

### Temporary Shelter Standards Check list

Standard 20-544 Analysis of SUP-1-3-10; 3701 Franklin Park Circle Lawrence Community Shelter.	Compliance	Notes
<b>Temporary Shelters</b> require a Special Use Permit in accordance with the procedures of Section 20-1306. In addition to the standards of Section 20-1306, the following standards shall apply to all Special Use Permits granted for <b>Temporary Shelters</b> :	SUP-1-3-109-9-09	March 2010
<b>a.</b> At least once every five (5) years the operator shall make a presentation to the City Commission and the Commission shall review the Special Use Permit for compliance with original conditions of approval and use standards.	Provided	Note 13 on face of plan
<b>b.</b> A minimum of 1 toilet per 15 beds shall be provided.	Provided	Note 12 on face of plan
<b>c.</b> Shall be staffed in compliance with the staffing requirements of the approved management plan.	Proposed Management Plan	PC may add conditions
<b>d.</b> All uses and activities conducted outdoors shall be shown on the site plan.	Yes	
<b>(4) Management Plan</b> The operator of a <b>Temporary Shelter</b> shall create a management plan. The management plan shall become binding upon approval of the Special Use Permit or site plan. The management plan shall, at a minimum, address the following:	Yes	Note 14 on face of plan
<b>i.</b> Narrative description of the nature and characteristics of the use and descriptions of all services provided.	Yes	Page 1, No. 2
<b>ii.</b> Interior floor plan showing sleeping areas, common areas, emergency exits and bathrooms.	Yes	Separate floor plan provided
<b>iii.</b> Rules of conduct for guests.	Yes	Page 2, No. 4
<b>iv.</b> Maintenance plan that establishes standards for regular building and site maintenance, including regular removal of litter.	Yes	Page 2, No. 5
<b>v.</b> Communications plan that establishes how the shelter will regularly communicate with neighbors and police.	Yes	Page 2, No. 6 Extraordinary notice provided by city. Can LCS commit to mailed notice to this large on a regular basis?
<b>vi.</b> Response plan for emergencies that may occur at the site.	Yes	Page 3, No. 7
<b>vii.</b> Adequate staffing levels given the number of guests served and the nature of the facility and population served.	Proposed 4-7 daytime 5-6 evening 3 overnight	Mon-Friday (3 on Saturday/Sunday daytime)
<b>(5) Design Standards</b>	SUP-1-3-109-9-09	

Temporary Shelter site design shall incorporate design features that contribute to the livability and safety for guests, efficient use of space, ease of emergency access, and compatibility with nearby land uses. In furtherance of this purpose, the following design standards shall apply, to the extent practicable, to Special Use Permits granted for Temporary Shelters:		
i. Building entrances shall be clearly defined and visible from the public right-of-way or from an occupied area of the building such as administrative offices or staffed reception areas.	Yes	
ii. Building entrances, outdoor children/adult recreational areas and sidewalks shall be well-lit with pedestrian-scaled, low-glare lighting shielded downward.	Yes	
iii. Outdoor children/adult recreational areas, if not clearly visible from the public right-of-way, shall be clearly visible from an occupied area of the building such as administrative offices or staffed reception areas.	Yes	
iv. Parking areas shall be located adjacent to the building and shall be clearly visible from an occupied area of the building, such as administrative offices or staffed reception areas.	Yes	Note 10 on face of plan
v. The exterior of the building shall be designed to ensure that all outside areas surrounding the building are clearly visible either from public right-of-way or through the use of design features such as windows or video surveillance.	Yes	Note 10 on face of plan
vi. Landscaping shall be designed to not obstruct the view of sidewalks, parking areas or outdoor children/adult recreational areas.	Yes	minimum landscape proposed
vii. Effort through design to minimize loitering in the vicinity of the shelter through careful site design, building design, or by providing site features or amenities on the property which attract guests to a specific location on the property.	Yes	Modification of existing building