

Agenda

City Manager Sounding Board to House Our Neighbors
Wednesday, May 26, 2021, 9 a.m. to 11 a.m.



CITY OF BEND

Virtual Meeting

Zoom Link:

<https://bendoregon.gov.zoom.us/j/96162166463?pwd=U09mMXdjczx0bjZldlZvS1YrSGJMQT09>

9:00 a.m. City Manager Sounding Board: Megan Perkins, Barbara Campbell, Katherine Austin, Briana Manfrass, Hans Jorgensen, Dana Richards, Stacey Witte, Erik Tobiason, Scott Winters, Jeff Payne (alt.)

- 1. Welcome & Introductions- Megan Perkins, City Councilor (5 mins)**
- 2. Agenda Overview, Approval of Minutes (Susanna Julber, Snr. Policy Analyst 5 mins)**
- 3. HB 2006 Overview (Elizabeth Oshel, Associate City Attorney, 5 mins)**
- 4. Review of last meeting progress and actions (Susanna Julber, 5 mins)**
- 5. Continued Discussion of zoning districts, sizing requirements, and standards- see draft code language (Elizabeth Oshel, Pauline Hardie, Snr. Code Planner, Susanna Julber, 80 mins)**
- 6. Public Comment (10 mins)**
- 7. Wrap Up/ Action Items (Susanna Julber, 5 mins)**
- 8. Adjourn: 11:00 a.m**

Next meeting date: June 9, 2021, 9 a.m. to 11 a.m.



This meeting/event location is accessible. Sign and other language interpreter service, assistive listening devices, materials in alternate format such as Braille, large print, electronic formats, language translations or any other accommodations are available upon advance request at no cost. Please contact the meeting organizer no later than 24 hours in advance of the meeting at sjulber@bendoregon.gov or fax 385-6676. Providing at least 2 days' notice prior to the event will help ensure availability.

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City Manager Sounding Board to House Our Neighbors
Draft Meeting Minutes: May 12, 2021

The meeting of the City Manager Sounding Board to House Our Neighbors was called to order at 9:00 a.m. on Wednesday, May 12, 2021, online and by phone.

City Manager Sounding Board: Homelessness Solutions: Megan Perkins, Barbara Campbell, Katherine Austin, Briana Manfrass, Hans Jorgensen, Dana Richards, Stacey Witte, Erik Tobiason, Scott Winters, Jeff Payne (alt.)

Absent: Jeff Payne

1. Welcome & Introductions- Megan Perkins, City Councilor

2. Agenda Overview, Approval of Minutes

Member Manfrass moved to approve the April 28, 2021 Meeting Minutes. Member Tobiason seconded the motion, the motion passed unanimously (9-0).

Susanna Julber, Senior Policy Analyst, presented an overview of the Sounding Board schedule.

3. Shelter Types – Confirmation by Sounding Board

The Sounding Board discussed the following changes and updates to the shelter type definitions:

- Clean up the shelter definitions and verify temporary and transitional
- Clarify the site being temporary versus the users transitional and temporary
- Put day shelter in a different category – make more of a navigation center
- Call mass shelters by a different name – maybe a group shelter

The Sounding Board discussed the following changes and updates to the requirements for all three types of shelters:

- Shelters “Must” provide-
 - Remove “Other”
 - Change to “Onsite Management or On-Call Management at all times the facility is open for services” – add definition of management – look at the Short-Term Rental Code and Good Neighbor Agreement
 - Will not put any type of language around limiting what people can do as far as safe parking and a shelter on their site

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- Add language referencing the type of parking allowed in accordance with and reference the code section acknowledging that it would be allowed
 - Break down what a parking requirement would be for each shelter
- Shelters “May” provide
 - Add transportation services – may reduce parking requirement if it is provided
 - Add kennel or open space for pets
 - Add storage for personal items
 - Add alternative parking ideas and concepts to provide max flexibility

4. Discussion of zoning districts, sizing requirements, and standards

The Sounding Board discussed the following changes and updates to the zoning districts, sizing requirements, and standards:

- Mass Shelters (Group Shelter)
 - Place Residential Urban Medium Density (RM) and Residential Urban High Density (RH) in their own zone
 - Be flexible for families, maximum number of beds in the Residential Urban Low Density (RL) and Residential Urban Standard Density (RS) zones – if all the building codes are met, allow 20 or 25 adult beds plus children
 - Permitted, not permitted – bonus for amenities to transit or other incentives in the for the RL and RS zone
 - Make maximum number of beds 100 in the RM and RH zones – look at COVID-19 best practices
- Transitional Shelters
 - Change max number of rooms under the RL and RS zones to 12 rooms – staff to research what different cities are allowing and work on the language based on fair housing
 - Change max number of rooms under the RM and RH zones to limit by underlying zoning district

5. Continuation of zoning districts, sizing requirements, and standards

6. Public Comment

Eric Garrity discussed being happy that there were considerations made about the pets and some of the language choices used.

Mike Satcher discussed volunteer trash collection services and asked that the City help with operating costs.

Charles Hemingway discussed restrooms under the shelter provisions.

7. Wrap Up/Action Items

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8. Adjourned at 11:00 a.m.

Respectfully Submitted,

Kayla M. Duddy

Deputy City Recorder

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**DRAFT
Development Code Update
May 21, 2021**

Prepared by:
City of Bend Planning Division

Note:

Text in underlined typeface is proposed to be added

Text in strikethrough typeface is proposed to be deleted

***Indicates where text from the existing code has been omitted because it will remain unchanged.

Staff comments are ***bold and italicized***

Chapter 1.2 DEFINITIONS

These are the
definitions the SB
agreed upon 5/12/21

Group shelter means a building that contains one or more open sleeping areas, or is divided only by nonpermanent partitions, furnished with cots, floor mats, or bunks for use as a shelter. See BDC 3.6.600, Shelters.

Outdoor shelter means a site on which multiple mobile or permanent units are placed for use as a shelter. See BDC 3.6.600, Shelters.

Transitional shelter means a building that contains individual sleeping rooms for use as a shelter. See BDC 3.6.600, Shelters.

~~**Temporary housing** means a permanent facility providing temporary shelter for individuals and/or families who are homeless or in transition. Services may be provided including, but not limited to, accommodations, meals, toilet/bathing facilities, clothing/laundry, case management services and information on or referral to other community resources.~~

We do not need Temporary
Housing definition any more, and
are replacing it with the Shelter
definitions.

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Shelter means a location for overnight accommodation of people who lack permanent housing. A shelter may be **permanent or temporary** and is either an outdoor shelter, group shelter, or transitional shelter. See BDC 3.6.600, Shelters.

Chapter 3.6

SPECIAL STANDARDS AND REGULATIONS FOR CERTAIN USES

Sections:

3.6.100 Purpose.

3.6.200 Residential Uses.

3.6.300 Nonresidential Uses.

3.6.400 Temporary Uses.

3.6.500 Short-Term Rentals.

3.6.600 Shelters. (New section)

3.6.200 Residential Uses.

This Temporary Housing
Section will be removed
from the BDC.

~~O. Temporary Housing. (Relocated to BDC 3.6.600, Shelter and relocated to BDC 3.6.600 Shelters)~~

- ~~1. On-site Management. On-site management must be provided at all times the facility is open for services.~~
- ~~2. Waiting and Intake Area. If waiting or first-come, first-served services are provided, any outdoor, on-site, waiting and intake area must be sized to accommodate the expected number of people to be served.~~
- ~~3. Development Standards. The development standards for the base zone and any overlay zone shall apply to temporary housing uses, unless superseded by standards in this section.~~
- ~~4. Parking. The parking space requirements for temporary housing uses are one space per 500 square feet of gross floor area, unless parking exemptions and reductions apply.~~

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~~5. Compliance. Any temporary housing facility must meet all other applicable requirements of Federal, State, and/or local authorities including but not limited to local Fire Department, building and Environmental Health requirements.~~

~~6. Facilities and Services. Temporary housing may provide facilities and services on site including, but not limited to, the following:~~

~~a. Meals and dining areas~~

~~b. Clothing/laundry facilities~~

~~c. Restrooms and showers~~

~~d. Day care facilities~~

~~e. Case management services and information on or referral to other community resources~~

~~f. Overnight and daytime accommodations.~~

3.6.400 Temporary Uses.

Temporary uses are characterized by their short term or seasonal nature and by the fact that permanent improvements are not made to the site. Temporary uses include, but are not limited to:

- Seasonal sales
- Farm produce sales
- Temporary real estate sales office or model home
- Temporary building
- Education modular
- Medical Hardship

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- Carnivals/fairs, parking lot sales and warehouse sales

• Temporary Group Shelter

Unless otherwise permitted, temporary uses shall comply with this section. Temporary uses not specifically allowed under this section, including but not limited to temporary retail sales and services, in zones where retail sales and services are allowed, are prohibited. The use of a motor home, recreational vehicle, travel trailer, tent, or similar device as a dwelling unit is also prohibited except as otherwise provided in this section or BDC 3.6.400.H. Provision of “safe parking” as described in the Bend Code is not considered a “dwelling unit” use prohibited by this section, and is allowed as set forth in the Bend Code. “Safe parking” as described in the Bend Code is not a land use decision and is not subject to the Bend Development Code.

H. Temporary Group Shelter.

(Still need to work on this with sounding board)

We'll be working w/ the SB on this Temporary Group Shelter at a later meeting.

3.6.600 Shelters.

Shelters may be an outdoor shelter, group shelter, or transitional shelter.

We need SB input / verification on the following Sections.

A. Shelters. All shelters must comply with the following standards:

1. Management. On-site or on-call management must be provided at all times the shelter is open for services. A sign must be posted at all times with the name of the property owner and management, and a telephone number where they may be contacted. The sign must comply with one of the following and is exempt from a sign permit:
 - a. One nonilluminated wall or window sign limited to two square feet in area and located on or below the first story at a maximum height of 14 feet is permitted; or
 - b. One permanent freestanding sign not greater than four feet in height with a sign area not exceeding four square feet located at a driveway entrance to the site.

These mgmt. and sign requirements are similar to the STR requirements

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2. Restroom. At least one toilet and handwashing station must be provided. Toilet and handwashing stations may be provided through the use of portable units, with a contract for service and/or dumping in place. Portable units must not be located within setbacks and must be screened on at least three sides with an evergreen hedge or solid fence or wall of not less than six feet in height. Portable units must be located for easy access by pick-up vehicles.
 3. Trash Receptacles. Trash receptacles must be provided, must not be located within setbacks and must be screened on at least three sides with an evergreen hedge or solid fence or wall of not less than six feet in height. Receptacles must be located for easy access by trash pick-up vehicles.
 4. Waiting and Intake Area. If waiting or first-come, first-served services are provided, any outdoor, on-site, waiting and intake area must be sized to accommodate the expected number of people to be served.
 5. Colocation. Outdoor shelter sites, group shelters, and transitional shelters may be located on the same site, provided the standards for each use can be met.
 6. Compliance. Any shelter must meet all other applicable requirements of Federal, State, and/or local authorities including but not limited to local Fire Department, building and Environmental Health requirements.
 7. Development Standards. The development standards for the base zone and any overlay zone apply, unless superseded by standards in this section.
- B. Facilities and Services. Shelters may provide facilities and services on site including, but not limited to, the following:
1. Meals and dining areas
 2. Clothing/laundry facilities
 3. Showers
 4. Day care facilities
 5. Case management services and information on or referral to other community resources

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6. Overnight and daytime accommodations.
7. Kennel area or open space for small domestic animals.
8. Overnight camping may be provided in conjunction with a shelter in compliance with BC Chapter 5.70, Safe Parking Programs.
9. Other facilities and services to support the primary shelter use. (We didn't add storage, but feel like it is captured under this "other category".)

C. Outdoor shelter sites. A lot or parcel may be developed for placement of units for use as shelter, as set forth in this section.

1. Review Process.
2. Zoning.

We will fill the Outdoor Shelter Section at our 5/26 mtg- we didn't get to Outdoor Shelters at our 5/12 mtg.

3. Parking. One space for each Unit/ Camp Site.
4. Table xxxx. sets out the maximum number of -spaces allowed within a facility. If the site has split zoning, the smaller number applies. Adjustments to this standard are prohibited.

Table 3. xxxxx Maximum Number of Sites for Outdoor Shelters	
<u>Zone of Site</u>	<u>Maximum: Number of Spaces/ Sites</u>
<u>RL and RS</u>	<u>15?</u>
<u>RM, RH</u>	<u>50?</u>
<u>CB, CC, PO and MR</u>	<u>70?</u>
<u>CL, CG, PF</u>	<u>150?</u>
<u>MN, MU, ME</u>	<u>50?</u>

D. Group Shelter.

1. Review Process.
2. Zoning.
3. Parking. 0.25 parking per bed.

We will finish filling out these Sections in w/ SB input, based our 5/12 and 5/26 meetings.

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4. Table 3.6.600.C. sets out the maximum number of shelter beds allowed within a facility. If the site has split zoning, the smaller number applies. Adjustments to this standard are prohibited.

Table 3.6.600.C Maximum Number of Shelter Beds for Group Shelters	
Zone of Site	Maximum: Number of Shelter Beds- From last SB Meeting
<u>RL and RS</u>	20? 25? (Remember families), Institutional uses up to 50.
<u>RM, RH</u>	100?
<u>CB, CC, PO and MR</u>	100?
<u>CL, CG, PF</u>	150?
<u>MN, MU, ME</u>	75?

E. Transitional Shelters.

1. Review Process.
2. Zoning.
3. [Parking. Parking. 0.25 parking per bedroom?](#)
4. Table xxxx. sets out the maximum number of shelter beds? Rooms? allowed within a facility. If the site has split zoning, the smaller number applies. Adjustments to this standard are prohibited.

Table 3.xxx Maximum Number of Shelter Beds or Rooms for Transitional Shelters	
Zone of Site	Maximum: Number of Shelter Beds/ Rooms- From last SB Meeting
<u>RL and RS</u>	12 rooms?
<u>RM, RH</u>	80 rooms?
<u>CB, CC, PO and MR</u>	80 rooms?
<u>CL, CG, PF</u>	80 rooms?
<u>MN, MU, ME</u>	50 rooms?

- F. **Existing Shelters.** Existing Uses and Structures. Uses and structures that are not in conformance with the provisions in this section but that were lawfully established prior to the adoption of this code are considered

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a permitted use. Expansion or enlargement will be subject to the provisions of [BDC Chapter 4.2](#), Minimum Development Standards Review, Site Plan Review and Design Review.

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