of a CUP
  - Description of the proposed Homeless Services Use
  - Code of Conduct
  - Security Plan
  - Material required in any Council resolution supporting a DA
- **Code Drafting Refinements since last draft:** none
- **Themes Not Reflected (Comments Remaining)**

The Draft LUCA does not require:

  - Description of need for a shelter
  - A plan for random drug testing
  - A plan for mandatory community service
  - Exclusion of persons with warrants or drug and alcohol use



# Permitting – Submittal Requirements

- The **Submittal Requirements** section describes the information that is needed to enable City review of a shelter permit application and facilitate public input.
- **LUCA Memory Book Feedback:**
  - ✓ • Provide comparison of the Conditional Use Permit (CUP) and Development Agreement Processes. (Robertson)



# LUCA Review Plan – Remaining Steps

## Plan Endorsed by the City Council

- May 7: Policy Discussion
- May 21: Policy Discussion
- June 11: Public Hearing
- June 25: Final Adoption

## Contingency Dates

- July 9 \*
- July 23
- August 6 (Interim Official Control Expires)

*\* Consider extension of IOC if permanent regulations will not be adopted by August break*





# LUCA Memory Book Review

- April 23
  - Topics:
    - ✓ • Definitions: use of “Homeless” as a noun
    - ✓ • Member Composition on GNA Advisory Committee – businesses/number of residents
    - Maps – to be presented on May 21
    - ✓ • Shelter Permitting LUCA Review Plan
  - Follow-up:
    - ✓ • Comparison of the CUP and DA processes
- May 7
  - ✓ • What we heard tonight – at the end of each topic



# Questions and Feedback

