



# Zoning Amendment

SALT LAKE CITY PLANNING

Amend the text of the Zoning Ordinance     Amend the Zoning Map

### OFFICE USE ONLY

Project #: <b>PLNPCM2016-00910</b>	Received By: <b>Cheri Coffey, AICP</b>	Date Received: <b>11/17/2016</b>
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Name or Section/s of Zoning Amendment:  
Homeless Resource Centers Qualifying Provisions

### PLEASE PROVIDE THE FOLLOWING INFORMATION

Address of Subject Property (or Area):  
N/A

Name of Applicant: Salt Lake City	Phone: 801-535-7704
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Address of Applicant:  
451 S State Street

E-mail of Applicant: Homelessinfo@slcgov.com	Cell/Fax:
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Applicant's Interest in Subject Property:

Owner     Contractor     Architect     Other:

Name of Property Owner (if different from applicant):

E-mail of Property Owner:	Phone:
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➔ **Please note** that additional information may be required by the project planner to ensure adequate information is provided for staff analysis. All information required for staff analysis will be copied and made public, including professional architectural or engineering drawings, for the purposes of public review by any interested party.

### AVAILABLE CONSULTATION

➔ If you have any questions regarding the requirements of this application, please contact Salt Lake City Planning Counter at (801) 535-7700 prior to submitting the application.

### REQUIRED FEE

- ➔ Filing fee of **\$971**. Plus additional fee for mailed public notices.
- ➔ Zoning amendments will be charged **\$121** per acre in excess of one acre.
- ➔ Text amendments will be charged **\$100** for newspaper notice.

### SIGNATURE

➔ If applicable, a notarized statement of consent authorizing applicant to act as an agent will be required.

Signature of Owner or Agent: Salt Lake City Council (Legislative Action)	Date: 11/15/2016
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## Maloy, Michael

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**From:** Crandall, Scott  
**Sent:** Tuesday, January 03, 2017 4:55 PM  
**To:** Maloy, Michael  
**Subject:** FW: Legislative Action Item for follow-up  
**Attachments:** memo\_LegAction\_HRQP\_11.15.2016.docx

**From:** Crandall, Scott  
**Sent:** Friday, November 18, 2016 1:56 PM  
**To:** Reberg, Mike <Mike.Reberg@slcgov.com>; Shepard, Nora <Nora.Shepard@slcgov.com>; Coffey, Cheri <Cheri.Coffey@slcgov.com>; Norris, Nick <Nick.Norris@slcgov.com>; Oktay, Michaela <Michaela.Oktay@slcgov.com>; Tarbet, Nick <Nick.Tarbet@slcgov.com>; Fullmer, Brian <Brian.Fullmer@slcgov.com>; Akerlow, Michael <Michael.Akerlow@slcgov.com>; Nielson, Paul <paul.nielson@slcgov.com>; Plane, Margaret <Margaret.Plane@slcgov.com>; Weeks, Russell <Russell.Weeks@slcgov.com>  
**Cc:** Mansell, Cindi <Cindi.Mansell@slcgov.com>  
**Subject:** Legislative Action Item for follow-up

Hi,

The Council adopted the following Legislative Action on Tuesday, November 15, 2016. Please take appropriate action.

Please forward this e-mail to anyone else who needs to be involved. Nick Tarbet provided the attached memo.

Thanks.

**#1. 7:37:40 PM** Adopting a **legislative action** requesting the Administration **review and make recommendations for amendments** pertaining to **zoning regulations for homeless resource centers**. *Currently, homeless shelters are allowed subject to approval of a conditional use permit. The text amendment would create qualifying provisions and must be met, in addition to the conditional use process, in order for a homeless resource center to be approved.* [View Attachment](#)

Councilmember Mendenhall moved and Councilmember Luke seconded to **adopt a Legislative Action initiating a review of the zoning regulations for Homeless Shelters and Homeless Resource Centers**. During the research and review process, Planning Staff should include for consideration, any recommendations that would improve the final ordinance, in addition to the proposed changes outlined in the accompanying Staff memo.



# MOTION SHEET

CITY COUNCIL *of* SALT LAKE CITY

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**TO:** City Council Members  
**FROM:** Nick Tarbet, Analyst  
**DATE:** November 15, 2016  
**RE:** Legislative Action: Amending Zoning  
Regulations for Homeless Resource Centers

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## **MOTION 1 (adopt)**

I move the Council adopt a legislative action initiating a review of the zoning regulations for Homeless Shelters and Homeless Resource Centers.

During the research and review process, Planning Staff should include for consideration, any recommendations that will improve the final ordinance, in addition to the proposed changes outlined in the accompanying staff memo.





# COUNCIL STAFF REPORT

CITY COUNCIL *of* SALT LAKE CITY

**TO:** City Council Members

**FROM:** Nick Tarbet, Policy Analyst

**DATE:** November 15, 2016

**RE:** Legislative Action: Amending Zoning  
Regulations for Homeless Resource Centers

#### **PROJECT TIMELINE:**

Briefing: November 1, 2016  
Set Date:  
Public Hearing:  
Potential Action: November 15, 2016

**Council Sponsor:** *Council Member Kitchen*

## **ISSUE AT-A-GLANCE**

The Council will consider adopting a legislative action requesting the Administration recommend amendments to zoning regulations for Homeless Shelters and Homeless Resource Centers.

Currently, homeless shelters are allowed subject to approval of a conditional use permit ([21A.54-Conditional Uses](#)). The text amendment would create qualifying provisions that must be met, in addition to the conditional use process, in order for a homeless resource center to be approved.

During the November 1 briefing, the Council expressed support for initiating the proposed legislative action via a straw poll (6-0).

## **ADDITIONAL INFORMATION**

The Council discussed the following potential changes to the zoning ordinance for homeless resource centers during the November 1 work session. The Council expressed support for having the following changes included in the text amendment process, including extensive review and opportunities for input by stakeholders and the public.



The following proposed provisions should be reviewed and presented to stakeholders and the public for feedback. During the research and public outreach process, any additional recommendations that will improve the final ordinance should be considered for inclusion.

### **Draft Outline of Proposed Amendments**

- **Definition of Homeless Resource Center**

- During the review process, obtain feedback and provide recommendations about whether Homeless Shelters and the proposed Homeless Resource Center should have the same definition, or separate definitions.

- **Proposed Qualifying Provisions**

Homeless Shelters and Homeless Resource Centers may be allowed as conditional uses as identified in chapter 21A.33 Land Use Tables, pursuant to the provisions of chapter 21A.54 Conditional Uses, of this title and pursuant to the requirements of this section.

1. Limit the number of homeless persons who may occupy a homeless resource center for overnight accommodations to a maximum of one hundred fifty (150) homeless persons.
  - a. Service provider staff shall not be included in this occupancy calculation.
  - b. No homeless resource center shall exceed the maximum occupancy for overnight accommodations for any reason, including on an overflow basis
2. A security and operations plan shall be prepared by the applicant and approved by the Salt Lake City Police and Community and Neighborhoods Departments prior to conditional use approval and filed with the Recorder's Office, which shall include:
  - a. A complaint response community relations program that includes strategies and methods designed to maintain the premises in a clean and orderly conditions, minimize potential conflicts with the owners/operators and uses of neighboring property, and prohibit unlawful behavior by occupants of the homeless resource center;
  - b. A provision requiring a representative of homeless resource center to meet with neighbors upon request to attempt to resolve any neighborhood complaints regarding operation of the center;
  - c. A plan to maintain noise levels in compliance with section 9.28 of this code;
  - d. Design requirements that ensure any areas for queuing take place within the footprint of the principal building and will not occur on any public street or sidewalk;
  - e. Designation of a location for smoking tobacco outdoors in conformance with state laws;
  - f. A provision stating that any trash strewn on the premises be collected and deposited in a trash receptacle by six o'clock A.M. (6:00A.M) the following day, including any smoking and parking lot areas;
  - g. A provision stating that portable trash receptacles on the premise be emptied daily and that other receptacles be emptied at a minimum of once per week or as needed.
3. The applicant shall demonstrate how the building and site is designed to prevent crime based on the following principles. The Planning Commission may require modifications to the proposed building and site plans if it determines that the plans do not sufficiently address each of these principles:
  - a. Natural Surveillance
    - i. The building includes windows and doors in sufficient quantity and in location that allow people inside the building to see all areas of the site;
    - ii. Lighting is sufficient to illuminate building entrances and access points from public streets and sidewalks to the building;

- iii. Landscaping is arranged on the site in a manner that does not create hidden spaces or block sight lines between the building, public spaces, parking areas and landscaped areas.
- b. Natural Access Control
  - i. Buildings include direct walkways from the public sidewalk to the primary building entrances;
  - ii. Walkways are provided to guide people from the parking areas to primary building entrances;
  - iii. Low growing landscape, low walls, curbing, or other means are used to guide pedestrians along walkways;
  - iv. All walkways are properly illuminated and all illumination on the site is shielded to direct light down and away from neighboring properties;
  - v. Building entrances are clearly identified with universally accessible signs.
- c. Territorial Reinforcement
  - i. Access to landscaped areas along the perimeter of the site or not visible from the building or public spaces include mechanisms to restrict access outside daylight hours;
  - ii. Parking areas are secured outside of daylight hours;
  - iii. A decorative masonry wall that is a minimum of six feet (6') high shall be provided along all interior side and rear lot lines. Walls in excess of six feet may be approved by the Planning Commission if it determines a taller wall is necessary to mitigate a detrimental impact created by the homeless resource center;
  - iv. A fence no taller than three feet (3') high and that does not create a visible barrier is placed near the front property line to mark the transition from public space to private space;
  - v. A landscape buffer that is a minimum of ten feet (10') wide shall be provided along any corner or side lot lines:
    - 1. The landscape buffer shall be planted with shade trees planted at the rate of one tree per twenty five (25') linear feet along the length of the yard. Trees may be clustered subject to Planning Commission approval;
    - 2. The landscape buffer shall include shrubs planted at a rate of one shrub for every four (4) linear feet of the yard;
    - 3. Outdoor space for use by the patrons of the homeless resource center is prohibited in this buffer.
- d. Maintenance
  - i. The building and site are maintained free from graffiti, litter, garbage, and other items that constitute a nuisance;
  - ii. The building is maintained in good repair and all property damage is repaired in a timely manner;
  - iii. All fencing, walls, paving, walkways and other site features are maintained in good repair, and free from obstruction.
- e. A homeless resource center shall comply with all applicable building and zoning regulations.