

CITY OF SANTA ROSA  
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL  
FROM: KELLI KUYKENDALL, PROGRAM SPECIALIST  
HOUSING AND COMMUNITY SERVICES  
SUBJECT: EXPANDED YEAR-ROUND COMMUNITY HOMELESS  
ASSISTANCE PROGRAM (CHAP)  
AGENDA ACTION: MOTION

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RECOMMENDATION

It is recommended by the Housing and Community Services Department that the Council, by motion, direct staff to prepare appropriate ordinance amendments to allow the initial Community Homeless Assistance Pilot Program (CHAPP) to operate as a new year-round program, the Community Homeless Assistance Program (CHAP), and to give direction as to the scope of activities to be permitted under the general operation of CHAP, potentially to include safe parking, the placement and maintenance of portable toilets, provision of temporary overnight shelter, a safe camping program, and other short-term measures.

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EXECUTIVE SUMMARY

On May 16, 2016, the City Council Homeless Subcommittee received a report from staff outlining options for extending the Community Homeless Assistance Pilot Program (CHAPP) to a year-round program, which included options for a safe camping component, the declaration of shelter emergency to allow for the use of City facilities, and other alternatives. At the May 16 meeting the subcommittee requested that the report be added to a future Council agenda for consideration by the full Council. The outline of options is attached to this report. The topic of emergency declaration is covered under a separate item. Staff is seeking direction regarding Council's desire to expand the initial pilot (CHAPP) to operate as a new year-round program, the Community Homeless Assistance Program (CHAP), and to give direction as to the scope of activities to be permitted under the general operation of CHAP, potentially to include safe parking, the placement and maintenance of portable toilets, provision of temporary overnight shelter, a safe camping program (tents and other temporary structures), and other short-term measures such as increasing availability of bathroom facilities, or storage for personal belongings.

This item relates to Council Goal 6: Committed to making Santa Rosa a community where people feel safe to live, work, and play.

### BACKGROUND

1. In October 2015, the Council determined that emergency facilities, as defined in 20-52.040 Temporary Use Permit Section C.2, were needed to address the public health and safety needs of the unsheltered during the winter months; and consequently approved a Community Homeless Assistance Pilot Program (CHAPP), which allowed property owners to use their properties or facilities, which meet Zoning Code requirements, for safe parking, the placement of portable toilets, and temporary shelter during the winter months (November 1, 2015 to March 31, 2016).
2. Due to continued demand for safe shelter options for the unsheltered combined with wet weather conditions, on March 29, 2016, Council approved a 30-day extension to CHAPP from April 1, 2016 to April 30, 2016. At this meeting Council expressed interest in having a broader discussion on continuing CHAPP beyond its initial pilot phase and requested that the matter be placed on the Homeless Subcommittee agenda for further consideration.
3. On May 16, 2016, the City Council Homeless Subcommittee received a report from staff outlining options for extending CHAPP to a year-round program, which included options for a safe camping component, the declaration of shelter emergency to allow for the use of City facilities, and other alternatives. The outline of options is attached to this report.
4. At the May 16 meeting the subcommittee requested that the report be added to a future Council agenda for consideration by the full Council. Councilmember Olivares, chair to the Homeless Subcommittee, conveyed the subcommittee's request to the Council during its May 17 meeting. A discussion followed in which it was decided that CHAPP and the declaration of shelter emergency should be placed on a future agenda as two (2) separate items.

### PRIOR CITY COUNCIL REVIEW

On October 27, 2015, Council, by Resolution No. 28705, approved CHAPP to allow property owners to use their properties or facilities, which meet Zoning Code requirements, for safe parking, the placement of portable toilets, and temporary shelter during the winter months (November 1, 2015 to March 31, 2016).

On March 29, 2016, by Resolution No. 28757, approved a 30-day extension to CHAPP from April 1, 2016 to April 30, 2016.

## ANALYSIS

1. Following Council's approval of CHAPP in October 2015, two (2) existing programs registered under CHAPP during its initial pilot phase (November 1, 2015 to April 30, 2016): Catholic Charities' safe parking program, which operates year-round, and the Redwood Gospel Mission's nomadic shelter program (Entertaining Angels), which currently operates October through April. The Redwood Gospel Mission has plans to expand their program year-round in the future.
2. The First United Methodist Church (FUMC), which participates in both Catholic Charities' and Redwood Gospel Mission's programs, is considering making a place for Camp Michela at its property located at 2150 Giffen Avenue. Camp Michela, a tent encampment of approximately 20 homeless persons currently located at the Roseland Village, is seeking an alternate location as the County of Sonoma, which owns the property, has asked the camp to vacate.
3. CHAPP was approved under a provision of the Zoning Code which allows for temporary activities up to twelve (12) months to address public health and safety needs. A year-round program would require at a minimum the City to amend Zoning Code to allow for safe parking, temporary shelter, and the placement of portable toilets; and an amendment to City Code Chapter 11-22 would also be required if the program is to be expanded to allow for safe camping. This process would take approximately six (6) to nine (9) months and would require public hearings at the Planning Commission and City Council. Options for allowing the provision of these services on an interim basis under a declaration of a local emergency will be covered in greater detail under a separate agenda item.
4. Staff is seeking direction regarding Council's desire to expand the initial pilot (CHAPP) to operate as a new year-round program, the Community Homeless Assistance Program (CHAP), and to give direction as to the scope of activities to be permitted under the general operation of CHAP, potentially to include safe parking, the placement and maintenance of portable toilets, provision of temporary overnight shelter, a safe camping program (tents and other temporary structures), and other short-term measures such as increasing availability of bathroom facilities, or storage for personal belongings.
5. Subject to Council direction staff is prepared to return to Council on July 26 with a declaration of emergency which would allow the existing CHAPP to resume on an interim basis until the City is able to complete the necessary code amendments for a more permanent solution. An expanded year-round program (CHAP) could also operate on a temporary basis under an emergency declaration, however, this will require further staff analysis and development of a program design for consideration by Council at a later date. Council will have the opportunity to provide feedback on draft program guidelines and parameters

including general registration and operational requirements; expectations of staff regarding community engagement, monitoring, and metrics; and aligning CHAP with the City's homeless services strategy. Staff will do a more in-depth analysis of CHAP guidelines and further refine them as part of the code amendment process which will entail public participation and feedback from the Planning Commission and Council at public hearings.

#### FISCAL IMPACT

Providing direction to staff regarding the expansion of the initial pilot (CHAPP) to operate as a new year-round program (CHAP) does not have a fiscal impact on the General Fund.

#### ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guideline section 15378.

#### BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable

#### NOTIFICATION

Not applicable

#### ATTACHMENTS

- Attachment 1 - Outline of Options provided to Council Homeless Subcommittee, May 16, 2016

#### CONTACT

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