

Definitions

Homeless, Homeless Individual, Homeless Person, Homeless Family:

(1) an adult individual or family consisting of at least one adult and one or more dependent juveniles who lacks a fixed, regular, and adequate nighttime residence;

(2) an adult individual or family consisting of at least one adult and one or more dependent juveniles with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground.

Emergency Shelter:

A temporary shelter that accommodates Homeless and meeting specific conditional use standards as defined in the development code.

Specific Conditional Use Standard

11.180 Emergency Shelters

I. Emergency Shelters

A. Purpose

The purpose of an Emergency Shelter is to provide short-term emergency shelter for Homeless when Homeless are at greater risk of injury and death from inclement weather conditions.

B. Description

An Emergency shelter provides an opportunity for Homeless to escape from weather conditions that can be hazardous to their health. Operating during the coldest hours of the day, and during the coldest months of the year, the shelter provides warmth, a place to dry, a place to sleep, and optional warming food and beverage.

C. Operation

1. Time Limits

- a) A building may be used as a temporary shelter for a maximum of one hundred twenty consecutive (120) days within any twelve (12) month period of time beginning on the first (1st) day of occupancy.
 - b) Shelters may be open to public accommodation between the hours of 7:00pm and 8:00am.
2. Operating Days
 - a) Shelters shall be open to public accommodation up to ninety (90) days within the one hundred twenty (120) day operating period.
 - b) Shelter administration shall use their discretion to determine which of the ninety (90) specific days to offer public accommodation during the one hundred twenty (120) consecutive days of operation.
 - c) Shelter administration shall use their discretion to determine how and when to notify their staff and the public about days of public accommodation.
3. Maximum Number of Occupants Allowed: The maximum number of allowable temporary shelter occupants shall be calculated using an occupant load factor of one (1) individual for every thirty-five (35) square feet of room area, not to exceed 30 individuals per night.
4. Neighborhood Responsibilities
 - a) Garbage Watch
During non-operating hours at least one responsible individual shall canvass the neighborhood within 100' of the Shelter and collect all trash not in receptacles.
 - b) Crime Watch
For two hours prior to and for one hour after the Shelter's operating hours, at least one responsible individual shall maintain a crime watch in and around the Shelter and shall report all suspicious activity to the Astoria Police Department.
5. Life-Safety Requirements
 - a) Weapons
The Shelter shall confiscate and hold in a safe place any and all weapons prior to allowable entry into the Shelter by any individual.
 - (1) Any individual carrying a handgun, shotgun, rifle or improvised firearm shall not be admitted into the Shelter and the contact reported to the Astoria Police Department
 - (2) Any individual carrying any weapon or device to be used as a weapon that is explicitly illegal to carry or conceal shall not be admitted into the Shelter and the contact shall be reported to the Astoria Police Department.
 - b) Fire Sprinklers
It is not necessary for a building to have fire sprinklers installed to allow it to be used as a temporary shelter. However, buildings with

approved fire sprinklers installed may be granted more flexibility as follows: When a building has approved fire sprinklers installed throughout, temporary sleeping areas may be located on any building floor level. When a building is not fully fire sprinklered, temporary shelter sleeping areas may only be located on the first (ground) or second floor. Sleeping areas are not permitted in basement areas of a non fire sprinklered building.

c) Smoke alarms and detection

All temporary shelter sleeping areas shall be provided with approved smoke alarms or a complete approved smoke detection system. All other areas of the building used for temporary shelter operations shall be equipped with smoke alarms or a smoke detection system as required by the local fire code official. Smoke alarms may be battery operated.

d) Carbon monoxide (CO) alarms and detection

All temporary shelter sleeping areas shall be provided with approved carbon monoxide alarms or a complete approved detection system in buildings that have a carbon monoxide source such as a heater, fireplace, furnace, appliance or cooking source that uses coal, wood, petroleum products and other fuels that emit carbon monoxide as a byproduct of combustion. This would include buildings with an attached garage with a door, ductwork or ventilation shaft that communicates with the rooms intended for sleeping. Carbon monoxide alarms may be battery powered.

e) Means of Egress (Exits)

All floor levels with temporary shelter areas shall have a minimum of two means of egress (exits) from each floor level. All means of egress (exit) paths shall be maintained free of obstructions at all times. Exits from sleeping areas shall be as follows:

- (1) Sleeping areas located on the ground floor of a temporary shelter with an occupant load of 30 or less shall have a least one (1) exit and at least one (1) window qualifying as an escape or rescue window as defined by the building code.
- (2) All other floor levels used as temporary shelter sleeping areas that have an occupant load of 10 or more shall have two (2) exits from the area. The exits serving the areas shall be separated by a distance equal to at least 1/3 of the longest diagonal distance of the area.

f) Emergency Evacuation Plan

All temporary shelters shall create and maintain an approved emergency evacuation plan addressing the evacuation of all

occupants in an emergency event. At a minimum, the emergency evacuation plan shall contain the following:

- (1) Building floor plans. Building floor plans for each floor of the temporary shelter with sleeping areas clearly identified.
- (2) Room size. The square footage of all rooms of the temporary shelter.
- (3) Egress (exit) path. Building floor plans shall clearly show the egress (exit) paths from all areas of the temporary shelter. Egress (exit) path floor plans shall be posted throughout the temporary shelter.
- (4) Life-safety systems. The emergency evacuation plan shall also include information about the fire sprinkler system, fire alarm system or the smoke alarms.
- (5) Occupant list. A list of all occupants each night must be made maintained and made available to the emergency personnel in the event of a fire or incident

g) Fire Watch

During sleeping hours a fire watch shall be maintained continuously. This means at least one responsible person shall be awake and assigned this responsibility. This duty may be rotated among a number of responsible adults during the sleeping hours. The fire watch person shall be equipped with a working flashlight and have access to a phone or carry a cell phone on their person.

h) Documentation

Documentation of all fire safety requirements including copies of the temporary shelter evacuation plan shall be maintained on site and shall be available for review at the request of the local fire code official.

i) Notification

The local fire code official shall be notified prior to the temporary shelter being used. Notification shall include the number of occupants being temporarily sheltered and the expected days and times that the temporary shelter will be used. The local fire code official may require an inspection prior to the shelter being occupied.

D. Parking

The Shelter shall provide 2 off street parking spaces for its staff and one additional off street parking space for every 10 individuals accommodated.

Zone Changes

Add "Emergency Shelters" as Conditional Use in Zones

1. AH-HC
2. C3
3. HR
4. LS
5. S2