



# Temporary Encampments

City of Monroe  
CHSAB Meeting  
12/3/2020

# Applicability

- **Must be on property owned or controlled by the host religious organization**
- May be located inside or outside of buildings
- Temporary encampments include:
  - o Outdoor encampments
  - o Indoor overnight shelters
  - o Temporary small house on-site
  - o Vehicle resident safe parking

# Review Timeline

DATE	MEETING	ACTION(S)
12/3/2020	CHSAB	<ol style="list-style-type: none"> <li>1. CHSAB reviews draft regulations; and</li> <li>2. Crafts a recommendation for the Planning Commission</li> </ol>
12/14/2020	Planning Commission	<ol style="list-style-type: none"> <li>1. Review and discussion of the proposed code and CHSAB recommendation</li> </ol>
1/11/2020	Planning Commission	<ol style="list-style-type: none"> <li>1. Holds a public hearing; and</li> <li>2. Drafts a recommendation to send to the City Council</li> </ol>
1/25/2020	Planning Commission	<ol style="list-style-type: none"> <li>1. Staff brings the Findings back for the Chair to sign</li> </ol>
1/26/2020	P3 Committee	<ol style="list-style-type: none"> <li>1. Staff presents the proposed regulations to the P3 Committee; and</li> <li>2. Proposed regulations reviewed by the P3 Committee</li> </ol>
2/9/2020	City Council	<ol style="list-style-type: none"> <li>1. City Council discusses and holds a first reading of the proposed regulations</li> </ol>
2/23/2020	City Council	<ol style="list-style-type: none"> <li>1. Final reading of the ordinance; and</li> <li>2. Council makes a decision regarding adoption of the proposed regulations</li> </ol>
		Adoption
		Publication
		Goes into effect

# Outdoor Encampments

- Term shall not exceed four consecutive months
- Three months between outdoor encampments at a particular site
- Simultaneous outdoor encampments located at least 1,000 feet from each other
- 20-foot minimum setback from the property line
- Exterior lighting directed downward
- Maximum density is one occupant per 400 square feet of the lot area
- The maximum number of occupants shall not exceed 100 regardless of the lot size
- Minimum separation of six feet between structures, including tents



# Indoor Overnight Shelters



If the fire official finds that fire-related concerns pose an imminent danger, the city may:

1. Limit the religious organizations' availability to host the shelter
2. Require the host to enter into an MOU for fire safety that includes:
  - a. Inspections by the fire code official
  - b. Outline for appropriate emergency procedures;
  - c. Determination of evacuation route
  - d. Details about appropriate illuminated exit signage
  - e. Panic bar exit doors; and
  - f. A completed firewatch agreement indicating:
    - i. Posted safe means of egress;
    - ii. Operable smoke and carbon monoxide detectors and fire extinguishers
    - iii. Plan for monitors who spend the night awake

# Temporary Small Houses On-Site

- A renewable one-year duration agreed to by the host religious organization and the city via MOU
- Maximum unit area of 120 square feet
- Units set at least six feet apart
- Electricity and heat, if provided, must be inspected by the city
- Space heaters, if provided, must be approved by the local fire authority
- Doors and windows must be included and be lockable
- Each unit must have a fire extinguisher
- Adequate restrooms must be provided including restrooms solely for families, if present,
- Provide handwashing and potable running water if not provided within the individual units



# Vehicle Resident Safe Parking Areas



- No less than one safe parking space per ten on-site parking spaces
- Restroom access provided either within buildings on the property or through portable facilities
- Provision of safe parking spaces shall not reduce the total number of available parking spaces below the minimum number required by the MMC
- The City may enter into an MOU with the host to reduce the minimum number of on-site parking spaces required

State Law	Proposed Code	Staff Comments/Recommendation
<p>A religious organization may host the homeless on property owned or controlled by the religious organization whether within buildings located on the property or elsewhere on the property outside of buildings [RCW 35A.21.360(1)].</p>	<p><b><u>Same as state law:</u></b> See proposed text for 22.90.040(B)</p>	<ul style="list-style-type: none"> <li>• The regulations found in RCW 35A.21.360 apply specifically those encampments hosted by religious organizations.</li> <li>• Interest has been expressed in drafting similar code for encampments located on other properties. This may happen in 2021.</li> </ul>
<p>A code city may not enact an ordinance or regulation or take any other action that specifically limits a religious organization's availability to host an outdoor encampment on its property or property controlled by the religious organization <u>to fewer than six months during any calendar year</u> [RCW 35A.21.360(2)(d)].</p>	<p>The hosting term of an outdoor encampment <u>shall not exceed four consecutive months</u> [proposed text for 22.90.060(A)].</p>	<ul style="list-style-type: none"> <li>• Proposed code not in conformance with state law.</li> <li>• The code must reflect state law</li> <li>• Use <u>6 months</u> as the maximum duration</li> </ul>
<p>However, a code city may enact an ordinance or regulation that requires <u>a separation of time of no more than three months</u> between subsequent or established outdoor encampments at a particular site [RCW 35A.21.360(2)(d)].</p>	<p><u>At least three months</u> shall lapse between subsequent or established outdoor encampments at a particular site [proposed text for 22.90.060(B)].</p>	<ul style="list-style-type: none"> <li>• Proposed code not in conformance with state law.</li> <li>• The code must reflect state law</li> <li>• Use <u>3 months</u> as the maximum interval.</li> </ul>



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<p>Prior to the opening of an outdoor encampment, indoor overnight shelter, temporary small house on-site, or vehicle resident safe parking, a religious organization hosting the homeless on property owned or controlled by the religious organization must host a meeting open to the public for the purpose of providing a forum for discussion of related neighborhood concerns, unless the use is in response to a declared emergency [RCW 35A.21.360(10)(a)].</p>	<p><b><u>Same as state law:</u></b> See proposed text for 22.90.100(B)</p>	<ul style="list-style-type: none"> <li>• Concern expressed about the number of community meetings required prior to a temporary encampment</li> <li>• One public meeting is required <u>PRIOR</u> to the opening of an encampment.</li> <li>• Community meetings provide a forum for neighborhood concerns</li> <li>• Impacted neighborhoods need a structured forum for discussion</li> <li>• Perhaps consider one meeting for each location anticipated to host.</li> </ul>
<p>The religious organization must provide written notice of the meeting to the code city legislative authority at least one week if possible but no later than ninety-six hours prior to the meeting [RCW 35A.21.360(10)(a)].</p>	<p><b><u>Same as state law:</u></b> See proposed text for 22.90.100(B)</p>	<ul style="list-style-type: none"> <li>• State law is very specific re: the timing of the notice.</li> <li>• Maintain the same requirements as state law.</li> </ul>
<p>The notice must specify the time, place, and purpose of the meeting [RCW 35A.21.360(10)(a)]</p>	<p><b><u>Same as state law:</u></b> See proposed text for</p>	<ul style="list-style-type: none"> <li>• State law is supported by the existing and proposed code</li> </ul>

The background features abstract, overlapping geometric shapes in various shades of blue, ranging from light sky blue to deep navy blue. These shapes are primarily located on the right side of the frame, creating a modern, layered effect. The rest of the background is plain white.

**QUESTIONS?**