

SECTION 9. CORRECTIONS. Upon approval of the Prosecuting Attorney’s Office, the Clerk of the Board is authorized to make any necessary corrections to any section, subsection, sentence, clause, phrase or other portion of this Ordinance for scrivener or clerical errors, references, ordinance numbering, section/subsection numbers, and any reference thereto.

ADOPTED: _____

ATTEST:

BOARD OF COUNTY COMMISSIONERS
Thurston County, Washington

Clerk of the Board

Chair

APPROVED AS TO FORM:

JON TUNHEIM

PROSECUTING ATTORNEY

Vice-Chair

TRAVIS BURNS

Deputy Prosecuting Attorney

Commissioner

homeless encampment, or at a location close to the proposed homeless encampment site.

2. The time and location of the meeting shall be agreed upon between the department, host agency, and sponsoring agency.
3. The host and/or sponsoring agency shall provide notice of the neighborhood meeting by publishing in a newspaper of general circulation within the affected neighborhood not less than fourteen days prior to the date of the neighborhood meeting. The publication shall specify the time and place of the neighborhood meeting, and the information required for the notice of application under Section 20.35.060(C) to establish a homeless encampment.
4. At minimum, all property owners within one thousand feet of the proposed homeless encampment location shall be notified a minimum of fourteen days in advance of the meeting by the host and/or sponsoring agency.

(Ord. No. 14402, § 2, 9-7-2010)

20.35.080 - Requirements for approval.

1. Each homeless encampment shall be a minimum of one thousand square feet in size, and each camping unit separated by a minimum of ten feet from any property line and have necessary onsite facilities, including, but not limited to the following:
 - a. Sanitary portable toilets in the number and pumping interval required to meet capacity guidelines;
 - b. Hand washing stations by the toilets and by the food areas;
 - c. Refuse receptacles with capacity to handle pickup intervals without overflowing and vector proof;
 - d. Food tent and security tent. Food needs to be stored in vector proof containers.
2. The host and sponsoring agencies shall provide adequate potable water source with backflow prevention to the homeless encampment, as approved by the local water district and the county.
3. No homeless encampment shall be located within a critical area or its buffer.
4. No permanent structures shall be constructed for the homeless encampment.
5. No more than forty residents shall be allowed. The county may further limit the number of residents as site conditions dictate.
6. Adequate onsite parking shall be provided for the homeless encampment. No offsite parking will be allowed. The number of vehicles used by homeless encampment residents shall be provided. If the homeless encampment is located on a site with another use, it shall be shown that the homeless encampment parking will not create a shortage of onsite parking for the other use/s on the property as estimated by the host.
7. The homeless encampment shall be within a quarter mile of a bus stop with seven days per week service, whenever possible. If not located within a quarter mile of a bus stop, the sponsoring agency must demonstrate the ability for residents to obtain access to the nearest public transportation stop (such as carpools or shuttle buses).
8. The homeless encampment shall be adequately screened from any adjacent right of way and residence. Screening shall be a minimum height of six feet and may include, but is not limited to, a combination of sight obscuring fencing, landscaping, or the placement of the homeless encampment behind buildings. The type of screening shall be approved by the department.
9. All sanitary portable toilets shall be screened from adjacent properties and rights-of-way. The type of screening shall be approved by the County and may include, but is not limited to, a combination of fencing and/or landscaping.
10. All temporary structures within the homeless encampment shall conform to all building codes.

11. At minimum, the homeless encampment shall conform to the following Fire requirements:
 - a. Material used as roof covering and walls shall be of flame retardant material;
 - b. There shall be no open fires;
 - c. No heating appliances, except electric heaters, within the individual camping units or temporary structures are allowed;
 - d. No cooking appliances other than microwave appliances are allowed within the individual camping units or temporary structures;
 - e. An adequate number and appropriate rating of fire extinguishers shall be provided as approved by the fire department;
 - f. Adequate access for fire and emergency medical apparatus shall be provided. This shall be determined by the fire department;
 - g. Adequate separation between camping units and other structures shall be maintained as determined by the fire department, but in no case, less than ten feet; and
 - h. Electrical service shall be in accordance with recognized and accepted practice; Electrical cords are not to be strung together and any cords used must be approved for exterior use.
12. No homeless encampment shall be permitted on public rights-of-way.
13. Because a homeless encampment is a non-traditional living arrangement and therefore provides less privacy and more complex living arrangements than traditional homes, a distance requirement that provides visual separation and buffering from other sensitive land use activities is considered appropriate. To satisfy this concern, no shelter shall be permitted within three hundred feet of a licensed child daycare facility or any public or private pre-school or elementary, middle, or high school. However, in the event that a daycare or school is located within the property of a potential host agency, this requirement may be waived by the director if the owner of the daycare or principal of the school agrees to the waiving of the distance requirement.

(Ord. No. 14402, § 2, 9-7-2010)

20.35.090 - Operations and security plan required.

1. The host and/or sponsoring agency shall submit an operations and security plan to the department as part of the permit application for the homeless encampment.
2. The host agency shall provide to all residents of the homeless encampment a "Code of Conduct" for living at the encampment. A copy of the "Code of Conduct" shall be submitted as part of the operations and security plan.
3. All homeless encampment residents must sign an agreement to abide by the code of conduct. Failure to abide by the code of conduct and the operations and security plan shall result in the noncompliant resident's immediate and permanent expulsion from the property.
4. The sponsoring agency shall keep a log of all people who stay overnight in the encampment, including names, birth dates, and dates of stay. Logs shall be kept for a minimum of six months and made available to the county and the sheriff's Office upon request.
5. The sponsoring agency shall take all reasonable and legal steps to obtain verifiable ID, such as a driver's license, government issued identification card, military identification or passport from prospective and existing encampment residents.
6. The host agency shall ensure there is a security tent that is labeled with a visible sign indicating it is the

- security tent. The security tent shall have an operational telephone or cell phone that is manned twenty-four hours a day seven days a week and must provide the phone number to CAPCOM (county dispatch center). The security tent shall be located near the entrance of the encampment and be staffed by a volunteer, encampment resident, designated representative of the host agency, or other responsible person.
7. The sponsoring agency will use identification to obtain sex offender and warrant checks from the Thurston County Sheriff's Office.
 - a. If said warrant and sex offender checks reveal either (1) an existing or outstanding warrant from any jurisdiction in the United States for the arrest of the individual who is the subject of the check; or (2) the subject of the check is a sex offender, required to register with the county sheriff or their county of residence pursuant to RCW 9A.44.130, then sponsoring agency will reject the subject to the check for residency to homeless encampment or eject the subject of the check if that person is already a homeless encampment resident.
 - b. The sponsoring agency shall immediately contact the Thurston County Sheriff's office if the reason for rejection or ejection of an individual from the homeless encampment is an active warrant or if, in the opinion of the on duty designated representative of the host agency or the on duty security staff, the rejected/ejected person is a potential threat to the community.
 8. The sponsoring agency shall self police and self manage its residents and shall prohibit alcohol, drugs, weapons, fighting, and abuse of any kind, littering or disturbing neighbors while located on the property.
 9. The sponsoring agency will appoint a designated representative of the host agency to serve on duty at all times to serve as a point of contact for the Thurston County Sheriff's Office and will orient the deputies as to how the security tent operates. The names of the on duty designated representative of the host agency will be posted daily in the security tent. The county shall provide contact numbers of non-emergency personnel which shall be posted at the security tent.
 10. Visitors: Visitors to the encampment must meet the following procedures and requirements:
 - a. Visitors to the encampment must be invited and accompanied by a resident and must be able to show picture ID.
 - b. Visitors may be at the encampment only between the hours of 9:00 a.m. and 10:00 p.m.
 - c. Visitors may not stay overnight unless they get permission from the host and complete the same background check requirements as required for residents.
 11. The homeless encampment shall have a numbering system to easily identify each of the tents. A map of the homeless encampment indicating the general location and the numbering of the tents shall be posted at the security tent.
 12. The host agency shall provide proof of general liability insurance with minimum limits of one million dollars per occurrence.

(Ord. No. 14402, § 2, 9-7-2010)

20.35.100 - Timing.

1. No more than one homeless encampment may be located in each of the sheriff districts in Thurston County at any time but never more than two homeless encampments may be located within unincorporated Thurston County at any one time.
2. Duration of the homeless encampment shall not exceed one hundred eighty days.
3. No host agency shall host a homeless encampment on the same or nearby lot, as defined at TCC 20.03.040

(83) (d), more than one time in any twelve-month period, beginning on the date the homeless encampment locates on a parcel of property.

(Ord. No. 14402, § 2, 9-7-2010; Ord. No. 14517, § 1, 5-10-2011)

20.35.110 - Inspections.

The sponsoring and host agencies shall permit inspections by Thurston County, the applicable fire district, public health, environmental health, and the sheriff's Office at reasonable times without prior notice for compliance with the conditions of the permit for the homeless encampment.

(Ord. No. 14402, § 2, 9-7-2010)

20.35.120 - Termination.

If the sponsoring agency fails to take action against a resident who violates the terms and conditions of this permit, it may result in immediate termination of the permit. If the county learns of acts of violence by residents of the encampment and the sponsoring agency has not adequately addressed the situation, the permit may be immediately terminated.

(Ord. No. 14402, § 2, 9-7-2010)