

17.08.115 Safe parking.

A. Purpose and Intent. Safe parking provides homeless individuals and families with vehicles a safe place to temporarily park overnight in order to facilitate the transition to permanent housing. The provisions set forth in this section enable safe parking in certain zoning districts in the city subject to specific performance standards and permit requirements. These standards and requirements are intended to ensure that safe parking facilities will be compatible with surrounding uses and effective at facilitating participants' transition to permanent housing.

B. Definitions.

1. "Safe parking" means a parking program, operated on property located outside of the public right-of-way and managed by a social service provider that provides individuals and families with vehicles a safe place to park overnight while working towards a transition to permanent housing.

2. "Social service provider" means an agency or organization licensed or supervised by any federal, state or local health/welfare agency that participates in the federal Homeless Management Information System (HMIS) and has demonstrated experience with the homeless population by assisting individuals and families achieve economic self-sufficiency and self-determination through a comprehensive array of programs and actions.

3. "Case management" means a system for arranging and coordinating care and services whereby a case manager assesses the needs of the client and client's family and arranges, coordinates, monitors, and advocates for services to meet the client's needs.

4. "Self-sufficiency program" means a program designed to assist individuals and families in meeting their basic needs and address any substance dependency and mental health issues so that they do not need to rely on emergency public or private assistance.

5. "Background check" means a criminal records check from a variety of public sources that would provide information regarding an individual's possible criminal history.

C. Permit Required.

1. Planning Commission Use Permit Required. The establishment of a safe parking use shall require planning commission use permit approval where allowed, consistent with Table 9.

D. Application Requirements. Whenever a social service provider (or, if the social service provider is not the property owner, a property owner who is affiliated with or can qualify as a social service provider) submits a planning commission use permit application for consideration, as a part of said application, sufficient information shall be submitted to the community development department to determine whether the proposed safe parking facility complies with the provisions of this section. In addition to the required planning commission application checklist items, the application shall include the following:

1. Site plan indicating the location of trash and recycling facilities, water, restroom facilities, exterior light fixtures, location and distances to residential properties, public transportation, and location of designated overnight parking spaces.
2. Hours of operation.
3. Monitoring and oversight program.
4. Neighborhood relations plan.
5. Sufficient information to determine that the applicant is a social service provider that is qualified to operate a safe parking program or is affiliated with a social service provider that demonstrates the experience and qualifications to manage the site and meet the performance standards set forth in this chapter.
6. Any other information the community development director may determine is necessary to ensure compliance with the provisions of this section.

E. Performance Standards.

1. Social Service Provider. Safe parking facilities shall be managed by a qualified social service provider, subject to the approval of the community development director.
2. Case Management. Participants must be paired with a case manager and enrolled in a self-sufficiency program to facilitate the transition to permanent housing.
3. Background Check. Prospective participants shall submit to a criminal history background check. Participant exclusion shall be determined by the social service provider on a case-by-case basis.
4. Restroom, Water and Trash Facilities. Restroom, water and trash facilities shall be provided, maintained and accessible to participants during safe parking facility hours.
5. Residency Preference. Social service provider shall give preference to those with proof of residency in San Luis Obispo County for a minimum period of six months within the last two years. Evidence of residency may include, but not limited to, items such as rental agreements, mortgage, utility, hotel and medical facility bills, paystubs and intake from homeless service programs.
6. Buffer from Residential Use. Participant vehicles shall maintain a minimum buffer of fifty feet from any property that contains a residential use. Buffers less than fifty feet may be permitted through the use permit review process on a case-by-case basis when determined to be compatible with the neighborhood. Buffers greater than fifty feet may be necessary for

neighborhood compatibility, which will be determined on a case-by-case basis as part of the use permit review process.

7. Authorized Vehicles Only. Social service provider shall ensure that only vehicles registered in the program are parked overnight during program hours. A parking permit shall be provided to all participants to be displayed in vehicle windows in a form to be approved by the public works director.

8. Participant Information. At all times, the social service provider shall maintain a roster of the names and vehicle license numbers of each participant who is authorized to park overnight.

9. Written Agreement with Participants. Only participants who have entered into a written agreement with a social service provider shall be allowed to use parking spaces overnight. The written agreement between the social service provider and participant must include, but not limited to, the following terms and conditions:

- a. Only one vehicle is allowed per participant.
- b. At least one participant per vehicle shall possess a current driver's license, vehicle registration, and insurance for the vehicle that will be parked overnight. Social service provider shall keep a copy of all three on record.
- c. Vehicles may only be occupied by participants and approved registered household members. Guests shall not be allowed.
- d. Participants shall not use or possess any illegal drugs or alcohol either on their person or in their vehicle.
- e. Participants shall not use or possess any weapons or firearms of any kind in program vehicles.
- f. No fires of any kind shall be permitted.
- g. No music may be played that is audible outside participants' vehicles.
- h. No cooking or food preparation shall be performed outside of the participants' vehicles. Cooking inside vehicles is prohibited unless the vehicle was manufactured with cooking appliances.
- i. Camping tarps or equipment beyond the participant's vehicle are prohibited.
- j. Participants shall maintain control of animals. Animals shall be kept on a leash at all times and animal waste shall be picked up immediately and disposed of properly.

k. Participants shall not dump sewage or other waste fluids or solids, deposit excreta outside a vehicle, or park vehicles that leak excessive fluids (i.e., gasoline, transmission or radiator fluid, or engine oil).

F. Use Permit Considerations. Items to be determined by the planning commission as part of the use permit review process on a case-by-case basis shall include, but are not limited to, the following:

1. Number of Vehicles Allowed. The total number of vehicles allowed at each safe parking facility location.
2. Hours of Operation. The days and hours of safe parking facility operation.
3. Separation between Facilities. Sufficient distance between existing and proposed safe parking facilities.
4. Neighborhood Relations Plan. A neighborhood relations plan shall be provided for each safe parking facility location to address any complaints in a timely manner, including consistency with any adopted good neighbor policy.
5. Monitoring and Oversight. Monitoring and oversight shall be provided during safe parking facility hours.
6. Restroom, Water and Trash Facility Plan. A restroom, water and trash facility plan shall be provided and include the location, hours of availability and maintenance program for site facilities.

G. Revocation of a Permit. The use permit can be referred to the planning commission if determined by the community development director upon receipt of substantiated written complaints from any citizen, code enforcement officer, or police department officer, which includes information and/or evidence supporting a conclusion that a violation of the use permit, or of city ordinances or regulations applicable to the property or operation of the facility, has occurred. At the time of use permit review, to ensure compliance with applicable laws and conditions of use permit, conditions of approval may be added, deleted, modified, or the use permit may be revoked. (Ord. 1592 § 3, 2013)