



# Memorandum

**TO:** HONORABLE MAYOR  
AND CITY COUNCIL

**FROM:** Jacky Morales-Ferrand  
Rosallynn Hughey

**SUBJECT:** SEE BELOW

**DATE:** February 21, 2019

Approved

*D. D. Syl*

Date

*2/21/19*

## SUPPLEMENTAL

**SUBJECT: FILE NO. PP18-092: AN ORDINANCE AMENDING TITLE 20 OF THE SAN JOSE MUNICIPAL CODE (THE ZONING CODE) FOR SAFE PARKING SHELTER OF HOMELESS PEOPLE, INCLUDING:**

- (a) **ADDING SECTIONS 20.80.1665, 20.80.1670, 20.80.1675, 20.80.1680, 20.80.1685 AND 20.80.1690 TO NEW PART 17.5, CHAPTER 20.80, ADDING DEFINITIONS OF “INCIDENTAL SAFE PARKING”, AND “SAFE PARKING AREA”, AND CREATING STANDARDS FOR SAFE PARKING PROVISIONS TO PROVIDE SHELTER FOR HOMELESS PEOPLE IN VEHICLES PARKED ON EXISTING CITY-OWNED SITES AND SITES CONSISTING OF LEGAL ASSEMBLY USES CONSTRUCTED AND OPERATING IN COMPLIANCE WITH THE SAN JOSE MUNICIPAL CODE; AND**
- (b) **MAKING OTHER TECHNICAL, FORMATTING OR NON-SUBSTANTIVE CHANGES IN THE ZONING CODE**

## REASON FOR SUPPLEMENTAL MEMO

The purpose of this supplemental memorandum is to clarify the services requirements under the Safe Parking Ordinance.

## BACKGROUND

The Memorandum to the Planning Commission dated January 18, 2019, stated that the operator of the Safe Parking sites would be “charged with providing services” to the families and individuals participating in the program. The memorandum also stated that operators of the sites would help families “find permanent housing opportunities.” While these parameters pertained to the City’s Pilot Safe Parking Program conducted on City owned property, they do not apply to the proposed Ordinance and are not included in the proposed Ordinance.

**ANALYSIS**

The goal of the Safe Parking Program is to provide a safe, secure, and stable site for homeless families and individuals to park their vehicles overnight. The proposed zoning code changes are needed to allow the Safe Parking Program on private property. At a minimum, operators are required to provide a restroom, water, and trash dumping for the participants. A complete list of services offered will be provided in the Management Plan. Operators of a Safe Parking Program are not required to provide case management services or to provide a permanent housing solution for participants. Depending on available resources, the Housing Department will provide interested operators with small grants to support their efforts and will, if resources are available, send outreach teams to sites to ensure that all participants are surveyed for referrals into permanent housing programs.

/s/  
ROSALYNN HUGHEY, DIRECTOR  
Planning, Building and Code Enforcement

/s/  
JACKY MORALES-FERRAND, DIRECTOR  
Housing Department

For questions, please contact Ragan Henniger, Deputy Director, Housing Department, at (408) 535-3860; or Michael Brilliot, Deputy Director, Planning Division, PBCE, at (408) 535-7831.