

Appendix 6-C

Emergency Housing Analysis

Monroe Emergency Housing, Emergency Shelter LCA

EMERGENCY HOUSING & EMERGENCY SHELTER

Emergency housing and emergency shelters are temporary accommodations. The Department of Commerce has developed guidance for how to analyze emergency housing and emergency shelter in its *HB 1220 Guidance for Updating Your Housing Element (2023)*, which has been used to guide this analysis. As stated on page 18 of the guidance document, there may be overlap between what could be considered emergency housing versus emergency shelter. This analysis incorporates the guidance document's assumption and recommendation to consider "...emergency housing and emergency shelter [as] a single category and referred to throughout this guidance as "emergency housing."¹

Monroe Emergency Housing Needs by 2044

City of Monroe has approximately 68 units of emergency housing and needs an additional 137 units by 2044, per Snohomish County.²

EMERGENCY HOUSING CAPACITY ANALYSIS³

Selection 1 - Identify all parcels in zones that allow indoor emergency housing and indoor emergency shelters. It is okay if some or all of these same parcels are also included in your permanent housing land capacity analysis.

Monroe Municipal Code Chapter 22.12 Definitions

Community Housing Services

Establishments engaged in providing one or more of the following community housing services:

- (A) short-term emergency shelter for victims of domestic violence, sexual assault, or child abuse;
- (B) temporary residential shelter for the homeless, runaway youths, and patients and families caught in medical crises;
- (C) transitional housing for low-income individuals and families;
- (D) volunteer construction or repair of low-cost housing, in partnership with the homeowner who may assist in construction or repair work; and
- (E) repair of homes for elderly or disabled homeowners. Includes land uses specified in NAICS Industry Group No. 62422.

¹ HB 1220 Guidance for Updating Your Housing Element, Dept. of Commerce, Page 18

² Snohomish County Housing by Income Allocations

³ This analysis followed steps from HB 1220 Guidance for Updating Your Housing Element (Department of Commerce)

Emergency and Relief Services

Establishments engaged in providing food, shelter, clothing, medical relief, resettlement, and counseling to victims of domestic or international disasters or conflicts (e.g., wars). Includes land uses specified in NAICS Industry Group No. 624230.

Emergency Housing

Temporary indoor accommodations for individuals or families who are homeless or at imminent risk of becoming homeless that is intended to address the basic health, food, clothing, and personal hygiene needs of individuals or families. Emergency housing may or may not require occupants to enter into a lease or an occupancy agreement.

Emergency Shelter

A facility that provides a temporary shelter for individuals or families who are currently homeless. Emergency shelters may not require occupants to enter into a lease or an occupancy agreement. Emergency shelter facilities may include day and warming centers that do not provide overnight accommodations. Emergency shelters include overnight shelters which provide safe and dry conditions which save lives.

Table 1. Zones that allow Community Housing Services and Emergency and Relief Services

Category	Zones	Community Housing Services	Emergency and Relief Services
Single-Family Residential	Single-Family Residential – (R15)	Conditional	Conditional
Multifamily Residential	Multifamily Residential – (R25)	Conditional	Conditional
Mixed Use	Mixed Use – Neighborhood (MN)	Conditional	Conditional
	Mixed Use – General (MG)	Conditional	Conditional
Downtown	DC – Residential (DC-RN)	Permitted	Permitted
	DC – Historic Main (DC-HM)	Permitted	Permitted
	DC – East Downtown (DC-ED)	Permitted	Permitted
General Commercial	General Commercial (GC)	Conditional	Conditional
	Industrial Transition (IT)	Conditional	Conditional
	North Kelsey/ Tjerne Place Overlay (NK/ TP-O)	N/A	Conditional
Industrial	Light Industrial (LI)	Permitted	Permitted
	General Industrial (GI)	Permitted	Permitted
Institutional Zoning	Institutional (IN)	Permitted	Permitted
Parks	Parks (P)	Permitted	Permitted

Figure 1 and Table 1 show parcels under zoning districts that allow emergency housing.

Figure 1. Parcels With Zoning that Permit Emergency Housing

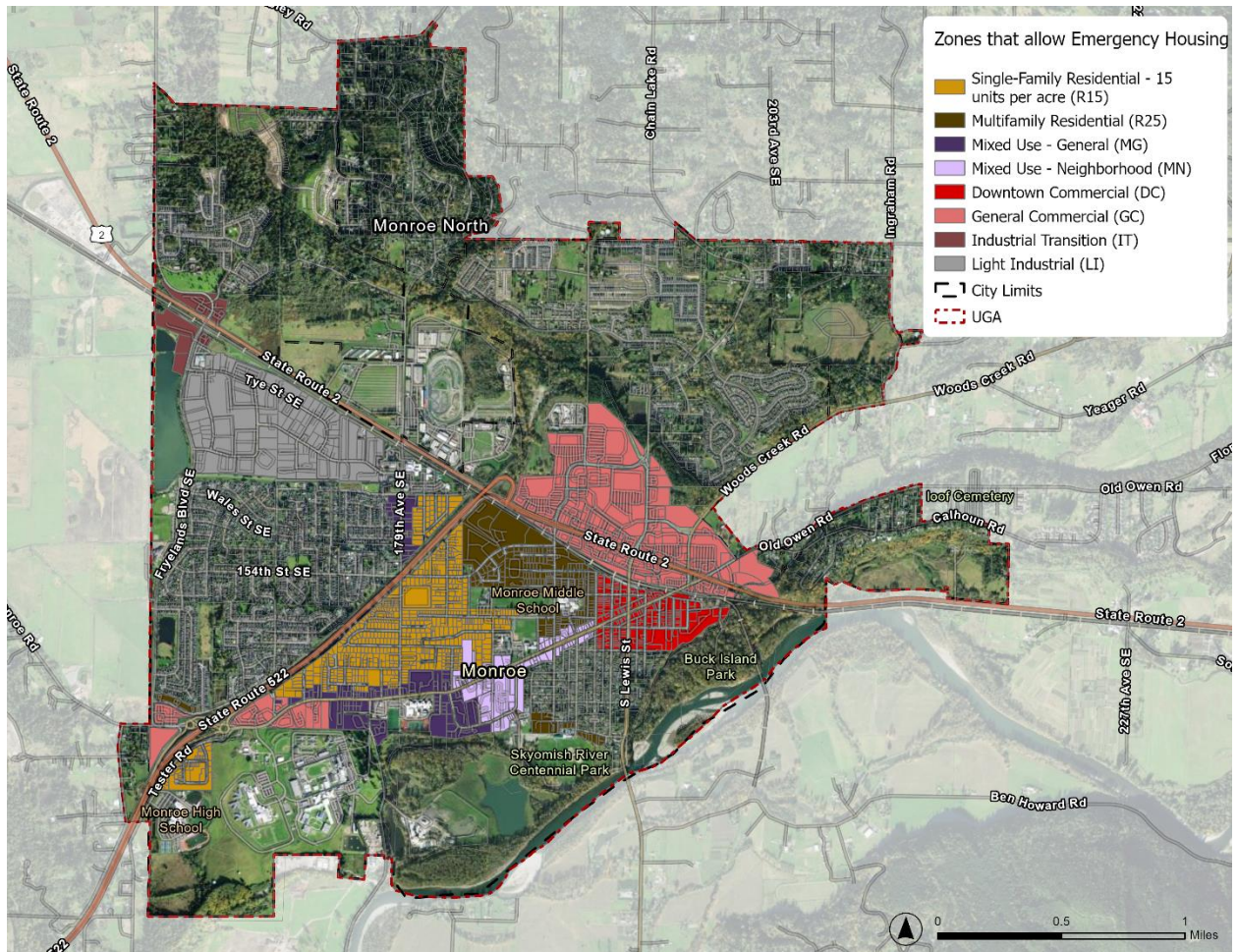


Table 2. Total Number and Acreage of Parcels that Permit Emergency Housing

Zones	Number of Parcels	Acres
Single-Family Residential – 15 Units per Acre (R15)	603	143.2
Multifamily Residential – 25 Units per Acre (R25)	216	43.3
Mixed Use – General (MG)	113	33.5
Mixed Use – Neighborhood (MN)	82	21.6
Downtown (DC-RN, HM, ED)	142	30.8
General Commercial (GC)	112	35.6
Industrial Transition (IT)	9	0.4
Light Industrial (LI)	79	20.3
Total	1,356	328.7

Selection 2 - From the parcels identified in Selection 1, narrow the search to vacant parcels, hotels and motels, significantly under-developed parcels or developed parcels with no active business licenses, and those sites that have been declared a nuisance.

Vacant or Underutilized Parcels

From the parcels that are under the zones that allow emergency housing/shelter (Figure 1), vacant, partially used, redevelopable parcels are selected. Also, any properties from the selection that are sufficiently encumbered by environmentally critical areas to preclude additional development are removed.⁴

Table 3 and Figure 2 show lands that are available for future development.

⁴ 2021 Snohomish County BLI data has 'UB_Acres' column that has number of unbuildable acres from critical areas, buffers, and easement.

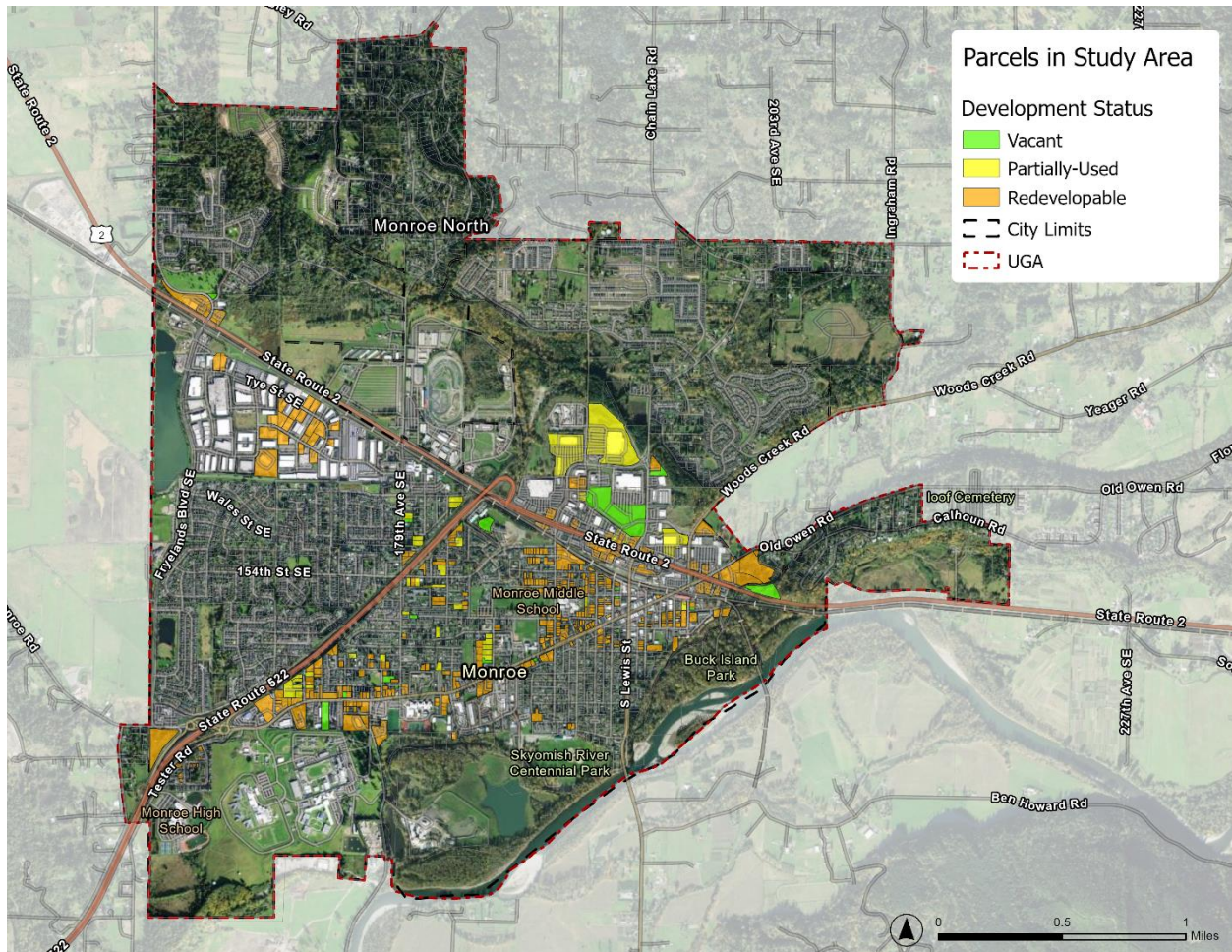
Table 3. Vacant or Underutilized Parcels

Allowed Zones	Vacant	Underutilized		Total
		Partially Used	Redevelopable	
Single-Family Residential – 15 Units per Acre (R15)	5	27	49	81
Multifamily Residential – 25 Units per Acre (R25)	1	1	102	104
Mixed Use – General (MG)	2	1	49	52
Mixed Use – Neighborhood (MN)	1	-	26	27
Downtown (DC-RN, HM, ED)	4	1	66	71
General Commercial (GC)	4	6	32	42
Industrial Transition (IT)	1	-	3	4
Light Industrial (LI)	-	-	21	21
Total	18	36	348	402

NOTE: Parcels are defined as (2021 Snohomish County BLR):

- *Vacant*: parcels without structures;
- *Partially used*: parcels where existing structures use a portion of the site and where additional development is possible without demolition;
- *Redevelopable*: parcels with existing structures that are expected to be demolished; and replaced with new and more intensive uses.

Figure 2. Vacant or Underutilized Parcels



Lands assumed to be developed for commercial uses and employment growth in other capacity or planning work for the comprehensive plan should be removed from emergency housing uses in the emergency housing land capacity analysis.

Figure 3 shows parcels available for emergency housing and parcels that were used for permanent housing and employment capacity analysis. After removing parcels that are used for future growth capacity analysis, Figure 4. represents parcels that are available for emergency housing.

Figure 3. Available parcels and parcels used for growth capacity analysis

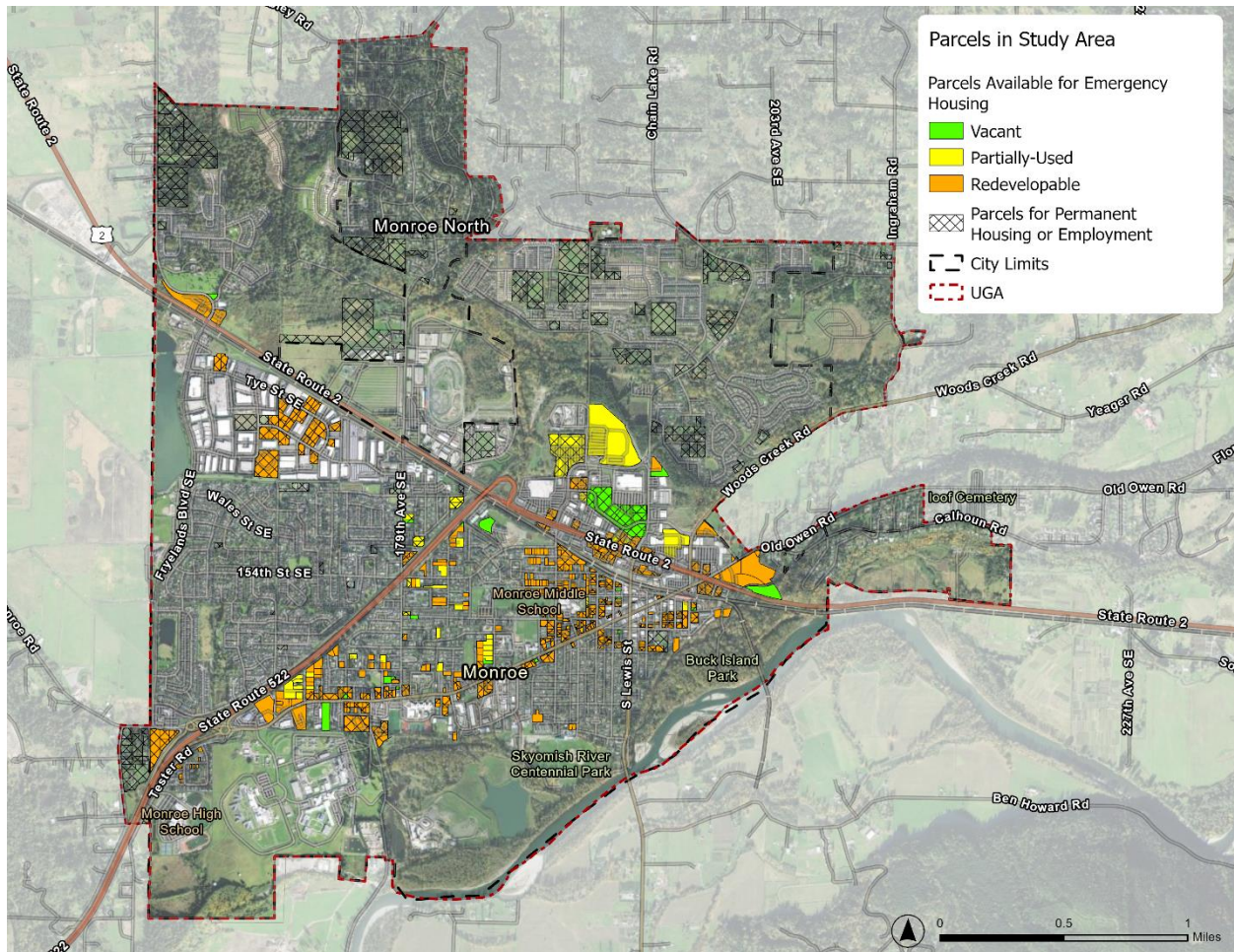


Figure 4. Candidate Parcels for Emergency Housing

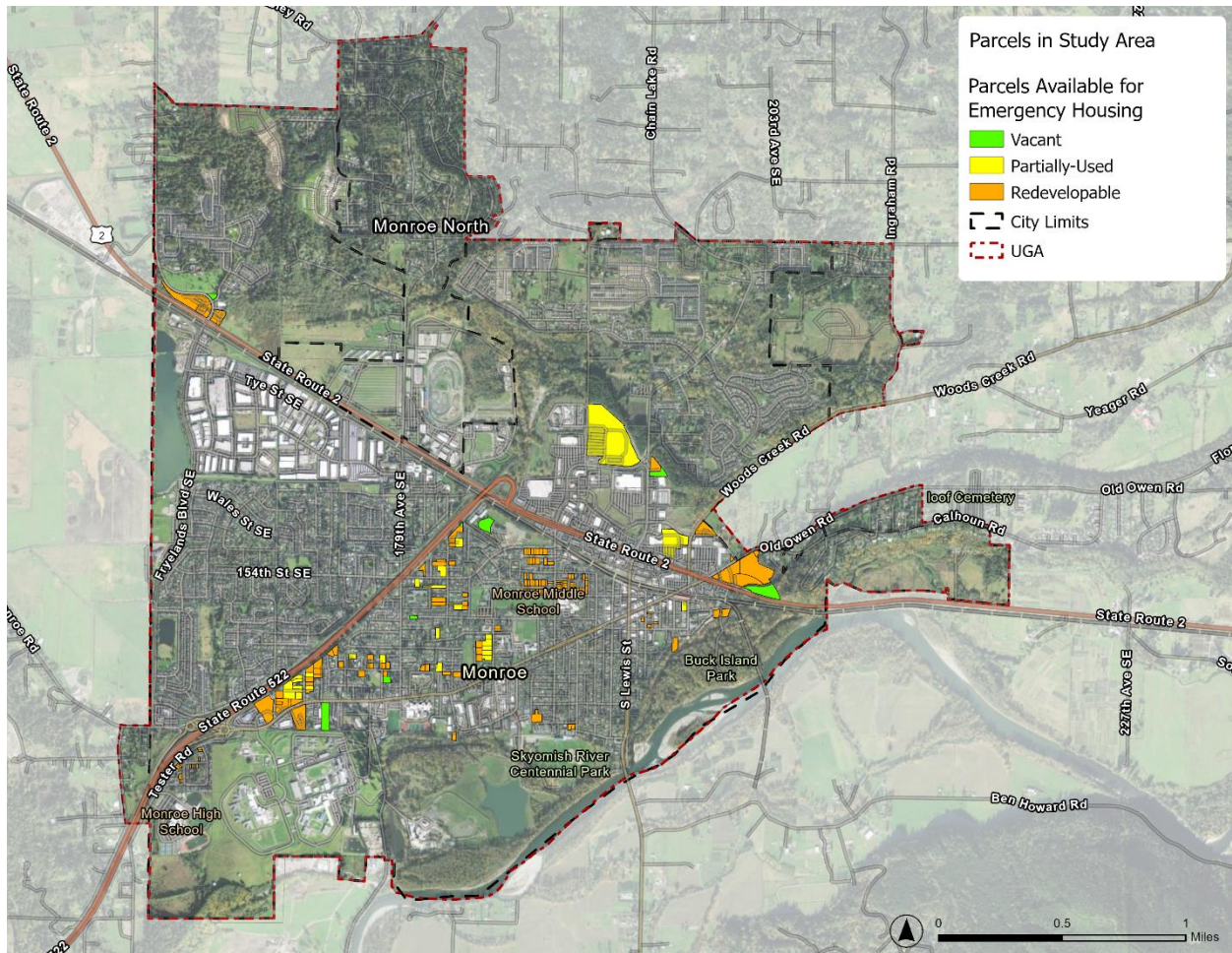


Table 4. Parcels available for Emergency Housing by zone and development status

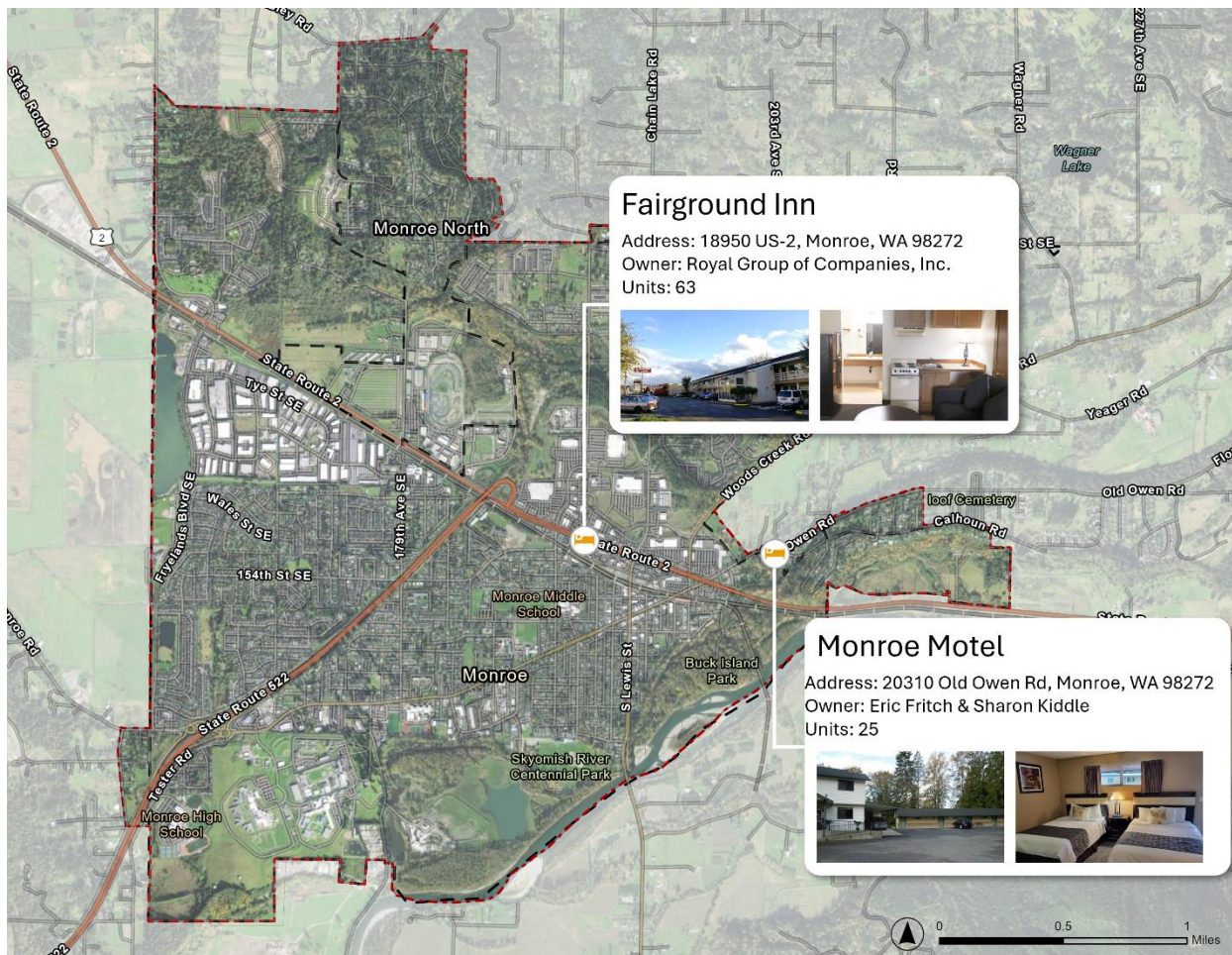
Zone	Vacant		Partially Used		Redevelopable		Total	
	# of Parcels	Buildable acres	# of Parcels	Buildable acres	# of Parcels	Buildable acres	# of Parcels	Buildable acres
Single-Family Residential – 15 Units per Acre (R15)	3	0.87	21	9.99	45	15.00	69	25.87
Multifamily Residential – 25 Units per Acre (R25)	1	0.91	-	-	60	11.19	61	12.10
Mixed Use – General (MG)	-	-	-	-	6	1.78	6	1.78
Mixed Use – Neighborhood (MN)	-	-	-	-	1	0.54	1	0.54
Downtown (DC-RN, HM, ED)	-	-	1	0.56	6	0.65	7	1.21
General Commercial (GC)	3	0.39	2	-	10	0.30	15	0.70
Industrial Transition (IT)	1	0.20			3	0.44	4	0.64
Total	8	2.37	24	10.55	131	29.91	163	42.83

Under-Used Hotels and Motels Conversion

In some urban areas, under-used hotels and motels can be repurposed for emergency housing. If such sites exist in the community, the jurisdiction may, after consultation with the property owner, include these sites in the selection due to their potential for future conversion to emergency shelters or emergency housing.

In Monroe, two motel properties are considered potentially to be converted into emergency housing.

Figure 5. Potential Hotel / Motel Conversion Properties



Selection 3 - Amend Selection 2 based on the following:

- Add any parcels that have pending development permits for emergency shelter or emergency housing. Consider these parcels in the development pipeline and once completed, count them towards a jurisdiction's local emergency housing need.
- Remove any parcels that have pending development permits for land uses other than emergency housing or shelters.

There are no pending development permits for emergency shelter or emergency housing in Monroe. Any parcels with pending development status were removed from the list in the previous step.

Selection 4 - Apply any adopted spacing or intensity requirements to the parcels from Selection 3 to identify the maximum number of potential sites where emergency housing would be allowed. This step should account for spacing around any existing emergency housing or shelters, as well as any hotel or

motel sites identified for conversion to emergency housing. Depending on the required spacing and the number of sites identified in Selections 1-3, multiple configurations may be possible.

Currently, City of Monroe does not have any adopted spacing or intensity requirements for emergency housing or emergency shelter.

Selection 5 - Complete one of the two following processes to determine how many emergency shelter beds or emergency housing units could be accommodated. Your approach should consider community and/or service provider demonstrated preference for emergency shelter or emergency housing facilities. Jurisdiction calculations may reflect this preference and the associated occupancy, intensity and/or capacity considerations.

- Option A (occupancy/intensity method): Using the sites identified in Selection 4, perform a simple site-level analysis of how many emergency shelter beds or emergency housing units could be accommodated based on any adopted occupancy and intensity requirements.
 - Identify developable areas of the sites. Similar to the LCA for permanent housing, exclude non-buildable areas of the site (critical areas and their buffers, required landscaping and parking areas, setbacks, etc.) from developable areas.
 - Identify a building envelope based on local regulations that maximizes available building capacity on the site.
 - Assume a portion of the envelope would be used for communal support spaces and remove that from the building envelope.
 - Assume construction will not exceed local trends in building height or make reasonable assumptions based upon the height limit in the zoning code.
 - Use the jurisdiction's maximum occupancy rate as allowed by adopted codes to determine the maximum number of emergency beds or units possible in each building envelope.
- Option B (assumed density method): Use assumptions about what type of emergency housing and/or emergency shelters are likely to be developed in the jurisdiction and perform a capacity analysis of the sites identified in Selection 4 based on probable development typologies that may be used.
 - First, jurisdictions should develop density assumptions (units or beds per acre) that do not exceed adopted occupancy or intensity standards based on:
 - Allowed densities for hotels and motels in their local jurisdiction,
 - Densities achieved by existing emergency housing or shelters in the local region, and/or
 - A density or mix of emergency housing densities based on likely emergency housing or emergency shelter typologies in the jurisdiction, drawn from examples shown in Exhibit 18 or interviews with local developers of emergency housing.
 - Based on a combination of emergency housing typologies and densities (see Exhibit 18 for some examples), or a single density assumption of the most likely emergency housing or emergency shelter typology for the community (e.g., converted hotel or

motel, congregate shelter, etc.), determine the number of emergency beds or units possible on each site from Selection 4.

Table 5. Existing Emergency Housing Inventory in Monroe

Organization	Description	Lot size	Bed Space or Program Funding	Unit(bed)/ac
Cocoon House East	Youth (12-17 years old)	0.296	8 beds	27.02/ac
Monroe Gospel Women’s Mission	Women Only	0.342	16 beds	46.78/ac
Monroe Cold Weather Shelter (Monroe United Methodist Church)	Seasonal Low Barrier Shelter (November to March on nights forecasted to be <34F)	1.3	15-20 cots	15.38/ac
Heathers Hope Community	Women with Children Group Home		NA – Not operating yet	
SVDP Safe Parking	Women with Children		NA – Not operating yet	
Emergency Housing Fund Hotel Voucher Program	VOA/Coordinated Entry + Housing Action Plan		Funding for about 30 rooms a night for all of East County through June 2024	
SVDP Housing with Wrap-Around Services Program	Families and Individuals		Funding for up to 30 families through December 2024	

From the existing emergency housing inventory, facilities that are currently in operation are used to calculate a single density assumption. Seasonal shelter and planned facilities without detailed size information are not considered.

The two emergency housing facilities in Monroe has average density of 37.6 beds per acre.

Selection 6 - Add up the capacity from all available sites identified in Step 5

Table 6. Summary of Emergency Housing Capacity

Type	Acres	Density	Capacity (unit or bed)	Total Capacity	Total Need	Capacity Deficit or Surplus
Hotel / Motel Conversion*			88	177	137	+40
Emergency shelter	2.37*	37.6 bed /ac	89			

* Hotel / Motel Conversion includes Fairground Inn (63 units) and Monroe Motel (25 units)

** Vacant lands only are used for this analysis. Partially Used (10.56 acres) and Redevelopable (29.91 acres) are available for emergency housing when needed.

In combination of hotel / motel conversion and lands available for emergency housing, City of Monroe has sufficient lands that meet the total emergency housing needs by 2044.

Selection 7 - At the end of this calculation, document the capacity for emergency shelter and emergency housing in the jurisdiction compared to the allocated emergency housing need. If the capacity for emergency shelter and emergency housing does not meet or exceed that portion of the jurisdiction’s allocated emergency housing need, regulations will need to be amended to allow sufficient capacity and steps 1-7 will need to be repeated with the new regulations to show capacity.