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**From:** [Heidi Costello](#) [Heidi Costello](#)

**Sent:** Monday, October 26, 2020 2:51:30 PM

**To:** [Heidi Costello](#) [Heidi Costello](#)

**Subject:** FW: Shelter questions

**Response requested:** Yes

**Sensitivity:** Normal

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**From:** Chris Roberts <[croberts@shorelinewa.gov](mailto:croberts@shorelinewa.gov)>

**Sent:** Friday, October 23, 2020 1:33 PM

**To:** Debbie Tarry <[dtarry@shorelinewa.gov](mailto:dtarry@shorelinewa.gov)>

**Cc:** John Norris <[jnorris@shorelinewa.gov](mailto:jnorris@shorelinewa.gov)>; Pollie McCloskey <[pmccloskey@shorelinewa.gov](mailto:pmccloskey@shorelinewa.gov)>

**Subject:** Shelter questions

Debbie,

1. Can you re-provide Council with the exact provisions in the Commerce grant about when (and how) a shelter needs to open in order to qualify?  
**ANSWER: Enhanced Shelter Community Meeting:** Some Councilmembers have asked about details of the Washington State Department of Commerce "Shelter Grant" program so I wanted to provide a link to the Shelter Grant guidelines <https://www.commerce.wa.gov/serving-communities/homelessness/office-of-family-and-adult-homelessness/shelter-program-grant/>. This is the grant program which will provide funding for the operation of the Enhanced Shelter if interim regulations are approved by the City Council that would allow for operation of the shelter at the Oakes site on Aurora.

Here is a link to the questions & answers provided by Washington State Department of Commerce that was just issued in October. Question #3 confirms the December 31<sup>st</sup> date, but they also provide this in Question #4: **Q4. What if we cannot have all the beds ready for occupancy by 12/31? A5. The grant requires occupancy by 12/31/2020. If a program cannot meet this deadline, they need to submit a request for an exemption. If the delay is because of property acquisition, construction or rehab, submit a timeline and details for future occupancy**

The grant is between King County and Dept. of Commerce and they have been working with Commerce to determine if there is any latitude in the date and if so what that might entail.

2. Does the City have a process (or precedent) with expediting approval of conditional use permits?  
**ANSWER:** Staff can certainly expedite applications that reflect Council priorities. However, CUPs require procedural steps such as a pre-application meeting and a neighborhood meeting along with required notice/comment periods. Added together these steps require approximately 3 months to complete even if staff provides very quick turnaround times for review. There are also procedural steps that are subject to appeal.
3. Are there differences in processing times between a temporary use permit and a conditional use permit? That is, should council adopt regulations establishing a use as conditional, would an applicant be able to apply for and potentially obtain a temporary use permit quicker than the process for obtaining a conditional use permit (while simultaneously applying for a conditional use permit).  
**ANSWER:** The TUP process is much less complex procedurally than a CUP, only requiring the City to issue an administrative decision. This can generally be completed in a couple weeks if there is no associated SEPA review. However, the City Attorney has expressed reservations about the use of a TUP as a mechanism to establish a permanent enhanced shelter.

Thank you,

Chris

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