

PRJ18-00246

LRP18-00002

**Amendment to Fullerton Municipal Code
Emergency Shelters at Religious Institutions**



City Council

11.20.2018

Purpose

- Provide greater clarity regarding emergency shelters at religious institutions
- Minimize potential impacts on surrounding area
- Assure well-being of participants



Background

- Homelessness crisis - OC Cities pressed to find suitable locations for emergency shelters and supportive housing
- Fullerton working to coordinate resources to connect unsheltered persons to assessment services, emergency shelters and permanent housing
- Faith based community network provides food, shelter, and counseling for adults who are homeless
- Current Zoning Code definition of religious institution includes emergency shelter for up to 12 persons as an accessory use

Proposed FMC Amendment

- Add definition:

EMERGENCY SHELTER FOR HOMELESS (RELIGIOUS INSTITUTION) means housing with supportive services for up to 12 persons who are homeless. Shelter shall be within a habitable structure, either permanent or temporary, with access to restrooms and subject to provision of onsite management and security.

- Establish an application process:

An application for an Emergency Shelter for Homeless (Religious Institution) shall be made on a form provided by the City at least 30 days prior to opening, for the purpose of review and approval by the Community Development, Police and Fire Departments of proposed operational, management and security procedures.



City of Fullerton Community Development Department

Application – Emergency Shelter for Homeless (Religious Institution)

At least 30 calendar days prior to opening a temporary shelter, a religious institution shall provide the following information to the Community Development Director:

Name of Religious Institution: _____

Property Address: _____

Contact Person: _____

Name

Title

Email

Telephone

If filled out by someone other than property owner, owner's signature shall be considered authorization for applicant to act as representative.

Signature of Property Owner or Authorized Representative

Please provide the following information:

1. Operations and Security Plan which includes:
 - a) A schedule indicating the days and hours the shelter will be open (note that unless the facility complies with the California Building Code requirements for residential occupancy, the shelter may operate for a maximum of 180 days)
 - b) A description of the proposed Coordinated Entry Process, including intake and assessment services prior to admittance to the shelter
 - c) A list of any support services offered as part of the shelter operation
 - d) Security procedures including the number of security personnel
 - e) Shelter management and onsite supervision
2. Site plan for the property, including the location of the emergency shelter
3. Floor plan of the space to be utilized for sheltering and required restrooms
4. If a modular or prefabricated building is to be utilized, its placement shall comply with the setback standards of the zone in which it is located and shall not affect required parking spaces for the religious institution. In addition, please provide the following information:
 - a) Exterior appearance of the modular structure (Elevations)
 - b) Distance of the structure from property lines
 - c) Provisions for sanitation
 - d) Utility connections (water, electrical, sewer)

Approvals: ☐ Building _____ ☐ Planning _____ ☐ Police _____ ☐ Fire _____

Recommended Action

Introduce Ordinance for first reading by title only and waive further reading of the ordinance.

CEQA

Exempt per Section 15061(b)(3) because the amendment does not authorize new uses, but simply adds clarifying language and sets minimal standards for a use that is currently permitted

PRJ18-00246

LRP18-00002

**Amendment to Fullerton Municipal Code
Emergency Shelters at Religious Institutions**



City Council

11.20.2018

Current FMC Definition

RELIGIOUS INSTITUTION means an establishment the principal purpose of which is religious worship and for which the primary space is a sanctuary. Religious activities and services held in the sanctuary are conducted at scheduled times and in an organized fashion. The establishment may also include accessory facilities in the same or separate building including classrooms, assembly rooms, restrooms, kitchen, library or reading room, [emergency shelter for 12 or fewer homeless individuals](#) and a one-family dwelling unit for use by the titular head of the institution. Facilities for uses that have been defined separately in the Code, such as a day nursery, private school, community/social service or a human service agency, are not considered an inherent part of this establishment.