

# City of Santa Clara

## Agenda

May 2, 2023



### Adjourned and Reconvened Special Meeting of the City Council from April 25, 2023

Tuesday, May 2, 2023

5:00 PM

City Hall Council  
Chambers/Virtual  
1500 Warburton Avenue  
Santa Clara, CA 95050

Councilmember Jain will be attending remotely from the following location:  
Mayflower Hotel - North Carolina Conference Room  
1127 Connecticut Avenue, NW  
Washington, DC 20036

The City of Santa Clara is conducting City Council meetings in a hybrid manner (in-person and continues to have methods for the public to participate remotely).

• Via Zoom:

o <https://santaclaraca.zoom.us/j/99706759306>

Meeting ID: 997-0675-9306

o Phone 1(669) 900-6833

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1. Use the eComment tab located on the City Council Agenda page <https://santaclaralegistar.com/Calendar.aspx>. eComments are directly sent to the iLegislate application used by City Council and staff, and become part of the public record. eComment closes 15 minutes before the start of a meeting.
2. By email to [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) by 12 p.m. the day of the meeting. Those emails will be forwarded to the Council and will be uploaded to the City Council Agenda as supplemental meeting material. Emails received after the 12 p.m. cutoff time up through the end of the meeting will form part of the meeting record. Please identify the Agenda Item Number in the subject line of your email. NOTE: Please note eComments and Emails received as public comment will not be read aloud during the meeting.

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**5:00 PM ADJOURNED AND RECONVENED SPECIAL MEETING OF THE CITY COUNCIL FROM APRIL 25, 2023**

**Call to Order**

*Call to Order in the Council Chambers (Open to the Public)*

**Pledge of Allegiance and Statement of Values**

**Roll Call**

**PUBLIC HEARING/GENERAL BUSINESS**

1.     **23-591**     [Consideration and Possible Actions on a Proposed 30-Unit Homekey Interim Housing Development on County-Owned Land Located at Lawrence Expressway and Benton Street, Including City Sponsorship and Partial Funding of Project Operations \(CEQA: Statutory Exemption under Government Code Section 65913.4, SB 35 Affordable Housing Projects\) - Continued from the April 25, 2023 Council Meeting](#)

**Recommendation:**

1. Authorize the Office of the City Manager to negotiate and execute a three-party letter of intent between LifeMoves, County of Santa Clara, and the City of Santa Clara defining the roles and responsibilities for the financing, operations and construction management for the Homekey application for the property located at Lawrence and Benton Street in a final form approved by the City Attorney.
2. Adopt a resolution authorizing the Office of the City Manager to apply for, execute, and submit all required documents for California Department Housing and Community Development Homekey Program to participate as a co-applicant.
3. Authorize the County of Santa Clara to update the City of Santa Clara's California Permanent Local Housing Allocation 5-year plan by adding activity six to the County's PLHA plan to assist persons who are experiencing or at risk of homelessness and allocating year 3,4, and 5 funding, after deducting administrative costs, to the Benton/Lawrence interim housing to help fund operations.

**REPORTS OF MEMBERS AND SPECIAL COMMITTEES**

**CITY MANAGER/EXECUTIVE DIRECTOR REPORT**

**ADJOURNMENT**

**The next regular scheduled meeting is on Tuesday, May 9, 2023 in the City Hall Council Chambers.**

## **MEETING DISCLOSURES**

The time limit within which to commence any lawsuit or legal challenge to any quasi-adjudicative decision made by the City is governed by Section 1094.6 of the Code of Civil Procedure, unless a shorter limitation period is specified by any other provision. Under Section 1094.6, any lawsuit or legal challenge to any quasi-adjudicative decision made by the City must be filed no later than the 90th day following the date on which such decision becomes final. Any lawsuit or legal challenge, which is not filed within that 90-day period, will be barred. If a person wishes to challenge the nature of the above section in court, they may be limited to raising only those issues they or someone else raised at the meeting described in this notice, or in written correspondence delivered to the City of Santa Clara, at or prior to the meeting. In addition, judicial challenge may be limited or barred where the interested party has not sought and exhausted all available administrative remedies.

**STREAMING SERVICES:** As always, the public may view the meetings on SantaClaraCA.gov, Santa Clara City Television (Comcast cable channel 15 or AT&T U-verse channel 99), or the livestream on the City's YouTube channel or Facebook page.

**Note:** The public cannot participate in the meeting through these livestreaming methods; livestreaming capabilities may be disrupted at times, viewers may always view and participate in meetings in-person and via Zoom as noted on the agenda.

**AB23 ANNOUNCEMENT:** Members of the Santa Clara Stadium Authority, Sports and Open Space Authority and Housing Authority are entitled to receive \$30 for each attended meeting.

**Note:** The City Council and its associated Authorities meet as separate agencies but in a concurrent manner. Actions taken should be considered actions of only the identified policy body.

**LEGEND:** City Council (CC); Stadium Authority (SA); Sports and Open Space Authority (SOSA); Housing Authority (HA); Successor Agency to the City of Santa Clara Redevelopment Agency (SARDA); Bayshore North Project Enhancement Authority (BNPEA); Public Facilities Financing Corporation (PFFC)

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>> or at the public information desk at any City of Santa Clara public library.

If a member of the public submits a speaker card for any agenda items, their name will appear in the Minutes. If no speaker card is submitted, the Minutes will reflect "Public Speaker."

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the City of Santa Clara will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities, and will ensure that all existing facilities will be made accessible to the maximum extent feasible. The City of Santa Clara will generally, upon request, provide appropriate aids and services leading to effective communication for qualified persons with disabilities including those with speech, hearing, or vision impairments so they can participate equally in the City's programs, services, and activities. The City of Santa Clara will make all reasonable modifications to policies and programs to ensure that people with disabilities have an equal opportunity to enjoy all of its programs, services, and activities.

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Individuals who require an auxiliary aid or service for effective communication, or any other disability-related modification of policies or procedures, or other accommodation, in order to participate in a program, service, or activity of the City of Santa Clara, should contact the City's ADA Coordinator at 408-615-3000 as soon as possible but no later than 48 hours before the scheduled event.



## Agenda Report

23-591

Agenda Date: 5/2/2023

### REPORT TO COUNCIL

#### SUBJECT

Consideration and Possible Actions on a Proposed 30-Unit Homekey Interim Housing Development on County-Owned Land Located at Lawrence Expressway and Benton Street, Including City Sponsorship and Partial Funding of Project Operations (CEQA: Statutory Exemption under Government Code Section 65913.4, SB 35 Affordable Housing Projects) - Continued from the April 25, 2023 Council Meeting

#### COUNCIL PILLAR

Promote and Enhance Economic, Housing and Transportation Development

#### EXECUTIVE SUMMARY

The City Council is being asked to take three actions to act as a co-sponsor for an application to the State's Project Homekey to obtain funding to develop an interim housing project in Santa Clara at the southeast corner of Lawrence Expressway and Benton Street. The proposed interim housing would provide short-term shelter, typically for six to nine months, for up to 30 homeless families.

The City has an established need for an interim housing opportunity for the homeless within Santa Clara. The City Council has previously directed staff on multiple occasions to pursue the development of an interim housing project utilizing Project Homekey funds. The proposed project provides the City with an opportunity to apply for Homekey funding and to potentially develop an interim housing solution. The project is strongly supported by the County who is providing the property as well as a significant amount of funding, in partnership with LifeMoves, a local non-profit that develops and operates interim housing projects, and the Sobrato Organization, a philanthropic organization lead by John Sobrato. Collectively the County, LifeMoves and the Sobrato Organization are contributing up to \$25M towards the project as well as the land.

#### Community Feedback and Project Modifications

Community opposition to the project has been very strong, with community members expressing numerous concerns with the potential negative impacts the project could have on the community, including perceived negative impacts to safety and security, property values, parking congestion and general land use compatibility. A smaller group of community members have advocated in support of the project emphasizing the need for interim housing as a response to the homelessness crisis.

Based on all the community feedback, a number of modifications have been made to the project:

- Reduced the scale of the project from four to three stories
- Modified the project from singles/couples units to family units
- Reduced the number of units from 110 units for singles/couples to 30 family units
- Site design and operational changes

If the City Council determines that the City should further pursue this opportunity, the City will co-sponsor with LifeMoves an application for Project Homekey funding. The Project Homekey process is competitive and time sensitive. The State has not indicated that future rounds of Homekey funding will be available. The City Council should consider the project before them and determine if it warrants City support.

### BACKGROUND

On July 13, 2021, the City Council held a Study Session on the City's response to homelessness with information provided to the City Council on HCD's Project Homekey. The Study Session provided an overview of the State's Project Homekey program, focusing on a case study of the LifeMoves Homekey project located in Mountain View. Staff also asked for input on the City Council's potential interest for the City of Santa Clara to participate in Project Homekey 2.0.

On August 24, 2021, the City Council held a Study Session on Homeless Encampments and Vehicle Dwelling facilitated by the Police Department. This discussion addressed short-term intervention strategies, including submitting an application to the California Project Homekey program to establish a transitional housing site for homeless people in Santa Clara. The City Council requested that staff return with further analysis and a potential proposal for a transitional housing project in Santa Clara utilizing Project Homekey funding.

On November 9, 2021, the City Council held a Study Session on the City's activity to address homelessness. The Study Session addressed two separate but interrelated topics: 1) updates on two Project Homekey proposals, and 2) next steps for providing short-term basic services to Santa Clara's unhoused populations. At the conclusion of the Study Session, the City Council gave direction to staff to proceed with the procurement process for short-term basic services. During public testimony, a large number of residents from Santa Clara and Sunnyvale came forward to express their opposition to the Homekey proposal at White Oak Lane. A small number of community members also spoke in support of the Homekey project or in opposition to the other Homekey project on El Camino Real. During the ensuing discussion, City Council members expressed concern about the financing gap for the White Oak Lane project which could end up needing a City contribution of approximately \$14MM over seven years. Councilmembers were also concerned with the shape and orientation of the site in relation to the nearby expressway, and the location which directly faces residential uses on White Oak Lane and Poinciana Drive. At the conclusion of the hearing, the City Council directed staff to continue to work with LifeMoves to explore a potential project within Santa Clara at a different location.

Following City Council direction, the City convened a Homelessness Taskforce to further understand the needs of the homeless community in Santa Clara and to propose potential City action to address those needs. The Taskforce met from April to October in 2022 and their initial recommendations were presented to the City Council in January of this year. Through this process, "interim housing" was identified as a gap in the City's available services. Interim housing is housing that is designed and operated to provide shelter for people who are homeless for a tenure typically between three and nine months during which they can achieve a level of financial and/or social stability that will allow them to transition to a more permanent housing situation. During their residency in the interim

housing, residents may be employed or have other income sources that they can save up in order to move to conventional housing, they may go through the process of entering into a permanent affordable housing option, or they may make decisions to relocate to a more affordable location or a location where they would have family or other support.

In November 2021, the County Board of Supervisors asked staff at the County's Office of Supportive Housing (OSH) to identify County-owned parcels for interim housing. The County evaluated sites based on several factors, including lot size, accessibility for construction equipment, proximity to transit, and access to utilities, medical services, and grocery stores. In addition, County staff considered the current location of permanent interim housing options across the County and worked with local jurisdictions who were interested in expanding interim housing options in their communities. County Staff identified the Lawrence and Benton Street property as an underutilized parcel that could be made available for interim housing. LifeMoves expressed an interest in developing the site into a new interim housing location consistent with City Council direction. The Sobrato Foundation also expressed an interest in funding an interim housing project at this site. A map of the proposed site is included as Attachment 1.

In late 2022, LifeMoves and the Sobrato Foundation approached the County with a proposal to build interim or supportive housing on County-owned land located at the southeast corner of Benton Street and Lawrence Expressway in Santa Clara. County staff then reached out to City staff to discuss the proposal. As proposed, the project would be financed primarily through a California Project Homekey grant, County grant funding and a contribution from the Sobrato Foundation. The proposal would require an application to the third and possibly final round of the California Homekey program. More than half of the Homekey program is funded with federal Coronavirus State Fiscal Recovery Fund dollars from the American Rescue Plan Act of 2021 (ARPA). Federal funds will eventually run out and there is uncertainty if Homekey will continue beyond round three. Round three was recently made available with grants to be awarded on a competitive basis as applications are submitted.

On January 10, 2023, the City Council held a Study Session to discuss the first draft of the City's homelessness response plan prepared by Homebase and City staff. The presentation identified a lack of shelter and interim housing options in Santa Clara. In the draft plan, Strategy 4.3 called for providing "additional emergency shelter and interim housing options until more permanent affordable housing options are available," and Strategy 5.6 focused on ways to "ensure successful integration of new interim and supportive housing in the community." During the Study Session, staff showed a slide about a potential Homekey opportunity at Lawrence Expressway and Benton Street. The Council directed staff to conduct robust community outreach and to further explore a possible interim housing project at that location. The following background information is provided in response to commonly asked questions related to the proposed project.

#### Who is unhoused in the City of Santa Clara?

According to the County's HMIS system, in calendar year 2022, there were 403 homeless households that were assessed and "affiliated" with the City of Santa Clara because they live, work, or spend most of their time here. Out of this group, 160 self-reported some sort of mental health disability, 137 self-reported substance abuse, and 118 self-reported being a survivor of domestic violence, and 102 reported being in jail within the last 6 months. Regarding household type, approximately 24% of unhoused households in Santa Clara included children under 18 years of age. The following table compares Santa Clara, Sunnyvale and Countywide numbers and demonstrates that while adult households make up the majority of the unhoused population, there is also a clear



need to serve households with children:

#### Unhoused Households with Children in 2022

	City of Santa Clara	City of Sunnyvale	Santa Clara County
Total Unhoused Households	403	363	6,711
Unhoused Households with Children	96 (24%)	85 (23%)	1,310 (20%)

In addition, McKinney-Vento data reported from the Santa Clara Unified School District counted 127 students in K-12 who experienced homelessness during the 2020-2021 school year. This indicates that some households may not be counted in the County's data because they have not been assessed.

In 2022, the countywide Point-in-Time Census and Survey on Homelessness identified a total of 440 unhoused residents in Santa Clara (375 were unsheltered and 65 were sheltered). Unsheltered means individuals who are living on the streets, in abandoned buildings, storage structures, vehicles, encampments, or any other place unfit for human habitation. The total number of unhoused individuals counted in Santa Clara increased by 35% (from 326 to 440) between 2019 and 2022 while the County's homelessness population increased by 3%. During this same time, homelessness increased in Campbell, Gilroy, Milpitas, San Jose and decreased in Cupertino, Los Altos, Morgan Hill, Mountain View, Palo Alto and Sunnyvale. It is not clear why these changes have occurred, but the City of Mountain View attributes its 43% decline from 2019 to 2022 to a variety of City investments into homelessness services including the LifeMoves interim housing site.

#### Housing or Rehabilitation First?

Public outreach touched on a debate around whether it is best to house people and then offer intensive services and harm reduction (the Housing First model), or to help people address mental health, addiction, and other challenges before they are housed. The reality is that both supportive housing and broader changes to the behavioral health system are needed. At present, the County's Office of Supportive Housing and Continuum of Care employ the Housing First model in accordance with State and federal policy and the Homekey program is also based heavily on the Housing First approach.

#### What is Interim Housing?

Older shelter models included the use of large congregate shelters that serve people in one large space with shared restroom and community facilities. Many of these shelters were designed for overnight stays and lack privacy, safety, stability, accommodation for couples, accommodation for pets, and intensive case management services. Congregate shelter still plays a role and interim housing is a new and promising item in the toolbox to address homelessness.

Over the past five years, communities across the nation have been exploring new quick build non-

congregate approaches to housing people who are homeless. These generally fall under the term Emergency Interim Housing. Locally in Santa Clara County this includes five sites in San Jose, one in Mountain View, one in Palo Alto, and one in Redwood City. This new approach provides a more dignified transition than the traditional congregate shelter setting and a higher likelihood that clients will accept housing placement because it is better designed to meet their needs. Participants appreciate the benefits of having a private room and restroom, one on one case management and supportive services, healthcare, mental health counseling, job placement assistance, housing search assistance, and life skills classes such as financial literacy. Some of these services are provided on-site while others are coordinated off-site. Program participants typically stay in interim housing for three to twelve months depending on their needs while they stabilize their lives and look for permanent housing.

Emergency Interim Housing (EIH) communities can focus on different target populations such as youth aging out of foster care, households with children under 18, seniors, and people who are chronically homeless. EIH communities are funded primarily with State and federal grants which require them to use "Housing First" principles and a "low barrier" placement process which limits what screening criteria can be applied. In Santa Clara County, all potential residents are referred through the Here4You hotline. The hotline establishes a person/household has met the basic requirements for the program which include their present geographical location, any challenges to success (such as mobility or health issues that require accommodations) and their overall safety for placement in the facility with the existing population. For example, certain registered sex offenders are not placed in buildings where households with children reside. If a client requires a higher level of care than what is offered on-site, the referral is declined. If a client is enrolled and is later observed to have behavioral issues that are safety concerns, staff will refer the individual to appropriate care/housing settings depending on the need that is observed.

#### How is interim housing different from permanent supportive housing?

Interim housing is different from permanent supportive housing in a few ways. First, interim housing can prioritize local residents for placement while permanent supportive housing must refer clients through the coordinated entry process. The ability to prioritize local unhoused residents means the project will have an immediate impact on reducing homeless in Santa Clara. Many EIH sites prioritize locals first and then place clients from other parts of the County to ensure the project is fully occupied. Unlike permanent supportive housing, interim housing does not require a lease or a lengthy eviction process for clients who are causing serious problems. Interim housing staff can remove clients much more quickly if they are causing serious problems.

#### How effective is Interim Housing?

Countywide data suggests that interim housing is more effective at helping people exit homelessness than more traditional congregate shelter. According to the County's 2022 Year-End Progress Report, 63% of people served by interim housing programs found permanent housing. In comparison, only 26% of people served by emergency shelter and 15% of people served by safe overnight parking programs found permanent housing solutions. The rate of people exiting from homelessness varies by site because sites are designed and operated differently and may focus on different target populations.

## DISCUSSION

The City is being presented with an opportunity to support the development and operations of an

interim housing project on the County owned property located at the southeast corner of Lawrence Expressway and Benton Street. The project appears to be financially feasible if it is awarded funding through Project Homekey. The City's need for interim housing has been established within existing General Plan policy as well as through the recent Homelessness Taskforce process. The City Council is being asked to determine if community concerns regarding the project have been adequately addressed for the City to move forward with the project.

The City worked closely with the County's Office of Supportive Housing and LifeMoves to create a project webpage and organize and promote two in-person and two virtual meetings to hear stakeholder input over the course of several weeks. The meetings were well attended with 300-400 attendees at each meeting. The community has raised a large number of concerns, with key focuses on the suitability of the site, impacts to public safety, general neighborhood compatibility and the viability of the project. For a detailed summary of the community engagement process and the input received, please refer to Attachments 13 and 14. The project proponents have made a significant number of changes to the project in response to community concerns.

#### Site Information

The proposed site is vacant land located at the intersection of Lawrence Expressway and Benton Street near the Santa/Clara Sunnyvale border. The site is bordered by the expressway to the west, Calabazas Creek to the south, Church in Santa Clara to the west, and a commercial strip with a gas station, liquor store, 7-11, and other small businesses to the north. Residential apartments and single-family homes are located just beyond these adjacent properties. The site is zoned R1-6L Single Family and has a General Plan Land Use Designation of Very Low Density Residential. Residential development is thus allowed on the site and under City and/or State policies, a 100% affordable housing project could be developed by right at higher densities than otherwise allowed for a market rate development. In addition, a project that receives funding under Project Homekey is exempted from local land use authority as well as CEQA (California Environmental Quality Act) environmental review.

#### Site Context

The County evaluates sites for interim housing based on several factors, including lot size, accessibility for construction equipment, proximity to transit, access to utilities, access to medical services, and access to grocery stores. In addition, County staff consider the current location of permanent interim housing options across the County and work with local jurisdictions who are interested in expanding interim housing options in their communities. The County brought this proposal forward to the City because the site is considered favorable in terms of these criteria.

City staff prepared four maps to analyze the proximity of the site to transportation, public and private schools, day care/preschools, parks, playgrounds, and nearby interim or supportive housing. These maps are included as Attachment 1. In general, transit is convenient for most people if it is within a quarter mile walk and a 0.25 to 0.50 mile radius is often used to determine walkability. However, in response to community input, this analysis studied a broader 0.5 and 0.75 mile area surrounding the site. Community generated maps analyzed a larger 1.5 mile radius. Staff analysis concluded the following:

Within 0.50 miles or an estimated 13-minute walk of the site there is/are:

- Access to bus lines on El Camino and Homestead

- 5 schools
- 4 daycares/preschool
- 1 playground
- 1 park
- Bella Vista Inn and Peacock Commons

Within 0.75 miles or an estimated 20-minute walk of the site there is/are:

- Access to bus lines on El Camino and Homestead
- 8 schools
- 8 daycare/preschools
- 3 playgrounds
- 2 parks
- Bella Vista Inn, Peacock Commons, and Salvation Army Citadel (services only)
- Kaiser Hospital

Community members have suggested that interim housing should be located in industrial areas away from housing and schools. However, the Homekey program is highly competitive and points are awarded to projects that are in proximity to essential services such as grocery stores, health facilities, libraries, pharmacies, and public parks. Seven existing and proposed interim housing sites in Mountain View, Palo Alto, Redwood City and San Jose are surrounded primarily by commercial, industrial, or wide roads. However, in San Jose, the 2078 Evans Lane site and the recently approved Branham Lane and Monterey Road site are both located adjacent to existing housing. The Branham Lane site is not far from a public library and several schools. The current proposal is tied to the site in question as it is owned by the County who in acting in part as project proponents. The City may in the future have the opportunity to consider other sites, but the current proposal cannot be relocated to a different site and so should be evaluated to determine if the City is willing to support the development of the project at this site.

#### Impacts on Property Values

Property values are impacted by a number of variables including national and regional economies, interest rates, employment rates, wages, school test scores, access to amenities, crime rates, and more. There are studies that have found that conventional low-income affordable housing does not lower residential property values. Since Emergency Interim Housing is a relatively new model, staff is not aware of any recent studies on this specific type of affordable housing.

#### Responding to Safety and Security Concerns

Santa Clara residents in the surrounding neighborhood have been very vocal with their concerns about the safety inside and outside of the proposed interim housing development.

Many residents have pointed to issues at the Milpitas Homekey site as an indicator of what the City should expect to result if this project moves forward. The Milpitas site has experienced a significant increase in calls for police and emergency services. Data presented to the Milpitas City Council on November 15, 2022, showed that police calls for service at the Homekey site increased from 121 in 2020 to 393 for January-October 2022. It is not clear how many of these calls directly impacted residents and businesses in the surrounding neighborhood. Emergency medical service calls increased from 14 in 2020 to 104 from January-October 2022. In response, the Milpitas City Council

has asked the project team to improve services offered on-site, install a fence to mitigate impact on the businesses in the adjoining business park, engage the tenants in discussions about the property, and to tighten the enforcement process to ensure compliance with lease terms and increase safety for the residents. City of Milpitas staff intend to present updated data on this issue at a council meeting in May 2023. It is important to note that the Milpitas Homekey site is not interim housing, it is permanent supportive housing which utilizes leases and takes longer to evict tenants who are violating lease terms. According to the Office of Supportive Housing, permanent supportive housing sites often stabilize after one to two years as adjustments are made and as more tenants who abide by their lease terms move in.

City of Santa Clara staff assume that calls for service with development at the Benton Lawrence site would increase because the site is currently vacant land. There is no way to predict how much calls for police and emergency medical services would increase and if those calls would directly impact nearby neighbors or mostly affect residents in the building. Homeless individuals who are currently in the community already generate calls for service for criminal or medical activity, etc.; and such calls may be reduced or mitigated to a degree by providing housing to those individuals. Nevertheless, staff recognize that safety is a great concern both for potential residents and for the broader community.

Revised Project Vision

Since the first outreach meeting, staff from the City, County and LifeMoves have been listening and working to meaningfully respond to community concerns with changes to the project vision. As part of this effort, County staff has identified a potential solution that could help Sunnyvale and Santa Clara house more families with children as well as singles and couples. The 140-bed congregate shelter at 999 Hamlin Court in Sunnyvale currently houses families and singles. The shelter is not designed for families with children and the County is looking for ways to place families at another location. One possible solution would be to place these families with children at the Benton/Lawrence site and set aside space at 999 Hamlin Court for singles and couples from Santa Clara.

The overall vision is to create a safe place where vulnerable families can have a dignified transition to self-sufficiency and stable housing. The project would prioritize families with children from Santa Clara, Sunnyvale and then families from other parts of the County. Certain registered sex offenders would not be placed at the site while children are living there. The site would be staffed 24/7 with no less than two to three staff working at any given time. LifeMoves would provide three meals a day, laundry facilities, intensive case management, employment/career support, referrals to legal support, benefits assistance, housing search assistance, access to family and child services, children’s programming, and behavioral health support on site. Additional child services could potentially be added through partnerships with Head Start and other funded programs.

The initial proposal was for a four-story building with 80-120 studios and a two-story support services building. In response to community concerns and to lower construction and operating costs, LifeMoves scaled down the proposal to a three-level building with a single-story support services building, and 52 spaces for parking.

	Levels	Total Units	Family Units	Total People Served
Updated Proposal	3	30	30	120

## Parking

The proposed interim housing community will include 52 spaces of on-site parking for staff and participants or approximately 1.4 parking spaces per unit if ten spaces are held for staff. The site will also include bicycle parking. Not all residents have cars, and data from the City of San Jose on the Evans Lane family EIH site shows that roughly half of the parking spaces were being used by residents as of April 2023. At the San Jose site, there were 0.85 spaces per unit.

## Changes Made to the Project in Response to Community Concerns

In response community input, staff and LifeMoves have updated the proposal in the following ways:

- The overall scale of the project has been reduced from four stories to three stories and would include approximately 30 family units versus 80-100 single units as previously discussed. The proposal would house approximately 120 people.
- The project would prioritize 100% of units for families with children with priority given to households affiliated with the City of Santa Clara and Sunnyvale. If at some point there were no unhoused households with children to place, the building would place single clients in dorm style “flex” units.
- 24/7 professional staffing.
- Community Guidelines:
  - Specific rules around warnings, grounds for program termination, and grounds for immediate discharge including drugs or alcohol on premises, weapons, physical assault or threats of violence, sexual harassment, illegal activities, destruction, vandalism, or theft.
  - All interim housing participants would check-in upon arrival and staff would monitor the surrounding area for loitering.
  - Clients are required to spend every night in the facility to remain eligible for the program and a reasonable curfew could be set.
  - Personal visits are not allowed on site. Official visitors such as social workers must sign in and provide an ID, badge or business card.
  - For an example, see the Community Guidelines for the Mountain View EIH are included as Attachment 3.
- Ensure a single point of entry to the building and outdoor area. There would be 24-7 access control and security cameras installed at all exits.
- The site would meet many resident needs on-site by including three meals per day, a small playground, and a designated area for smoking.
- Following best practices, the City and LifeMoves would establish a Community Advisory Committee (CAC) to maintain clear lines of communication with the neighborhood and to quickly address any issues that may arise. The CAC would meet 2-4 times per year for the first two years and as needed after that.
- The City’s Police Department has confirmed there is not a shortage of uniformed police officers and that the Police Department will be ready to respond if there is an increase in calls for service. In addition, residents would be educated about when to call for emergency services (police, medical) and when to call LifeMoves and other non-emergency service providers.

### Estimated Project Costs

One of the key challenges for this type of development is the financing to pay for both initial capital costs and ongoing operating costs since EIH projects do not generate much rental income. In addition, providing a robust level of support services is staff intensive and costly. For these reasons, EIH communities rely on State, County, City and philanthropic funding to cover the cost of construction and ongoing operations. Below is a summary of the estimated cost ranges for construction and for operations. A cost range is provided because actual costs depend on variables which are yet to be determined, including labor costs, material costs, and site conditions that are not fully known at this time.

In recent local media reports, concerns were raised about Palo Alto Homekey (approved September 2021) construction costs and issues surrounding Mountain View Homekey (approved September 2020) operations. After consulting with City of Palo Alto staff, City of Santa Clara staff learned that construction costs for this particular project rose due to economic uncertainty, inflation and supply chain issues as well as significant changes to the project design. LifeMoves switched contractors and made changes to the site layout including a bigger set back from the street to avoid impacting an existing gas line. Additionally, Palo Alto Homekey incorporates lessons learned from the earlier Mountain View project by including en-suite bathrooms (instead of shared bathrooms), more family units, and partnering closely with the County to effectively manage operations.

LifeMoves and the Sobrato Organization have worked with their general contractor on adjustments for the proposed project at Benton/Lawrence to reduce construction costs. Below are estimates on the construction cost and the annual operating cost averaged over the first seven years.

The City, County, and LifeMoves would need to enter into an agreement before accepting Homekey funds to clarify how cost overruns would be shared and to establish a possible operating reserve.

	Estimated Construction Cost	Estimated Average Annual Operating Cost (Years 1-7)
Updated Proposal (30 family Units)	\$34,000,000	\$3,750,000

### Funding Sources

The following tables summarize potential funding sources and include estimated amounts. Estimates were included because the Homekey program workbook, which includes allocation formulas, will not be posted until April 24, 2023, several days after this staff report was published. This assumes a maximum Homekey award which would allow for additional County funds to go towards operations. If the Homekey award is smaller, there would be an operations gap as County funds would need to cover the capital gap.

Source for Construction	Amount
Estimated Total Development Costs	\$34,000,000
Homekey Round 3 Capital Funds (Estimated)	(\$22,500,000)
Private Funding	(\$5,000,000)
County Capital Grants	(\$6,500,000)

Estimated Gap	\$ 0
---------------	------

For operations, LifeMoves has committed up to \$7MM over seven years in local matching funds, if the City can match that amount. The County can potentially commit approximately \$9.2MM if the maximum Homekey grant is awarded and there is no additional capital gap to fill. If the City contributes \$500,000 per year in PHLA funds for seven years, the remaining gap would be approximately \$5.5MM as shown in the following tables:

	Year 1	Year 2	Year 3	Year 4
Homekey Operating Subsidy	\$ 1,080,000	\$ 1,080,000	\$ 1,080,000	
City of Santa Clara (PLHA Funds)	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
City of Santa Clara (Other)				
LifeMoves Match Commitment	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 500,000
County Challenge Grant	\$ 368,371	\$ 394,193	\$ 526,091	\$ 1,789,355
County HHAP				
Totals	\$ 2,948,371	\$ 2,974,193	\$ 3,106,091	\$ 2,789,355
Operating Expenses	\$ 3,448,371	\$ 3,474,193	\$ 3,606,091	\$ 3,789,355
Operating Gap	\$ (500,000)	\$ (500,000)	\$ (500,000)	\$ (1,000,000)

	Year 5	Year 6	Year 7
Homekey Operating Subsidy			
City of Santa Clara (PLHA Funds)	\$ 500,000	\$ 500,000	\$ 500,000
City of Santa Clara (Other)			
LifeMoves Match Commitment	\$ 500,000	\$ 500,000	\$ 500,000
County Challenge Grant	\$ 921,990		
County HHAP	\$ 968,007	\$ 2,088,828	\$ 2,122,874
Totals	\$ 2,889,997	\$ 3,088,828	\$ 3,122,874
Operating Expenses	\$ 3,889,997	\$ 4,088,828	\$ 4,122,874
Operating Gap	\$ (1,000,000)	\$ (1,000,000)	\$ (1,000,000)

If the City and LifeMoves were to each contribute an additional \$2.75MM, the estimated seven-year operating gap would be zero. For reference the City of Palo Alto committed \$7MM over seven years and the City of San Jose committed \$27MM over seven years for operating subsidies for their respective emergency interim housing sites. For more information on these projects see Attachments 3 and 4.

### Project Homekey

In recent years, the State's Homekey program has dedicated very large sums of federal and State funding making it possible to create new interim and permanent supportive housing across the State. The Homekey Round 3 Notice of Funding Availability (NOFA) was published on March 29, 2023. There will be \$111MM set aside for the Bay Area and the maximum award per project is now set at \$35MM. Whereas in Homekey Round 2 the State covered most, if not all capital costs, this funding



cap means there will be a construction funding gap to be filled by the County, City and philanthropic funding. Fortunately, the County has access to a second grant that can fill the estimated construction gap.

Homekey requires the applicant to show enforceable funding commitments for operations and service costs for at least five years and a funding plan to cover operations and services for an additional ten years. The project partners will need to further discuss how to fund years 6-15. Homekey also requires that an affordability covenant is recorded on the property that restricts the use, operation, occupancy, and affordability of the Project for at least 30 years.

The Homekey program requires a local government, either the City or County in which the project is located, to serve as the applicant or a co-applicant with the project developer. While the County could thus take on the role of co-applicant so that City participation is not required, the County has indicated they will not move forward with this project without City Council support and some commitment of City funds to the project. If the Council supports this project, the County Board of Supervisors would then consider leasing the land and providing approximately \$9.2MM in capital and operating grant funds.

The County has requested that the City serve as co-applicant for the Homekey application. Co-applicants are joint and severally liable to ensuring the project is constructed on time, begins operation on time, and continues operations, reporting, and stays in compliance with Homekey program guidelines. If the City is awarded the Homekey grant, the Project partners will enter into a legally binding agreement to clarify responsibilities for the construction and operations of the Project. The agreement will include indemnification, insurance, and provisions to address the financial obligations of each of the parties. These agreements would be brought to City Council for approval if awarded and before grant acceptance. To serve as a co-applicant, the City Council would need to adopt a resolution authorizing staff to negotiate and execute all documents required or deemed necessary or appropriate to secure the Homekey funds from HCD and to participate in the Homekey Program. To read the Round 3 Homekey Notice of Funding Availability, visit <https://www.hcd.ca.gov/sites/default/files/docs/grants-and-funding/homekey/Homekey-Round-3-Notice-of-Funding-Availability.pdf>

Homekey Timeline

NOFA Release	March 29, 2023
Application Release	April 24, 2023
Application Submission	Over the counter, as soon as possible
Award Notification from HCD	60-90 days from submission
Construction Completion	12 months from date of award letter
Full Occupancy	15 months from date of award letter
Operating expenditure deadline	June 2026

City Contribution

The City receives an annual entitlement from the California Permanent Local Housing Allocation (PLHA) program and currently partners with the County to administer those funds on our behalf. City staff intends to recommend allocating the first two years of PLHA funding for the Civic Center Drive affordable housing development as a separate action in spring 2023. The remaining three years of this cycle could be allocated to help cover operating costs for the Benton/Lawrence project. Staff estimates the total amount for years 3-5 would be \$1,569,568 or approximately \$523,000 per year for

three years. It is not clear how much money the next five-year PLHA allocation will include, but the City could need to allocate a portion of future PLHA funds at a later time for continued operations support through year seven. The following table summarizes the City's projected PLHA funding:

Estimated City of Santa Clara PLHA Funds:

Year	Estimated Amount	Proposed Project
Estimated 5-Year Total	\$ 2,876,946	
Administration (5%)	\$ 143,847	Administration
2019	\$ 455,516	Civic Center Drive
2020	\$ 708,014	Civic Center Drive
2021	\$ 779,148	Benton/Lawrence Operations
2022	\$ 395,210	Benton/Lawrence Operations
2023	\$ 395,210	Benton/Lawrence Operations
Subtotal Benton/Lawrence	\$ 1,569,568	

Letter of Intent:

A non-binding Letter of Intent (LOI) between the City of Santa Clara, County of Santa Clara, and LifeMoves will need to be executed and submitted with the Homekey Application. The LOI sets forth the mutual understanding of the parties related to the Project and provides a basis for the parties that will be utilized to finalize the agreements in support of the Project. The LOI would be negotiated prior to submitting the application to HCD and would assign responsibility for predevelopment and construction activities such as developing a construction plan, cost estimation, construction management, executing agreements and ground lease, establishing quality assurance standards and performance measures for site operations, and more.

Conclusion:

This proposal responds to a clear need for low barrier interim housing in Santa Clara and provides a unique opportunity to leverage County owned land and approximately \$51MM in funding from the State Homekey program, the County, the Sobrato Foundation, and LifeMoves. Interim housing could prioritize local unhoused residents and have an immediate impact on street homelessness in Santa Clara, but it is costly to operate and it is not clear if there will be another round of Homekey funding. There is intense neighborhood opposition to the proposed location of this project. A large number of residents are very concerned about how an interim housing project may impact the neighborhood with regard to crime, safety for students at nearby schools, parking, traffic, and property values. It is possible there are other more favorable sites that could be leased for little or no cost to build a low barrier emergency interim housing site, but it is uncertain if sufficient funding will be available if and when alternate sites are identified.

ENVIRONMENTAL REVIEW

The action being considered is exempt from California Environmental Quality Act ("CEQA") pursuant to Government Code Section 65913.4. That statute was added to the Government Code by Senate Bill (SB) 35 in 2017, which provides for a ministerial approval, with no CEQA review, for certain types

of affordable housing projects. Section 65913.4 contains a long list of requirements for projects to qualify; this project satisfies all of them:

- **Affordability:** At least 50% of the units must be dedicated as affordable to households at 80% AMI. This project will make 100% of the units affordable.
- **Number of units:** The project must contain at least 2 or more net new residential units; this project will have 30 units.
- **Zoning and residential uses:** The development must be located on a parcel zoned for residential uses, and at least 2/3 of the floor area of the development must be dedicated to residential uses. This project is zoned R1-6L single-family and will be 100% residential.
- **Location:** The development must be located on a property that is not within a coastal zone, prime farmland, wetlands, a high hazard severity zone, a hazardous waste site, a delineated earthquake fault zone, a flood plain, a floodway, a community conservation plan area, a habitat for protected species, or under a conservation easement. This site does not fall within any of those categories of land.
- **Demolition of Residential Units:** The project must not demolish any housing units that have been occupied by tenants in the last 10 years; are subject to any form of rent or price control, or are subject to a recorded covenant, ordinance, or law that restricts rents to affordable levels. This project will not demolish any units.
- **Historic Buildings:** The project must not demolish a historic structure that has been placed on a national, state, or local historic register. This project will not demolish any structures.
- **Consistent with Objective Standards:** The project must meet all objective standards of the Zoning Code at the time of SB-35 application submittal. With the density bonuses, incentives, and waivers authorized under the state density bonus law, the project is consistent with all applicable zoning standards.
- **Prevailing Wages:** All construction workers employed in the execution of the development must be paid at least the general prevailing rate of per diem wages for the type of work and geographic area. This project will pay prevailing wages.
- **Subdivisions:** The project must not involve a subdivision except in certain circumstances. This project does not involve a subdivision.
- **Tribal consultation required:** this is a standard part of the City's CEQA process

### FISCAL IMPACT

If approved, the City's grant would help cover operating costs for the proposed project. The City's grant of up to \$1,569,568 would be drawn from the City's Affordable Permanent Local Housing Allocation (PLHA) fund which is administered by the County of Santa Clara on the City's behalf. The PLHA Fund is an entitlement from the State and the five-year 2019-2023 estimated fund balance is approximately \$2,876,946.

If approved, the Department would come back to Council for approval of a budget amendment recognizing and appropriating the grant funding. It is anticipated that the grant would be drawn no later than April 30, 2026 which is the State's expenditure deadline for Year 3 PLHA dollars.

### COORDINATION

This report was coordinated with the City Attorney's Office and City Manager's Office.

### PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City's website and in the City Clerk's Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk's Office at (408) 615-2220, email [clerk@santaclaraca.gov](mailto:clerk@santaclaraca.gov) <<mailto:clerk@santaclaraca.gov>>.

## ALTERNATIVES

1.
  - a. Authorize the Office of the City Manager to negotiate and execute a three-party letter of intent between LifeMoves, County of Santa Clara, and the City of Santa Clara defining the roles and responsibilities for the financing, operations and construction management for the Homekey application for the property located at Lawrence and Benton Street in a final form approved by the City Attorney.
  - b. Adopt a resolution authorizing the Office of the City Manager to apply for, execute, and submit all required documents for California Department Housing and Community Development Homekey Program to participate as a co-applicant.
  - c. Authorize the County of Santa Clara to update the City of Santa Clara's California Permanent Local Housing Allocation 5-year plan by adding activity six to the County's PLHA plan to assist persons who are experiencing or at risk of homelessness and allocating year 3,4, and 5 funding, after deducting administrative costs, to the Benton/Lawrence interim housing to help fund operations.
2. Decline support for the project and direct staff to return with specific criteria to help guide the search for possible future interim housing sites.

## RECOMMENDATION

1. Authorize the Office of the City Manager to negotiate and execute a three-party letter of intent between LifeMoves, County of Santa Clara, and the City of Santa Clara defining the roles and responsibilities for the financing, operations and construction management for the Homekey application for the property located at Lawrence and Benton Street in a final form approved by the City Attorney.
2. Adopt a resolution authorizing the Office of the City Manager to apply for, execute, and submit all required documents for California Department Housing and Community Development Homekey Program to participate as a co-applicant.
3. Authorize the County of Santa Clara to update the City of Santa Clara's California Permanent Local Housing Allocation 5-year plan by adding activity six to the County's PLHA plan to assist persons who are experiencing or at risk of homelessness and allocating year 3,4, and 5 funding, after deducting administrative costs, to the Benton/Lawrence interim housing to help fund operations.

Reviewed by: Andrew Crabtree, Community Development Director  
Approved by: Office of the City Manager

Attachments:

1. Site and Neighborhood Maps

- 
2. Resolution Authorizing Application to Homekey Program
  3. LifeMoves Mountain View Community Guidelines
  4. City of Palo Alto Service Enriched Shelter Project Review
  5. City of San Jose Service Enriched Shelter Project Review
  6. County Community Engagement Report

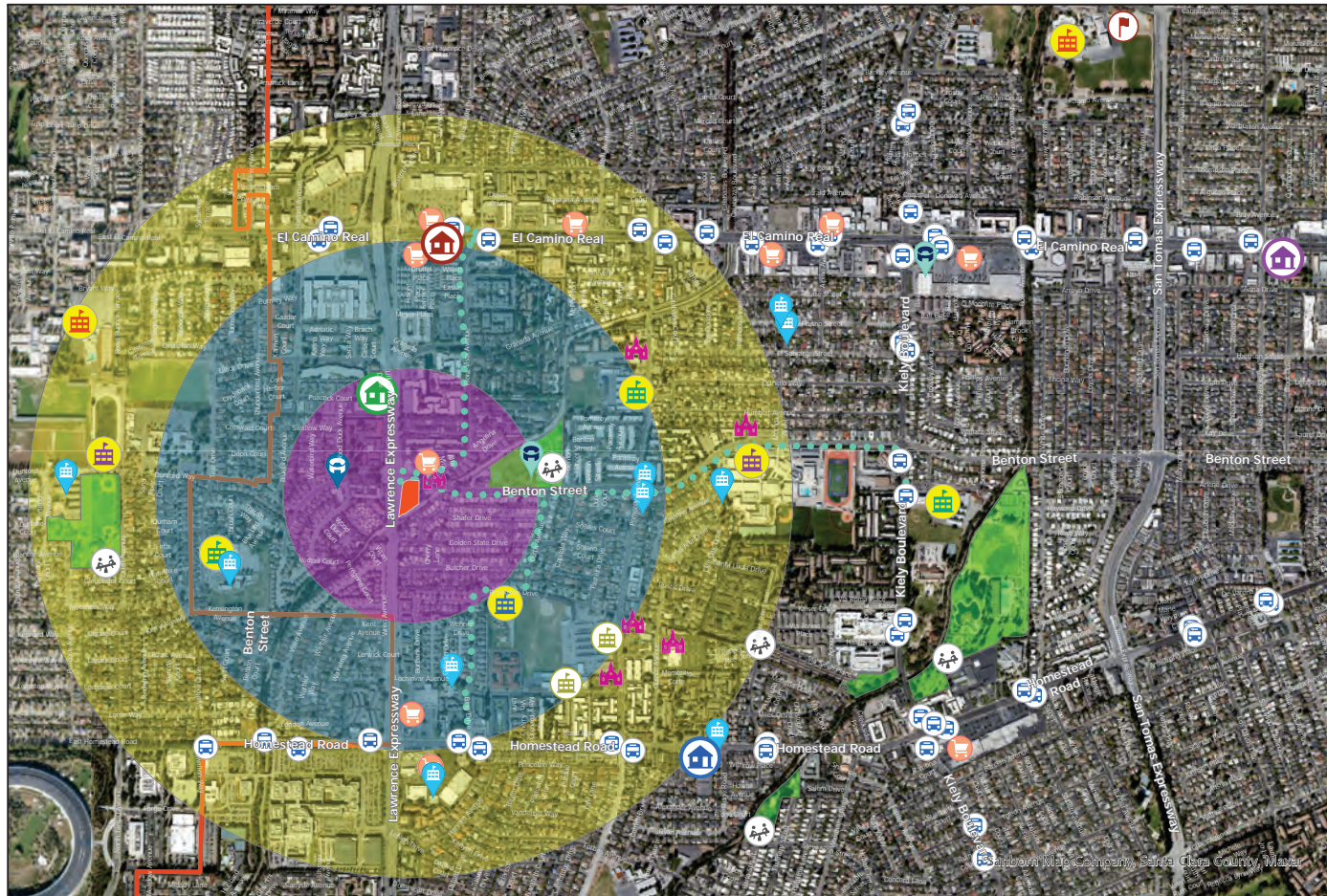
The following attachments provided by the public:

7. ABC7 San Francisco Report - SF Fire Commissioner Attack
8. Authoritative Research on how Homeless Camps Lower Property Value
9. Benton Project Evaluation Report - Prepared by SafeSCC
10. Letter Submitted by Dorothy Yamamoto
11. Petition Against Benton-Lawrence Project Submitted on 4-14-2023
12. PowerPoint Presentation on Benton by Safe Santa Clara
13. PowerPoint on Community Comments to City Proposal
14. Written Public Comments Received by the City Clerk's Office
15. Written Public Comments Received by City Council Office and Community Development Department
16. eComments - April 25, 2023
17. April 25, 2023 Post Meeting Materials
18. Emails Received After April 25, 2023 through 12:00 p.m. on April 28, 2023

# Attachment 2: Site and Neighborhood Maps (3590 Benton Street, Santa Clara)



# 3590 Benton Street Neighborhood

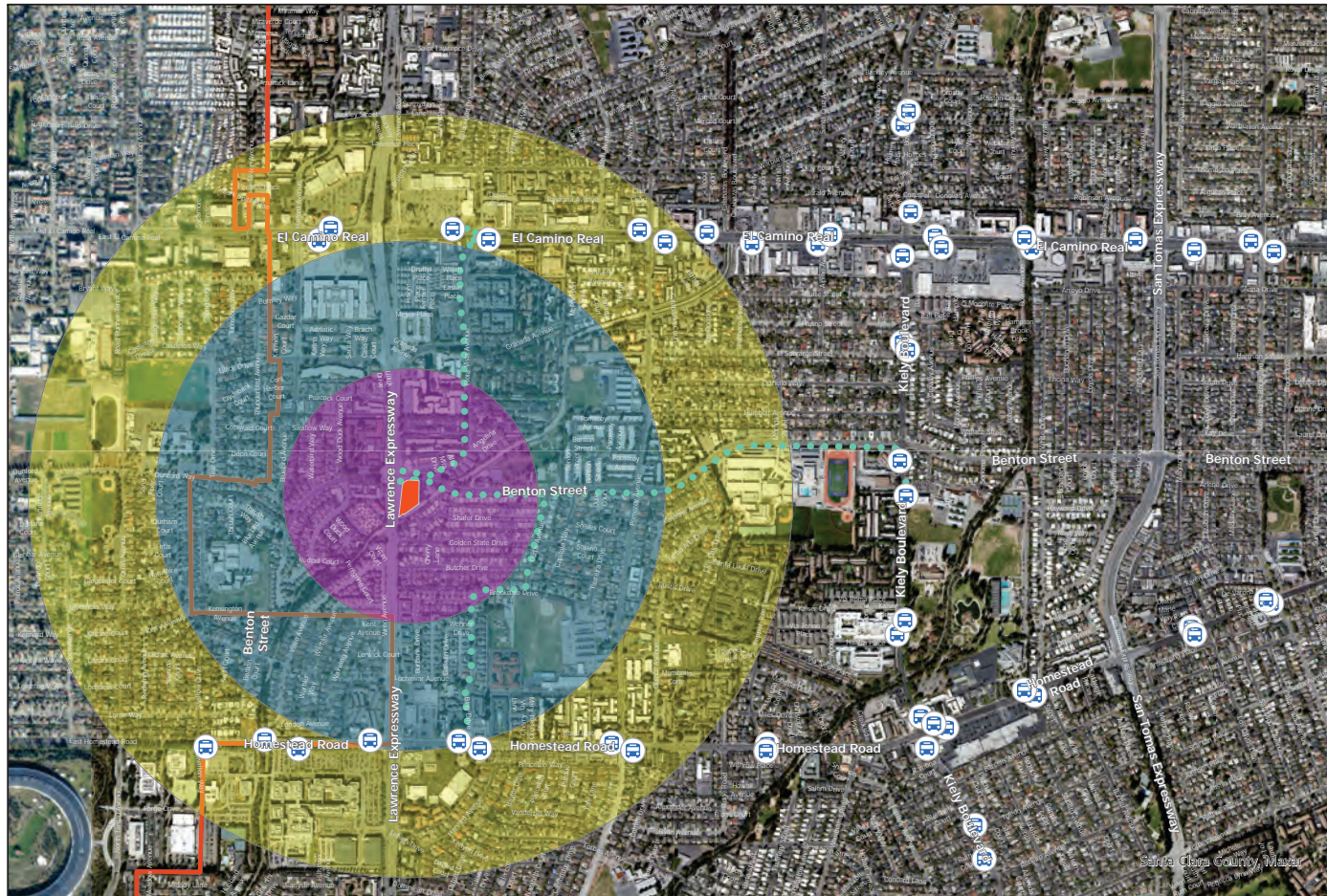


## Legend

- 3590 Benton Street
- City of Santa Clara Boundary
- 🏠 Covenant House, Youth Shelter
- 🏠 Bella Vista Inn, Interim Housing (Limited Term)
- 🏠 Salvation Army Citadel, Community Services Site
- 🏠 Peacock Commons, Supportive Housing for transitional age youth
- 🏫 Elementary School
- 🏫 Middle School
- 🏫 Middle and High School
- 🏫 High School
- 🏫 Daycare/Preschool
- 🏫 Private School
- 🏠 Youth Activity Center
- 🏠 Gymnastic Center
- 🏠 Laurelwood Cabana Club
- 🏠 Playground
- 🏠 Church
- 🏠 Market and Food Area
- 🏠 Bus Stops
- Shortest walking routes to Bus Stops
- Parks
- Buffer 1/4 mile around the site
- Buffer 1/2 mile around the site
- Buffer 3/4 mile around the site








0 0.25 0.5 1 Miles

# 3590 Benton Street Neighborhood



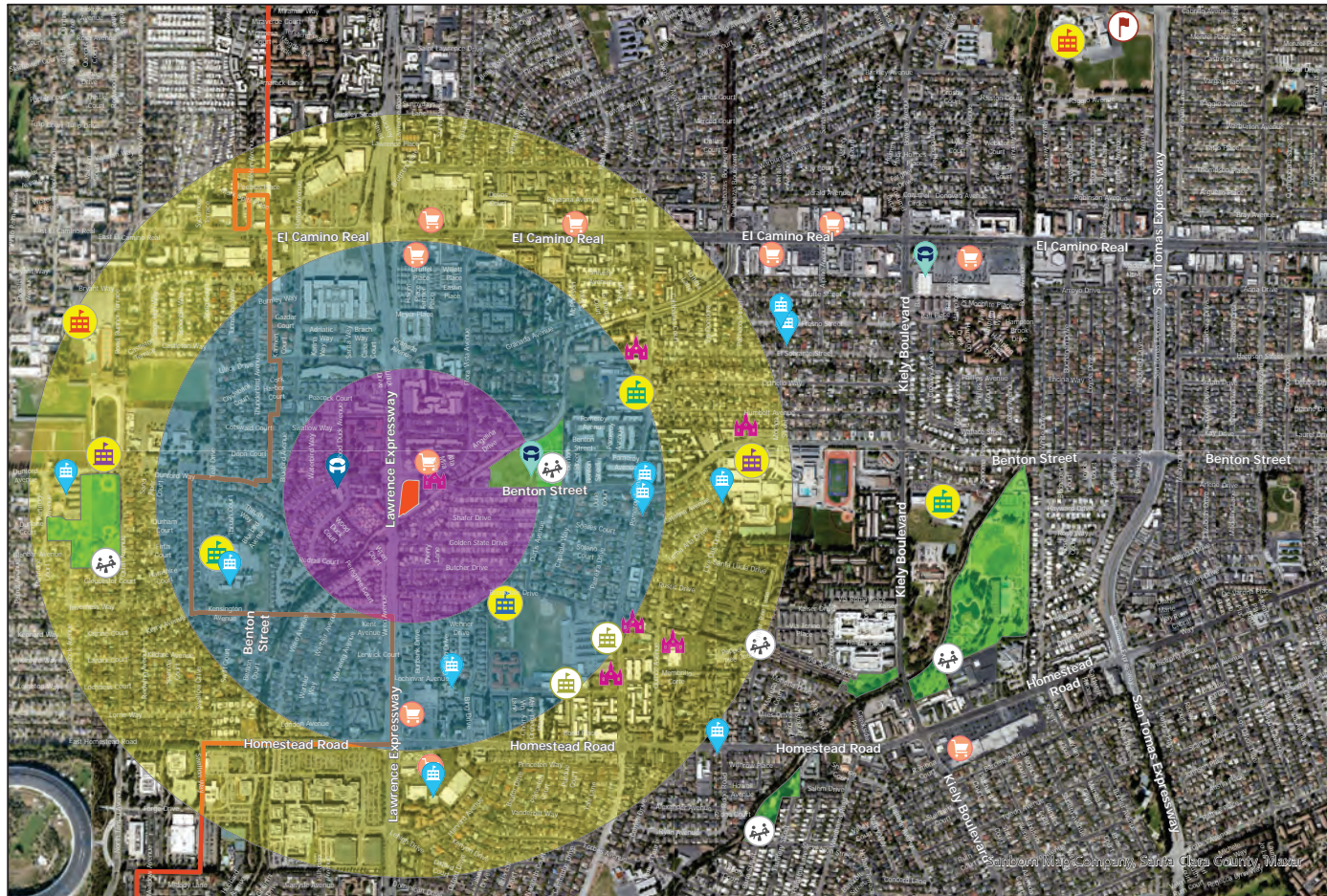
## Transportation

### Legend

-  3590 Benton Street
-  City of Santa Clara Boundary
-  Bus Stops
-  Shortest walking routes to Bus Stops
-  Buffer 1/4 mile around the site
-  Buffer 1/2 mile around the site
-  Buffer 3/4 mile around the site





















# 3590 Benton Street Neighborhood



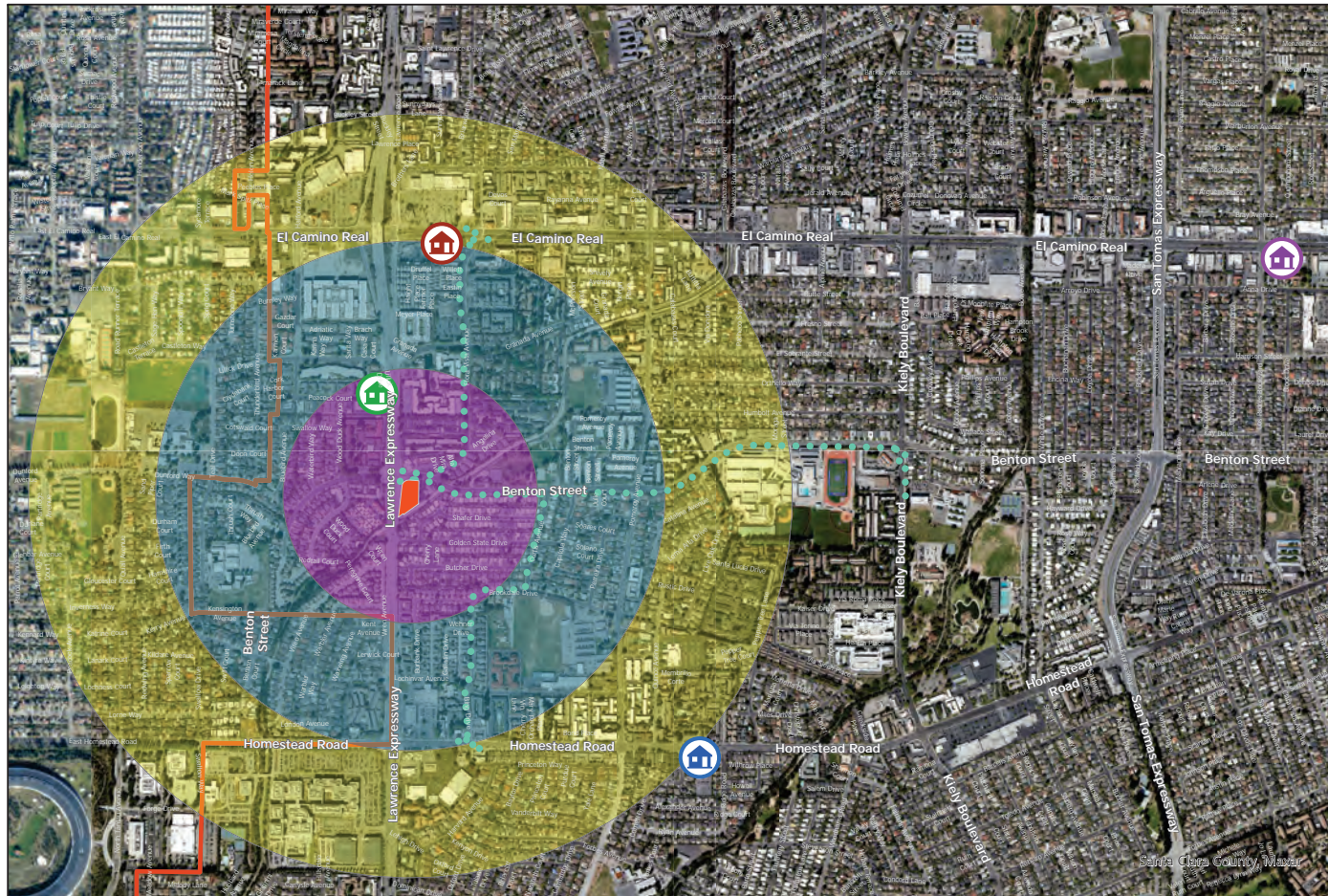
0 0.25 0.5 1 Miles

## Proximity to schools, daycare, parks, playgrounds

### Legend

-  3590 Benton Street
-  City of Santa Clara Boundary
-  Elementary School
-  Middle School
-  Middle and High School
-  High School
-  Daycare/Preschool
-  Private School
-  Youth Activity Center
-  Gymnastic Center
-  Laurelwood Cabana Club
-  Playground
-  Church
-  Market and Food Area
-  Parks
-  Buffer 1/4 mile around the site
-  Buffer 1/2 mile around the site
-  Buffer 3/4 mile around the site










# 3590 Benton Street Neighborhood



0 0.25 0.5 1 Miles

## Nearby Interim/ Supportive Housing/ Emergency Shelter

### Legend

-  3590 Benton Street
-  City of Santa Clara Boundary
-  Covenant House, Youth Shelter
-  Bella Vista Inn, Interim Housing (Limited Term)
-  Salvation Army Citadel, Community Services Site
-  Peacock Commons, Supportive Housing for transitional age youth
-  Shortest walking routes to Bus Stops
-  Buffer 1/4 mile around the site
-  Buffer 1/2 mile around the site
-  Buffer 3/4 mile around the site

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION OF THE CITY OF CITY OF SANTA CLARA,  
CALIFORNIA AUTHORIZING JOINT APPLICATION TO AND  
PARTICIPATION IN THE HOMEKEY PROGRAM**

**BE IT RESOLVED BY THE CITY OF SANTA CLARA AS FOLLOWS:**

**WHEREAS**, the Department of Housing and Community Development (“Department”) has issued a Notice of Funding Availability, dated March 29, 2023 (“NOFA”), for the Homekey Program (“Homekey” or “Program”). The Department has issued the NOFA for Homekey grant funds pursuant to Health and Safety Code section 50675.1.3 (Assem. Bill No. 140 (2021-2022 Reg. Sess.), § 20.);

**WHEREAS**, CITY OF SANTA CLARA (“City”) desires to jointly apply for Homekey grant funds with LIFEMOVES (“Co-Applicant”). Therefore, City is joining Co-Applicant in the submittal of an application for Homekey funds (“Application”) to the Department for review and consideration; and,

**WHEREAS**, The Department is authorized to administer Homekey pursuant to the Multifamily Housing Program (Chapter 6.7 (commencing with Section 50675) of Part 2 of Division 31 of the Health and Safety Code). Homekey funding allocations are subject to the terms and conditions of the NOFA, the Application, the Department-approved STD 213, Standard Agreement (“Standard Agreement”), and all other legal requirements of the Homekey Program.

**NOW THEREFORE, BE IT FURTHER RESOLVED BY THE CITY OF SANTA CLARA AS FOLLOWS:**

1. That City of Santa Clara is hereby authorized and directed to submit a Joint Application to the Department in response to the NOFA, and to jointly apply with LifeMoves for Homekey grant funds in a total amount not to exceed \$70,000,000.
2. That City of Santa Clara acknowledges and agrees that if the City is awarded and the City Council accepts the Homekey grant funds, it shall be subject to the terms and conditions specified in the Standard Agreement, and that the NOFA and Application will be incorporated in

the Standard Agreement by reference and made a part thereof. Any and all activities, expenditures, information, and timelines represented in the Application are enforceable through the Standard Agreement. Funds are to be used for the allowable expenditures and activities identified in the Standard Agreement.

3. That the City Manager, or his or her designee, is authorized to execute the Joint Application and the Homekey Documents associated with the Application on behalf of City for participation in the Homekey Program.

4. Effective date. This resolution shall become effective immediately.

I HEREBY CERTIFY THE FOREGOING TO BE A TRUE COPY OF A RESOLUTION PASSED AND ADOPTED BY THE CITY OF SANTA CLARA, CALIFORNIA, AT A REGULAR MEETING THEREOF HELD ON THE \_\_\_ DAY OF \_\_\_\_\_, 2023, BY THE FOLLOWING VOTE:

AYES:	COUNCILORS:
NOES:	COUNCILORS:
ABSENT:	COUNCILORS:
ABSTAINED:	COUNCILORS:

ATTEST: \_\_\_\_\_  
NORA PIMENTEL, MMC  
ASSISTANT CITY CLERK  
CITY OF SANTA CLARA

Attachments incorporated by reference: None

## Mountain View Community Guidelines

LifeMoves programs are designed to meet the specific needs of individuals and families experiencing homelessness, and to assist them with increasing self-sufficiency and moving to more stable housing. To help our clients set and meet these goals, LifeMoves programs include shelter, case management, workshops, community activities, and individual chores. In these guidelines, the term “program” encompasses all these services, “program facility” or “facility” refers to the LifeMoves Mountain View facility, and “client” refers to residents at this facility and participants in this facility’s programs.

**Non-Discrimination Policy:** It is LifeMoves policy to treat our clients without regard or consideration for the individual’s race, color, religion, sex, age, national origin, ancestry, physical or mental disability, veteran or marital status, medical condition, pregnancy, sexual orientation, or any other basis protected by federal, state or local law. To comply with applicable laws ensuring equal opportunities to clients with a disability, LifeMoves will make a reasonable accommodation for the known physical or mental limitations of a client with a disability unless undue hardship would result.

### 1. Clients Bill of Rights

- a. Clients' rights will be exercised in ways that also respect the rights of others. No individual's rights are absolute.
- b. Clients are entitled to enjoy a safe and healthful living environment in the program facility.
- c. Clients are entitled to be treated in a manner that respects their dignity and individuality.
- d. Clients with disabilities, personal, and cultural differences are entitled to reasonable accommodations under fair housing laws when such accommodations are necessary because of their disability, personal, and cultural identity. LifeMoves will accommodate clients’ needs (expressed, implicit, or implied) as long as such accommodation will not result in an essential change to the program or residential structure.
- e. Clients are entitled to remain in the program and not be involuntarily removed without reasonable cause and just procedures.
- f. Clients are entitled to just and standardized procedures for determining eligibility, admissions, sanctions, discharges, and resolving grievances.
- g. Clients are entitled to reasonable privacy and confidential treatment of personal, social, financial, medical, mental and behavioral health records, except as necessary to further treatment, information and referral services and in compliance with the client’s written consent to release information.
- h. Clients are entitled to the full exercise of their civil, constitutional, and legal rights.

### 2. Reasonable Accommodation Notice

Those wanting to make a reasonable accommodation request to aid a physical and/or mental health disability should speak with their case manager and/or program director as soon as possible to alert staff to the request. Some reasonable accommodation requests will be asked to be placed in writing and may require follow up paperwork before such requests can be considered for accommodation.

### 3. Eligibility

The program is available to adults, couples, and families experiencing homelessness. Individuals who have recently stayed in a LifeMoves residential program are not eligible for this program unless the time since discharge is at least 90 days.

#### 4. Required TB Testing

New clients must show a record of a negative TB test (PPD Skin Test, chest x-ray, or blood work) within the past 12 months. If no record is available, LifeMoves staff will refer clients to a TB testing provider. Clients **have one week** to provide the new record of a negative TB test.

#### 5. Sobriety and Clean Environment

Our facility strictly supports an environment that is free of the use of alcohol/ETOH and drugs (non-prescription/medication). New clients will be asked to provide proof of sobriety to enter the program. Unannounced alcohol and drug testing may be conducted when there is probable cause that may raise a clinical or safety issue. Results of any drug test or breath alcohol test ("breathalyzer" or BAC test) will be used to establish appropriate treatment plans. Clients are expected to adhere to treatment plans as a show of good faith in respecting other clients' sobriety and clean living.

#### 6. Length of Stay

The program length of stay is **up to 90 days**. Extensions may be granted by LifeMoves management on a case-by-case basis, based on the client's:

- Focus and progress in meeting case plan goals (for example, stable housing, employment, mainstream benefits, and increased self-sufficiency).
- Compliance with program policies and procedures.
- Consistently contributing to their housing fund.

#### 7. Daily Wellness Checks

Staff will complete daily wellness checks, which will include visual unit inspections and client health screens. There will always be at least two staff going into units. If a client refuses, entry staff will contact the Program Director, who will instruct staff next steps. Program Director will assess the situation if needed the police may be called for further assistance.

Each unit is one adult, unless approved by management.

Clients who do not return to shelter site within 24 hours will be given an Ask To Leave Letter (ATL) and will have the opportunity to appeal. If clients do not return to shelter within 72 hours all belongings will be discarded.

#### 8. Case Management

Clients meet with their Case Manager on a weekly basis to ensure that measurable goals are being met and to discuss any barriers to self-sufficiency. Successful case management means TOGETHER, the client and Case Manager will review goals and accomplishments. The Case Manager will assist with referrals to outside agencies and provide information about community resources as appropriate. Case management will cover the following:

- **Housing search**, to include regular housing search logs, viewing and applying for housing, creating a tenant portfolio and acquiring a credit report.
- **Financial planning**, to include referral to financial benefits (as appropriate), referral to financial counseling, assistance in budgeting.
- **Improving self-sufficiency and skills**, to include working on/learning self-care, coping skills, vocational skills, general life skills, etc.

- Special attention will be made to any client who expresses intent to harm themselves or others. **A client identified as high risk must develop a Safety Plan within the first week. During weekly case management meetings, the safety plan is reviewed and updated as needed.**

Clients will promptly contact their Case Manager when any of the following occur:

- Require reasonable accommodation to meet program policies and requirements.
- Source of income changes.
- Loss of job, or change of employment, training or educational programs.
- Having problems achieving personal and program goals.
- Having problems with other clients or staff.
- Unable to consistently contribute to their housing fund.
- Unable to attend mandatory case management meetings, classes, or workshops.

## 9. Medication Management

Clients must store their prescribed and over-the-counter medications safely in their assigned rooms. It is prohibited for anyone in the program to sell or share any prescription or over-the-counter medications.

Medication management is an essential part of maintaining the safety of everyone in the facility and stabilizing the client's health when indicated by their case plan. For these reasons, clients must agree to adhere to medication and treatment therapy as ordered by appropriate physicians, and for the proper storage, control, and documentation of all medications (prescription and non-prescription). LifeMoves staff is not responsible for administering or dispensing medications, however, staff may observe you taking your medications, as prescribed.

## 10. Housing Fund

LifeMoves has designed a Housing Fund program to support clients in their search for permanent living arrangements. Clients have the option to participate in LifeMoves' Housing Fund Plan or to save money in their own fund. In either case, clients are strongly encouraged to contribute 50% of their income each pay period into their housing fund.

Clients choosing to participate in the LifeMoves Housing Fund Plan, will discuss with their Case Manager how to contribute money to the fund and how to keep receipts for deposited funds. When a client is discharged, they will be provided a check for the amount they saved during the program. Clients who leave the program before their discharge date must give their Case Manager 48 hours' notice to provide time to prepare a check for their savings contributions.

## 11. Facility Hours

- The facility is open 24 hours a day, 7 days a week
- **Mealtimes:** (Meal times may be subject to change with little or no notice)
  - Breakfast: 7:00 AM – 8:00 AM
  - Lunch: 12:00 AM - 12:30 AM
  - Dinner: 5:30 PM – 6:00 PM
- **Family Laundry hours:** Sunday, Wednesday, and Friday from 8:00 AM - 8:00 PM
- **Singles/couples laundry hours:** Monday, Tuesday, Thursday, and Saturday from 8:00 AM – 8:00 PM
- **Chores:** Morning chores must be done by 10:00 AM; evening chores must be done by 8:00 PM
- **Curfew:** Mon-Fri 8:00 PM/ Weekends: 10:00 PM

- **Quiet hours:** ("lights out") begin every night at 10:00 PM
- **Required bed checks:** 11pm everyday

## 12. Client Mail

Clients may receive mail at the following address:

*LifeMoves Mountain View  
2566 Leghorn St  
Mountain View, CA 94043  
**Att: CLIENT NAME***

Clients may receive mail at this address while the client is in active case management. Beginning 14 days after the client discharges from the program or terminates case management services, all mail will be returned to sender. For clients who are discharged from the program under 'Grounds for Immediate Discharge,' mail will be returned to sender beginning the day of discharge.

## 13. Telephones

This facility does not have telephones for resident use, except in an emergency.

## 14. Computers and Office Equipment

This facility provides Chrome Books and other office equipment to support housing and employment goals (e.g., job searches, housing research, interview preparation). LifeMoves staff will provide clients with additional instructions about using the Chrome Books.

## 15. Visitors

No visitors allowed in units without management approval. If a visitor refuses to leave staff may contact the police as the person is trespassing.

Personal Visitors - Personal visitors, including family and friends, are not allowed on the facility site. This is to protect the confidentiality of other clients. Confidentiality rules also require that the staff will not confirm nor deny if an individual is a resident. It is the client's responsibility to make arrangements to meet off-site with people they wish to visit with.

Official Visitors - Clients must notify their Case Manager when they expect visits from social workers, probation officers, and other service providers. When requested, facility staff will try to provide a private space to meet. All official visitors (service providers) must sign in at the front desk and provide their ID and a badge or business card.

## 16. Service and Assistance Animals

Clients who have a service animal and/or emotional support animal should refer to the reasonable accommodation request.

## 17. Pets at the Facility

Pets are not permitted on the facility grounds or in the facilities unless approved by LifeMoves management. Animals that are approved, must be accompanied by the client at all times. Pets may be allowed on the property with proper documentation. Clients are responsible for cleaning up after their pets. Cleanliness of the unit will be expected.



## 18. Chores

Clients are expected to maintain a safe and clean environment by picking up/cleaning up after themselves. Clients must complete daily chores as assigned by LifeMoves staff. It is the client's responsibility to ensure that their assigned chores are completed, and to locate a substitute if necessary. It is never acceptable to pay another client to complete a chore on your behalf.

Clients who are unable to complete chores due to physical limitations should request a reasonable accommodation with their Case Manager. A physician's written statement may be required.

## 19. Workshops

Workshops are offered to support client goals toward self-sufficiency and stable housing. Clients should attend workshops that are listed in or relevant to their case management plan.

## 20. Attendance, Curfew, and Passes

**Attendance:** Clients are responsible to be on time for all appointments with their Case Manager, group meetings, and outside appointments.

**Overnight Stay:** Clients must spend every night in the facility to remain eligible in the program, except for specific approvals by LifeMoves management (e.g., the Overnight Pass program). If a client is absent for two nights without an overnight pass or other management approval, they may be discharged from the program.

**Curfew:** Clients with children must return to the facility by 8:00 PM every evening. Clients without children must return to facility by 8:00 PM every evening.

**Passes:** The facility staff will inform clients about the following Pass programs: Late Night Pass; Overnight Pass; Work Pass; Lay-In Pass.

## 21. Personal Living Space

- Clients will be assigned a room for the duration of their stay.
- Clients may not be in each other's assigned rooms. Non-compliance may result in discharge.
- Clients are responsible to keep their personal living spaces neat, clean, and sanitized according to requirements explained by the facility staff. Beds must be made each morning. All personal items must be properly stored. This will be ensured through weekly facility inspections.
- For safety reasons, candles, incense, hot plates, open flames, heating elements, and certain types of lights are prohibited. These must be turned over to facility staff for storage and will be returned upon discharge.
- Absolutely **NO FOOD OR BEVERAGE**, except for water, is allowed in rooms. Facility cleanliness, including personal living spaces, will be monitored by regular inspections. Failure to keep personal and common spaces clean may result in warnings and even discharge from the program.
- All electronic devices must be silenced or on vibrate mode at all times. When using any electronic devices, headphones must be used instead of speakers.
- Proper hygiene and grooming must be maintained at all times. For example, urinating is only permitted in the bathroom toilets/urinals.

## 22. Personal Belongings

- Clients may not bring more than the equivalent of 2 large bags (60-gallon) of personal belongings into the facility.
- LifeMoves is not responsible for lost, misplaced, or stolen belongings during the client's stay. Clients are encouraged to safeguard their valuables.
- Clients will be held responsible for any destruction or theft of LifeMoves or other client's property and will be discharged and subject to legal action.
- Clients will be held responsible for any destruction or theft of LifeMoves or other client's property and will be discharged and subject to legal action.
- Clients are required to take ALL belongings (including medication & medical equipment) with them upon discharge.
- Belongings will **NOT** be stored for anyone who is no longer a client for longer than 72 hours after a client is discharged. Personal belongings that are left in the program facility after 72 hours from when a client discharges will be disposed of by program staff unless arrangements are made with the Case Manager or by contractual obligation. Any belongings that are left longer than the agreed upon period will be disposed of.
- No glass or silverware is allowed in the possession of clients. Items such as mugs must be plastic to be allowed in the facility. Any glass or silverware that does not fit these criteria will be confiscated immediately or the client can remove the item from the property.
- Clients are prohibited from stealing, gambling, trading, selling or buying personal belongings or services including but not limited to cigarettes, food, clothing, and services such as errand running.

## 23. Items Not Allowed Onsite

Due to fire hazards and safety reasons, the following items are *Not Allowed* onsite:

- Floor/space heaters
- Heated blankets
- Candles
- Hot Plates and/or Double Burners
- Bleach
- Cooking/Frying Oil
- Cutting knives
- Personal monitors or TV's
- Personal appliances
- Oxygen tanks needs to have management approval
- Limit of two bags of clothing items per client

## 24. Signing In and Out

For the safety of everyone, clients must sign out when leaving the premises and sign in on return. Staff will use the sign-out/in sheet for roll call in case of an emergency.

## 25. Dress Code

Clients should dress professionally for their case management meetings and outside appointments.

Shoes, slippers and appropriate clothing must be worn at all times. Clients must wear clothing to sleep and when going to and from bathrooms. Pajamas may not be worn in common areas or outside. Clients

will be asked to change clothes if LifeMoves staff deems any clothing to be inappropriate. Failure to comply with the dress code may result in discharge from the program.

### **26. Bicycles**

- Bikes are not allowed in units
- And are to be properly stored in designated locations
- Management will provide bikes locks when needed

### **27. Alterations and Furniture**

No alterations or additions may be made in the rooms or building. For example: No hanging objects on the walls, no drawing on the walls, no hanging pictures on walls, no installing wires/ phones, do not pin Curtains, etc. Only the furniture we provide may be used. Furniture is not to be moved unless participants obtain prior approval from staff.

### **28. Storage**

LifeMoves does not store belongings for anyone other than current clients. Clients must take all personal belongings with them at the time of their discharge. Personal belongings that are left in the facility after discharge will be disposed of appropriately by program staff within 72 hours.

### **29. Linens and Laundry**

Upon arrival, clients will be given bed linens and towels. Clients are responsible to keep these linens clean and return the linens to staff upon discharge. Laundry facilities are provided on site. Laundry hours are from **8:00 AM to 8:00 PM**. The last load of laundry should be started no later than 7:00 PM and must be removed by 8:00 PM.

### **30. Food and Kitchen**

Meals are provided as a service to all clients; however, clients may buy their own food to eat in the facility dining areas. Client's personal food or drink may not be stored in the facility's refrigerators. Clients are only allowed in kitchen areas with staff escort to complete assigned chores.

Clients may request reasonable accommodations for dining exceptions to their Case Manager.

### **31. Smoking**

Smoking is permitted ONLY in designated smoking areas. Smoking is prohibited anywhere within 50 feet of the main entrance of the facility.

### **32. Cars/Parking**

- Please be mindful: All clients with cars must submit vehicle information to the front desk upon intake. Provide make, model, color, and license plate of the car(s). If we do not have this and you park your car in any of the lots, it could be towed at owner's expense.
- Only certified placard holders can access handicap spaces.
- Car repairs and car washing are not permitted on the property (this includes our parking lots).
- All transportation, like Lyft, Uber, Taxi Cabs, etc. are required to pick you up on the street as they cannot drive into the parking lot.

**33. Facilities Maintenance**

Facility maintenance issues should be reported immediately to LifeMoves staff, who will contact the appropriate maintenance personnel or service provider.

**34. Confidentiality**

LifeMoves is required by law to protect client confidentiality. For this reason, LifeMoves staff cannot confirm nor deny that a client resides at this facility or participates in its programs unless the client provides a written, signed consent. Case Managers can provide more information on LifeMoves' privacy policies and practices.

**35. Emergency Procedures**

In the event of an emergency at the facility, all occupants must calmly and quietly follow the direction of LifeMoves facility staff (or emergency services personnel, if present). Staff will call "911" as necessary. Clients should call "911" only if instructed to do so by the staff, or if the staff is unavailable or unable to make a necessary "911" call.

If the facility must be evacuated, occupants will follow posted evacuation route signs or follow LifeMoves staff (or emergency services personnel, if present) to a meet-up location. At the meet-up location(s), staff will take roll call to support evacuation efforts by emergency services.

**36. Illness / Contagious Disease**

To protect the safety of everyone in the community, anyone with a contagious illness or condition such as **active** TB, chicken pox, measles, mumps, whooping cough, pink eye, lice, scabies etc., will be immediately discharged from the facility to prevent the spread of the communicable condition. Clients, or their family members, discharged in this manner will be placed on "automatic return" status. The individual may return as a resident after the facility Program Director receives medical documentation (signed by a physician) that the individual is no longer contagious, and as soon as accommodations are available.

Clients with latent Tuberculosis must be under the LifeMoves TB Regimen to stay in the program.

Clients with symptoms of or a positive test for COVID-19 will be handled according to current LifeMoves COVID-19 policies. These policies change periodically, based on local conditions and county/ state/ federal guidance.

**37. COVID-19 Safety Protocols:**

- Wear a mask that covers your nose and mouth at all times you are outside of your room. If you need replacement masks, please contact any staff.
- Follow social distancing guidelines by having at least 6 feet of space between you and another person.
- Complete the daily temperature check: Staff will conduct a temperature check daily with each program participant. If staff can't find you for the daily temperature check, a wellness check will be done.

**38. Good Neighbor Policy**

The LifeMoves Good Neighbor Policy is comprehensive and tailored to each facility. All residents, businesses, agencies, and property owners within the neighborhood (neighbors); LifeMoves staff; and clients have a right to personal safety, to safe and quiet enjoyment of their properties and public spaces, to access services, and to meet their basic needs.

The quality of life and the overall character of the neighborhood can be greatly influenced by the behavior of staff and clients. Displaying a respectful and courteous attitude makes the neighborhood a more pleasant place to work and live. Staff and clients are expected to exercise good judgment and be sensitive to the needs of their neighbors. Clients should not loiter at nearby locations.

### **39. Written Warnings**

Written warnings may be given to clients for the following:

- Violations of program policies, rules, or community guidelines
- Behaviors or actions that are disruptive, maladaptive, or abusive to other individuals or to the community
- Knowingly providing false or untrue information to a Case Manager
- Failing to actively follow a case management plan to which the client has agreed to

The Case Manager will be informed when a client receives a written warning. Clients who receive a warning for a serious offense, or more than one warning for lesser infractions, may be discharged and terminated from the program.

### **40. Program Termination**

Federal, state, and local laws are strictly enforced. Should clients, friends or associates be suspected of illegal activity or disturbing the staff or other clients, the client may be terminated from the program.

If for some reason you are terminated from the program (e.g., use of alcohol, drugs, violent conduct, not following the program guidelines, etc.) you will agree to leave by the time designated by staff. LifeMoves staff will give you notice in writing whenever possible which will outline the reason and time of your departure.

Right to appeal decisions: Clients who do not agree with a decision made by staff regarding denial into the program, termination, or consequences related to program violations may appeal. In order to do so, you must submit your appeal in writing before your termination deadline or within one day of the incident in question. Your Case Manager is available to assist you in writing your appeal. Your appeal will be decided by the Program Director and Case Manager. Whenever possible the Program Director will meet with you and your Case Manager as a part of the appeal decision. You should receive a written response from the Program Director to your appeal as soon as possible.

If you wish to continue with the appeal process you may request that the Program Director Committee review your situation. This request must be made in writing immediately after receiving the decision from the Program Director. The Program Director Committee will review your written appeal, consult with staff and when possible review your case file and/or meet with you. The Program Director Committee will provide a final decision in writing as soon as possible.

During the appeal process you may remain on the premises even if it goes beyond your termination date unless your remaining represents a threat to anyone's safety (i.e., violent conduct, disorderly conduct). If the appeal decision is that the termination is upheld you are expected to comply with that decision and the termination date given on the written response.

### **41. Ground for Immediate Discharge**

Clients will be subject to immediate discharge for violating any of the rules listed below. Discharged clients are ineligible for re-entry for 30 days, then LifeMoves management may re-assess eligibility back into the program.

- a. **ABSOLUTELY NO DRUGS OR ALCOHOL ARE ALLOWED ON LIFEMOVES PROPERTY.**  
LifeMoves programs are clean and sober living environments. Any client suspected of using, selling, or storing drugs or alcohol will be asked to leave the program immediately; suspicion may include, but is not limited to, bizarre behaviors, acting out, slurred speech, dilated pupils, and staggering gait. Drug and alcohol testing may be done without prior notifications. Any client who does not agree to a request for drug/alcohol testing will be subject to immediate discharge from the program.
- b. **ABSOLUTELY NO WEAPONS ARE ALLOWED ON LIFEMOVES PROPERTY.**  
LifeMoves operates a safe living environment. Any clients suspected of concealing or using weapons will be asked to leave the program immediately and the appropriate authorities will be notified. Weapons include guns, knives, tasers, mace and pepper spray, and all other devices whose primary purpose is to injure or kill. In addition, any object or substance used to attack or threaten another person will be considered a weapon.
- c. **ABSOLUTELY NO PHYSICAL ASSAULT, GESTURES, OR THREATS OF VIOLENCE.** Any behavior deemed by staff to warrant intervention by police or other emergency personnel is cause for immediate discharge.
- d. **ABSOLUTELY NO SEXUAL HARASSMENT.** Any behavior deemed by staff to warrant intervention by police or other emergency personnel is cause for immediate discharge.
- e. **ABSOLUTELY NO VERBAL ABUSE INCLUDING OFFENSIVE LANGUAGE, HARRASSMENT, AND RACIAL SLURS.** Any behavior deemed by staff to warrant intervention by police or other emergency personnel is cause for immediate discharge.
- f. **ABSOLUTELY NO ENGAGING IN ANY ILLEGAL ACTIVITIES ON OR OFF PREMISES.** This includes, but is not limited to, panhandling and buying or selling any medication or substance. Staff will contact the police if necessary.
- g. **ABSOLUTELY NO DESTRUCTION, VANDALISM, OR THEFT OF LIFEMOVES OR ANOTHER CLIENT’S PROPERTY.** Any behavior deemed by staff to warrant intervention by police or other emergency personnel is cause for immediate discharge.

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I have read, understand, and agree to comply with the program policies, community guidelines, and client expectations described above.

Client Name \_\_\_\_\_

Client Signature \_\_\_\_\_ Date \_\_\_\_\_

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I have reviewed these Community Guidelines and client expectations with this client.

Staff Name \_\_\_\_\_

Staff Signature \_\_\_\_\_ Date \_\_\_\_\_

## SERVICE ENRICHED SHELTER PROJECT REVIEW

**Application Review:** Homekey Palo Alto  
**Applicant:** LifeMoves  
**Address:** 1237 San Antonio Road, Palo Alto, CA 94303  
**Census Tract:** 5046.01 **San Jose Council District:** N/A **Supervisorial District:** 5  
**Co-Applicant:** City of Palo Alto  
**Residential sq. ft.:** 22,800 **Community Room:** 8,540  
**Construction Type:** Modular Construction

Homekey Palo Alto



1237 San Antonio Road, Palo Alto, CA, 94303

**Project Summary:** Homekey Palo Alto is a new emergency interim shelter consisting of 108 units/doors on a 2.3-acre City owned site and is being co-developed by LifeMoves and the City of Palo Alto. The project is located along the west side of San Antonio Road, east of Highway 101, in Palo Alto. The proposed development will consist of 64 units for individuals and couples and 44 units for families. The family units include four 3-bedroom, twenty 2-bedroom and twenty 1-bedroom units. The shelter units incorporate a purpose-built design with modular units stacked 2-3 stories to improve site efficiency. The 1-bedroom units include 220 square feet, the 2-bedroom units consist of 220 square feet, and the 3-bedroom units are 440 square feet. Design features include ensuite bathrooms and private meetings spaces that promote privacy and security while working closely with clients to secure and return to stable housing. Common area amenities include shared cooking area, laundry facilities as well as pet accommodations.

**Existing Conditions:** The site is vacant and currently used as a contractor yard. The site needs to be raised by at least 3.5 feet above the current grade to support the development.

**Land Use and Environmental Review:** The proposed site is located within the Baylands Master Plan area, has a City of Palo Alto Land Use designation of Major Institutions/Special Facility (MISP), and is zoned Public Facilities (PF). The project has received Homekey Program funds which makes the project eligible for streamlining approval under Assembly Bill 83 ("AB 83"). Specifically, CA Health and Safety Code § 50675.1.1, subd. (g), states that all Homekey projects are eligible for such streamlining and are "deemed consistent and in conformity with any applicable local plan, standard, or requirement, and allowed as a permitted use, within the zone in which the structure is located, and shall not be subject to a conditional use permit, discretionary permit, or to any other discretionary reviews or approvals". Such projects are not required to undergo any discretionary local permit review or approval process before being able to proceed with the project. In addition, a project funded with Homekey Program funds that satisfies certain requirements would qualify for a CEQA exemption under the Health and Safety Code section 50675.1.4.

Project Schedule:

Milestone	Estimated Date of Completion
1. Site Control	December 2022
2. Community Engagement (continuous and ongoing)	Ongoing; City Council Approval on 10/5/2021
3. Entitlements/Land Use Approval	7/21/2022 (Homekey award date)
4. Environmental Review	7/21/2022 (Homekey award date)
5. Funding Commitments	October 2022
6. Submit plans and application(s) for plan check and building permit	10/07/2022
7. Building permit issuance	12/05/2022
8. Begin Construction	12/21/2022
9. Start of referral activities	May 2023
<b>10. Complete Construction</b>	July 2023

Draft Staffing Plan: The primary goal of LifeMoves' programs is to end the cycle of homelessness by providing interim housing and supportive services that have proven to transform lives and build lasting solutions to homelessness. Aligning with Housing First principles, LifeMoves first provides each client, regardless of background, presenting issues, and/or program progress/participation, with a safe, clean, and dignified living environment to help them regain stability as they work towards their return to stable housing and self-sufficiency. LifeMoves anticipates providing a total of 31 FTEs to support the project as further summarized below.

Proposed Staff Positions	FTE	Summary of Services
<b>On-Site Supportive Service Staff</b>		
Children's Services Coordinator	2.0	Coordinate with school liaison to ensure school-aged children are enrolled in their school of choice
Case Manager	5.0	Conduct intake, perform screening assessments, and provide intensive case management
Case Manager Veterans	1.0	May be included if Veterans are targeted at the site
Licensed Vocational Nurse Case Manager	2.0	Support the health of medically fragile clients
Employment Specialist Case Manager	1.50	Increase employment opportunities
Housing Specialist	1.50	Increase housing opportunities
Case Manager Connect	0.50	Follow-up services to clients who exit to stable housing
<b>Off-Site Support</b>		
Housing and Employment Supervisor	0.20	Supervises housing and employment specialist
Masters of Social Work Manager	0.20	Supervisory services to support the student practicum program with services being provided by students in Ph.D. and Master's level programs.
Behavioral Health Manager	0.20	
Sr. Director Wellness & Education	0.20	
Director of Education	0.20	Oversees educational initiatives
<b>On-Site Property Management</b>		
Program Director	1.0	Responsible for the strategic and operational management of the site.
Assistant Program Director	1.0	Day-to-day operation and management of the shelter
Facility/Safety Manager	1.0	On-site security employee
Residential Services Coordinator	12.6	4.2 FTE Day, 4.2 FTE Swing, and 4.2 FTE Grave
Driver	1.0	Provide transportation needs for clients
<b>Total</b>	<b>31.1</b>	



Development Sources and Uses:

Source of Funds	Amount
Homekey Capital Award	\$21,732,228
Private Funding	\$5,000,000
<b>Total Construction Sources</b>	<b>\$ 26,732,228</b>

Use of Funds	Homekey	Private Funding	Total
New Construction	\$18,484,360	\$4,045,688	\$22,530,048
Architectural	\$1,286,387	\$295,963	\$1,582,350
Attorney Fees	\$124,389	\$5,611	\$130,000
Contingency (Hard Cost and Soft Cost)	\$1,016,002	\$463,828	\$1,479,830
Other Costs	\$821,090	\$188,910	\$1,010,000
<b>Total: Use of Funds</b>	<b>\$21,732,228</b>	<b>\$5,000,000</b>	<b>\$26,732,228</b>

Operating Subsidies:

Source of Funds	Amount	Term
Homekey Operating Subsidy	\$4,827,305	3 years
City of Palo Alto Match Commitment	\$7,000,000	7 years
County of Santa Clara Challenge Grant	\$4,000,000	3 years
LifeMoves Match Commitment	\$7,000,000	7 years
<i>Potential State Homeless Housing, Assistance and Prevention Grant Program</i>	<i>\$2,400,000</i>	TBD
<b>Total Operating Subsidies</b>	<b>\$25,227,305</b>	

Year-1 Operating Budget:

County Staff are in discussions with LifeMoves about different opportunities to reduce cost. For instance, we are exploring the ability to leverage the County's subsidized employment initiatives.

Expense	Amount
<b>Program Expense</b>	
Program Salary & Benefits	\$1,523,786
Site Operating Costs	\$1,214,687
Operations Labor and Fringe	\$768,502
<b>Total Program Expense</b>	<b>\$3,506,975</b>
<b>Administration Expense</b>	
Administration Expenses	\$350,698
<b>Total Administration Expense</b>	<b>\$350,698</b>
<b>Capital Costs</b>	
Capital Costs - Van	\$55,000
<b>Total Capital Costs</b>	<b>\$55,000</b>
<b>Anticipated Operating Costs (Year 1)</b>	<b>\$3,912,673</b>

Homekey Housing Program Outcomes:

Category	Outcomes	Outcome Objectives
<b>Housing:</b> Households exit to stable housing	The goal of the project is to assist households in exiting homelessness	45% of single adults and couples and 80% of families will exit to stable housing within 6 months of admission.

## SERVICE ENRICHED SHELTER PROJECT REVIEW

**Application Review:** Homekey Branham Lane  
**Applicant:** LifeMoves  
**Address:** Southwest corner of the intersection of Branham Lane and Monterey Road, San José  
**Census Tract:** 5120.21 **San José Council District:** 2 **Supervisorial District:** 2  
**Co-Applicant:** City of San José  
**Residential sq. ft.:** 43,200 **Community Room:** 8,859  
**Construction Type:** Modular Construction

Homekey Branham Lane



Southwest corner of the intersection of Branham Lane and Monterey Road, San José

**Project Summary:** Homekey Branham Lane is a new emergency interim shelter consisting of 204 units/doors on a 2-acre City owned site and is being co-developed by LifeMoves and the City of San José. The project is located on the northwest side of Branham Lane, between Monterey Road and Lost Trail Court, in south-central San José. The proposed development will consist of 204 units for individuals and couples experiencing homelessness in and around the City of San José, with a focus on chronically homeless single adults. The shelter units incorporate a purpose-built design with modular units stacked 2-3 stories to improve site efficiency. The 1-bedroom units are 200 square feet in size. Design features include ensuite bathrooms and private meetings spaces that promote privacy and security while working closely with clients to secure and return to stable housing. Common area amenities include shared cooking area, laundry facilities as well as pet accommodations.

**Existing Conditions:** The site is vacant.

**Land Use and Environmental Review:** The proposed site is unzoned and has no general plan land use designation. However, the City has determined that given the surrounding properties to treat this site's General Plan Land Use Designation as Mixed Use Neighborhood (MUN). The project has received Homekey Program funds which makes the project eligible for streamlining approval under Assembly Bill 83 ("AB 83"). Specifically, CA Health and Safety Code § 50675.1.1, subd. (g), states that all Homekey projects are eligible for such streamlining and are "deemed consistent and in conformity with any applicable local plan, standard, or requirement, and allowed as a permitted use, within the zone in which the structure is located, and shall not be subject to a conditional use permit, discretionary permit, or to any other discretionary reviews or approvals". Such projects are not required to undergo any discretionary local permit review or approval process before being able to proceed with the project. In addition, a project funded with Homekey Program funds that satisfies certain requirements would qualify for a CEQA exemption under the Health and Safety Code section 50675.1.4.

**Project Schedule:**

Milestone	Estimated Date of Completion
1. Site Control	December 2022
2. Community Engagement (continuous and ongoing)	Ongoing; City Council Approval on 10/5/2021
3. Entitlements/Land Use Approval	7/21/2022 (Homekey award date)
4. Environmental Review	7/21/2022 (Homekey award date)
5. Funding Commitments	October 2022
6. Submit plans and application(s) for plan check and building permit	10/07/2022
7. Building permit issuance	12/05/2022
8. Begin Construction	12/21/2022
9. Start of referral activities	May 2023
<b>10. Complete Construction</b>	July 2023

*Draft Staffing Plan:* The primary goal of LifeMoves' programs is to end the cycle of homelessness by providing interim housing and supportive services that have proven to transform lives and build lasting solutions to homelessness. Aligning with Housing First principles, LifeMoves first provides each client, regardless of background, presenting issues, and/or program progress/participation, with a safe, clean, and dignified living environment to help them regain stability as they work towards their return to stable housing and self-sufficiency. LifeMoves anticipates providing a total of 42.1 FTEs to support the project as further summarized below.

Proposed Staff Positions	FTE	Summary of Services
<b>On-Site Supportive Service Staff</b>		
Case Manager	13.0	Conduct intake, perform screening assessments, and provide intensive case management
Program Aides	3.0	
Case Manager Veterans	1.0	May be included if Veterans are targeted at the site
Licensed Vocational Nurse Case Manager	2.0	Support the health of medically fragile clients
Employment Specialist Case Manager	2.0	Increase employment opportunities
Housing Specialist	2.0	Increase housing opportunities
<b>Off-Site Support</b>		
Housing and Employment Supervisor	0.40	Supervises housing and employment specialist
Programs VP	0.10	Supervises the Programs & Services Management team
Masters of Social Work Manager	0.20	Supervisory services to support the student practicum program with services being provided by students in Ph.D. and Master's level programs.
Behavioral Health Manager	0.20	
Sr. Director Clinical Services & Training	0.20	
Director of Education	0.20	Oversees educational initiatives
Education Program Coordinator	0.20	
<b>On-Site Property Management</b>		
Program Director	1.0	Responsible for the strategic and operational management of the site.
Assistant Program Director	2.0	Day-to-day operation and management of the shelter
Facility/Safety Manager	1.0	On-site security employee
Residential Services Coordinator	12.6	4.2 FTE Day, 4.2 FTE Swing, and 4.2 FTE Grave
Driver	1.0	Provide transportation needs for clients
<b>Total</b>	<b>42.1</b>	

*Development Sources and Uses:*

Source of Funds	Amount
Homekey Capital Award	\$40,700,000
Private Funding	\$5,000,000
<b>Total Construction Sources</b>	<b>\$45,700,000*</b>

*\*Note: On October 25, 2022, the City of San José will consider an additional capital funding recommendation of \$10,000,000 to add kitchens to each unit. This would allow the site to meet Housing Quality Standards which would allow the site to be converted into permanent housing in the future.*

Use of Funds	Homekey	Private Funding	Total
New Construction	\$33,082,370	\$4,061,041	\$37,143,411
Architectural	\$1,588,793	\$218,857	\$1,807,650
Attorney Fees	\$226,368	\$3,632	\$230,000
Contingency (Hard Cost and Soft Cost)	\$2,174,035	\$533,650	\$2,707,685
Other Costs	\$2,928,434	\$182,820	\$3,111,254
Developer Costs (Project Administration)	\$700,000	\$0	\$700,000
<b>Total: Use of Funds</b>	<b>\$40,700,000</b>	<b>\$5,000,000</b>	<b>\$45,700,000</b>

Operating Subsidies:

Source of Funds	Amount	Term
Homekey Operating Subsidy	\$10,852,800	3 years
City of San José Match Commitment (Operating Subsidy)	\$27,000,000	7 years
County of Santa Clara Challenge Grant	\$4,000,000	3 years
<b>Total Operating Subsidies</b>	<b>\$41,852,800</b>	

Year-1 Operating Budget:

County Staff are in discussions with LifeMoves about different opportunities to reduce cost. The City of San José, in partnership with the San Francisco Foundation, is conducting a study to develop an operating plan for all emergency interim housing sites and one of the goals is to reduce the costs.

Expense	Amount
<b>Program Expense</b>	
Program Salary & Benefits	\$2,331,987
Site Operating Costs	\$1,836,320
Operations Labor and Fringe	\$748,113
<b>Total Program Expense</b>	<b>\$4,916,420</b>
<b>Administration Expense</b>	
Administration Expenses	\$491,642
<b>Total Administration Expense</b>	<b>\$491,642</b>
<b>Total Expenses</b>	<b>\$5,408,062</b>
<b>Capital Costs</b>	
Capital Costs - Van	\$55,000
<b>Total Capital Costs</b>	<b>\$55,000</b>
<b>Anticipated Operating Costs (Year 1)</b>	<b>\$5,463,062</b>

Homekey Housing Program Outcomes:

Category	Outcomes	Outcome Objectives
<b>Housing:</b> Households exit to stable housing	The goal of the project is to assist households in exiting homelessness	45% of single adults and couples and 80% of families will exit to stable housing within 6 months of admission.

# Community Engagement Report

## Benton and Lawrence Interim Housing

**Project Name:** Benton and Lawrence  
**Site Address:** Benton and Lawrence  
**Operator:** LifeMoves  
**Other Project Partners:** City of Santa Clara and John Sobrato  
**City Council District:** Councilmember Park  
**Supervisorial District:** Board President Susan Ellenberg, **District 4**

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### **Summary of Opportunity:**

In July 2021, the Santa Clara City Council asked City staff to find a site that could be used to develop a new emergency interim housing facility by leveraging the State of California’s Homekey Program. Soon after, the 2022 Santa Clara County Homeless Census and Survey reported that homelessness in Santa Clara increased by 35% from 2019 to 2022. Then, Santa Clara’s Homelessness Task Force reported that Santa Clara does not have enough interim housing options for unhoused people.

Around the same time, the County’s Board of Supervisors asked County staff to look for County-owned land that could be used for interim housing in partnership with local jurisdictions. The site at Benton Street and Lawrence Expressway was no longer needed for its original purpose. It is close to services and public transit, good conditions for people to stay while they rebuild their lives. The Board of Supervisors also approved a Challenge Grant program to help support the construction of new interim housing options using modular construction, and LifeMoves responded with ideas.

LifeMoves, in partnership with the Sobrato Foundation, began by exploring the development of 80 – 120 units of emergency interim housing on the Benton and Lawrence site for single adults. Based on input gathered through four community meetings, LifeMoves has modified their proposal to a 90-door emergency interim housing site for families.

# Community Engagement Report

## Benton and Lawrence Interim Housing

### Summary of Community Engagement Strategy:

The community engagement included a series of in-person and zoom meetings focused on bringing awareness and education regarding the opportunity to develop a new interim housing site in the City of Santa Clara on a County-owned parcel. In addition, staff responded directly to several members of the public that were interested in having 1:1 conversations and better understanding the proposal.

A project website was hosted on the County's website and all meetings materials as well as recordings from the meetings can be found here:

[Benton and Lawrence - Office of Supportive Housing - County of Santa Clara \(sccgov.org\)](https://www.sccgov.org)

A total of four (4) meetings were held in person or via zoom. Summaries of each meeting are contained in the following pages.

### **Community Discussion Boards and News Articles**

1. [Petition · Say NO! to the homeless shelter at corner of Benton Street and Lawrence Exp in Santa Clara · Change.org](#)
2. <https://www.svvoice.com/temporary-homeless-housing-project-upsets-community/>
3. [Santa Clara Residents Blast Homeless Housing Plan | Campbell, CA Patch](#)
4. [Home | Safe Santa Clara New \(bentonlawrencesc.wixsite.com\)](http://bentonlawrencesc.wixsite.com)
5. [Nextdoor](#)
6. [Benton | SC Housing Advocates](#)
7. [Say No to Benton Shelter \(google.com\)](#)
8. [Create Interim Housing in Santa Clara - Action Network](#)



# Community Engagement Report

## Benton and Lawrence Interim Housing

**Table 1: Summary of Community Engagement Activities and Meetings**

Meeting Type / Stakeholders	Tentative Meeting Date	Proposed Meeting Details and Summary of Meeting
City Council Study Session	January 10, 2023	<p><u>Meeting Type:</u> City Council Study Session</p> <p><u>Summary of Council Requests:</u> Develop a robust community engagement strategy.</p>
Community Forum No. 1 Zoom	February 10, 2023 6:00 – 7:30PM	<p><u>Meeting Type:</u> Webinar Style zoom meeting with a presentation, prepared FAQs with panel responses, followed by public comment.</p> <p><u>Attendance:</u> Approximately 400 community members joined the meeting and submitted over 350 questions and comments submitted through the Q&amp;A function.</p> <p><u>Summary of Comments, Concerns and Questions:</u></p> <ul style="list-style-type: none"> <li>- Provide more information about the approval process and who is required to approve the project.</li> <li>- How can I remain informed?</li> <li>- Explain why this site was selected and the analysis behind the site selection.</li> <li>- There seems to be an overconcentration of shelters in this area, why are you proposing another one so close to Bella Vista?</li> <li>- How do the project partners propose to address safety and security concerns?</li> <li>- How will this property impact real estate values for the adjacent neighborhood?</li> <li>- Provide information for similar sites and share any impacts this has had on their community.</li> <li>- What impacts to parking will this site have?</li> <li>- What will happen to the pumpkin patch? Will the City accommodate a different location?</li> <li>- We want to help the homeless but not at this location?</li> <li>- Will the City and County consider an alternative location?</li> <li>- I was not properly notified of this meeting.</li> </ul> <p><u>Summary of Q&amp;A:</u> The zoom meeting was set up as a webinar style zoom meeting where participants were encouraged to share their comments. 350 questions and/or comments were submitted. Meeting materials can be located on the project website.</p>

## Community Engagement Report Benton and Lawrence Interim Housing

Meeting Type / Stakeholders	Tentative Meeting Date	Proposed Meeting Details and Summary of Meeting
Community Forum No. 2 In-person  Mission City Church 1290 Pomeroy Avenue Santa Clara, 95051	March 1, 2023 6:00 – 8:00PM	<p><u>Meeting Type:</u> In-person meeting with a presentation which included the first draft of the proposal followed by public comment. Vice Mayor Park and Councilmember Hardy both spoke at the end of the meeting. Members of the public wishing to speak were given 1 minute each to share their questions or concerns.</p> <p><u>Attendance:</u> Approximately 390 community members joined the meeting and submitted 86 comment cards (See Attachment B).</p> <ul style="list-style-type: none"> <li>• 81 opposed</li> <li>• 3 supporting</li> <li>• 2 questions</li> </ul> <p><u>Summary of Comments, Concerns and Questions:</u></p> <ul style="list-style-type: none"> <li>- Do residents get a vote?</li> <li>- Is this a done deal? If not, who has to approve or reject the proposal?</li> <li>- Did you factor the safety of the children in the neighborhood?</li> <li>- Can you tell us how many schools are within 1.5 miles from the proposed location of the new interim housing site?</li> <li>- What other locations did the County consider?</li> <li>- Why can't you find a location that is not so close to residential uses or close to parks?</li> <li>- Show us other examples of other sites being built near residential uses.</li> <li>- Explain why this site was selected and the analysis behind the site selection.</li> <li>- Consider providing housing for families and children.</li> <li>- Will you allow those with criminal background to live at the facility?</li> <li>- Provide a summary of the staff that will be available on site.</li> <li>- Provide data that shows the impacts of similar projects.</li> <li>- The church uses the parking lot for overflow, what will they do now? How will this impact parking in the neighborhood?</li> <li>- What services are offered on site?</li> <li>- What about people that have a mental health illness? How will they receive services?</li> </ul>

## Community Engagement Report Benton and Lawrence Interim Housing

Meeting Type / Stakeholders	Tentative Meeting Date	Proposed Meeting Details and Summary of Meeting
<p>Community Forum No. 3 In-person</p> <p>Mission City Church 1290 Pomeroy Avenue Santa Clara, 95051</p>	<p>March 9, 2023 6:00PM – 8:00PM</p>	<p><u>Meeting Type:</u> In-person meeting including a presentation and responses to several questions asked during the prior meetings. Assistant Chief of Police responded to several community questions about safety and crime rates. Members of the public wishing to speak were given 1 minute each to share their questions or concerns.</p> <p><u>Attendance:</u> Approximately 265 community members joined the meeting and submitted 92 comment cards (Attachment C).</p> <ul style="list-style-type: none"> <li>• 75 opposed</li> <li>• 2 supporting</li> <li>• 15 had questions</li> </ul> <p><u>Summary of Comments, Concerns and Questions:</u></p> <ul style="list-style-type: none"> <li>- Who is responsible for paying for services?</li> <li>- The Palo Alto project saw a significant increase in cost, how will you ensure that does not happen at this site?</li> <li>- If this project is built, who will I call?</li> <li>- I am worried about the low-barrier entry? How will you decided who is housed at the facility?</li> <li>- This project will draw more homeless people into our neighborhood.</li> <li>- I am concerned that you are placing too many rules on the unhoused population.</li> <li>- Will you consider a project proposal that serves more families. The White Oak Lan project was 100% families, why can't you do that at this time site?</li> <li>- I read a New York Times article about a study that clearly shows the negative impacts to property values that were close to a shelter.</li> <li>- How is interim housing different than congregate shelter?</li> <li>- What do people do all day when they are staying at the facility?</li> <li>- I am afraid they are going to walk through my neighborhood.</li> <li>- Is this work part of a larger strategy?</li> <li>- Why can't you build this 10 miles south of this area?</li> <li>- People don't want shelter; I visited a site and it did not seem like it was being used.</li> <li>- Give us information about other sites.</li> <li>- What are the typical rules for these types of facilities?</li> </ul>

## Community Engagement Report Benton and Lawrence Interim Housing

Meeting Type / Stakeholders	Tentative Meeting Date	Proposed Meeting Details and Summary of Meeting
Community Forum No. 4 Zoom	March 22, 2023 6:00PM – 8:00PM	<p><u>Meeting Type:</u> Zoom meeting. Staff provided a presentation that included responses to several questions raised in the prior meeting and introduced two alternative options that LifeMoves would be exploring in partnership with the City and County teams. Members of the public wishing to speak were given 1 minute each to share their questions or concerns.</p> <p><u>Attendance:</u> Approximately 400 community members joined the meeting. The chat function was disabled due to participants not following the rules.</p> <p><u>Summary of Comments and Concerns:</u></p> <ul style="list-style-type: none"> <li>- What exactly is the point of a Community Advisory Committee?</li> <li>- You cannot compare our neighborhood with the San Jose neighborhood.</li> <li>- There are more schools and a higher student count in our neighborhood compared to San Jose.</li> <li>- The cost to serve one person per year is too expensive. Who is responsible for paying this?</li> <li>- Why don't you find an alternative like renting hotel rooms.</li> <li>- Explain in more detail how you will ensure our safety.</li> <li>- I spoke to a homeless family and they don't want to live here.</li> <li>- How is this project different than the Milpitas Homekey site.</li> <li>- How will a decision be made by the City Council?</li> <li>- What can I do to help the future tenants and are there volunteer options?</li> </ul>

### List of Attachments

Attachment A: Frequently Asked Questions

Attachment B: Community Meeting No. 2 – Public Comment Cards

Attachment C: Community Meeting No. 3 – Public Comment Cards

Attachment D: Emails received by County Staff

Attachment E: Emails received by City Staff

# Community Engagement Report

## Benton and Lawrence Interim Housing

### Attachment A – Frequently Asked Questions

**What is interim housing?**

Interim housing is short-term housing intervention designed to provide unsheltered individuals with private sleeping units, restrooms and showers, similar to very small studios. Program participants typically stay in interim housing for a few months while they stabilize their lives and look for permanent housing. While living in emergency interim housing, participants recuperate from the physical and mental stress of living in “crisis mode” on the street, and they have access to supportive services that can lead to positive outcomes.

**How is interim housing different than other shelter programs?**

Older shelter models included the use of large congregate shelters that serve people in one large space with shared restroom and community facilities. Over the past five years, communities across the nation have been moving away from congregate shelter and have been exploring new non-congregate approaches to sheltering people who are homeless. Locally in Santa Clara County this includes tiny homes like, pallet shelters like Casitas de Esperanza, Mountain View Homekey, and [insert]. This new approach of providing non-congregate shelters provides a more dignified transitional step than the traditional congregate shelter setting. Participants have shared the benefits of having a private room with their own restroom and the amenities on site that focus on wellness and housing.

**Why is interim housing necessary in the City of Santa Clara?**

According to the 2022 homeless census conducted in February, at least 440 people are homeless in Santa Clara on any given night, including 375 who have no shelter (i.e., live on the street or elsewhere outside). People experiencing homelessness often find themselves trapped in a downward spiral. When someone falls into homelessness, it becomes harder to find a job, harder to find permanent housing, harder to stay healthy, harder to maintain relationships with family and friends, and harder to preserve mental wellness.

**What about on-site staffing and security?**

The facility will be staffed 24 hours a day, seven days a week.

**How and when will a decision be made about the target population?**

Staff will propose a recommendation during the April 25, 2023 City Council meeting. During this meeting the City Council may direct staff to consider a different target population.

**Who is currently experiencing homelessness in the City of Santa Clara?**

According to County HMIS data from 2021, the majority (79%) of City of Santa Clara-affiliated households experiencing homelessness are households without children. The following table summarizes household types that are experiencing homelessness and who are affiliated with the City of Santa Clara:

<b>City of Santa Clara-Affiliated Households who Experienced Homelessness in Calendar Year 2021, by Household Type (HMIS)</b>	
Single Adult Households	520
Families with Children under 18	137
Multiple-Adult Households	19
Unaccompanied Children under 18	10

# Community Engagement Report

## Benton and Lawrence Interim Housing

### Attachment A – Frequently Asked Questions

#### **What supportive services will be provided to interim housing participants?**

The services offered to participants are intended to address the trauma of homelessness. Participants have access to healthcare, mental health counseling, addiction treatment, job placement assistance, housing search assistance, and life skills classes such as financial literacy. Each participant is assigned a case manager who acts as an advisor and helps connect participants to these services.

#### **How does interim housing impact nearby neighborhoods?**

The City and the County expect the interim housing participants to be good neighbors. The interim housing community will have 24/7 professional staffing and security. All interim housing participants and visitors check in upon arrival, and staff monitors the surrounding area for loitering. The City and the County are committed to creating a community advisory committee (CAC) that includes neighbors who want to be involved. CACs are vital resources that help problem solve, improve operations and neighborhood compatibility, and celebrate successes.

#### **Will the siting of this interim housing project next to my neighborhood negatively impact the value of my property?**

No. There is no local study that shows the value of properties being negatively impacted as a result of siting interim housing next to other residential properties.

[There Doesn't Go the Neighborhood: Low-Income Housing Has No Impact on Nearby Home Values - Trulia Research](#)

#### **Will the interim housing site add to parking challenges and pedestrian safety in nearby neighborhoods?**

The proposed interim housing community will include on-site parking for staff and participants. The site will also include bicycle parking. The proposal has been designed with a focus on traffic and pedestrian safety.

#### **How does the County select sites for interim housing?**

The County evaluates sites based on several factors, including lot size, accessibility for construction equipment, proximity to transit, access to utilities, access to medical services, and access to grocery stores. In addition, County staff consider the current location of permanent interim housing options across the County and work with local jurisdictions who are interested in expanding interim housing options in their communities.

#### **Has the proposal already been approved?**

No. On January 10, 2023, the City Council held a study session on homelessness response strategies. During the meeting the City Council indicated they wanted staff to work with the County to conduct community outreach and explore the potential development of interim housing at the County owned site located at Benton and Lawrence Expressway. The project partners held four community meetings to listen and learn about any community concerns or ideas that can shape the design, programming, and or operations of the proposed interim housing. Based on the input received, LifeMoves and the Sobrato Foundation have modified the first draft of the proposal and this version will be presented to the City Council on April 25, 2023 for their consideration.

# Community Engagement Report

## Benton and Lawrence Interim Housing

### Attachment A – Frequently Asked Questions

#### **Is the Benton and Lawrence site already zoned for the proposed shelter and does the General Plan allow for this use?**

The site is zoned R1-6L Single Family and has a General Plan Land Use Designation of Very Low Density Residential. The state's [HOMEKEY](#) program provides funding to expand housing for persons experiencing homelessness or who are at risk of homelessness. The Program is exempt from CEQA (environmental review) and state law deems HOMEKEY funded projects consistent and in conformity with any applicable local plan, standard, or requirement, and allowed as a permitted use, within the zone in which the structure is located, and shall not be subject to a conditional use permit, discretionary permit, or to any other discretionary reviews or approvals ([Health and Safety Code Chapter 6.7 50675.1.1](#)). Rezoning would not be required to build the proposed project.

#### **How will the site be funded in the short and long term?**

Funding to support the operations will include an annual capital contribution from LifeMoves, funding allocated to the City of Santa Clara through the Permanent Local Housing Allocation (PLHA) program, and funding from various grants managed by the County's Office of Supportive Housing and the Santa Clara County Continuum of Care.