

SHELTER LUC AMENDMENT PROCESS

What's happening now?

Earlier this year, the Council initiated the work to develop permanent land use code regulations regarding homeless shelters. The goal was to develop a permanent citywide Land Use Code (LUC) amendment for adoption by August recess.

Permanent LUC Amendments are needed to address how and where homeless shelters and associated services are located and regulated in the city. The LUC and its regulations are just one tool that the City has to ensure that any proposed shelter addresses community needs and expectations.

Next Steps

Code review with the City Council will begin following the Community Workshop. Draft LUC Amendments informed by the public engagement process will be presented to the City Council on April 23. Over the course of two to three meetings, the Council will discuss and provide feedback on the draft amendments. At the completion of these meetings, the City Council will be asked to set a date for the required public hearing. Meeting dates have been tentatively scheduled:

- April 23: Draft LUC Amendment presented to Council, begin policy review.
- May 7: Continue review of policy topics.
- May 21: Continue review of policy topics and receive final Council direction on LUC Amendment.
- June 11: Public hearing on LUC Amendment
- June 25: Adopt final ordinance

KEY TERMS

The Significance of Key Terms

Included in the LUC Amendment will be a definitions section, which is designed to describe terminology used to ensure consistent application of the code and to avoid misunderstandings.

For the Homeless Shelter LUC amendment, this could include key terms such as Homeless Day Services Center and Homeless Overnight Shelter. Each of these definitions will be informed by the public engagement process, best practice, and examples from peer jurisdictions.

Survey Results

From the community survey, the following elements were prioritized as most important to be included in the draft definition of a permanent homeless shelter:

1. Access to food
2. Access to case management, supportive services, mental health counseling or addiction recovery services
3. Access to showers and laundry
4. Access to housing year-round
5. Medical and dental assistance

PERMIT APPLICATION REQUIREMENTS

Required application materials (referred to as “Submittal Requirements”) enable Utilities, Clear and Grade, Land Use, Transportation, Building and Fire permit reviewers to conduct a holistic review for all proposals. Submittal requirements are necessary to achieve the following:

- To provide a roadmap for applicants to ensure that their proposal fulfills applicable Comprehensive Plan Policies and development review standards from (Utilities, Clear and Grade, Land Use, Transportation, Building and Fire).
- To allow the public an opportunity to provide feedback on an applicant’s proposal prior to the City issuing a formal decision.

Typically, submittal requirements direct an applicant to submit the following types of information (not holistic):

- Boundary and topography information
- Site plan
- Building Elevations
- Landscaping Plans
- Traffic studies
- Environmental Checklist for compliance with the State Environmental Policy Act
- Statement of Design Intent and Description
- Color and Materials Board
- Renderings of the site and building structures

These are just a few of the necessary requirements for decisionmakers and the public to make an informed decision on a submitted proposal.

LOCATIONAL CONSIDERATIONS

What's happening now?

On August 7, 2017 the City Council adopted Ordinance No. 6368 which imposed an Interim Official Control regarding the permit process required to establish a homeless shelter and identified the Land Use Districts where a homeless shelter may be permitted. The IOC accomplished several objectives:

- Defined Permanent Homeless Shelter as a land use classification in the LUC
- Allowed homeless shelter uses in all districts where Hotel/Motel uses were allowed
- Did not allow homeless shelter uses in land use districts where Hotel/Motel uses were not already allowed; and
- Required application of the Conditional Use Permit provisions of the LUC Part 20.30B and the general development requirements to establish a homeless shelter use in any district where allowed.

Under the terms of RCW 36.70A.390, the Interim Official Control (IOC) will remain in effect for six months, and can be renewed for additional six-month periods. The IOC was renewed with a public hearing on January 22, 2018, and will remain in effect until August unless it is extended or a permanent LUC amendment is adopted.

Next Steps

Development of permanent regulations in the LUC will designate the Land Use Districts where a homeless shelter could be sited within the city of Bellevue.

CODE REQUIREMENTS

Land Use Code Framework

In order to establish a permanent men's shelter, as stated in the City Council's Vision Priorities, the council determined that it is necessary and appropriate to amend the Land Use Code to provide clarity and consistency regarding how a shelter use is identified, regulated, and where in the city shelter use should be allowed.

The permanent LUC regulations for homeless shelter uses will specify:

- Purpose: Reason why Shelter LUCA exists
- Applicability: When and where it applies
- Definitions: Terminology to ensure consistent application of the code
- Review Required: Permit process
- Submittal Requirements: Information required in a permit application
- Development Standards: Numerical provisions that must be met for a permit to be approved
- Use Requirements: Project components that must be included for it to be approved, but there is no standard against which compliance is definitively measured
- Design Guidelines: Project design details that are required to ensure compatibility with surrounding context and advancement of community vision

The content within the code will be informed by the City Council goals and public input to reflect Bellevue community values.