



COUNCIL REPORT

DATE: October 8, 2024

CATEGORY: Consent

DEPT.: Community Development

TITLE: **Use of City Parking Lot 7 by Santa Clara County, Trinity United Methodist Church, and Home First Services to Support a Cold Weather Shelter (748 Mercy Street)**

RECOMMENDATION

1. Adopt a Resolution of the City Council of the City of Mountain View Authorizing Temporary Closure from Public Access of 15 Parking Spaces Within Parking Lot 7 from 3:00 p.m. through 9:00 a.m. daily, from November 1, 2024 through April 15, 2025; October 15, 2025 through April 15, 2026; and October 15, 2026 through April 15, 2027, for Use by Santa Clara County’s Cold Weather Shelter Program Staff and Participants, to be read in title only, further reading waived (Attachment 1 to the Council report).
2. Authorize the City Manager or designee to enter into a no-fee license agreement with the County of Santa Clara for the temporary use of 15 parking spaces within Parking Lot 7 between the hours of 3:00 p.m. through 9:00 a.m. daily, from November 1, 2024 through April 15, 2025; October 15, 2025 through April 15, 2026; and October 15, 2026 through April 15, 2027, for use by Santa Clara County’s Cold Weather Shelter Program staff and participants.

BACKGROUND

Since 2017, the Mountain View campus of the Los Altos United Methodist Church, in partnership with the County of Santa Clara and Home First Services, have partnered together to provide a seasonal Cold Weather Shelter Program at Trinity United Methodist Church in Mountain View (see location in Figure 1). Santa Clara County administers the Cold Weather Shelter Program and has contracted with Home First Services to operate the shelter at the church for the past seven years without any incidents of concern. The program historically ran mid-November (the week of Thanksgiving) through the end of March, when the cold-weather conditions are most severe.

This year, the County of Santa Clara is proposing to start the program a month earlier in October and extend one month later into April. The Cold Weather Shelter Program serves vulnerable populations, which includes single women and families only, in the Mountain View location at 748 Mercy Street in the P(19) Downtown Precise Plan. Participants are provided overnight shelter, case management services, meals, restrooms, and shower facilities. This winter shelter

will house up to 10 households per night (with a maximum occupancy as permitted by the Santa Clara County Health Department of up to 50 persons).



Figure 1: Project Site and Parking Lot 7

Prior to 2022, the Cold Weather Shelter Program utilized parking spaces on the property of Bank of the West at 501 Castro Street. However, the bank operator indicated they would not renew the agreement which resulted in the Cold Weather Shelter Program's relocation of staff and participant parking to the City-owned and -operated Lot 7, subject to City Council authorization granted on November 15, 2022. The City Council approved the use of Parking Lot 7 for three years to meet the original conditions of approval for the Provisional Use Permit (PUP) issued in 2017.

Parking Request

Santa Clara County Home First Services is again requesting permission from the City for shelter staff and participants to use 15 City parking spaces on Parking Lot 7 on Hope Street between California Street and Mercy Street (see Figure 2) in the downtown area adjacent to the Trinity United Methodist Church to park staff and participant vehicles in conjunction with shelter operations within the church building. Granting approval of this request will grant authorization for this use by the City Council in its capacity as landowner of the parking lot.

Provisional Use Permit

The proposed use also requires Zoning Administrator approval of a new PUP pursuant to the Downtown Precise Plan to authorize the proposed use to start services in October instead of November and complete services in April instead of March. The public hearing to consider the new PUP is scheduled for October 9, 2024, to allow expedited consideration of the PUP in the event the City Council grants the requested authorization for use of the parking spaces. The Zoning Administrator approved the existing PUP with the more limited operating period in 2017.

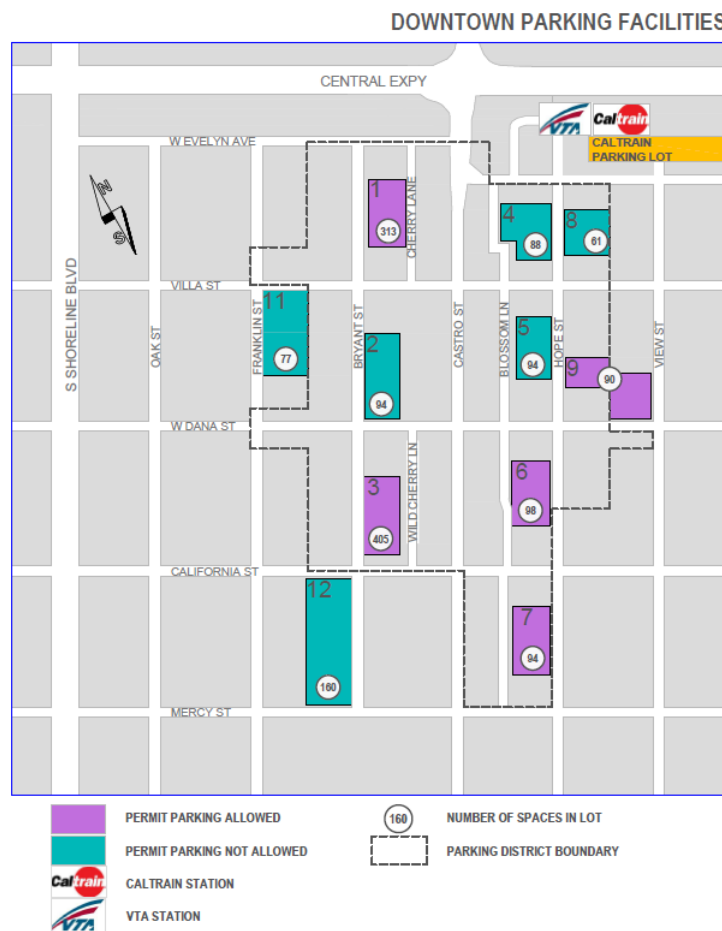


Figure 2: City Parking Lot Map

ANALYSIS

The shelter is critical for the continuum of services for unhoused households in Mountain View. Often, the shelter is the first place a household has the time to stabilize and engage with service

providers before being able to transition to permanent housing solutions. The City previously allocated Community Development Block Grant (CDBG) funds to support renovations at the site to allow for expanded services for the shelter and other related on-site services.

Authorizing the use of the parking lot would allow the County of Santa Clara to continue operating the Cold Weather Shelter Program at the church and meet its parking needs for the operation of the Cold Weather Shelter Program.

Consistency with City Goals and Objectives

Supporting the proposed use of parking spaces in downtown for the Cold Weather Shelter Program is consistent with the City's Downtown Precise Plan, Housing Programs, General Plan, and Housing Element since it:

- Encourages the City to support residential uses serving a diverse range of households and incomes, including emergency shelters for the City's vulnerable population;
- Allows for the continued partnership with County agencies, such as the County of Santa Clara, to provide housing assistance for low-income populations;
- Continues to allow the shelter operations at Trinity United Methodist Church, which received CDBG funds through the City to support renovations, specifically, for the shelter use;
- Considers the needs of families with children and women who are within the City's most vulnerable population and have no other means of housing; and
- Facilitates a critical emergency shelter use by ensuring that adequate parking is provided in the downtown area and encourages public partnerships to provide parking where needed.

Parking Demand in Parking Lot 7

The peak parking demand for Parking Lot 7 occurs between 4:00 p.m. and 9:00 p.m. when as much as 75% of the 94 parking spaces are filled during daily business hours. Allowing use of 15 spaces would comprise 16% of the total spaces available, resulting in an estimated maximum utilization of 91% of spaces during periods of overlapping Cold Weather Shelter use with peak use by other users (generally expected only from 3:00 p.m. to 4:00 p.m.). Outside of Lot 7, there is typically available parking capacity in other surrounding lots, such as Garage 3 and Lot 9. Therefore, use of this lot for the Cold Weather Shelter Program is not anticipated to adversely impact the peak daytime parking availability for this lot.

Zoning Administrator Public Hearing

As noted above, on October 9, 2024, the Zoning Administrator will hold a public hearing on a new PUP to operate the program from 3:00 p.m. to 9:00 a.m., daily, from November 1, 2024 to April 15, 2025, annually. The timing of the Zoning Administrator hearing is scheduled to occur after confirmation that City Council has granted authorization for the use of the lot for parking in its role as property owner.

CONCLUSION

The proposed use of parking spaces in Parking Lot 7 of the downtown area for the Cold Weather Shelter Program is consistent with the City's Downtown Precise Plan, Housing Programs, General Plan, and Housing Element as it supports a continued service in the City. Therefore, City staff is proposing the adoption of a resolution to allow the use of 15 parking spaces within Parking Lot 7 by participants and staff of the Cold Weather Shelter Program for the next three years. During this time, staff can evaluate and monitor any impacts to the downtown parking program.

FISCAL IMPACT

There is no cost to the City associated with the recommended actions. The proposed license agreement with the County of Santa Clara is a no-fee agreement with the City receiving no compensation for the temporary use of Parking Lot 7.

LEVINE ACT

California Government Code Section 84308 (also known as the Levine Act) prohibits city officials from participating in any proceeding involving a "license, permit, or other entitlement for use" if the official has received a campaign contribution exceeding \$250 from a party, participant, or agent of a party or participant in the proceeding within the last 12 months. A city official is similarly prohibited from accepting, soliciting, or directing a campaign contribution exceeding \$250 from a party, participant, or agent of a party or participant to any proceeding involving a license, permit, or other entitlement for use for 12 months after a final decision is rendered in said proceeding.

Please refer to the "X" in the checklist below for information about whether the recommended action for this agenda item is subject to or exempt from the Levine Act.

SUBJECT TO THE LEVINE ACT

- Land development entitlements
- Other permit, license, or entitlement for use
- Contract or franchise

EXEMPT FROM THE LEVINE ACT

- Competitively bid contract
- Labor or personal employment contract
- General policy and legislative actions

For more information about the Levine Act, please see the Fair Political Practices Commission website: www.fppc.ca.gov/learn/pay-to-play-limits-and-prohibitions.html.

ALTERNATIVES

1. Direct staff to identify an alternative public lot to accommodate participants to satisfy the requirements of the Cold Weather Shelter Program.
2. Provide other direction to staff.

PUBLIC NOTICING

Agenda posting, and a copy of the Council report was sent to the Mountain View Chamber of Commerce.

Prepared by:

Aki Snelling
Senior Planner

John Lang
Economic Vitality Manager

Approved by:

Christian Murdock
Community Development Director

Audrey Seymour Ramberg
Assistant City Manager

AS-JL/1/CAM
809-10-08-24CR
204439

Attachment: 1. Resolution for Temporary Parking in Lot 7