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**CITY OF SALEM
EMERGENCY ORDER**

FROM: SALEM CITY MANAGER, Salem, Oregon

On January 21, 2020, the Salem City Council declared an emergency relating to unsheltered residents (the "Declaration"). The Declaration, authorized the City Manager, acting as the City's Emergency Program Manager, to issue certain order, and take other necessary actions to address the emergency conditions set forth in the Declaration. Therefore, pursuant to Salem Revised Code (SRC) 2.660-2.680, the City Manager issues the following order and authorizes the following actions:

1) Waiver of applicable land use regulations to allow the United Way's Safe Sleep shelter to expand capacity to 19 persons.

The United Way of the Mid-Willamette Valley currently operates the Safe Sleep shelter, located at 1910 Front Street, NE. The facility provides overnight shelter for women and has the capacity for up to 19 people. The City performed an inspection of the facility and believe it meets the building code and fire code requirements for occupancy of up to 19 people. The City's land use regulations allow an overnight shelter at this location for up to ten people as a special use. Conditional Use approval is required to exceed ten people. United Way has had preliminary discussions with the City regarding obtaining conditional use approval, but has not yet submitted an application. Such an application, once submitted, will likely take more than 60 days to process. Pursuant to the Declaration, the City Manager is ordering the waiver of the conditional use permit requirement for this location beginning immediately. This waiver will expire, without further action or notice, on March 31, 2020, unless otherwise extended. If United Way desires to

allow more than ten people to utilize the shelter after the waiver expires, United Way must obtain conditional use approval.

2) Authorized Vehicle Camping.

Vehicle-camping is hereby authorized, subject to the standards and requirements set forth below:

- a) Vehicle-camping is limited to properties operated by a non-profit, public, or commercial entity, and not located within or adjacent to a residential zone, or property currently used for a residential use;
- b) Daily hours of operation is limited to 9:00 p.m. to 7:00 a.m.;
- c) The property owner must register the location with the City, Community Development Department;
- d) No more than eight locations may be registered with the City at any time;
- e) The property owner shall provide on-premises access to a minimum of two restrooms per location;
- f) The property owner shall provide the equivalent of one 32 cubic foot garbage receptacle for each vehicle on the premises in addition to any garbage receptacles otherwise required for the property;
- g) Camping is limited to vehicles, and not tents or other improvised camps;
- h) Vehicles possessing septic systems (e.g., recreational vehicles) must be emptied and free of leaks prior to admittance to a site;
- i) No more than six vehicles are allowed per location;
- j) No more than five unrelated people or one family per vehicle is allowed ("family" means two or more people related by blood or marriage);
- k) All vehicles used for camping must be licensed and registered;
- l) All personal property must be managed and stored in compliance with SRC chapter 50 – property maintenance;
- m) All activities shall comply with SRC chapter 93 – noise;
- n) No open flames will be allowed at the location, including within the vehicles;
- o) The owner-operator of a location may not charge a fee for the use of the property for camping;
- p) The owner-operator has the right to refuse entry or discontinue use for any individual, subject to SRC chapter 97 - human rights;
- q) No person may camp at a registered location for more than 29 consecutive days, and;
- r) The pilot program will terminate on March 31, 2020.

3) The special regulations hereby ordered as a result of the state of emergency are:

- Waiver of land use regulations that restrict the use of Safe Sleep shelter for up to 19 people, all other laws and regulations, including land use regulations that do not otherwise conflict

with the allowance of vehicle camping as authorized through this order shall continue in full force and effect.

- Waiver of land use regulations that restrict the allowance of vehicle camping, conducted consistent with this order, all other laws and regulations, including land use regulations that do not otherwise conflict with the allowance of vehicle camping as authorized through this order shall continue in full force and effect.

4) Duration.

This Order shall terminate, unless expressly extended, on **MARCH 31, 2020**, pursuant to SRC 2.680(c)(8).



Steve Powers, City Manager

Date: 01/23/2020