



EXHIBIT B

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MEMORANDUM

TO: Planning Commission
FROM: Cassera Phipps, Senior Planner
MEMO DATE: September 18, 2019
WORK SESSION: September 25, 2019
SUBJECT: Safe Parking Program and Vehicle Camping Text Amendment

At the regularly scheduled Planning Commission meeting on September 25, staff will provide an overview of the city's Safe Parking Pilot Program and proposed changes to the Development Code that would allow Vehicle Camping at eligible sites in the city. Staff seeks guidance from the Planning Commission regarding the draft code changes.

Background

In June 2018, Beaverton City Council enacted a camping ordinance that prohibited people from camping in their vehicles in the public right-of-way. At the same time, City Council expressed an interest in having a Safe Parking Program for people experiencing homelessness who live in their vehicles. Council asked city staff to explore developing a program to address this need. In response, the Safe Parking Pilot Program was launched in April 2019.

The goal of the Safe Parking Program is to provide stability and resources to individuals and families experiencing homelessness and to help them transition into housing. The program is managed by the City of Beaverton, who contracts with Just Compassion of East Washington County for case management of guests. The pilot program is administered by Mayor's Office staff who currently oversees operations at two host sites:

1. a city-owned property that is zoned R1; and
2. a property owned by Tualatin Hills Park and Recreation District (THPRD) that is zoned Industrial (IND)

Each host site offers three parking spaces, which have been at full capacity since the start of the program. To date, the program has served 11 adults and 4 children.

Through consultation with the City Attorney's Office, staff identified changes to the City Code and Beaverton Development Code (BDC) that would allow the Safe Parking Program to be implemented throughout the city. In September, City Council adopted amendments to the City Code that expand the definition of "vehicle" and permit vehicle camping on parking lots owned or controlled by commercial interests, religious institutions, places of worship, public service nonprofits and public entities.

Project Description

The Comprehensive Plan recognizes the city's role in supporting emergency and transitional housing options. However, some housing programs aimed at helping those experiencing homelessness face regulatory obstacles that limit the city's efforts to combat homelessness. As it relates to the city's Safe Parking Program, the Development Code does not define Vehicle Camping as a land use or allow it in any zone.

The Vehicle Camping text amendment would change the Development Code by:

- Adding a definition of Vehicle Camping that is consistent with recent updates to the City Code (BDC Chapter 90);
- Identifying Vehicle Camping as a civic land use in residential, commercial, industrial and multiple use zoning districts (BDC Chapter 20);
- Exempting Vehicle Camping from certain development standards, such as hours of operation (BDC Chapter 20); and
- Developing site design standards for Vehicle Camping that are intended to mitigate impacts on surrounding properties (BDC Chapter 60)

The proposed text amendment would remove barriers for existing and future host sites and could result in expansion of the city's Safe Parking Program.

Questions for the Commission

1. Potential site design standards include setbacks and visual screening. Should site design standards for Vehicle Camping vary depending on the abutting use or zoning designation?
2. Should Vehicle Camping site design standards apply to parking spaces only and/or associated storage and sanitary facilities (including toilet, hand washing and trash disposal)?
3. Are there other potential solutions you would like us to explore?

Next Steps

Staff will incorporate feedback from the September 25 Planning Commission work session and draft code language related to Vehicle Camping. Staff expect to return to Planning Commission on October 16, 2019 for a public hearing on the proposed text amendment.

Exhibits

1. Ordinance No. 4773 Amending Beaverton Code Chapters 6.02.322 and 6.02.324 Relating to Vehicle Camping
2. Safe Parking Program Host Site Info Sheet
3. Safe Parking Program Frequently Asked Questions
4. Safe Parking Program Guest Guidelines

ORDINANCE NO. 4773

**ORDINANCE AMENDING BEAVERTON CODE CHAPTER 6.02.322 AND 6.02.324
RELATING TO VEHICLE CAMPING**

Whereas, the City of Beaverton seeks to provide services and resources for people experiencing homelessness;

Whereas, the City launched a Safe Parking Program to provide a safe place to park for families and individuals living out of their vehicles until transitioning into housing;

Whereas, the City would like to modify the existing language in the City Code to define the narrow exception for types of properties and vehicles that can participate in the Safe Parking program.

Now, therefore,

THE CITY OF BEAVERTON ORDAINS AS FOLLOWS:

Section 1. Beaverton Code Chapter 6.02.322 is amended to read as follows:

V. PARKING REGULATIONS

6.02.322 Definitions for BC 6.02.323 to 6.02.324.

As used in BC 6.02.323 and 6.02.324:

Camp – Set up, or remain in a vehicle, for the purpose of establishing or maintaining a temporary place to live.

Commercial structure – A building in which the predominant activity is connected with the sale, rental, or distribution of, or performance of services to, end users of products or services.

Commercial parking lot – A parking lot adjacent to a commercial structure, or a lot if not adjacent then within the control of the commercial interest occupying the structure, which lot is privately owned but open to the public. As used in BC 6.02.324 only, "commercial parking lot" also includes a parking lot owned or controlled by a religious institution, place of worship, public service nonprofit, or public entity.

Person in charge- A person, a representative or employee of the person who has lawful control of premises by ownership, tenancy, official position or other legal relationship.

Sanitary facilities – Include, but are not limited to, toilet, hand washing, and trash disposal facilities.

Vehicle – A trailer house, camp trailer, mobile home, auto home, camp car, recreational vehicle, van, automobile, or similar conveyance.

Section 2. Beaverton Code Chapter 6.02.324 is amended to read as follows:

6.02.324 Permitted Vehicle Camping.

A. A property owner may allow a person to camp in a commercial parking lot if (1) expressly authorized by the Mayor under a program administered by the Mayor and

established by Council resolution, and (2) the property owner complies with the requirements outlined in subsection B.

B. Each property owner described in subsection A shall:

1. Permit the designated program manager to enter the commercial parking lot. The designated program manager is responsible for the intake, placement, and case management of the persons camping in a commercial parking lot.
2. Permit sanitary facilities, including but not limited to toilet, hand washing and trash disposal facilities, to be placed at the commercial parking lot for persons camping in a commercial parking lot.
3. Permit a storage container to be placed on the commercial parking lot for persons camping to store personal items such that the items are not visible from any public right of way.
4. Not require any payment from persons camping in a commercial parking lot.

C. A property owner described in subsection A may establish additional regulations for use of its commercial parking lot. A property owner may revoke permission for a person to camp in a commercial parking lot at any time if the person violates a property owner's regulations.

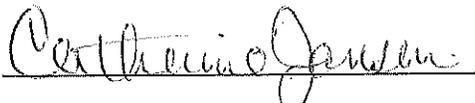
D. A property owner described in subsection A who does not comply with this ordinance commits a Class 2 Civil Infraction.

First reading this 10th day of September, 2019.

Second reading and passage by this Council this 17th day of September, 2019.

Approved by the Mayor this 18th day of September, 2019.

ATTEST:



CATHERINE JANSEN, City Recorder

APPROVED:



DENNY DOYLE, Mayor

City of Beaverton

Safe Parking Pilot Program

Host Site 101

Providing a safe, legal place to park helps people experiencing homelessness and living out of their vehicles find stability, services, and housing. Host sites contribute to bettering the lives of our community members in need and responding to the issue of homelessness in Beaverton, strengthening our neighborhoods.

What is required to be a host site?

- Space for three vehicles to park
- Space for one porta-potty and handwashing station
- Space for a small storage unit (approximately ½ parking space)
- Trash removal services
- Building attachment (not just an empty parking lot): faith-based organization, public agency, nonprofit, or business

How much does it cost to be a host site?

Nothing! The City of Beaverton pays for the placement and service of an onsite porta-potty, handwashing station, and small storage unit for guests. Garbage service already in place is enough for guests staying onsite and should not increase costs.

What are the host site's duties?

- Provide space for the vehicles and services listed above
- Work with Just Compassion of East Washington County, which will manage intake, placement, case management, and enforcement of guidelines for the program
- Sign host agreements with guests staying onsite
- Dedicate a contact person who will communicate with the Safe Parking Program Manager

What else could a host site offer?

- Access to electricity, wireless internet, and/or water
- Access to site facilities such as kitchen, shower, etc.
- Access to other social services provided by host (i.e. food pantry, hot meals, clothing closet)
- Accessible to public transportation
- Activities that give residents a way to give back to the site (gardening, cleaning, yard work, etc.)

Okay, I'm in! What do I need to do next?

1. Contact the Community Services Program and meet with staff
2. Identify the area of the parking lot you would dedicate for safe parking, with the following considerations:
 - a. Privacy for guests (not easily visible from street, some separation from nearby neighbors by fencing or landscape if possible)
 - b. Safety for guests (not in the middle of high traffic areas of the lot that are heavily used)
 - c. General use of lot (area that might be quieter, aren't used regularly by visitors to the building, easy to access)
3. Neighborhood outreach is conducted by City of Beaverton and Just Compassion of East Washington County, who will:
 - a. Notify the Neighborhood Association Committee (NAC) for your site
 - b. Mail a notice to neighbors close to the property line
 - c. Identify other impacted neighbors/organizations that should be invited in partnership with the host site
 - d. Host a meeting at your location to introduce the program, key staff, and share contacts for follow up questions/concerns
4. Sign host site agreement
5. City will notify the Beaverton Police Department that you are a host site
6. City will have porta-potty, hand washing station, and storage unit delivered to the site
7. Just Compassion will begin working with you to place guests on the site

Safe Parking Pilot Program

Frequently Asked Questions

What is the Safe Parking Pilot Program?

The Safe Parking Pilot Program is a one-year pilot program that will support families and individuals experiencing homelessness and assistance that will help them make the transition from living in their vehicles into housing. For people who have lost their homes, living in a car or camper may be their only option besides sleeping on the street. Providing designated places for people to park while living in their vehicles helps families and individuals stabilize their lives and improve their chances of gaining access to services and employment.

How does the program work?

The program will consist of host sites distributed throughout the city with assigned parking spaces and onsite portable restrooms, storage, and garbage removal, as well as case management. The Program Manager will manage intake and case management of guests, assignment of parking spaces, and coordination of host sites in collaboration with the city.

Beaverton City Council approved \$42,200 to the program for a pilot year of operation. This budget includes \$30,000 for a contract with a non-profit for program management and \$12,200 for portable restrooms and onsite storage.

Who operates the sites?

The City of Beaverton contracted with Just Compassion of East Washington County, a non-profit that will provide program management for the pilot year. Just Compassion will be responsible for intake and case management of the guests participating in the program.

The focus of Just Compassion is to serve as a community centered response for addressing the needs of people experiencing homelessness by building relationships and creating a community that connects people to services that expand their support system and help them overcome barriers to housing. Just Compassion has been managing the Beaverton Severe Weather Shelter for the last three years and currently operates a day center in Tigard twice a week. The organization actively fosters permanent solutions for individuals in need.

How long can guests stay in the program?

Guests start with a 30-day probationary period in which they must meet with Just Compassion to complete a case management plan. Guests that complete the plan and comply with program rules throughout the probationary period will be able to stay for up to 120 days. After 120 days, guests may request an extension if housing is imminent.

What do host sites provide and where are they located?

Host sites provide space for three vehicles to park, one space for a portable restroom and storage unit, and garbage service. Each host site will have a dedicated contact person that communicates site needs and concerns to Just Compassion. Site locations are dispersed throughout Beaverton at faith-based organizations and public agencies. Once a guest is approved to stay in the program, they are assigned a space at one of the host sites – they cannot drive up and park in a space.



Who is eligible for the program? How do they enroll?

Washington County families and individuals that are experiencing homelessness and using their vehicle as primary residence are eligible to apply for this low barrier program. Vehicles must be operational with up-to-date registration.

Potential guests contact Just Compassion to enroll in the program. Just Compassion staff will invite the applicant in for an interview and intake process, during which they will complete a background check and inquire about individual needs and challenges in finding housing and their strengths and abilities to contribute, follow rules, and abide by the structure and rules of the program. Applicants will need to commit to working on a case management plan with the intention of transitioning into housing.

Will this program cause more people to park in my neighborhood?

In June 2018 Beaverton City Council passed an ordinance banning overnight camping in the public right-of-way. Host sites must be approved by the City of Beaverton, with up to five sites selected for the pilot year. The Safe Parking Pilot Program provides a safe place for families and individuals in crisis to park but they must apply and be assigned to a host site. Guests accepted into the program are the only ones permitted to stay, and are not allowed to have visitors onsite.

How are the host sites and guests kept safe?

Guests sign agreements with the host sites that they will abide by the rules and program expectations. Guests are expected to attend regular case management meetings with Just Compassion. There is zero tolerance for violent behavior or drug and alcohol use on-site. No firearms or weapons are allowed on the property. Guests are expected to keep the site tidy, refrain from disruptive behavior and be good neighbors.

The Beaverton Police Department is aware of program host sites and as always, should be contacted if an emergency occurs; however, it is important to note that this program provides much greater management and safety for individuals and families living out of their vehicles than currently exists without it.

How do I volunteer or donate to the program?

There is no volunteer component to the program and we do not need any donations currently. One of the best ways that you can help is to refer anyone living out of their vehicle in our community to this program.

Who should I contact?

- For intake and referral:
Just Compassion of East Washington County
503-624-4666 | safeparkingbeaverton@gmail.com
- For program questions and concerns:
City of Beaverton Community Services Program
503-526-2584 | mcohen@BeavertonOregon.gov
- For general information:
www.BeavertonOregon.gov/safeparking

**Safe Parking Pilot Program
Guest Guidelines**

I will adhere to the following rules and policies while participating in the Safe Parking Pilot Program in Beaverton. I will:

1. Treat everyone with respect and dignity, including host site personnel and guests, program staff, neighbors and visitors. No violence, intimidation, or abusive language (e.g. degrading racist, sexist, homophobic, or other degrading remarks) is allowed.
2. Not bring alcohol, marijuana, or illegal drugs on the property.
3. Not bring firearms or weapons on the property.
4. Keep my pets in my vehicle/on a leash, supervise, and clean up after them.
5. Keep my belongings inside the vehicle or in pod storage.
6. Deposit trash in designated receptacles.
7. Park only in my assigned space and display the parking pass in my front window. I will not invite visitors onto the site at any time.
8. Keep my vehicle operational and maintain up-to-date car registration.
9. Not leave my vehicle unattended for more than three consecutive days. I understand that my vehicle may be towed after seven consecutive days at my expense if left onsite.
10. Notify Just Compassion if I am not going to park at the host site on any given day. I understand that if I am not staying onsite for more than three consecutive days, my space may be given to someone else.
11. Observe quiet hours from 10pm-7am and refrain from playing loud music or creating disruptive noise at all times.
12. Keep my children in my sight at all times on the host site property.
13. Follow through on my case management plan and attend regular check-in meetings with Just Compassion.
14. Respect host site-specific rules, including those regarding smoking (see attached).