



DATE: July 15, 2019  
TO: Planning Commission  
FROM: Bruce Ambo, AICP, Principal Planner (879-6801, bruce.ambo@chicoca.gov)  
RE: Appeal of Simplicity Village Emergency Facility Determination (OPDI 19-01)  
East Side of Notre Dame Boulevard, South of Morrow Lane (APN 040-030-028)

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### **SUMMARY**

This is an appeal of a determination made by the Community Development Director – Planning/Housing (Director) that the proposed temporary Emergency Facility consisting of a tiny home complex of 33 housing units for homeless individuals (Simplicity Village) is an allowed use by-right in the (ML) Light Manufacturing/Industrial zoning district. The location of the proposed temporary Emergency Facility is on a 4.74 acre property located on the east side of Notre Dame Boulevard and south of Morrow Lane. Neighboring property owners have appealed the Director’s interpretation to the Planning Commission, believing that the Emergency Facility designation is inappropriate for reasons identified and addressed in this report. As discussed in this report, staff believes that Simplicity Village represents an Emergency Facility and is an allowed use appropriate in the ML zoning district.

#### Recommendation:

Planning staff recommends adoption of Resolution No. 19-12 (**Attachment A**), denying the appeal and upholding the Community Development Director’s determination.

#### Proposed Motion:

I move that the Planning Commission adopt Resolution No. 19-12, denying the appeal and upholding the Community Development Director’s determination that the proposed temporary Emergency Facility is a permitted use in the ML zoning district.

### **BACKGROUND**

On June 14, 2019, an Official Planning Director Interpretation (OPDI) was made that the Simplicity Village tiny home proposal by the Chico Housing Action Team (CHAT) is an allowed temporary “Emergency Facility” pursuant to Chico Municipal Code (CMC) 19.22.020C (Temporary Uses) under the responsibility and authority of the Director set forth in CMC 19.02.020A (Rules of Interpretation - Authority). On June 24, 2019, an appeal of the OPDI was filed pursuant to CMC 2.80.060 (Right of appeal - Appeals from a decision, determination or order made or issued by a city officer or employee). The forthcoming analysis describes the proposed project, relevant facts and circumstances related to the OPDI (**Attachment A – Exhibit 1**), and responds to points raised by the appellant.

#### Project Description

Simplicity Village proposes 33 tiny homes (Emergency Sleeping Cabins) and portable units providing a central kitchen/dining area and related support facilities. The project would be

enclosed with a fenced and secured perimeter with a gated entry where access would be restricted by gate monitors 24-hours a day. Special permission would be needed to enter or leave the facility between 10:00 PM and 7:00 AM. The property is approximately 4.74 acres, and is bordered on the north by Morrow Lane, on the south and southwest by Notre Dame Boulevard, on the west by a lumber yard, and on the east by a contractor's storage yard, vacant undeveloped land, and Comanche Court road further to the east (see Site Plan – **Attachment A - Exhibit 2**).

The Chico Housing Action Team (CHAT) proposes to operate Simplicity Village to support approximately 46 area seniors who are homeless, or at risk of being homeless, including singles and couples. As a form of “transitional housing” the goal of the program is to temporarily house participants or “Villagers” in the community through program-provided training in a variety of job and life skills in support of independent living (see CHATs Simplicity Village Business Plan, **Attachment A – Exhibit 3**).

The management model is based on a successful program in operation in the northwest (Eugene, Portland and Seattle) that utilizes a Village Council form of self-governance, with oversight by the CHAT Steering Committee and CHAT Board. Residents would be screened and referred by social service providers that will conduct a background check and skills inventory. Residents would pay rent on a sliding fee scale based on the operational expenses of the facility and the resident's income (\$100 to \$456 per month, not to exceed 1/3 of their total monthly income). A portion of their rent payment would be set aside in a savings account that would be available for permanent housing when they are ready to move out.

Residents would be required to ascribe to a participant agreement that is reinforced in the Village self-management structure with policies for pets; food storage; couples; probationary status; medical and family leave; kitchen, bathroom and grounds cleaning; and alcohol and drug use. More in depth information is provided in the Business Plan including project construction, management structure, Village management plan, financials, CHAT organization, and neighborhood outreach (please see Simplicity Village Management Plan, **Attachment A – Exhibit 4**, and Final Simplicity Village Manual, **Attachment 1 – Exhibit 5**).

#### State/City Housing and Shelter Crisis

California is experiencing an acute and worsening affordable housing and homeless sheltering crisis which has been assigned a top priority through the passage of numerous pieces of State legislation and funding. In addition, the devastation of the Camp Fire has dramatically impacted the region, including Chico, with a significant influx of survivors. Even before the Camp Fire, the City had moved proactively to address homelessness by adopting a Declaration of a Shelter Crisis on October 2, 2018, based on the finding that a significant number of persons within the City are without the ability to obtain housing, resulting in a threat to their health and safety (Resolution Declaring a Shelter Crisis, **Attachment B**). This Shelter Crisis Declaration is supported by a “2017 Point in Time Census Survey Report” (pre-Camp Fire) that identified 433 unsheltered homeless persons in the community. The Declaration of the Shelter Crisis expires on June 30, 2021. These important actions demonstrate the City's commitment towards addressing emergency housing facilities in Chico.

### Site Description

Simplicity Village is proposed on the southern portion of the site with direct vehicular and emergency access via Notre Dame Boulevard. Sanitary sewer and electrical services are adjacent to the project on Notre Dame Boulevard. The nearest water lines are to the east on Comanche Court and to the north on Morrow Lane. The Edgar Slough drainage, a tributary of the Comanche Creek bisects the northerly third of the site in an east-west direction. The site is vacant (a trailer was parked on the north portion of the site during a recent site visit) with several mature trees, shrubs and grass ground cover. The nearest B-Line bus stop/route is approximately ½ mile to the north on Notre Dame Boulevard. A Disaster Recovery Permit application (DRP 19-11) for four (4) recreational vehicles on the northern portion of the site adjacent to Morrow Lane has been submitted and is being processed.

### Simplicity Village Background

On September 27, 2018, CHAT provided a proposal to the City for Simplicity Village at the Notre Dame location highlighting the Shelter Crisis Declaration. On November 20, 2018, the City Council authorized staff to work with CHAT and the property owner on leasing the property. Since that time, Simplicity Village is moving forward to lease the property directly from the land owner. On May 7, 2019, the Council adopted California Building Code appendices that provide for the issuance of building permits for emergency housing structures (sleeping cabins, transportable housing units, tents and support facilities) under the California Building Code. The adoption of these alternative building standards enables the City and others to address the declared emergency housing shelter crisis. These amendments facilitated Simplicity Village as they intend to utilize an alternative tiny home product for emergency housing.

### General Plan/Zoning

The General Plan Land Use Diagram designation of the property is (MW) Manufacturing and Warehousing, and the zoning district is (ML) Light Manufacturing/Industrial. Chico Municipal Code (CMC) 19.46.010A describes the purpose of the ML zone as follows:

*ML (Light Manufacturing/Industrial) District. The ML zoning district is applied to areas appropriate for light assembly and manufacturing, wholesaling, warehousing and distribution, agricultural and industrial processing within structures, and support commercial services. The ML zoning district is primarily intended to implement the Industrial Office Mixed Use and the Manufacturing and Warehousing land use designations of the General Plan.*

The allowed residential uses within the ML zone are identified in CMC 19.46.020, Table 4-8 (Allowed Uses and Permit Requirements for Manufacturing & Industrial Districts) as follows:

<u>Residential Use</u>	<u>Permit Requirement</u>
Caretaker Housing	Permitted
Emergency Shelters	Use Permit
Live/Work	Permitted
Residential Care Homes of 7+	Use Permit (requires on-site training or employment)
Temporary Emergency Shelters	Permitted

The most applicable comparison in CMC Table 4-8 to Simplicity Village would be both Emergency Shelters, which are permitted with a Use Permit; and Temporary Emergency Shelters, which are an allowed use by-right.

Simplicity Village is a unique facility with many common features shared in the definitions of Transitional Housing, Emergency Shelters, and Temporary Emergency Shelters. There are numerous operational and management characteristics and functions that do not neatly fit within those same definitions. CMC 19.04.020 "Definitions of specialized terms and phrases" defines these uses as follows:

Transitional Housing. *Rental housing for stays of at least six months but where the units are re-circulated to another program recipient after a set period. The housing may be designated for a homeless individual or family transitioning to permanent housing. The housing may take many structural forms such as group housing and multi-family units and may include supportive services to allow individuals to gain necessary life skills in support of independent living.*

Emergency Shelters. *A facility which provides emergency shelter to homeless individuals and/or groups or others in need of shelter. Such accommodations include lodging and may in addition include meals, laundry facilities, bathing, counseling, and other basic support services. (See also "Temporary Emergency Shelters.")*

Temporary Emergency Shelters. *A church, public building, or quasi-public facility which provides emergency or temporary shelter to homeless individuals and/or groups. Such accommodations may include temporary lodging, meals, laundry facilities, bathing, counseling, and other basic support services.*

Land uses can be differentiated as either "temporary" or "permanent." Temporary uses are regulated in CMC 19.22, with Section 19.11.020 identifying specific "temporary uses allowed by right." Excerpted examples of relevant temporary use categories that are allowed or permitted by-right include:

C. *Emergency Facilities. Emergency public health and safety needs/land use activities.*

D. *Emergency Shelters. Temporary emergency shelters shall be permitted in any zoning district for a maximum of 27 days in any 90-day period, provided that the facilities are approved by the City Building Official and Fire Marshal prior to use, and provided that no other emergency shelter is operated within 500 feet during the same 90-day period.*

*N. Similar Temporary Uses. Similar temporary uses which, in the opinion of the Zoning Administrator, do not require a use permit and are compatible with the zoning district and surrounding land uses. (underline added for emphasis)*

An Emergency Facility is defined as a facility providing “emergency public health and safety needs/land use activities.” Several important operational characteristics are considered when determining whether a proposed use is consistent with the definition of an allowed use or activity. Please note the restrictions in the definition for emergency shelters limits the operational period to 27 days in any 90-day term. This specific standard differs from the Simplicity Village proposal to operate throughout the Shelter Crisis that expires on June 30, 2021. Therefore, activities associated with the Shelter Crisis that are beyond the time limits (set forth for Emergency “Shelters”) would be categorized more broadly and simply as Emergency “Facilities.”

The operative distinction that has been expanded upon in the Official Planning Director Interpretation (OPDI) is that Simplicity Village functions similarly, albeit outside the temporary use limitations of a maximum of 27 days in any 90-day period. The unique and relevant circumstances supporting that determination are set forth below in the OPDI discussion.

Official Planning Director Interpretation

Below in italics is language pulled directly from the OPDI:

*This OPDI has been issued under CMC 19.02.020A “Rules for Interpretation” which establishes that “The director or a designee is assigned responsibility and authority to interpret the requirements of these Regulations.” In more precise terms, CMC 19.22.020N “Similar Temporary Uses” specifies that “Similar temporary uses which, in the opinion of the Zoning Administrator (i.e., Director), do not require a use permit and are compatible with the zoning district and surrounding land uses.”*

*In accordance with CMC 19.02.020A and 19.22.020N the Director has made an interpretation that in light of the State’s and City’s Declaration of a Shelter Crises, which is compounded by the influx of Camp Fire evacuee’s, that the proposed tiny home temporary Emergency Shelter facility use at the subject site in the ML zone is an allowed use. In this particular case a distinction is made because of the unique management and operational characteristics inherent in the Simplicity Village proposal.*

*Facts supporting this determination include:*

- 1. The site on Notre Dame Blvd., south of Morrow Lane (APN# 040-030-028) is located in the ML (Light Manufacturing/Industrial) zoning district;*
- 2. Emergency Facilities are permitted by right within the ML district (CMC Section 19.22.020);*
- 3. Applicant has provided the attached Simplicity Village Business Plan (**Exhibit 3**), Management Plan (**Exhibit 4**), and Village Manual (**Exhibit 5**) which provide information highlighting the manner in which the facility will operate, and includes specifics that address a number of compatibility and safety considerations, including a security plan, safety plan, fencing of the site, participant vetting process, residency rules and*

*governance, alcohol/drug policy, and site supervision;*

4. *Temporary uses are short-term activities that might not meet the normal development or use standards of the applicable zoning district, but are acceptable because of their temporary nature;*
5. *Applicant intends to utilize this facility through the duration of the Housing Shelter Crisis set to sunset on June 30, 2021 (see Reso. 82-18, October 2, 2018);*
6. *The City's declaration of a Shelter Crisis included a finding that a significant number of persons within the City are without the ability to obtain housing, resulting in a threat to their health and safety. The proposed temporary use will address this emergency need;*
7. *The use is temporary and will be allowed for a duration consistent with the City's Declaration of a Shelter Crisis which ends on June 30, 2021;*
8. *Development of the project site will be consistent with the State of California's Building Code Appendix N (Emergency Housing), developed by the State to be applicable to emergency housing and emergency housing facilities under the Shelter Crisis Declaration; and, adopted by the City of Chico to address construction of Emergency Housing. All building at the project site will be by permit, reviewed and approved by the City's Building Official and Fire Marshall; and*
9. *Applicant shall comply with all other State and local Code provisions, including, but not limited to, those of the Building Division, Public Works Department, and Fire Department. Applicant is responsible for contacting these offices to verify the need for permits.*

The Director made the following findings in support of this interpretation as to similar uses allowed, as required pursuant to CMC 19.02.020.E. "Allowable Uses of Land":

- a. *The characteristics of, and activities associated with, the proposed use are equivalent to those of one or more of the uses listed in the zoning district as allowable, and will not involve a higher level of activity or density and/or intensity than the uses listed in the district.*

*Finding: The current zoning of the property on Notre Dame Blvd. (south of Morrow Lane) is ML (Light Manufacturing/Industrial). The ML zoning district primarily consists of areas where light assembly and manufacturing, wholesaling, warehousing and distribution, agricultural and industrial processing within structures, and support commercial services are allowed. Additionally, Emergency Facilities are permitted by right within the ML district (CMC Section 19.22.020). Emergency Facilities are defined as, "Emergency public health and safety needs/land use activities."*

*"Temporary emergency shelters" are permitted by right in the ML zoning district for up to 27 days in any 90 day period, and permanent "Emergency shelters" are allowed with approval of a use permit. Emergency shelters are defined in CMC Section 19.04 as "[a] facility which provides emergency shelter to homeless individuals and/or groups or others in need of shelter. Such accommodations include lodging and may in addition include meals, facilities, bathing, counseling, and other basic support services."*

*The proposed temporary proposed tiny home temporary emergency facilities includes activities that are generally compatible to other uses allowed in the ML zoning district. Such use is not incompatible with the other uses of the ML zoning district of manufacturing,*

*agricultural, and industrial processing, general services and distribution uses, including uses with outdoor equipment and outdoor storage.*

*The proposed use is further acceptable due to its temporary nature, the operational characteristics proposed by the applicant, and given the urgency of the need to provide emergency public health and safety needs to the community's significant number of homeless, which is documented by the State's and City's Shelter Crisis Declaration, and has more recently been exacerbated by a significant influx of Camp Fire survivors.*

- b. *The proposed use will meet the purpose/intent of the zoning district that is applied to the site.*

*Finding: Permanent emergency shelters are allowed in the ML zoning district with approval of a use permit. The proposed use however is not permanent in nature and is associated with the limited duration of the shelter crisis declaration. The proposed tiny home facilities represents a use that has operating characteristics generally consistent with an allowed use in the Municipal Code, albeit with a use permit. The operational characteristics of the proposed use are similar to conditions typically found in a use permit. Given the temporary nature of the proposed use, it is consistent with the purpose and intent of the ML zoning district.*

*The proposed use of emergency housing for a duration through the shelter crisis is equivalent to an emergency facility allowed by right within the ML zoning district.*

- c. *The proposed use will be consistent with the goals, policies, and actions of the Chico 2030 General Plan, as well as the City's HUD Consolidated Plan.*

*The following General Plan goals, policies, and actions are applicable to this determination:*

- |                     |   |
|---------------------|---|
| <i>Goal H.3</i>     | <i>Promote construction of a wide range of housing types.</i>   |
| <i>Policy H.3.3</i> | <i>Promote a mix of dwelling types and sizes throughout the City.</i>   |
| <i>Action 3.3.3</i> | <i>Support emerging cost efficient and green housing models, such as "micro-housing" and live/work lofts.</i> |
| <i>Goal H.4</i>     | <i>Encourage the creation of housing for persons with special needs</i>                                       |
| <i>Policy H.4.6</i> | <i>Encourage the development of housing for homeless and extremely low-income persons.</i>                    |

*The following HUD Consolidated Plan (2015-2019) goal is applicable to this determination:*

- |               |  |
|---------------|--|
| <i>Goal 1</i> | <i>Create Low Income affordable housing opportunities for residents, with a priority on:</i>   |
|               | <ul style="list-style-type: none"><li><i>• Small units – tiny houses, micro-units, single room occupancies, studios, one-bedrooms</i></li><li><i>• Supportive services for – substance abuse, mental illness, child care, seniors, veterans, persons with disabilities</i></li></ul> |

- *Accessibility*
- *Extremely Low Income Households and person at risk of homelessness*
- *Fair Housing*

After careful consideration of the relevant facts and unique circumstances associated with the Simplicity Village proposal; the State's and City's Declaration of a Shelter Crisis; and the significant influx of Camp Fire evacuees; the Director determined that the proposed tiny home temporary emergency facilities use represents an allowed temporary use as an "Emergency Facilities" use provided in Section 19.22.020.C of Chapter 19.22 (Temporary Uses) of the Chico Municipal Code.

In summary, the OPDI, in determining that Simplicity Village be classified as a "Temporary Emergency Facility," relies on 5 basic, but nuanced, facts as described below:

1. Both "Emergency Shelters" and "Temporary Emergency Shelters" are either allowed by-right, or with a Use Permit in the ML zoning district; and
2. Classifying Simplicity Village as an Emergency Shelter was rejected because the project intent is to function during the declared Shelter Crisis that expires on June 30, 2021; and
3. Classifying Simplicity Village as a Temporary Emergency Shelter was rejected because its operational characteristics are inconsistent with the well-defined time limits of 27 days during a 90-day period: and
4. Classifying Simplicity Village as a Temporary Emergency Shelter was rejected because the project is proposed on private land and not on "a church, public building, or quasi-public facility," and
5. Emergency Facilities are considered "Temporary Uses" in CMC 19.22.020C, which are not bound by the stricter time limits of a temporary Emergency Shelter, although Simplicity Village is "temporary" in that the facility will operate until the declared Shelter Crisis expires on June 30, 2021.

## **DISCUSSION AND ANALYSIS**

In general, the appellant contends the proposed Simplicity Village use as an Emergency Facility is inappropriate, that the OPDI's justifications based on the Shelter Crisis Declaration are indeterminant, and that the OPDI interpretation as a "Use by Right" under the Municipal Code constitutes an abuse of discretion by a City Officer. The appellant believes the findings are not supported, and that there are procedural and/or factual errors in the Director's determination. Each of the topics of contention raised in the appeal (**Attachment C**) are cited verbatim below and followed by a brief staff response:

1. The operational documentation provided by CHAT does not establish that the planned operations meet the criteria for an Emergency Facility under CMC 19.20.020C.

Staff Response: It is assumed the intended Code reference applies to CMC 19.22.020C (there is no Municipal Code section entitled CMC 19.20.020C) relative to "*Emergency Facilities. Emergency public health and safety needs/land use activities*" (bold added to clarify subsection 19.22.020c). There are no Code-defined "operational criteria" for Emergency Facilities besides "[e]mergency public health and safety needs/land use



activities.” A principal finding of the declared Shelter Crisis is that “the health and safety of unsheltered persons in the City is threatened by lack of shelter.”

CHAT is a non-profit (501(c)3) organization engaged in providing affordable housing and related services. The business plan provided by CHAT for Simplicity Village explicitly describes the project construction plan, management structure, village management plan, financials, CHAT organization, and neighborhood outreach program. The proposed housing in Simplicity Village is for seniors who are homeless, or at risk of being homeless, including singles and couples, during a declared emergency housing Shelter Crisis.

2. Designation as a Temporary Use has not been adequately established by the facts or findings of the Interpretation.

Staff Response: The State and City Shelter Crisis Declaration is set to expire on June 30, 2021.

3. The duration of the Shelter Crisis is indeterminate and irrelevant to the application of CMC 19.20.020C.

Staff Response: The Shelter Crisis Declaration will expire on June 30, 2021. Providing temporary emergency facilities to homeless individuals, or those at risk of being homeless, is directly related to addressing the shelter crisis.

4. The application of the findings of the Shelter Crisis Declaration is irrelevant and incorrectly applied to the project.

Staff Response: The Shelter Crisis Declaration findings rely on the “2017 Homeless Point in Time Census and Survey Report” (pre-Camp Fire) that identified 433 unsheltered homeless persons in Chico. Additional findings concluded that the number of homeless individuals located in Chico was significant, and that some homeless individuals are without the ability to obtain shelter; and that the health and safety of unsheltered persons in the Chico was threatened by lack of shelter. The Shelter Crisis Declaration affirmed the City’s commitment to combating homelessness and creating or augmenting a continuum of shelter and service options for those living without shelter in Chico.

The adoption of the Shelter Crisis Declaration enabled the City to participate in the Homeless Emergency Aid Program for funding assistance on any “City Designated Facility.” A City Designated Facility “is defined per Government Code Section 8698(c) and includes, without limitation, vacant or underutilized facilities and properties which are currently owned, operated, leased, or maintained by the City, or any of its subordinate agencies through money derived by taxation or assessment.” CHAT is pursuing the lease agreement for the subject property on their own. There is no requirement that City participate in the leasing of the land.

5. The nature of the use cannot be classified as Temporary based on the findings of the Interpretation.

Staff Response: Findings within the OPDI speak directly to the temporary nature of the Emergency Facility use as set forth below:

Finding “a.” Excerpt: “The proposed use is further acceptable due to its temporary nature, the operational characteristics proposed by the applicant, and given the urgency of the need to provide emergency public health and safety needs to the community’s significant number of homeless, which is documented by the State’s and City’s Shelter Crisis Declaration, and has more recently been exacerbated by a significant influx of Camp Fire survivors.”

Finding “b” Excerpt: “The proposed use of emergency housing for a duration through the shelter crisis is equivalent to an emergency facility allowed by right within the ML zoning district.”

6. The application of the State of California’s Building Code Appendix N is inappropriate to a project that is intended to operate for this duration, and does not specify the nature of Emergency Facilities.

Staff Response: Appendix N, Section N102.1, defines Emergency Housing as “Housing in a permanent or temporary structure(s), occupied during a declaration of state of emergency, local emergency, or shelter crisis. Emergency housing may include, but is not limited to, building and structures constructed in accordance with the California Building Standards Code; and emergency sleeping cabins, emergency transportable housing units, and tents constructed and/or assembled in accordance with this appendix.”

Tiny homes are specifically allowed pursuant to Appendix N, Section 102.1, and are defined as an Emergency Transportable Housing Unit, which is “A single or multiple section prefabricated structure that is transportable by a vehicle and that can be installed on a permanent or temporary site in response to a need for emergency housing. Emergency transportable housing units include, but are not limited to, manufactured homes, mobilehomes, multifamily manufactured homes, recreational vehicles, and park trailers.” (underline added for emphasis)

7. The characterization of this use is not equivalent (to?) other allowable uses in the district and does involve (a?) higher level of authority, density and intensity.

Staff Response: Pursuant to CMC 19.02.020A “Rules for Interpretation” the Director is specifically “assigned with the responsibility and authority to interpret the requirements of these Regulations” (i.e., Title 19). There are no limitations or even development standards that address the density or intensity of either a temporary emergency facility (allowed as a permitted use) or an emergency shelter (allowed with a use permit). Clearly the generic term for both emergency facility uses are deemed “equivalent” as they are both allowed in the ML zoning district.

8. The proposal does not meet the intent of the zoning district.

Staff Response: Staff acknowledges that the intent of the ML, Light Manufacturing/Industrial district is more germane to traditional manufacturing and industrial uses. However, due to the industrial and warehouse nature of the uses it is unlikely that a temporary emergency facility will substantially impact or be impacted by the neighboring industrial or warehouse operations. This is supported by the fact that a temporary

emergency shelter is a permitted use and an emergency shelter is allowed with a use permit. Furthermore, the operational characteristics of Simplicity Village as described in **Attachment A – Exhibits 3** (CHATs Simplicity Village Business Plan), **Exhibit 4** (Simplicity Village Management Plan), and **Exhibit 5** (Final Simplicity Village Manual) reflect/support that the proposed temporary use will operate in a compatible way with area uses. A temporary emergency facility is an effective and adaptable temporary use in the zoning district.

9. The proposed use is not consistent with the goals, objectives or policies of the General Plan.

Staff Response: The proposed use is consistent with the goals, policies, and actions of the Chico 2030 General Plan, as well as the City’s HUD Consolidated Plan. The following General Plan goals, policies, and actions are applicable to this determination:

- |                     |   |
|---------------------|---|
| <i>Goal H.3</i>     | <i>Promote construction of a wide range of housing types.</i>   |
| <i>Policy H.3.3</i> | <i>Promote a mix of dwelling types and sizes throughout the City.</i>   |
| <i>Action 3.3.3</i> | <i>Support emerging cost efficient and green housing models, such as “micro-housing” and live/work lofts.</i> |
| <i>Goal H.4</i>     | <i>Encourage the creation of housing for persons with special needs</i>                                       |
| <i>Policy H.4.6</i> | <i>Encourage the development of housing for homeless and extremely low-income persons.</i>                    |

The following HUD Consolidated Plan (2015-2019) goal is applicable to this determination:

- Goal 1 Create Low Income affordable housing opportunities for residents, with a priority on:*
- Small units – tiny houses, micro-units, single room occupancies, studios, one-bedrooms*
  - Supportive services for – substance abuse, mental illness, child care, seniors, veterans, persons with disabilities*
  - Accessibility*
  - Extremely Low Income Households and person at risk of homelessness*
  - Fair Housing*

10. Certain justifications for reaching conclusions of Interpretation mix interpretations based on “Emergency Facilities”, “Emergency Shelters” and “Temporary Uses”.

Staff Response: Staff acknowledges that Emergency Facilities and Emergency Shelters are similar, but the differentiation is distinctly parsed by the temporary nature of an Emergency Shelter as operating for a limited duration of “27 days during a 90-day period.” The Simplicity Village project proposal intends to operate during the shelter crisis that expires on June 30, 2021, beyond the well-defined time limits allowable for an Emergency Shelter. An Emergency Shelter requires a use permit due to it being a permanent use.

Therefore, the OPDI speaks directly to the project-specific nature of program attributes that distinguish Simplicity Village from other related uses. These unique characteristics include an interview process with a background check and skills assessment, a referral by a social service agency, a required commitment by participants to the program rules by signing a participation agreement, and an intensive management, counseling and operational program. It is precisely these cases the Municipal Code intended to address in determining which "Similar temporary uses which, in the opinion of the Zoning Administrator (i.e., Director), do not require a use permit and are compatible with the zoning district and surrounding land uses" (CMC 19.22.020N).

## **CONCLUSION**

There are Municipal Code nuances between Temporary Emergency Shelters, Emergency Shelters and Emergency Facilities that are further complicated by the temporary or permanent nature of the facilities. The correct determination was made to classify the Simplicity Village proposal as a temporary Emergency Facility that is allowed by right in the ML zoning district. The use is temporary as it is intended to operate during the declared Shelter Crisis that expires on June 30, 2021. Simplicity Village operates well beyond the much shorter but well-defined time limits of a maximum of "27 days during a 90-day period" that is associated with a Temporary Emergency Shelter. An Emergency Shelter is allowed with a Use Permit which then runs with the property in perpetuity. That is not being proposed by the applicant. The decision of the Planning Commission is appealable to the City Council.

## **DISTRIBUTION:**

PC Distribution

Rob Berry, PO Box 4941, Chico, CA 95928 (Appellants Representative)  
Frank Solinsky, 3711 Morrow Lane, Chico, CA 95928 (Appellant)  
Janet Owen, 3711 Morrow Lane, Chico, CA 95928 (Appellant)  
Judy Solinsky, 3711 Morrow Lane, Chico, CA 95928 (Appellant)  
Ron and Kate Smith, 40 Comanche Court, Chico, CA 95928 (Appellant)  
Carolyn Strang, 3711 Morrow Lane, Chico, CA 95928 (Appellant)  
Steve Christophel, 3711 Morrow Lane, Chico, CA 95928 (Appellant)  
John Regh, 3711 Morrow Lane, Chico, CA 95928 (Appellant)  
Charles Withuhn, CHAT Board Member (Applicant)

## **ATTACHMENTS:**

- A. Planning Commission Resolution No. 19-12 (Simplicity Village OPDI)
  - Exhibit 1 – Official Planning Director Interpretation for Simplicity Village
  - Exhibit 2 – Site Plan
  - Exhibit 3 – CHATs Simplicity Village Business Plan
  - Exhibit 4 - Simplicity Village Management Plan
  - Exhibit 5 - Final Simplicity Village Manual
- B. City Council Resolution No. 82-18 (Shelter Crisis)
- C. Appeal made by Rob Berry on Behalf of Frank Solinsky
- D. Correspondence

# ATTACHMENT A

## RESOLUTION NO. 19-12

### RESOLUTION OF THE CITY OF CHICO PLANNING COMMISSION DENYING AN APPEAL AND UPHOLDING THE COMMUNITY DEVELOPMENT DIRECTOR'S DETERMINATION (OPDI 19-01) THAT SIMPLICITY VILLAGE BE CLASSIFIED AS A TEMPORARY EMERGENCY FACILITY (Simplicity Village, APN 040-030-028)

WHEREAS, a request was received on September 27, 2018, for the Community Development Director ("Director") to render a determination regarding whether Simplicity Village could provide housing to the homeless on 4.74 acre vacant property located on the east side of Notre Dame Boulevard and south of Morrow Lane, identified as Assessor's Parcel No. 040-030;

WHEREAS, on June 14, 2019, an Official Planning Director Interpretation (OPDI) was made that the Simplicity Village tiny home proposal by the Chico Housing Action Team (CHAT) is an allowed temporary "Emergency Facility" pursuant to Chico Municipal Code (CMC) 19.22.020C (Temporary Uses) under the responsibility and authority of the Director set forth in CMC 19.02.020A (Rules of Interpretation - Authority);

WHEREAS, the Director responded in a letter dated June 14, 2019, summarizing the findings concluding that the unique operational and management characteristics of the Simplicity Village proposal are more closely and appropriately related to a Temporary Emergency Facility;

WHEREAS, a timely appeal was received on June 24, 2019, disagreeing with the Director's determination;

WHEREAS, facts concerning the determination include: (1) The site on Notre Dame Blvd., south of Morrow Lane (APN# 040-030-028) is located in the ML (Light Manufacturing/Industrial) zoning district; (2) Emergency Facilities are permitted by right within the ML district (CMC Section 19.22.020); (3) Applicant has provided the attached Simplicity Village Business Plan (**Exhibit 3**), Management Plan (**Exhibit 4**), and Village Manual (**Exhibit 5**) which provide information highlighting the manner in which the facility will operate, and

1 includes specifics that address a number of compatibility and safety considerations, including a  
2 security plan, safety plan, fencing of the site, participant vetting process, residency rules and  
3 governance, alcohol/drug policy, and site supervision; (4) Temporary uses are short-term  
4 activities that might not meet the normal development or use standards of the applicable zoning  
5 district, but are acceptable because of their temporary nature; (5) Applicant intends to utilize this  
6 facility through the duration of the Housing Shelter Crisis set to sunset on June 30, 2021 (see  
7 Reso. 82-18, October 2, 2018); (6) The City's declaration of a Shelter Crisis included a finding  
8 that a significant number of persons within the City are without the ability to obtain housing,  
9 resulting in a threat to their health and safety. The proposed temporary use will address this  
10 emergency need; (7) The use is temporary and will be allowed for a duration consistent with the  
11 City's Declaration of a Shelter Crisis which ends on June 30, 2021; (8) Development of the  
12 project site will be consistent with the State of California's Building Code Appendix N  
13 (Emergency Housing), developed by the State to be applicable to emergency housing and  
14 emergency housing facilities under the Shelter Crisis Declaration; and, adopted by the City of  
15 Chico to address construction of Emergency Housing. All building at the project site will be by  
16 permit, reviewed and approved by the City's Building Official and Fire Marshall; and (9)  
17 Applicant shall comply with all other State and local Code provisions, including, but not limited  
18 to, those of the Building Division, Public Works Department, and Fire Department. Applicant is  
19 responsible for contacting these offices to verify the need for permits; and

20 WHEREAS, the Planning Commission considered the request, Director's response, appeal,  
21 supplemental information, staff report and attachments thereto, and comments submitted at a  
22 public hearing held on August 1, 2019;

23 NOW, THEREFORE, BE IT RESOLVED BY THE PLANNING COMMISSION OF THE  
24 CITY OF CHICO AS FOLLOWS:

25 1. The Planning Commission, in exercising its independent judgment, finds and adopts all facts  
26 stated above in the Preamble, and that based on the information provided in the request, the  
27 Director's response, the appeal to such response, all supplemental information, the staff report  
28 and attachments thereto, and comments submitted, and testimony provided at the public hearing

1 held on August 1, 2019, makes the following findings in support of this interpretation as to  
2 similar uses allowed, as required pursuant to CMC 19.02.020.E. “Allowable Uses of Land”  
3 upholding the decision of the Community Development Director:

4 The Planning Commission hereby makes the following findings in support of this  
5 interpretation as to similar uses allowed, as required pursuant to CMC 19.02.020.E. “Allowable  
6 Uses of Land”:

7 *A. The characteristics of, and activities associated with, the proposed use are equivalent to*  
8 *those of one or more of the uses listed in the zoning district as allowable, and will not*  
9 *involve a higher level of activity or density and/or intensity than the uses listed in the*  
10 *district.*

11  
12 Finding: The current zoning of the property on Notre Dame Blvd. (south of Morrow Lane) is  
13 ML (Light Manufacturing/Industrial). The ML zoning district primarily consists of areas  
14 where light assembly and manufacturing, wholesaling, warehousing and distribution,  
15 agricultural and industrial processing within structures, and support commercial services are  
16 allowed. Additionally, Emergency Facilities are permitted by right within the ML district  
17 (CMC Section 19.22.020). Emergency Facilities are defined as, “Emergency public health  
18 and safety needs/land use activities.”

19 “Temporary emergency shelters” are permitted by right in the ML zoning district for up to 27  
20 days in any 90-day period, and permanent “Emergency shelters” are allowed with approval  
21 of a use permit. Emergency shelters are defined in CMC Section 19.04 as “[a] facility which  
22 provides emergency shelter to homeless individuals and/or groups or others in need of  
23 shelter. Such accommodations include lodging and may in addition include meals, facilities,  
24 bathing, counseling, and other basic support services.”

25 The proposed temporary proposed tiny home temporary emergency facilities includes  
26 activities that are generally compatible to other uses allowed in the ML zoning district. Such  
27 use is not incompatible with the other uses of the ML zoning district of manufacturing,  
28 agricultural, and industrial processing, general services and distribution uses, including uses  
with outdoor equipment and outdoor storage.

1 The proposed use is further acceptable due to its temporary nature, the operational  
2 characteristics proposed by the applicant, and given the urgency of the need to provide  
3 emergency public health and safety needs to the community's significant number of  
4 homeless, which is documented by the State's and City's Shelter Crisis Declaration, and has  
5 more recently been exacerbated by a significant influx of Camp Fire survivors.

6  
7 *B. The proposed use will meet the purpose/intent of the zoning district that is applied to the  
8 site.*

9 Finding: Permanent emergency shelters are allowed in the ML zoning district with approval  
10 of a use permit. The proposed use however is not permanent in nature and is associated with  
11 the limited duration of the shelter crisis declaration. The proposed tiny home facilities  
12 represents a use that has operating characteristics generally consistent with an allowed use in  
13 the Municipal Code, albeit with a use permit. The operational characteristics of the proposed  
14 use are similar to conditions typically found in a use permit. Given the temporary nature of  
15 the proposed use, it is consistent with the purpose and intent of the ML zoning district.

16 The proposed use of emergency housing for a duration through the shelter crisis is equivalent  
17 to an emergency facility allowed by right within the ML zoning district.

18 *C. The proposed use will be consistent with the goals, policies, and actions of the Chico  
19 2030 General Plan, as well as the City's HUD Consolidated Plan.*

20 Finding: The following General Plan goals, policies, and actions are applicable to this  
21 determination:

22 Goal H.3 Promote construction of a wide range of housing types.

23 Policy H.3.3 Promote a mix of dwelling types and sizes throughout the City.

24 Action 3.3.3 Support emerging cost efficient and green housing models, such as  
25 "micro-housing" and live/work lofts.

26 Goal H.4 Encourage the creation of housing for persons with special needs

27 Policy H.4.6 Encourage the development of housing for homeless and extremely low-  
28 income persons.



1 The following HUD Consolidated Plan (2015-2019) goal is applicable to this determination:

2 Goal 1 Create Low Income affordable housing opportunities for residents, with a priority  
3 on:

- 4 • Small units – tiny houses, micro-units, single room occupancies, studios, one-  
5 bedrooms
- 6 • Supportive services for – substance abuse, mental illness, child care, seniors,  
7 veterans, persons with disabilities
- 8 • Accessibility
- 9 • Extremely Low Income Households and person at risk of homelessness
- 10 • Fair Housing

11  
12 D. Pursuant to Section 19.02.020.A of the Municipal Code, and Section the Planning  
13 Commission finds that in light of the State’s and City’s Declaration of a Shelter Crisis,  
14 compounded by the significant influx of Camp Fire evacuees, that the proposed tiny home  
15 temporary emergency facilities use on Notre Dame Blvd., south of Morrow Lane (APN# 040-  
16 030-028) represents an allowed temporary use as an “Emergency Facilities” use provided in  
17 Section 19.22.020.C of Chapter 19.22 (Temporary Uses) of the Chico Municipal Code.

18 2. Based on all of the above, the Planning Commission hereby denies the appeal and upholds  
19 the Director’s interpretation that Simplicity Village be classified as a temporary Emergency  
20 Facility and is an allowed use by-right in the (ML) Light Manufacturing/Industrial zoning district  
21 at the property on the east of Notre Dame Boulevard and south of Morrow Lane (APN: 040-030-  
22 028).

23 3. The Planning Commission hereby specifies that the materials and documents which  
24 constitute the record of proceedings upon which its decision is based are located at and under the  
25 custody of the City of Chico Community Development Department.

26 //

27 //

28 THE FOREGOING RESOLUTION WAS ADOPTED at a meeting of the Planning

1 Commission of the City of Chico held on August 1, 2019, by the following vote:

2 AYES:

3 NOES:

4 ABSENT:

5 ABSTAINED:

6 DISQUALIFIED:

7 ATTEST:

APPROVED AS TO FORM:

8

9

10

11 \_\_\_\_\_  
BRUCE AMBO  
Planning Commission Secretary

11 \_\_\_\_\_  
ANDREW L. JARED  
Assistant City Attorney

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## CITY OF CHICO OFFICIAL PLANNING DIRECTOR INTERPRETATION

**Applicant:** Chico Housing Action Team (CHAT)

**Location:** Simplicity Village (2.6 acre parcel located on Notre Dame Blvd., south of Morrow Lane; APN# 040-030-028)

**Authority:** Chico Municipal Code Sections 19.02.020 (Rules of interpretation), 19.02.020.E. (Allowable Uses of Land), and 19.02.030 (Procedures for interpretations)

**Applicable Code Section(s):** Sections 19.22.020 (Temporary uses, allowed by right), 19.22.020.C (Emergency Facilities)

**Discussion:** Applicant proposes to use the parcel on Notre Dame Blvd. for a project known as "Simplicity Village" – a tiny home complex with 33 housing units and 2 supporting portable units providing offices, bathrooms, showers, washers and dryers, and a community kitchen (**Attachment A - Site Plan**). The project will provide housing to approximately 46 homeless, or at risk of being homeless, senior singles and couples. The site is located in the ML (Light Manufacturing/Industrial) zoning district. Emergency Facilities are permitted by right within the ML district (CMC Section 19.22.020 & 19.46.020).

As a threshold question for analysis of this matter, the Director must determine whether the use presented is similar to an Emergency Facility as defined under the CMC. Based upon information provided by the applicant intending to operate the facility, and as discussed below, the Director has determined that the use is within what would be considered an "Emergency Facility" and therefore constitutes an allowed temporary use pursuant to Section 19.22.020.C under the category "Emergency Facilities. Emergency public health and safety needs/land use activities."

Facts supporting this determination include:

1. The site on Notre Dame Blvd., south of Morrow Lane (APN# 040-030-028) is located in the ML (Light Manufacturing/Industrial) zoning district;
2. Emergency Facilities are permitted by right within the ML district (CMC Section 19.22.020);
3. Applicant has provided the attached Simplicity Village Business Plan (**Attachment B**), Management Plan (**Attachment C**), and Village Manual (**Attachment D**) which provide

information highlighting the manner in which the facility will operate, and includes specifics that address a number of compatibility and safety considerations, including a security plan, safety plan, fencing of the site, participant vetting process, residency rules and governance, alcohol/drug policy, and site supervision; and

4. Temporary uses are short-term activities that might not meet the normal development or use standards of the applicable zoning district, but are acceptable because of their temporary nature;
5. Applicant intends to utilize this facility through the duration of the Housing Shelter Crisis set to sunset on June 30, 2021 (see Reso. 82-18, October 2, 2018);
6. The City's declaration of a Shelter Crisis included a finding that a significant number of persons within the City are without the ability to obtain housing, resulting in a threat to their health and safety. The proposed temporary use will address this emergency need;
7. The use is temporary and will be allowed for a duration consistent with the City's Declaration of a Shelter Crisis which ends on June 30, 2021;
8. Development of the project site will be consistent with the State of California's Building Code Appendix N (Emergency Housing), developed by the State to be applicable to emergency housing and emergency housing facilities under the Shelter Crisis Declaration; and, adopted by the City of Chico to address construction of Emergency Housing. All building at the project site will be by permit, reviewed and approved by the City's Building Official and Fire Marshall; and
9. Applicant shall comply with all other State and local Code provisions, including, but not limited to, those of the Building Division, Public Works Department, and Fire Department. Applicant is responsible for contacting these offices to verify the need for permits.

I hereby make the following findings in support of this interpretation as to similar uses allowed, as required pursuant to CMC 19.02.020.E. "Allowable Uses of Land":

- a. *The characteristics of, and activities associated with, the proposed use are equivalent to those of one or more of the uses listed in the zoning district as allowable, and will not involve a higher level of activity or density and/or intensity than the uses listed in the district.*

Finding: The current zoning of the property on Notre Dame Blvd. (south of Morrow Lane) is ML (Light Manufacturing/Industrial). The ML zoning district primarily consists of areas where light assembly and manufacturing, wholesaling, warehousing and distribution, agricultural and industrial processing within structures, and support commercial services are allowed. Additionally, Emergency Facilities are permitted by right within the ML district (CMC Section 19.22.020). Emergency Facilities are defined as, "Emergency public health and safety needs/land use activities."

"Temporary emergency shelters" are permitted by right in the ML zoning district for up to 27 days in any 90 day period, and permanent "Emergency shelters" are allowed with approval of a use permit. Emergency shelters are defined in CMC Section 19.04 as "[a] facility which provides emergency shelter to homeless individuals and/or groups or others in need of shelter. Such accommodations include lodging and may in addition include meals, facilities, bathing, counseling, and other basic support services."

The proposed temporary proposed tiny home temporary emergency facilities includes activities that are generally compatible to other uses allowed in the ML zoning district. Such use is not incompatible with the other uses of the ML zoning district of manufacturing, agricultural, and industrial processing, general services and distribution uses, including uses with outdoor equipment and outdoor storage.

The proposed use is further acceptable due to its temporary nature, the operational characteristics proposed by the applicant, and given the urgency of the need to provide emergency public health and safety needs to the community's significant number of homeless, which is documented by the State's and City's Shelter Crisis Declaration, and has more recently been exacerbated by a significant influx of Camp Fire survivors.

- b. *The proposed use will meet the purpose/intent of the zoning district that is applied to the site.*

Finding: Permanent emergency shelters are allowed in the ML zoning district with approval of a use permit. The proposed use however is not permanent in nature and is associated with the limited duration of the shelter crisis declaration. The proposed tiny home facilities represents a use that has operating characteristics generally consistent with an allowed use in the Municipal Code, albeit with a use permit. The operational characteristics of the proposed use are similar to conditions typically found in a use permit. Given the temporary nature of the proposed use, it is consistent with the purpose and intent of the ML zoning district.

The proposed use of emergency housing for a duration through the shelter crisis is equivalent to an emergency facility allowed by right within the ML zoning district.

- c. *The proposed use will be consistent with the goals, policies, and actions of the Chico 2030 General Plan, as well as the City's HUD Consolidated Plan.*

The following General Plan goals, policies, and actions are applicable to this determination:

- |              |  |
|--------------|--|
| Goal H.3     | Promote construction of a wide range of housing types.   |
| Policy H.3.3 | Promote a mix of dwelling types and sizes throughout the City.   |
| Action 3.3.3 | Support emerging cost efficient and green housing models, such as "micro-housing" and live/work lofts. |
| Goal H.4     | Encourage the creation of housing for persons with special needs                                       |
| Policy H.4.6 | Encourage the development of housing for homeless and extremely low-income persons.                    |

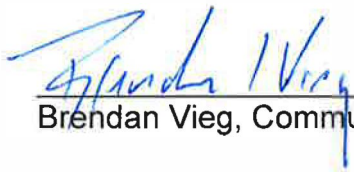
The following HUD Consolidated Plan (2015-2019) goal is applicable to this determination:

- Goal 1 Create Low Income affordable housing opportunities for residents, with a priority on:
- Small units – tiny houses, micro-units, single room occupancies, studios, one-bedrooms
  - Supportive services for – substance abuse, mental illness, child care, seniors, veterans, persons with disabilities
  - Accessibility
  - Extremely Low Income Households and person at risk of homelessness
  - Fair Housing

**Interpretation and determination:**

Pursuant to Section 19.02.020.A of the Municipal Code, I have determined that in light of the State's and City's Declaration of a Shelter Crisis, compounded by the significant influx of Camp Fire evacuees, that the proposed tiny home temporary emergency facilities use on Notre Dame Blvd., south of Morrow Lane (APN# 040-030-028) represents an allowed temporary use as an "Emergency Facilities" use provided in Section 19.22.020.C of Chapter 19.22 (Temporary Uses) of the Chico Municipal Code.

This Official Interpretation is effective immediately.

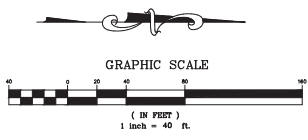


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Brendan Vieg, Community Development Deputy Director

Date: June 14, 2019

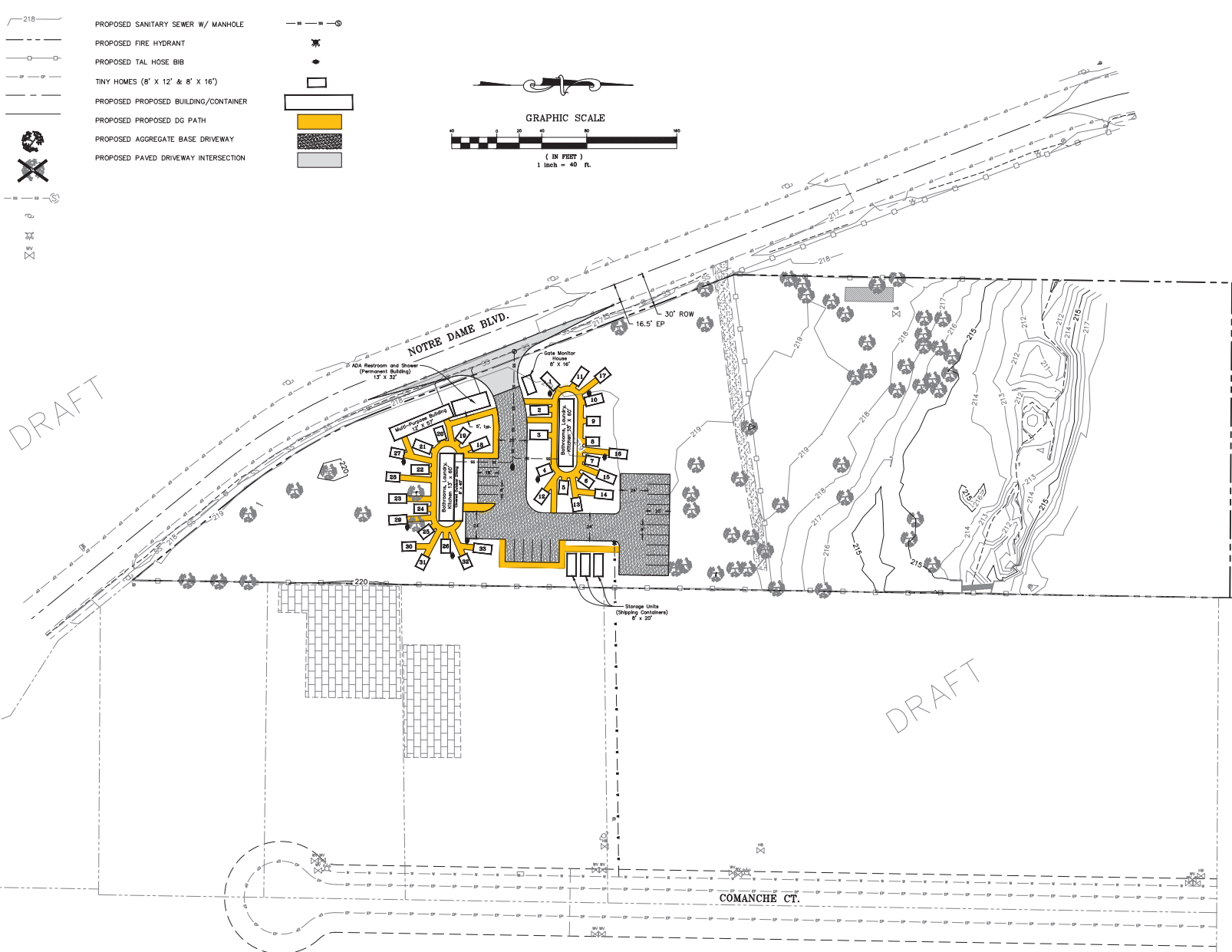
<b>LEGEND:</b>	
EXISTING GROUND CONTOUR (NAVD 88 DATUM)	216
PROPERTY LINE	
EXISTING FENCE	
EXISTING EDGE OF PAVEMENT	
CENTERLINE OF RIGHT OF WAY	
LOT LINE	
EXISTING TREE	
EXISTING TREE TO BE REMOVED	
EXISTING SANITARY SEWER W/ MANHOLE	
EXISTING UTILITY POLE	
EXISTING FIRE HYDRANT	
EXISTING WATER VALVE	

PROPOSED SANITARY SEWER W/ MANHOLE	
PROPOSED FIRE HYDRANT	
PROPOSED TAL HOSE BIB	
TINY HOMES (8' X 12' & 8' X 16')	
PROPOSED BUILDING/CONTAINER	
PROPOSED PROPOSED DG PATH	
PROPOSED AGGREGATE BASE DRIVEWAY	
PROPOSED PAVED DRIVEWAY INTERSECTION	



DRAFT

DRAFT



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SURVEYING  
PROPERTY SURVEYS  
CONSTRUCTION STAKING



COMMUNITY HOUSING ACTION TEAM  
**SIMPLICITY VILLAGE**  
 TOPOGRAPHIC SURVEY MAP  
 SITE PLAN

CITY OF CHICO  
 COUNTY OF BUTTE  
 STATE OF CALIFORNIA

REV.	DATE	DESCRIPTION

**SP-1**

DATE: FEBRUARY 11, 2019  
 DRAWN BY: DMB  
 DESIGNED BY: WEG  
 CHECKED BY: WEG  
 JOB NO.: 1240

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# EXHIBIT 3

## CHAT's Simplicity Village Business Plan

5/17/19

Table of contents:

Cover page and Overview

1. Executive summary
2. Execution of the Plan
3. Management
4. Financials
5. Organizational Structure
6. Neighborhood Outreach

### • **Cover Page and Brief Overview**

Chico Housing Action Team (CHAT) and Simplicity Village (SV):

CHAT currently successfully operates our “Housing Now” master lease program of 26 residences with 85 participants, including six owned by CHAT with 14 residents, who were facing or experiencing homelessness. After over five years of experience in housing, interviewing, screening and managing this population and years of research, CHAT proposes Simplicity Village, a community of 33 “tiny homes” that provide transitional, “bridge” housing for seniors who primarily have been referred from local agencies. SV will include on-site, supportive services to help participants help themselves economically, culturally and physically, so they can transition from SV to their own residences. CHAT worked with a team of SCORE counselors to refine the SV documents.

Homelessness in Chico:

The 2017 Point-in-Time (PIT) Homeless Survey pointed out what Chicoans have been living through for years: homelessness is way up. According to that survey, homelessness is up as much as 92% in two years. At the May 14, 2018 Continuum of Care (COC) full membership meeting, Ed Mayer, Housing Authority of the County of Butte, noted that the increase in homelessness in the county is part of “a national trend that is expected to continue.”

On October 2, 2018, the City of Chico joined the County of Butte in declaring a Shelter Crisis. This housing crisis was made all the more urgent by the Camp Fire disaster of November 8, 2018.



# 1. Executive Summary

## Overview

Simplicity Village will provide transitional housing to about 46 area seniors who are homeless, or at risk of being homeless, including singles and couples who have been vetted by CHAT's background check, interviewed by CHAT and referred from other service providers (e.g. Torres Shelter and the Jesus Center) and adjudged suitable for this form of residential housing.

Depending upon the approval of our proposal at NVCF we plan to prioritize about a third of the tiny homes to Camp Fire affected victims.

CHAT will coordinate the construction of 33 tiny homes on 2.6 acres of privately owned property that is currently subject to a binding letter of intent (LOI), subject to final City approval of the project. The LOI provides for a total lease term of 18 years, in two year increments at CHAT's election. CHAT would report to the City the progress of SV after the initial two year term and before the expiration of each succeeding two year term, or as agreed, so that the City can regularly appraise the project and its progress in meeting its goals. CHAT is the lessee with a private landlord and will require collaboration with the City to enable the project to fall within the terms of the State Shelter Crises statute. The property will be improved with Cal Water, City sewer, and electricity and is within a third of a mile of a B-Line bus route. It has no contiguous residential neighbors and a majority of the contiguous business neighbors are either supportive or neutral to the project.

See Section 6 below, Neighborhood Outreach.

### ■ Tiny Homes with Community Facilities and Fenced Border

Our plans for the tiny homes will be to build them with the same materials and criteria typical of most of the residential homes that have been built in Chico, typical insulation, typical 2x4 wall construction, typical comp or steel roofing, and typical wood siding, along with other cutting edge technologies. In the interest of efficiency and because of the urgency of our crisis, the cabins will not have kitchens or flush toilets, except our ADA compliant units which will have flush toilets (apportioned as appropriate to residents.) Those cabins without flush toilets will be served by RV Sanipotties on pedestals with grab bars (see Attachment 1). All homes will be lockable and secure. In addition, the Village will include two (2) portable units, resting on pier blocks, plumbed to City sewer, with heating and cooling, and containing an office, bathrooms, showers, washers and dryers, and a community kitchen and one adjacent outdoor dining, seating, and food prep area. (see Site Plan.) There will be trash and recycle bin service by Waste Management. SV plans to include a portable multipurpose community building that will have heating and cooling and a plumbed restroom. The Gate Monitor

House will be a permanent structure with a separate ADA compliant plumbed restroom and shower. In addition there will be a workshop building for hobbies, crafts, and mini enterprises like furniture restoration and bicycle repair.

The site will have a securely fenced border controlled with one regular entrance and exit. The fence will be 7 foot high, solid wood construction, except for the north border, which will be chain link. There will be Gate Monitors (on rotating shifts) on duty 24 hours a day. The Gate Monitor will also be responsible to patrol the immediate outside area of the entrance to keep it clean and safe. (See Village Mgr. Job Desc. Attachment 5) There will be no unauthorized visitors, no unaccompanied visitors and no open fires allowed. Pets will be permitted at CHAT's discretion.

- Application/Vetting Process and Residency Rules and Fees

All applicants will complete an application and intake documents, which will include a background check and skills inventory. The CHAT Interview Committee (IC) will accept applicant candidates primarily by referral from other service providers and will employ a multi-layer interview process. CHAT has years of experience screening, housing and managing housing for the local homeless population and collaborating with other service providers. The CHAT IC will select the first six to ten villagers through the vetting process. Once that core group (the initial Village Council) is established, then some of their members will participate with the CHAT IC in the process for accepting new participants. Specific roles will be identified and filled in order to maintain a safe, clean and sanitary village. Initially there will be paid Village Managers and a paid Maintenance Manager. (See Village Manager Job Des. Attachment 2.) One of the houses will be for CHAT Board members or Board approved representatives to be able to stay overnight.

If an applicant is found to be a good fit for the village they must agree to and sign the Simplicity Village "Participant and Community Agreement" (see Attachment 3) that states required behaviors (and consequences for violations) which include no alcohol or illegal drugs on the premises and a commitment to work 10 hours a week for the maintenance and operation of the Village. New residents will be required to complete a four week probationary period before they achieve "Villager" status. During the probationary period denial of Villager status is a summary process. All new participants will receive a Village Manual (9 pages), and an existing participant will serve as a "guide" to orient them to the rules and expectations of the Village. Participants agree to pay a participation sliding scale fee based on an operating cost analysis and their income (from \$100 to \$456 per month not to exceed 1/3 of their monthly income). A portion (typically 10%) of each participant's rent is set aside in a savings account that accumulates and becomes available to them when they move into other housing.

- Supervision and Agency Services

This project will be under the supervision of the CHAT Board of Directors, the CHAT Steering Committee, the Village Council, the Village Managers and the Village Monitors. The construction phases will also employ a construction superintendent.

CHAT has received a Resolution of Support from the Butte County Board of Supervisors that commits the Departments of Behavioral Health, Employment and Social Services and Public Health to support our efforts with on-site wraparound services.

In addition to on-site Butte County Behavioral Health and Social Service caseworkers, the Village will have classes in vocational and social skill building workshops (such as money management), supported by the CHAT SV Advisory Board of retired and active general contractors, a well known local developer, master gardeners, medical doctors, attorneys, IT experts, and an architect. This model emphasizes tolerance, peer to peer support groups, and a participatory culture to re-engage the participants socially and give them needed sense of purpose. There will be Alcoholic Anonymous groups, a Narcotics Anonymous group, Nonviolent Communication training, art groups, and many other daytime programs like those at the Iversen Center. (See "Iversen Center activities, Attachment 4.)

## 2. Execution of the Plan

A detailed Preliminary Schedule, prepared by CHAT with the help of Heather Post, a local Project Manager, sets forth every step of the construction phase of the development. (See SV Preliminary Schedule, Attachment 5.)

### **Structures Phase One:**

#### **Residents:**

Up to about 30 residents, 55 years of age and older, will occupy SV when the first 17 tiny home units are made available. The residents will be comprised of senior singles and couples primarily referred from local agencies, then interviewed, background-checked and vetted by trained CHAT Board Members and volunteers.

#### **Facilities :**

17 tiny homes will be constructed during Phase One (in sizes approximately 96 sq. ft., to 128 sq. ft.) typical 2x4 wall construction; insulated; and, windows for egress. The cabins will have solar/battery powered fans, charging outlets, lights, RV Sanipotties elevated on secure pedestals, grab bars, 12 vt evaporation coolers and heaters. As many as four cabins will be built ADA compliant with plumbed flush toilets.

1 – Portable unit, on pier blocks, plumbed to the City sewer, to provide office space, 2 restrooms w/ plumbed flush toilets, showers, washers and dryers, a kitchen and an office/dining room.

- 1 - Permanent Gate Monitor and ADA Restroom and shower building
- 1 – Portable Multi-Purpose Community Building that will have heating and cooling for extreme weather days.
- 1- 7' wood fenced perimeter with chain link on the north side
- 1 – Regular steel entrance/exit gate monitored 24 hrs
- 1 – Gravel road compacted to Chico Fire Dept. (CFD) specs for CFD access
- 1 – ADA foot / wheelchair path of travel
- 1 – Illuminated Entrance Directory

Garden beds w/amended soil

### **Structures Phase Two:**

**Residents:** Up to a total of 46 participants may occupy SV upon completion of final build out.

### **Facilities:**

16 additional cabins

1 -- Additional Portable unit, on pier blocks, plumbed to the City sewer, to provide office space, 2 restrooms w/ plumbed flush toilets, showers, washers and dryers, and a kitchen.

Grade & finish walkways

Landscaping and irrigation

3– 8' x 20' Storage Containers

Final Inspections

(See Simplicity Village Preliminary Schedule, Attachment 5; Site Plan.)

### **3. Management:**

The Village will be governed by a Village Council with CHAT Steering Committee oversight. The members of the Village Council will be the participants of the Village. 2 or more CHAT Steering Committee members will attend weekly meetings with the Village Council.

CHAT will provide on-site oversight: Members of the CHAT Board and or representatives will be on site checking in and occasionally staying overnight. Initially there will be a paid Village Manager and a paid Maintenance Manager who will provide hands-on oversight, provide regular site management, communications, problem resolution, and emergency response. They will attend regular meetings and compile reports. They will solicit bids and forge relationships with a variety of service providers. [See Village Manager/ Maintenance Manager Job Desc. Attachment 2.)

Additionally, the Village Council elects Village Monitors. See more under section 5 Organizational Structure below.

Individual residents will be identified to perform the following duties, and new residents shall be informed of the names of the residents who hold these roles:

- Maintenance of systems and equipment installed to prevent or control fires.
- Maintenance, housekeeping, and controlling fuel hazard sources; able to assist others and provide medical aid.

(See Village Manual; see SV Fire Safety & Evac Map, Attachment 6.)

## 4. Financials

Our current estimate for the first year initial capital investment and operational expenses is \$702,416 plus in-kind donations. The second year expenses are projected to be \$116,337 plus in-kind donations.

Opportunity Village and 14 Forward, were each launched when they had raised a little less than half of each of their total initial budgets. The balance was raised by local fund raising, sustainers, grants, in-kind donations and Villagers' fees. Based on these precedents and our own analysis we plan to raise about \$350,000 in private donations and grants to launch Phase 1 of SV. We have collected \$108,450 with a Beginning Cash Balance of \$63,550 in donations and have pledges of \$80,500 for a total of \$144,050 and we are launching a GoFundMe campaign in June 2019 for an additional \$100,000. Working with the CSU Chico Tiny House Club, Chico Country Day School Eighth Grade class, and three teams of local contractors, their employees and volunteers, CHAT has already nearly completed the construction of four tiny homes and one small outbuilding. Currently, CHAT has donations and commitments, including in-kind support, to fund 21 more tiny homes and is in communication with a number of groups from across Chico that are interested in sponsoring and building additional tiny homes. Once operational and self-managed SV, will be largely self-funding and sustainable based on the income from the fees collected from the residents of the tiny homes.

(See Budget and 24 Month Cash Flow Projection)

## 5. Organizational Structure:

The People: an overview of our team. **CHAT Board of Directors:** Chico Housing Action Team, (CHAT) is a non-profit 501(c)3 organization with a diverse and experienced Board of Directors that will oversee the SV Steering Committee, and both will oversee the Village Council.

Members of the CHAT Board: Bob Trausch, Leslie Johnson, Sheldon Praiser, Kathy Weeks, Gregg Hubbell, Dan Joseph, Charles Withuhn, Alan Mittman, Stevi Mittman, Ron Aker, Lorraine Forster, Nancy Park and Bill Kurnizki.

**CHAT SV Steering Committee (SC):** The CHAT SC is made up of members of the CHAT Board of Directors and volunteers who meet weekly to refine, plan and direct the project. Once the Village is operational, the main governing role of the Steering Committee will be to provide oversight of the Village Council. The purpose of this is to ensure that the Participant's Agreement, Village Manual and policies are being upheld. In cases where the Village is not in compliance and the Village Council has not taken action, the Steering Committee may step in to take action at its discretion. The Steering Committee is also responsible for ensuring that financial, legal, administrative, safety, and sanitation matters are being properly managed. Interface between the Village and the CHAT SC will occur by having a Village Council liaison at the Steering Committee meetings with voting rights and a CHAT SC member attending Village Council meetings. The Steering Committee will enumerate Village policies concerning animals, abandonment, cleaning, couples, food storage, medical and family leave, smoking and wait list, among other topics. (See Village Manual.)

Members of the CHAT SC: Eileen Robinson, Dave Hollignsworth, Carolyn Schrum, Renee Renaud, Bob Trausch, Leslie Johnson, Kathy Weeks, Charles Withuhn, Alan Mittman, Stevi Mittman, Ron Aker, Lorraine Forster, and Bill Kurnizki

**CHAT SV Interview Committee (IC):** Conducts interviews for admission to the Village.

Members of the CHAT IC:

Bob Trausch, Leslie Johnson, Greg Hubbell and Sheldon Praiser.

**CHAT SV Advisory Board:** Distinguished professional members of our larger community have agreed to be available for consultation to provide technical expertise, training and working with Villagers to start micro-businesses, conduct skill building workshops and help with the construction of the tiny homes, IT consultation, among other technical details.

Community members who have consented to accept nominations to be members of the CHAT SV Advisory Board:

Dave Daily, Gen. Contractor, Homer Lundberg of Lundberg Family Farms, Roger Mathews, Gen. Contractor, Gary Lee, Gen. Contractor, John-Michael Sun, Richard Harriman, Attorney at Law, Marcia Moore, M.D., Bill Kurnizki, Retired General

Contractor and President, CHAT, Tom Tarman, A.I.A., Tom Van Overbeek, Alan Mittman, Retired Attorney at Law, and Keith McElroy, I.T.

**Budget Committee:** Maintains the financials, and bookkeeping in coordination with North Valley Community Foundation. Also, reviews and documents items in the budget with CHAT BOD oversight.

Members of the Budget Committee:

Sheldon Praiser, Charles Withuhn, Bill Kurnizki, Nancy Park, Keith McElroy, Robert Trausch, and John Burge, CPA.

### **Fund Raising Committee:**

Charles Withuhn, Nancy Park, Ron Aker, Leslie Johnson, Sheldon Praiser, Lorraine Forster, Bob Trausch, Sue Hildebrand and Bill Kurnizki.

**Village Council:** Based on existing examples in Eugene, Portland and Seattle, and because commitment of the participating villagers is superior to compliance, the Village will be self governing, with CHAT oversight, through regular weekly meetings that all Villagers are expected to attend. Villagers make decisions by majority vote on how the Village will assign tasks and be organized within the aforementioned basic rules.

Specific roles will be identified and filled in order to maintain a safe, organized and sanitary environment, including implementation of the Fire Safety Plan, the Security Plan and the Intervention and Response Plan. Members of the neighborhood will be invited to meetings to get their concerns addressed by the Council.

**Village Monitors:** A small group of Villagers (3-7) will be elected by the Village Council as Village Monitors for set terms. The role of the Village Monitors (VMs) is to uphold orderly management of the Village. VMs are to respond to incidents when a Community/Participant Agreement is broken, and enacting the appropriate level of intervention as specified in the Village Manual. A primary responsibility of the VMs is to act between meetings when urgent situations arise. The VMs are to receive deescalation training and be familiar with non-violent communication as well as “Wellness Recovery Action Plan” training and first aid training. They are to hold at least two (2) regular meetings per week. During this time VMs:

- Set agenda for next weekly Village Council Meeting (any Villager can propose items)
- Review Incident Reports and listen to appeals
- Review Front Desk Log and make sure everyone is completing their volunteer shifts

- Deal with other issues relevant to maintaining orderly operation of the Village

**Village Managers:** For the first 23 months there will be a paid full-time Village Manager and (for the first 19 months) a Maintenance Manager. After which, the CHAT SC may determine if trained Village Monitors can fill these positions. (See Village Manager and Maintenance Manager Job Des.)

#### **6. Neighborhood Outreach:**

In meetings with the neighbors, the SV proposal was supported by the owner and President of Sunseri Construction, the manager at Aramark Corp. Chico, and the manager at United Domestic Workers of America. The manager at Inland Business Systems said she would not make a statement about SV to the press, and leaders at Neighborhood Church said they would not oppose SV. CHAT has and will continue to meet with all neighbors and address their concerns.



# EXHIBIT 4

## Simplicity Village Management Plan 5/17/19

### Overview:

- Interview and background check all applicants for participation in the Village
- Require each participant to contribute 10 hours a week to the Village according to their ability
- Enter into formal partnerships or MOUs with complementary service providers
- Maintain an active fund-raising campaign, including grants and donations
- Provide detailed documentation in order to demonstrate effectiveness
- Maintain liability insurance
- Meet neighbors for good will outreach and address any concerns

**Village Management:** Based on best practices throughout the Northwest, the Village will be governed by a Village Council with CHAT Board, and CHAT Steering Committee oversight. The members of the Village Council will be participants of the Village. Specific roles will be identified and filled in order to maintain a safe and sanitary Village. Mandatory weekly Village meetings will be held in which all participants vote on issues affecting the village. The Village Council and the CHAT SV Steering Committee will develop working relationships and collaborate with the main existing service providers such as the Jesus Center, Torres Shelter, Butte County Behavioral Health, 211, and the Iversen Center among others.

**Participant Screening:** Prospective participants will fill out the CHAT housing application, and go through an interview process. As a requirement of participation in the Village, all applicants must pass a background check and agree to sign the **Village Participant/Community Agreement** (See Attachment 6) that states expected behaviors and consequences for violations.

**Staff:** Support and oversight from a paid staff and staff volunteers will launch the Village. Over time, qualified Villagers will be identified and trained to take on this responsibility.

**Security:** The Village will have a single entrance/exit gate that will be staffed by trained Villagers or trained volunteers. Every Villager will share security duties and designated members of the Village Council (Village Monitors) will be authorized to take immediate action with regard to any violations of the Village Participant/Community Agreement. The Chico Police will be welcome to patrol as they would any other neighborhood. In a situation in which Village Monitors and our security staff is unable to gain cooperation of a Villager, an appropriate level of security will be called for assistance. All visitors will be required to register at the front gate and be escorted in and out by a Villager.

**Financial:** The project is located on private land under a lease agreement. The capital budget build-out is being funded by private donations, fund-raising efforts and events and a GoFundMe campaign. Villager fee payments will cover on-going operating costs.

**Reintegration:** Avenues to re-integrate Villagers into the larger community will be continuously explored and creatively and aggressively pursued. We will help Villagers develop relationships with existing social service agencies and inform interested Villagers of the availability of services. Some Villagers will be encouraged to find employment or part-time income from outside jobs or the micro-businesses started at the Village to supplement their income from benefits. While at the Village, Villagers have the opportunity to learn skills to adjust to a new style of economy and sustainable living.

**Evaluation:** Records will be kept to determine where Villagers are coming from, where they go when they leave and whether new sources of income or employment have been generated.

# EXHIBIT 5

## FINAL SIMPLICITY VILLAGE MANUAL

5/17/19

Simplicity Village (SV) Operations and Self-Maintenance

### CONTENTS:

Types of Membership  
Village Governance  
Village Security Plan  
Intervention Action Plan  
Village Safety Plan  
Food Storage  
Pets  
Abandonment  
Alcohol, Drug & Paraphernalia  
Couples Policy  
Probationary Status  
Medical & Family Leave  
Bathroom Cleaning  
Community Agreement

### TYPES OF MEMBERSHIP

**Villager:** An individual program participant who currently lives in a housing unit at the Village who has completed the probationary period.

**Probationary Villager:** A new participant undergoing a 4-week trial period to make sure that they can follow the Participant Agreement before being fully accepted as a villager.

**Village Monitor:** 3 to 7 participants elected to have additional responsibility and authority in the Village. A more detailed description of this role can be found in Section 5 of the Business Plan.

**Village Volunteer:** A non-resident or prior participant who is trained to assist in the operation and maintenance of the Village. They must be familiar with the Participant/Community Agreement and have filled out the Volunteer Registration Form and Volunteer Release Form, and a background check.

**CHAT Board of Directors: Chico Housing Action Team 501(c)3 B.O.D.** oversees the activities of the Steering Committee and the Village.

**CHAT Steering Committee (SC):** 5 to 7 members from the CHAT Board of Directors and appointed volunteers that meet once a month to refine, plan and direct the project. See Section 5 of Business Plan for additional details.

**Advisory Board:** Professional members of our larger community who have signed on to be available for consultation to provide technical expertise, training and for working with and training villagers to help start micro-businesses, lead skill building workshops and help build the tiny homes.

**Non Discrimination Policy:**

Simplicity Village does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, national origin (ancestry), disability, marital status, sexual orientation, military status, or any other characteristic protected under applicable federal or state law, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, selection of village residents, and provision of services. We are committed to providing an inclusive and welcoming environment for all village residents and members of our staff, clients, volunteers, subcontractors, and vendors.

**VILLAGE GOVERNANCE**

Self-governance is a core value of Simplicity Village. This means that the success of the Village rests on not only the CHAT over-sight but also the participation of those who live there. There are three governing groups for making decisions related to the management of the Village. They are:

**1) Village Council (All Villagers)**

Every [day] at [time] the required weekly meeting will be held. Attendance is mandatory for all Villagers. Issues related to the organization of the Village will be discussed and voted on at this time. Specific roles will be identified and filled in order to maintain a safe and sanitary environment. The following applies to the Village Council meetings:

- Advance notice with documentation must be provided to the Front Gate Monitor for excused absences (i.e. work, school, medical), which must be approved by Village Council or Monitors.
- Excused absences may vote on policy issues prior to the meeting through absentee ballot.
- A quorum is established when over 50% of Villagers are present.
- Any decisions made at the Village Council Meetings are made with CHAT over-sight and must comply with the existing Participant/Community Agreement, Village Manual, and Operational Structure.
- Amendments to the Participant/Community Agreement and Village Manual may be proposed at the meeting and require 2/3 majority vote to pass.
- Amendments to the Participant Agreement and Village Manual must be reviewed and approved by the CHAT Board of Directors before taking effect.
- Expulsion from the Village may be appealed at the weekly meeting, and is decided upon by a majority vote of the Village Council, subject to CHAT Steering Committee approval.
- Informal meetings can be scheduled on other nights but will not be mandatory.

**2) Village Monitors**

Elections are held during Village Meetings to maintain a group of 5 to 7 Village Monitors. To become a Monitor member, a Villager must be nominated by another Villager. A majority vote of Villagers present then decides which nominees are elected. The elected term is two months. Monitors may serve consecutive terms. Elections are to be staggered so that the entire group of Monitors does not change at once.

The role of the Village Monitors is to uphold orderly management of the Village. Villagers elected as a Monitor are given the task of responding to incidents when a Participant/Community Agreement is broken and enacting the appropriate level of intervention as specified in this manual. A primary responsibility of Monitors is to act between meetings when urgent situations arise. For the issues addressed within this manual, it is the responsibility of the Monitors to ensure that the appropriate level of intervention is being enforced. A Monitor member may be removed from their position for violating this duty through a majority vote at a Village Meeting. When an incident occurs that is not described in this manual, it is up to the Monitors to determine the appropriate level of intervention.

All Monitor decisions are potentially subject to review by the entire Village at a Village Meeting. In this way, service as a Monitor is much like any other form of contribution to the operation and maintenance of the Village.

When a rule break occurs, any Villager may write an Incident Report. The Village Monitors then are responsible for verifying that the level of intervention is appropriate and notifying the alleged offender. From there, the alleged offender has three options:

- 1) Accept the Incident Report with the proposed level of intervention
- 2) Appeal the Incident Report at the next Village Monitors' meeting, in which case the level of intervention requires the vote of a majority of Monitor members
- 3) If the alleged offender still feels that the action is unjust they may appeal to the weekly Village Council Meeting subject to CHAT Steering Committee approval.

For incidents resulting in suspension or expulsion, the offender should be given a chance to appeal before taking their leave — unless the Village Monitors consider the behavior to be a threat to the Village, in which case the Village Monitors will call the Chico Police Department. The Village Monitors are to hold at least two regular meetings per week. During this time Monitor members:

- Set agenda for next weekly Village Meeting (any Villager can propose items)
- Review Incident Reports and listen to appeals
- Review Front Gate Log and make sure everyone is completing their shifts
- Deal with other issues relevant to maintaining orderly operation of the Village.

Impromptu Village Monitor meetings may also be necessary to address urgent situations.

Quorum to hold a Village Monitor meeting is to have at least 50% of monitors present, but an attempt should be made to notify all Monitor Members. Members of the CHAT Board of Directors or CHAT Steering Committee may also attend these meetings, but may not vote.

There is to be a designated “Monitor of the Day” as a point of contact for day-to-day operations.

### **3) CHAT Board of Directors (BOD) and CHAT Steering Committee (SC)**

The main governing role of the BOD and SC is to provide oversight. The purpose of this is to ensure that the Participant/Community Agreement and Village Manual are being upheld. In cases where the Village is not in compliance, and the Village Council has not taken action, the BOD and/or the SC may step in to take action at their discretion.

The BOD and SC are also responsible for ensuring that financial, legal, administrative, safety, and sanitation matters are being properly managed. Interface between the Village, the BOD and the SC will occur through the following:

**CHAT Steering Committee Members:** There will be at least 2 Villagers appointed to the CHAT Steering Committee (SC) for 6-month terms. To stagger terms, the second Villager Committee Member is appointed 3 months after the first. Villager Committee Members are appointed by the SC and may not simultaneously serve as Village Monitors.

**Village Monitors Liaison:** One Monitor member will be appointed monthly by the Village Monitors to attend SC meetings, serving as a liaison between the Monitors and the SC. At least one CHAT SC member will attend Village Council meetings.

## **VILLAGE SECURITY PLAN**

**The Front Gate Monitor controls** the only access in and out of the Village. Staffing the front gate is one of the most important duties at Simplicity Village. This will be a service of the Villagers. Only Villagers, Village Volunteers, BOD and SC members may enter the Village unaccompanied.

The Front Gate is to be staffed by at least two trained individuals during open hours (8am-10pm). At least one person must be a Villager. The second may be a Villager or a Village Volunteer. Their primary role is to be the “eyes and ears” of the Village during their shift. Staffing the Front Gate involves the following duties:

- Answer phone calls
- Register visitors and locate a Villager to accompany the visitor
- Document any disruption to normal operations in the Front Gate Log
- Inner perimeter checks; pick up litter in front
- For further details on this duty, see the “Front Gate Duties and Information” sheet posted at the Front Gate.

The gate will be locked between 10pm-7am. During this time, one person is to spend the night at the Front Gate cabin in case assistance is needed at the gate. In the case of an incident, the person on duty should alert the Village Monitors.

**Weapons** are not allowed on the Village site. Weapons are defined as firearms, knives (other than small pocket knives with 4” blade or less or those used for cooking), explosives of any type, clubs, or other striking implements. Chemicals such as Mace or Pepper spray must be checked at the front desk.

**Three Stages of Response** for maintaining a secure and orderly environment within the Village. Stage 1 is the least severe and most common type of response. Stage 3 is the most severe and least common type of response.

### **Stage 1: Village Monitors**

Village Monitors are responsible for maintaining order when urgent situations arise. For a full description of this duty see: Organizational Structure.

### **Stage 2: Intermediary Security Agency or a crisis care team**

When Village Monitors are unable to gain the cooperation of a disruptive Villager, they

are to contact the intermediary security agency or the crisis care team. A contract enables that agency to act on behalf of the Village in order to gain control of the situation. The phone numbers for the security agency and the crisis care team will be listed at the front desk.

### **Stage 3: Chico Police Department**

The Chico Police Department (CPD) is welcome to patrol the Village as they would any other neighborhood. In cases where the law is being broken and Villagers or the security agency are unable to gain cooperation of the offender, the police department will be contacted. The previous Stages of Response are to be tried first if appropriate.

Contact the Chico Police Department when a crime is committed or is in progress, or upon a victim's request. Trained Villager Monitors may resolve lower level crimes such as petty theft and minor criminal mischief.

### **INTERVENTION ACTION PLAN**

a) When a complaint that is not technically a rule break is cause for concern for members of the Village, the Monitors will meet with said Villager and discuss a plan of action to curtail the behavior. Early intervention typically helps prevent further and more severe action.

b) In cases of a complaint by one Villager against another when the complaint is not a clear rule break, a third party mediator will meet with the complainant and the alleged offender to discuss the issue and reach a resolution that is agreeable to both parties.

c) Minor rule violations (i.e. missed host shift, village meeting, etc.) result in 4 levels of intervention:

- o Level 1 – Verbal warning

- o Level 2 – Written warning

- o Level 3 – 48-hour expulsion from Village

- o Level 4 – Permanent expulsion from Village

d) Minor rule violations will be tracked for a 3-month rolling period.

For example: If you missed a shift on the 5th of October you would receive a verbal warning.

If you missed another shift on the 12th of November you would receive a written warning. If

you again missed a shift on the 9th of December you would then be on a 48-hour expulsion. If

you missed another shift on the 4th of January you would be permanently expelled. However,

if your 4th missed shift was on the 6th of January it would be treated as a level 3 again. And

if you had missed no shifts between the 5th of October and the 6th of January the January violation would be treated as a level one violation again.

e) Villagers reserve the right to work off minor rule violations by contributing extra hours towards the operation and maintenance of the Village. Missed host shifts may be made up by working 2x the number of hours missed. The Village Monitors may designate requirements for other minor rule violations.

f) More severe rule violations may require action at a heightened level of intervention even though the rule violation may be a first offense. The Village Monitors will deal with these rule violations on a case-by-case basis unless otherwise defined in this manual.

**Note:** In cases of violence and arson, the monitor will call Chico Police Department and stay with the offender, if practicable, and take written statements from witnesses and others with information about the incident.

g) All intervention actions require the agreement of a majority of Village Monitors.

h) In cases of expulsion from the Village, where the Villager is not an imminent threat to self or others, the Villager to be expelled will be given a reasonable amount of time, (typically 3 days) to make arrangements. No resident who is not an imminent threat to others will be expelled after 8pm. A Village 3 day cease and desist order can be delivered to a Villager found to be in a fourth violation of an Agreement by a Monitor, after a majority vote of the Monitors or the SC or Village Council.

i) Villagers may appeal their expulsion or 3 day order at a Village Council meeting, which may include actions for addressing the problematic behavior that caused their expulsion. A final Council majority vote will either uphold or revise the expulsion, subject to CHAT Steering Committee approval.

## **VILLAGE SAFETY PLAN**

a. Villagers shall report a fire or other emergency to 9-1-1 through the use of a personal cell phone. All Villagers also have access to a phone at the front desk in emergency situations.

b. Villagers will be notified of a fire or other emergency by word of mouth, and if necessary will relocate and evacuate based upon the designated evacuation route (see Fire Safety and Evacuation Map posted at Front Desk). All new Villagers are to be informed of this during the orientation process.

c. A Safety Committee shall be formed consisting of at least one SC member, one CHAT volunteer, and two Villagers. Duties of this committee shall include the following:

- o Oversight of fire drills and Food Storage Policy

- o Annual (or at change of occupancy) safety inspection with attention to trip, slip, and fall hazards

- o Annual (or at change of occupancy) testing of all smoke and CO2 detectors

- o Annual (or at change of occupancy) testing of all extension cords and power strips with an approved circuit tester

- o Maintenance of systems and equipment installed to prevent or control fires

- o Maintenance and control of fuel hazard sources

d. In addition, participant members of the Safety Committee shall be prepared to:

- o Assist others and provide medical aid in an emergency.

- o Take a head count after an evacuation. Identify the names and last known locations of anyone not accounted for and provide them to the Fire Official in charge.

- o Provide additional information or explanation of duties under the plan to Villagers and volunteers.

e. The following fire fighting and fire protection measures will be taken:

- o No recreational fires will be permitted within the Village as prohibited by City Code.
- o No open flames are permitted within the housing units.
- o ABC fire extinguishers will be accessible throughout the Village (see Fire Safety and Evacuation Map for locations).
- o Smoke detectors and carbon monoxide alarms will be installed in common buildings and dwellings per City Code, and will be inspected to insure they are functional and replaced if they are not functional.
- o A map of the village emergency vehicle ingress and egress will be maintained and provided to the Chico Fire Department.
- f. There will be lockable gates at the Village, and the fire lane will be defined and kept clear of obstructions within the Village.
- o A minimum 10-foot setback and right-of-way will be maintained between structures on the Village site.
- g. Villagers will participate in at least two fire drills per year with the Chico Fire Marshal's Office present, using the following procedure:
  - o Appoint someone to monitor the drill, activate and reset the fire alarm, and time the evacuation.
  - o Fire drills shall be conducted at varying times and under varying conditions to simulate conditions that could occur during a fire or other emergency. Make it realistic by requiring participants to use their second way out or to crawl low. This can be done by having someone hold up a sign reading "smoke" or "exit blocked by fire".
  - o After the evacuation, take a head count at the designated meeting place(s) to account for everyone's participation and safe evacuation.
  - o After the drill, gather everyone together to discuss questions or problems that occurred. Redesign the drill procedures as needed.
- h. The fire drills will be documented and recorded in the Village Operations Records with the following details:
  - o Identify the person conducting the drill
  - o Date and time of the drill
  - o Notification method used
  - o Staff members on duty and participating
  - o Number of Villagers evacuated
  - o Special conditions simulated
  - o Problems encountered
  - o Weather conditions during the drill
  - o Time required completing the evacuation
- i Fire Safety and Evacuation Map posted at front desk.
- j. Inspections of dwellings may occur with a 24 hour notice from the Steering Committee or immediately in cases of obvious eminent danger.



## **FOOD STORAGE POLICY**

Fair sharing of resources is critical to the well-being of the Village. Hoarding or inequitable division of resources is unhealthy. Additionally, the Village is vulnerable to food theft by dogs, cats, rodents and other animals. Rodents themselves provide a health hazard and we must discourage their presence by not having food available to attract them. Consequently, the following Food Storage Policies have been adopted:

- a) All community food that enters the Village as a donation must be stored in the community food pantry in an appropriate sealed container. No donated food may be taken to an individual residence. All community food must be eaten in community areas. This is not only for sanitation purposes but also to promote the social health of the Village.
- b) Non-perishable food purchased by a Villager with their own resources may be stored in rodent and insect resistant containers in their residence.
- c) A limited amount of perishable food may be stored in the community refrigerator, if it is labeled with a name and date. Items in the refrigerator without a label immediately belong to "everyone." No perishable food may be stored in an individual residence.
- d) All food will be prepared in communal spaces.
- e) It is important, if one eats in their residence, to immediately wipe or sweep up any crumbs for the prevention of rodent infestation.
- f) Any villager who fails to store food properly in their unit may be ruled no longer able to have food in their unit by the Village Council.
- g) Villagers may not take food from the community food area or any common food source to their residence to eat, unless approved special circumstances.

## **PET POLICY**

Service Animals and pets are honored as an important part of Villagers' lives. The limited capacity of the Village to support only a small number of such animals is also honored. Consequently, the following Pet Policies have been adopted:

- a) Service Animals are welcome. A doctor's prescription for a service dog must be shown. If someone with a service dog does not have a prescription, they may seek assistance in locating a doctor to assess the need and prescribe a service animal. A Service Animal does not count in the "quota" of dogs. Service Animals must follow the same rules as other dogs. However, if someone has a Service Animal, but cannot obtain a prescription, that animal will be considered a pet and must be counted in the quota on a first-come first-served basis as outlined below.
- b) Dogs are permitted as pets. There will be a maximum of 9 dogs at SV at any one time. Space for dogs is on a first-come, first-served basis.
- c) All pets must be tagged with ID as required by local regulations.
- d) No pets may be acquired AFTER acceptance into SV.
- e) All dogs must be spayed and neutered prior to moving on-site. Applicants may seek help from the Council in finding funds/veterinarian for such procedures.
- f) All dogs must be on leash at all times. If, at any time, Village Monitors find that a pet either poses a nuisance or danger to others or is not properly cared for, the pet must leave

SV at the instruction of the Village Council. Residents may ask the Council for assistance in the proper training of their pet.

g) If the participant dog owner is off site, their dog must be properly confined in the kennel area or in a secure dog run and/or under the supervision of another Villager.

h) The owner must pick up all solid waste for their pet, keep their pet from annoying other residents either through trespass, barking or any other means. Failure to do so can result in the Village Monitors ejecting the pet from the premises.

### **ABANDONMENT POLICY**

Villagers who have been continuously absent from the Village and have made no effort to remain in contact for a period of 3 days (or extensions for good cause) have abandoned their dwelling. Said persons would no longer be a Villager or participant and their possessions would be removed from their previous dwelling immediately upon the dwelling being declared abandoned. They would then have a period of 30 days to retrieve their possessions after which time those items would be disposed of at the discretion of the Council.

A structure will also be considered abandoned if a Villager is spending less than 10 out of 14 nights at the village. Exceptions will be made for Villagers who are unable to contact the Village due to extenuating circumstances such as; jail, hospital, etc. Abandonment will not be considered for those Villagers who wish to spend time away from the Village for personal reasons provided they inform a Council member and make arrangements to cover their host hours when possible. In the case of emergencies exceptions will be made for those unable to make arrangements to cover their host hours.

#### **Process for documentation and storage of abandoned possessions:**

When a unit has been declared abandoned, at least 2 Village Monitors will remove items from the abandoned unit. They will document what items are present and place them in an available storage container or bag that is clearly labeled with the name of the former Villager and the date of the abandonment. These items will then be stored in the storage loft of the Front Desk until such time as the owner retrieves them or they are over the 30-day limit. Once items have reached the 30-day limit, Village Monitors will determine the proper disposal of said items during the next Council meeting.

### **ALCOHOL, DRUG, & PARAPHERNALIA POLICY**

a) Consumption of alcohol at SV: 48 hour expulsion (enrollment in an AA program or random breathalyzer testing may also be required if Village Monitors or SC deem necessary).

b) Consumption of marijuana without a prescription at SV: 48 hour expulsion.

c) Illegal drugs or drug paraphernalia, including needles (if no prescription for insulin or other IV medications), pipes (used for anything other than tobacco or medical marijuana), and spoons that have been used for "cooking" drugs: permanent expulsion.

d) Any other items suspected to have been used for drug related purposes will be dealt with on a case-by-case basis by the Village Council and/or Monitors.

e) No smoking or vaping permitted in any buildings or dwellings on the Village premises.

## **COUPLES POLICY**

Couples must agree to abide by the following intervention policy if they have a fallout which results in one person moving out of a couple's unit. This must be filled out during the interview process.

"We, \_\_\_\_\_[the couple's names]\_\_\_\_\_, in the event of a fallout resulting in an inability to live together and causing one person to move out of couple housing, will agree to Village policy that \_\_\_\_\_[one of their names]\_\_\_\_\_ will move out of the couple's unit and out of SV until a single's unit is available." In order to remain an active Villager, the person who moved out of the unit will still need to do their gate shifts, bathroom duties, extra hours and attend Village meetings.. In exchange, the Village will do their best to secure the Villager's property in a safe and dry location.

After the Villager moves into a single's unit, when a second single's unit becomes available, the Villager remaining in the couple's house will move into it, thus freeing up the couple's house for a new couple.

## **PROBATIONARY STATUS POLICY**

New participants undergo a 4-week trial period, subject to Steering Committee oversight, to ensure that they are willing to follow the SV Participant Agreement before being fully accepted as a Villager. The goal of this program is to obtain a fair and objective view of the potential Villager that removes the "popularity contest" factor, and instead focuses on their willingness to be a contributing member of the community. The new participant will be given a mentor who will guide them through orientation and do a daily check-in with the new participant to answer any questions or concerns that they may have. It will also be the mentor's responsibility to counsel the new participant when any issues arise so that the concerns may be addressed. The mentor will meet with Village Council once a week to advise them on how the new participant is progressing.

After 4 weeks, Council and at least 1 BOD or SC member will hold a meeting where Villagers can express any legitimate concerns, questions, and complaints about the new participant. After the meeting, they will vote on whether to accept the new participant as a Villager based on the following criteria:

- 1) Has the new participant upheld their responsibilities, such as front gate, extra hours around the village and bathroom cleaning duties?
- 2) Does the new participant have any incident reports? If so, can those be interpreted as part of the learning process and will not be a continual issue?

**Volunteer Work While on Wait List:** Potential Villagers who have passed the background check and interview process will be encouraged to volunteer service to the Village to

demonstrate a willingness to contribute and be a part of the community. A list of projects will be made available to help guide potential Villagers. A sign-in sheet will be maintained in order for SC to supervise these projects.

### **MEDICAL & FAMILY LEAVE POLICY**

**Definition of Medical Leave:** Medical leave is time off from Village duties, excluding fee payments, that Villagers can use to address their health and safety needs without losing their Villager status.

**Definition of Family Leave:** Family leave refers to time taken off from Village duties, excluding fee payments, for the purpose of caring for an ill family member or to assist a family member with crisis needs.

**Time allowed for Medical and Family Leave:** A Villager is allowed two weeks of medical leave or family leave with no documentation necessary. If the need is longer than two weeks, documentation may be required to present to Council. If the Villager needs more than 60 days of medical leave or family leave, they will need to vacate their residence in order to allow a new participant to get into the Village. (Housing wait-list current policy will still be followed). The current Villager will then be placed first on the wait list for re-entering the Village when their medical issues are resolved and they are able to be a full Villager once more. If more than one Villager is on the wait-list, they would be in the order that they were placed on wait-list. When on the wait-list, no fees are required to be paid. A person will remain on the wait list for 3 months and would need to reapply if they were not able to become a full Villager once more. Exception to this rule will be if no housing units become available before their 3 months are up. While on medical or family leave, if a Villager is staying on-site, they will be required to pay their fees as normal. If they are not staying on full time at the Village, they are responsible for paying a prorated amount for the time they are there. If the Villager attends the weekly Village meetings, they retain their full voting rights. If they do not attend, they forfeit their voting rights for that meeting.

**How to apply for Medical and Family Leave:** If a Villager needs to take medical or family leave, they will need to advise the Council of their needs as soon as they are able, in order to be granted leave. If a Villager is staying on-site and needs more than 60 days, they will speak to Council and it will be handled on a case-by-case basis.

**KITCHEN, BATHROOM AND GROUNDS CLEANING POLICY** All villagers are required to sign up to share in the duty of cleaning the Village kitchens, bathrooms, shower and laundry areas and grounds.

1. First refusal to sign up or to adequately complete this requirement will result in a verbal warning and Villager will be required to sign up for two spots the following rotation.
2. Failure to sign up for the 2 days in the following rotation or adequately complete the cleaning

duty will result in a written warning for the first violation and a 48 hour expulsion for the second violation. The Villager will again be required to sign up for an additional 2 days on the following Rotation.

3. Failure to sign up or adequately complete the cleaning duty a third time would then result in a permanent expulsion.

# ATTACHMENT B

RESOLUTION NO. 82-18

1  
2  
3 RESOLUTION OF THE COUNCIL OF THE CITY OF CHICO DECLARING A SHELTER CRISIS  
4 IN THE CITY OF CHICO

5 WHEREAS, California's Governor Edmund G. Brown, Jr. and the members of the California  
6 legislature recognized the urgent and immediate need for funding at the local level to combat  
7 homelessness; and

8 WHEREAS, the Governor and Legislature provided funding to local governments under the  
9 Homeless Emergency Aid Program as part of Senate Bill ("SB") 850 (Housing) and the 2018-19 Budget  
10 Act (Chapter 48, Statutes of 2018); and

11 WHEREAS, the Governor and Legislature require jurisdictions seeking an allocation through the  
12 Homeless Emergency Aid Program to declare a Shelter Crisis pursuant to Government Code Section  
13 8698 *et seq.*; and

14 WHEREAS, the City has participated with the Continuum of Care in the development of a  
15 homelessness plan and undertaken multiple efforts at the local level to combat homelessness; and

16 WHEREAS, Government Code Section 8698 *et seq.* permits a City to declare a shelter crisis  
17 upon a finding that a significant number of persons located with the City are unable to find shelter, and  
18 that their inability to find shelter creates a threat to the health and safety of those persons; and

19 WHEREAS, upon a declaration of a shelter crisis, the City may allow public facilities, which are  
20 defined as vacant or underutilized buildings that the City owns, leases, or otherwise controls, to be  
21 occupied by homeless individuals under conditions provided by other statutes; and

22 WHEREAS, the California Homeless Coordinating and Financing Council identified 433  
23 unsheltered homeless persons, from the 2017 Homeless Point in Time Census and Survey Report,  
24 located in the City; and

25 WHEREAS, the City Council finds that the number of homeless individuals located in the City is  
26 significant, and some homeless individuals are without the ability to obtain shelter; and

27 WHEREAS, the City Council finds that the health and safety of unsheltered person in the City is  
28 threatened by lack of shelter; and

1           WHEREAS, the City affirms its commitment to combatting homelessness and creating or  
2 augmenting a continuum of shelter and service options for those living without shelter in the City.

3 NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Chico as follows:

4           1.       A shelter crisis pursuant to Government Code Section 8698 *et seq.* exists in the City.

5           2.       The City is authorized to participate in the Homeless Emergency Aid Program.

6           3.       A “public facility” (referred to hereinafter as “City Designated Facility”) is defined per  
7 Government Code Section 8698 (c) and includes, without limitation, vacant or underutilized facilities  
8 and properties which are currently owned, operated, leased, or maintained by the City, or any of its  
9 subordinate agencies through money derived by taxation or assessment.

10          4.       For the term of this Resolution, any state or local regulatory statute, regulation, or  
11 ordinance prescribing standards of housing, health, or safety shall be suspended for a City Designated  
12 Facility to the extent that strict compliance would in any way prevent, hinder, or delay the mitigation of  
13 the effects of the shelter crisis. The City may enact local health and safety standards to be operative  
14 during the shelter crisis to ensure minimal health and safety risks.

15          5.       The use of any City Designated Facility for emergency sheltering must be approved by  
16 the City Council.

17          6.       When requested by the City, organizations that provide homeless shelter services within  
18 the boundaries of the City may submit proposals to the City Manager for consideration for the use of  
19 City Designated Facilities in the City. The City Manager may discuss viable proposals and bring viable  
20 proposals to the City Council for consideration. Upon City Council approval and direction to the City  
21 Manager, the City may enter into an agreement with the organization to operate a shelter, pursuant to  
22 Government Code Section 8698 *et seq.* in a City Designated Facility, no longer than the duration of the  
23 crisis.

24          7.       Per Government Code section 8698 *et seq.*, the City shall be immune from liability for  
25 ordinary negligence in the provision of emergency housing pursuant to Government Code Section  
26 8698.2, limited to conditions, acts, or omissions directly related to, and which would not occur but for,  
27 the provision of emergency housing.

28          8.       This resolution, and shelter crisis declaration, shall expire on June 30, 2021.

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THE FOREGOING RESOLUTION WAS ADOPTED by the Council of the City of Chico at its meeting held on October 2, 2018, by the following vote:

AYES: Coolidge, Ory, Scwab, Stone

NOES: Fillmer, Sorensen, Morgan

ABSENT: None

ABSTAIN: None

DISQUALIFIED: None

ATTEST:

  
Deborah R. Presson, City Clerk

APPROVED AS TO FORM:

  
Vincent C. Ewing, City Attorney\*

\*Approved pursuant to The Charter of the City of Chico §906 (E)



# ATTACHMENT C



**COMMUNITY DEVELOPMENT  
DEPARTMENT - PLANNING**

411 Main Street (530) 879-6800  
P.O. Box 3420  
Chico, CA 95927

## APPLICATION FOR Appeal

DECISIONS OF PLANNING DIRECTOR OR APPOINTEE  
(Pursuant to Chapter 19.12 of the Chico Municipal Code)

Appellant Information		
Name of Appellant <b>Frank Solinsky represented by Rob Berry</b>	Daytime Phone <b>(530) 570 9221</b>	
Street Address <b>3711 Morrow Lane</b>		
City <b>Chico</b>	State <b>CA</b>	Zip <b>95928</b>
Property Address/Location Involved (if applicable) <b>Simplicity Village Proposal Notre Dame Blvd.</b>		

Appeal Information	
Date Appellant was Notified of Decision	<b>June 14, 2019</b>
(Appeal must be filed within 10 days of the written determination or decision.)	
Indicate if this appeal is being filed in response to a decision rendered pursuant to Chico Municipal Code:	
<input checked="" type="checkbox"/> Section 19.02.030 entitled "Procedures for Interpretations". Appeals of written Director Interpretations of Title 19 regulations may be appealed within 10 days to the Planning Commission.	<div style="text-align: center; color: blue; font-size: 2em;">✍</div> <input checked="" type="checkbox"/> Section 19.18.030 entitled "Review of Minor Projects". Appeals of decisions rendered on minor design review projects under this section may be appealed within 10 days to the Architectural Review and Historic Preservation Board.
Briefly state (a) the decision/determination/order that was made, and (b) the name of the Officer or Employee who made it.	
(a) Official Planning Interpretation ODI No. 19-01 (b) Brendan Vieg-Community Development Dep. Dir.	
State the reason(s) for filing the appeal and specifically identify the item(s) you are requesting to appeal. Only the item(s) specifically identified by you on this application will be considered in the appeal. You may attach additional sheets if necessary.	
See Attachment 1.	
Indicate any procedural or factual errors that may have contributed to the decision being appealed.	
See Attachment 2	

Required Signatures	
I hereby certify that this application and all other documents submitted are true and correct to the best of my knowledge and belief.	
Signature of Appellant <b>Frank Solinsky-</b>	Date <b>June 24, 2019</b>

For Office Use Only		
Appeal Received By <b>Mike Sawley</b>	*Qualified low income applicants may file for an appeal fee exemption.	Receipt No. <b>192569</b>
Date <b>6/24/19</b>		Fee \$ <b>196</b>

Brief statement for filing appeal:

The application of the Emergency Facility designation is inappropriate for this project, and justifications based on Shelter Crisis declaration is irrelevant to this development proposal. Interpretation as a Use by Right under CMC 19.22.020 C. constitutes an abuse of discretion by the City Officer.

Specific Items to be appealed: Numbers refer to items as numbered on the OFFICIAL PLANNING DIRECTOR INTERPRETATION, OPDI No 19-01 dated June 14, 2019

3. The operational documentation provided by CHAT does not establish that the planned operations meet the criteria for an Emergency Facility under CMC 19.20.020 C.
4. Designation as a Temporary Use has not been adequately established by the facts or findings of the Interpretation.
5. The duration of the Shelter Crisis is indeterminate and irrelevant to the application of CMC 19.20.020 C.
6. The application of the findings of the Shelter Crisis Declaration is irrelevant and incorrectly applied to the project.
7. The nature of the use cannot be classified as Temporary based on the findings of the Interpretation.
8. The application of the State of California's Building Code Appendix N is inappropriate to a project that is intended to operate for this duration, and does not specify the nature of Emergency Facilities.

Findings supporting Interpretation:

- a. The characteristics of this use is not equivalent other allowable uses in the district, and does involve higher level of activity, density and intensity;
- b. The proposal does not meet the intent of the zoning district;
- c. The proposed use is not consistent with the goals, objectives or policies of the Chico General Plan.

Procedural or Factual Errors:

1. Certain justifications for reaching conclusions of Interpretation mix interpretations based on “Emergency Facilities”, “Emergency Shelters” and “Temporary Use”.
2. The application of the Shelter Crisis Declaration as a justification for supporting the Interpretation is irrelevant and improper, as this project is not operating under the terms of that statute.
3. The designation of Temporary Use is unsupported by the findings in the report and other relevant evidence.
4. The application of CMC 19.02.010.E. is in error.
5. Waiver of Development fees entirely is inappropriate. Permanent improvements to site, including underground utilities, roads, lighting, and ADA compliant bathrooms, foundations, and possibly a hydrant are permanent improvements.
6. Justification under Temporary Use provisions should not permit any future opportunity for obtaining a permit for permanent use.

**ROBERT L. BERRY**  
ATTORNEY AND COUNSELOR AT LAW  
CALIFORNIA STATE BAR #282270  
PO BOX 4941 CHICO, CA 95928  
[ROB@RLBERRYLAW.COM](mailto:ROB@RLBERRYLAW.COM)

Monday, June 24, 2019

Brendan Vieg  
Planning Director  
Chico Planning Department  
Chico, CA

Re: Appeal of Simplicity Village Official Interpretation to Planning Commission

Dear Mr. Vieg:

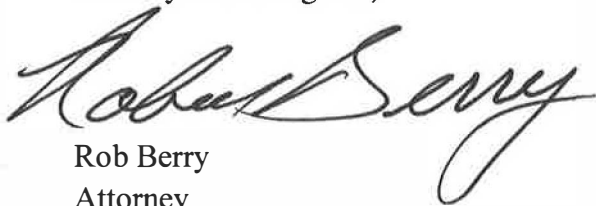
I represent Mr. Frank Solinsky in his appeal of the Simplicity Village Official Planning Director Interpretation, OPDI No. 19-01.

In addition to Mr. Solinsky, as of this date the following aggrieved parties have joined in the appeal, and have agreed to be jointly represented by me. Their specific objections are consolidated and incorporated within the specific arguments that will be presented at the public hearing, and those specified objections enumerated on the appeal application, attached to this cover letter and incorporated by this reference.

Janet Owen	3711 Morrow Lane, Chico CA 95928
Susan Solinsky	3711 Morrow Lane, Chico CA 95928
Judy Solinsky	3711 Morrow Lane, Chico CA 95928
Ron and Kate Smith	40 Comanche Ct., Chico CA 95928
Carolyn Strang	3711 Morrow Lane, Chico CA 95928
Steve Christophel	3711 Morrow Lane, Chico CA 95928
Michele Cooper	3711 Morrow Lane, Chico CA 95928
John Regh	3711 Morrow Lane, Chico CA 95928

It is my understanding that additional parties wish to also be represented in this appeal, and a complete listing will be included in the packet provided to the Director prior to the hearing.

Thank you and regards,



Rob Berry  
Attorney

# ATTACHMENT D

## Correspondence

From: **Alan Mittman**

Date: Sun, Jul 14, 2019 at 4:55 PM

Subject: Deny the August 1 Appeal of Official Planning Director Interpretation OPDI No. 19-01

Dear Planning Commissioners,

I urge you to deny the appeal of the Official Planning Director Interpretation, OPDI No. 19-01 rendered by Brendon Vieg, Community Development Deputy Director, dated June 14, 2019. The Interpretation is supported by substantial evidence, meets the criteria of all applicable City and State ordinances and will permit the project known as Simplicity Village to move forward to create 33 housing units and associated facilities to accommodate some 46 senior individual and couples (over the age of 55) who are homeless, or at risk of being homeless. That there is a shelter crises in Chico (and elsewhere) is indisputable and has been officially declared by Chico, Butte County and the State of California. In fact, the appeal does not even challenge this basic fact of contemporary life.

Moreover, as set out in Deputy Director Vieg's letter to the non-profit that is building Simplicity Village, Chico Housing Action Team (CHAT), dated June 14, 2019, CHAT will be responsible for complying with numerous building regulations and requirements, assuring the community and Simplicity Village residents of a safe, secure and orderly, gated community. The Council has given its imprimatur to move this forward and CHAT has successfully reached into the community for donations of funds, services, labor and materials that are making Simplicity Village a reality.

Please uphold the Interpretation and reject the appeal.

Thank you for your consideration.

Alan and Stephanie Mittman

Phone Call to City on Saturday, July 13, 2019

Long-time Chico resident Candice Lamb is in favor of Chico needing more emergency shelters and favors the Simplicity Village project to start as quickly as possible.

## Stephanie Lawson

---

**From:** Kim Vickers Friday, July 12, 2019  
**Sent:** 7:28 AM Stephanie Lawson  
**To:** Simplicity village  
**Subject:**

Dear Commissioners, Please help homeless seniors get off of the streets. Approve zoning for Simplicity City without delay. Kim vickers, chico

Sent from my iPhone



6-29-19

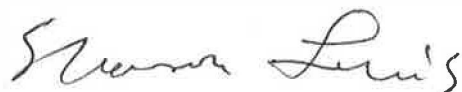
Planning division  
411 main st.  
Chico, ca. 95927

Dear planning commissioners,

I've just heard, and am extremely disappointed to find out the jubilant idea of Simplicity Village is being held up in an appeal. For crimeny sakes, this has been debated and voted on numerous times. It passed overwhelmingly at the city council. The core people of CHAT have been working voluntarily, tirelessly for 6 years to make this a reality. This is for housing of regular but unfortunate people. Not the dirty drugusing folks. But meek citizens, like the single mother of 2 going to school who gets evicted in Oroville so the landlord can raise rent for the dam workers. Wouldn't rent control be nice. Or like the senior Patty who is 2 years homeless. Hundreds if not thousands have raised thousands of dollars, volunteered thousands of hours for this project. What harm ? It's for the 43 of our local seniors in our COMMUNITY. Please vote to move this glorious project forward ASAP, so those unfortunate people aren't on the streets next winter. NOW is the time to be getting these homes built

Sincerely

Sharon Lewis, M.F.T.

A handwritten signature in cursive script that reads "Sharon Lewis".

Kathleen Faith

7.14.2019

John Howlett  
Planning Commissioner  
411 Main Street  
Chico, CA 94972

Dear Mr. Howlett:

I am concerned that we are not taking advantage of an ideal placement for Simplicity Village because of unnecessary fear. Unhoused people are as varied as housed people. There are many that lived lives as employed and successful citizens and have fallen through the cracks of our crumbling social fabric.

I can understand the concern a Payless Lumber employee has had after an uncomfortable encounter with some possibly homeless people. I have had those kinds of unsafe interactions with a crowd of fraternity guys. It is never fun to feel unsafe.

But the people who are capable and ready to live in an intentionally well-planned community like Simplicity Village are not those unsafe folks. They have income, they have skills, and they will benefit from the secure infrastructure and ongoing support built into in the Simplicity Village design.

Please keep the ball rolling forward. Let's connect the Payless folks with some of the candidates who will live in the village. Meeting face to face may help bridge the fear gap that exists now.

Thank you for your service to our community.

Respectfully,

A handwritten signature in black ink that reads "Kathleen Faith". The signature is written in a cursive, slightly slanted style.

Kathleen Faith

7/12/19

To: Planning Commission

Sirs & Madams,

I write to urge you to swiftly proceed with issuing permits for simplicity Village so the project can proceed without further delays.

There are no good reasons to delay (despite the NIMBY's), City lawyers, paid the big bucks, have got your back I believe, The public supports it.

Sincerely,  
Mark J. [Signature]

6-29-19

Planning division  
411 main st.  
Chico, ca. 95927

RECEIVED

JUL 23 2019

CITY OF CHICO  
PLANNING SERVICES

Dear planning commissioners,

I've just heard, and am extremely disappointed to find out the jubilant idea of Simplicity Village is being held up in an appeal. For crimeny sakes, this has been debated and voted on numerous times. It passed overwhelmingly at the city council. The core people of CHAT have been working voluntarily, tirelessly for 6 years to make this a reality. This is for housing of regular but unfortunate people. Not the dirty drugusing folks. But meek citizens, like the single mother of 2 going to school who gets evicted in Oroville so the landlord can raise rent for the dam workers. Wouldn't rent control be nice. Or like the senior Patty who is 2 years homeless. Hundreds if not thousands have raised thousands of dollars, volunteered thousands of hours for this project. What harm ? It's for the 43 of our local seniors in our COMMUNITY. Please vote to move this glorious project forward ASAP, so those unfortunate people aren't on the streets next winter. NOW is the time to be getting these homes built

Sincerely

Michael Sterling, R.,N.



Susanne Griffin

July 21, 2019

Planning Commission  
P.O. Box 3420  
Chico, CA 95927

To the Planning Commissioners:

I am a resident of Chico. I have been concerned about the homeless problems in Chico for a long time. I sincerely believe that Simplicity Village offers a sensible solution that could really work in Chico.

Please give it a chance! It has worked in many other communities that have tried it. In Chico, we have a dedicated group of people who will do whatever is necessary to help the project succeed.

All the pieces are in place for a successful launch. I don't know if you have heard that CHAT just completed a successful funding program to raise the money for infrastructure at the site that had been approved. Their initial goal was \$100,000, but they raised over \$150,000. This proves that there is a lot of community support for Simplicity Village. As you know, the project is on a time limited trial to see if it will succeed. Just give it a chance, please!!

Sincerely,



SUSANNE GRIFFIN

July 20, 2019

To the Chico City Planning Commission:

I am a resident of Chico and I want to urge you to support the Chico Housing Action Team (CHAT) and its plan to open Simplicity Village.

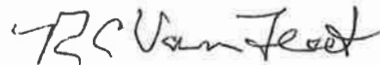
People who are homeless in Chico, including those who were displaced by the Camp Fire, face many obstacles in their efforts to find secure housing in a very difficult housing market. CHAT has a proven record of successfully overcoming those obstacles and they have housed more than 100 people in a variety of housing facilities.

In addition to getting people off the streets and out of the parks into decent housing, CHAT staff and volunteers follow up with at least weekly contacts with each resident to ensure their safety and well-being. CHAT also refers people in need to other community services for recovery from drug/alcohol abuse, mental health, and other medical issues which cannot be addressed when people are struggling with basic survival concerns while attempting to live outdoors.

Simplicity Village has built-in safeguards to ensure that its inhabitants will be good neighbors, and residents and facilities will be monitored regularly to prevent problems from arising.

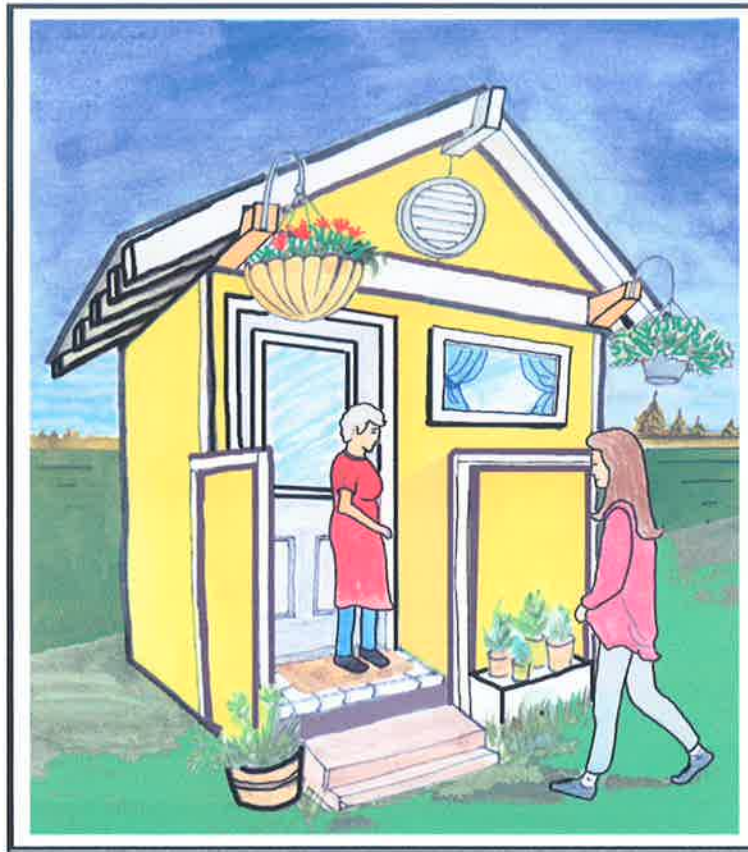
Please support CHAT and others who are working to address homelessness, just as others are doing in every population center in the country. We all have to work together.

Sincerely,



Robert C. Van Fleet

ATTACHMENT D



SIMPLICITY  
VILLAGE

Proposal to  
the City of Chico

# CHAT Simplicity Village Proposal

## Table of Contents

7/16/19

- Cover Letter to the City Manager
- CHAT Simplicity Village (SV) Business Plan
- Frequently Asked Questions
- Area Map
- SV Site Model 12c
- Civil Engineered Site Plan
- Sanipottie description
- Village Manager / Maintenance Mgr Job Description
- 24 Month Cash Flow Projection
- Financial Projection Summary
- SV Projected Budget
- Simplicity Village Manual (9 pages)
- Board Of Supervisors Resolution
- Iversen Center activities (many to be available at SV)
- SV Preliminary Schedule
- SV Fire Safety & Evac. Map
- SV Management Plan
- Participant and Community Agreement
- Tiny Home Construction Drawing
- Why Detached Sleeping Cabins
- NPR Story
- Additional Document List

### In the pocket:

Shelters Make Neighborhoods Safer brochure

Patty flyer



September 27, 2018

Hon. Mark Orme  
City Manager  
411 Main Street  
Chico, CA 95928

Dear Mr. Orme,

Pursuant to our discussions, please be advised that CHAT has engaged in further review and consultation with several professional organizations and individuals to produce the enclosed Business Plan and financial projections for Simplicity Village (SV). As you advised, we have had several meetings and consultations with a team of SCORE counselors, including Mike Burson, Chair, B.T. Chapman, Past Chair, and Dan Irving, Business Counselor, who gave importance guidance on presenting the Business Plan and Projections. We also consulted with Heather Post, an experienced Project Manager, who assisted in the creation of the enclosed Preliminary Construction Schedule which is coordinated with the enclosed 24-month Cash Flow Projections. We have also consulted with several general contractors and a CPA on the proposed SV development and documents. Finally, you should be aware that CHAT uses North Valley Community Fund as its financial fiduciary.

The enclosed financial projections are based on estimates compiled through research and consultation with business experts and successful existing village's experience in our effort to present to the City of Chico the necessary information to promote and support the Council's upcoming considerations of the Declaration of a Shelter Crisis and the related development of Simplicity Village. As you know, the Shelter Crisis Declaration is significant to CHAT and other non-profit agencies for potential funding. CHAT is developing SV to serve seniors (age 55 and over) who are unhoused in our community. We request that the City consider reducing or waiving City fees for SV, which can be done under such a Declaration, to help CHAT mitigate the homelessness crisis that exists in our city.

Thank you for your consideration and if you have any questions or require any additional information, please do not hesitate to advise us, preferably in writing, at your earliest convenience as we want to address any and all issues.

Respectfully submitted,



Bill Kurnizki  
CHAT, President

# CHAT's Simplicity Village Business Plan

5/17/19

Table of contents:

Cover page and Overview

1. Executive summary
2. Execution of the Plan
3. Management
4. Financials
5. Organizational Structure
6. Neighborhood Outreach

## • **Cover Page and Brief Overview**

Chico Housing Action Team (CHAT) and Simplicity Village (SV):

CHAT currently successfully operates our “Housing Now” master lease program of 26 residences with 85 participants, including six owned by CHAT with 14 residents, who were facing or experiencing homelessness. After over five years of experience in housing, interviewing, screening and managing this population and years of research, CHAT proposes Simplicity Village, a community of 33 “tiny homes” that provide transitional, “bridge” housing for seniors who primarily have been referred from local agencies. SV will include on-site, supportive services to help participants help themselves economically, culturally and physically, so they can transition from SV to their own residences. CHAT worked with a team of SCORE counselors to refine the SV documents.

Homelessness in Chico:

The 2017 Point-in-Time (PIT) Homeless Survey pointed out what Chicoans have been living through for years: homelessness is way up. According to that survey, homelessness is up as much as 92% in two years. At the May 14, 2018 Continuum of Care (COC) full membership meeting, Ed Mayer, Housing Authority of the County of Butte, noted that the increase in homelessness in the county is part of “a national trend that is expected to continue.”

On October 2, 2018, the City of Chico joined the County of Butte in declaring a Shelter Crisis. This housing crisis was made all the more urgent by the Camp Fire disaster of November 8, 2018.

## 1. Executive Summary

### Overview

Simplicity Village will provide transitional housing to about 46 area seniors who are homeless, or at risk of being homeless, including singles and couples who have been vetted by CHAT's background check, interviewed by CHAT and referred from other service providers (e.g. Torres Shelter and the Jesus Center) and adjudged suitable for this form of residential housing.

Depending upon the approval of our proposal at NVCF we plan to prioritize about a third of the tiny homes to Camp Fire affected victims.

CHAT will coordinate the construction of 33 tiny homes on 2.6 acres of privately owned property that is currently subject to a binding letter of intent (LOI), subject to final City approval of the project. The LOI provides for a total lease term of 18 years, in two year increments at CHAT's election. CHAT would report to the City the progress of SV after the initial two year term and before the expiration of each succeeding two year term, or as agreed, so that the City can regularly appraise the project and its progress in meeting its goals. CHAT is the lessee with a private landlord and will require collaboration with the City to enable the project to fall within the terms of the State Shelter Crises statute. The property will be improved with Cal Water, City sewer, and electricity and is within a third of a mile of a B-Line bus route. It has no contiguous residential neighbors and a majority of the contiguous business neighbors are either supportive or neutral to the project.

See Section 6 below, Neighborhood Outreach.

#### ■ Tiny Homes with Community Facilities and Fenced Border

Our plans for the tiny homes will be to build them with the same materials and criteria typical of most of the residential homes that have been built in Chico, typical insulation, typical 2x4 wall construction, typical comp or steel roofing, and typical wood siding, along with other cutting edge technologies. In the interest of efficiency and because of the urgency of our crisis, the cabins will not have kitchens or flush toilets, except our ADA compliant units which will have flush toilets (apportioned as appropriate to residents.) Those cabins without flush toilets will be served by RV Sanipotties on pedestals with grab bars (see Attachment 1). All homes will be lockable and secure. In addition, the Village will include two (2) portable units, resting on pier blocks, plumbed to City sewer, with heating and cooling, and containing an office, bathrooms, showers, washers and dryers, and a community kitchen and one adjacent outdoor dining, seating, and food prep area. (see Site Plan.) There will be trash and recycle bin service by Waste Management. SV plans to include a portable multipurpose community building that will have heating and cooling and a plumbed restroom. The Gate Monitor

House will be a permanent structure with a separate ADA compliant plumbed restroom and shower. In addition there will be a workshop building for hobbies, crafts, and mini enterprises like furniture restoration and bicycle repair.

The site will have a securely fenced border controlled with one regular entrance and exit. The fence will be 7 foot high, solid wood construction, except for the north border, which will be chain link. There will be Gate Monitors (on rotating shifts) on duty 24 hours a day. The Gate Monitor will also be responsible to patrol the immediate outside area of the entrance to keep it clean and safe. (See Village Mgr. Job Desc. Attachment 5) There will be no unauthorized visitors, no unaccompanied visitors and no open fires allowed. Pets will be permitted at CHAT's discretion.

#### ■ Application/Vetting Process and Residency Rules and Fees

All applicants will complete an application and intake documents, which will include a background check and skills inventory. The CHAT Interview Committee (IC) will accept applicant candidates primarily by referral from other service providers and will employ a multi-layer interview process. CHAT has years of experience screening, housing and managing housing for the local homeless population and collaborating with other service providers. The CHAT IC will select the first six to ten villagers through the vetting process. Once that core group (the initial Village Council) is established, then some of their members will participate with the CHAT IC in the process for accepting new participants. Specific roles will be identified and filled in order to maintain a safe, clean and sanitary village. Initially there will be paid Village Managers and a paid Maintenance Manager. (See Village Manager Job Des. Attachment 2.) One of the houses will be for CHAT Board members or Board approved representatives to be able to stay overnight.

If an applicant is found to be a good fit for the village they must agree to and sign the Simplicity Village "Participant and Community Agreement" (see Attachment 3) that states required behaviors (and consequences for violations) which include no alcohol or illegal drugs on the premises and a commitment to work 10 hours a week for the maintenance and operation of the Village. New residents will be required to complete a four week probationary period before they achieve "Villager" status. During the probationary period denial of Villager status is a summary process. All new participants will receive a Village Manual (9 pages), and an existing participant will serve as a "guide" to orient them to the rules and expectations of the Village. Participants agree to pay a participation sliding scale fee based on an operating cost analysis and their income (from \$100 to \$456 per month not to exceed 1/3 of their monthly income). A portion (typically 10%) of each participant's rent is set aside in a savings account that accumulates and becomes available to them when they move into other housing.

## ■ Supervision and Agency Services

This project will be under the supervision of the CHAT Board of Directors, the CHAT Steering Committee, the Village Council, the Village Managers and the Village Monitors. The construction phases will also employ a construction superintendent.

CHAT has received a Resolution of Support from the Butte County Board of Supervisors that commits the Departments of Behavioral Health, Employment and Social Services and Public Health to support our efforts with on-site wraparound services.

In addition to on-site Butte County Behavioral Health and Social Service caseworkers, the Village will have classes in vocational and social skill building workshops (such as money management), supported by the CHAT SV Advisory Board of retired and active general contractors, a well known local developer, master gardeners, medical doctors, attorneys, IT experts, and an architect. This model emphasizes tolerance, peer to peer support groups, and a participatory culture to re-engage the participants socially and give them needed sense of purpose. There will be Alcoholic Anonymous groups, a Narcotics Anonymous group, Nonviolent Communication training, art groups, and many other daytime programs like those at the Iversen Center. (See "Iversen Center activities, Attachment 4.)

## 2. Execution of the Plan

A detailed Preliminary Schedule, prepared by CHAT with the help of Heather Post, a local Project Manager, sets forth every step of the construction phase of the development. (See SV Preliminary Schedule, Attachment 5.)

### **Structures Phase One:**

#### **Residents:**

Up to about 30 residents, 55 years of age and older, will occupy SV when the first 17 tiny home units are made available. The residents will be comprised of senior singles and couples primarily referred from local agencies, then interviewed, background-checked and vetted by trained CHAT Board Members and volunteers.

#### **Facilities :**

17 tiny homes will be constructed during Phase One (in sizes approximately 96 sq. ft., to 128 sq. ft.) typical 2x4 wall construction; insulated; and, windows for egress. The cabins will have solar/battery powered fans, charging outlets, lights, RV Sanipotties elevated on secure pedestals, grab bars, 12 vt evaporation coolers and heaters. As many as four cabins will be built ADA compliant with plumbed flush toilets.

1 – Portable unit, on pier blocks, plumbed to the City sewer, to provide office space, 2 restrooms w/ plumbed flush toilets, showers, washers and dryers, a kitchen and an office/dining room.

- 1 - Permanent Gate Monitor and ADA Restroom and shower building
- 1 – Portable Multi-Purpose Community Building that will have heating and cooling for extreme weather days.
- 1- 7' wood fenced perimeter with chain link on the north side
- 1 – Regular steel entrance/exit gate monitored 24 hrs
- 1 – Gravel road compacted to Chico Fire Dept. (CFD) specs for CFD access
- 1 – ADA foot / wheelchair path of travel
- 1 – Illuminated Entrance Directory
- Garden beds w/amended soil

### **Structures Phase Two:**

**Residents:** Up to a total of 46 participants may occupy SV upon completion of final build out.

### **Facilities:**

- 16 additional cabins
  - 1 -- Additional Portable unit, on pier blocks, plumbed to the City sewer, to provide office space, 2 restrooms w/ plumbed flush toilets, showers, washers and dryers, and a kitchen.
  - Grade & finish walkways
  - Landscaping and irrigation
  - 3– 8' x 20' Storage Containers
  - Final Inspections
- (See Simplicity Village Preliminary Schedule, Attachment 5; Site Plan.)

### **3. Management:**

The Village will be governed by a Village Council with CHAT Steering Committee oversight. The members of the Village Council will be the participants of the Village. 2 or more CHAT Steering Committee members will attend weekly meetings with the Village Council.

CHAT will provide on-site oversight: Members of the CHAT Board and or representatives will be on site checking in and occasionally staying overnight. Initially there will be a paid Village Manager and a paid Maintenance Manager who will provide hands-on oversight, provide regular site management, communications, problem resolution, and emergency response. They will attend regular meetings and compile reports. They will solicit bids and forge relationships with a variety of service providers. [See Village Manager/ Maintenance Manager Job Desc. Attachment 2.]

Additionally, the Village Council elects Village Monitors. See more under section 5 Organizational Structure below.

Individual residents will be identified to perform the following duties, and new residents shall be informed of the names of the residents who hold these roles:

- Maintenance of systems and equipment installed to prevent or control fires.
- Maintenance, housekeeping, and controlling fuel hazard sources; able to assist others and provide medical aid.

(See Village Manual; see SV Fire Safety & Evac Map, Attachment 6.)

#### 4. Financials

Our current estimate for the first year initial capital investment and operational expenses is \$702,416 plus in-kind donations. The second year expenses are projected to be \$116,337 plus in-kind donations.

Opportunity Village and 14 Forward, were each launched when they had raised a little less than half of each of their total initial budgets. The balance was raised by local fund raising, sustainers, grants, in-kind donations and Villagers' fees. Based on these precedents and our own analysis we plan to raise about \$350,000 in private donations and grants to launch Phase 1 of SV. We have collected \$108,450 with a Beginning Cash Balance of \$63,550 in donations and have pledges of \$80,500 for a total of \$144,050 and we are launching a GoFundMe campaign in June 2019 for an additional \$100,000. Working with the CSU Chico Tiny House Club, Chico Country Day School Eighth Grade class, and three teams of local contractors, their employees and volunteers, CHAT has already nearly completed the construction of four tiny homes and one small outbuilding. Currently, CHAT has donations and commitments, including in-kind support, to fund 21 more tiny homes and is in communication with a number of groups from across Chico that are interested in sponsoring and building additional tiny homes. Once operational and self-managed SV, will be largely self-funding and sustainable based on the income from the fees collected from the residents of the tiny homes.

(See Budget and 24 Month Cash Flow Projection)

#### 5. Organizational Structure:

The People: an overview of our team. **CHAT Board of Directors:** Chico Housing Action Team, (CHAT) is a non-profit 501(c)3 organization with a diverse and experienced Board of Directors that will oversee the SV Steering Committee, and both will oversee the Village Council.

Members of the CHAT Board: Bob Trausch, Leslie Johnson, Sheldon Praiser, Kathy Weeks, Gregg Hubbell, Dan Joseph, Charles Withuhn, Alan Mittman, Stevi Mittman, Ron Aker, Lorraine Forster, Nancy Park and Bill Kurnizki.

**CHAT SV Steering Committee (SC):** The CHAT SC is made up of members of the CHAT Board of Directors and volunteers who meet weekly to refine, plan and direct the project. Once the Village is operational, the main governing role of the Steering Committee will be to provide oversight of the Village Council. The purpose of this is to ensure that the Participant's Agreement, Village Manual and policies are being upheld. In cases where the Village is not in compliance and the Village Council has not taken action, the Steering Committee may step in to take action at its discretion. The Steering Committee is also responsible for ensuring that financial, legal, administrative, safety, and sanitation matters are being properly managed. Interface between the Village and the CHAT SC will occur by having a Village Council liaison at the Steering Committee meetings with voting rights and a CHAT SC member attending Village Council meetings. The Steering Committee will enumerate Village policies concerning animals, abandonment, cleaning, couples, food storage, medical and family leave, smoking and wait list, among other topics. (See Village Manual.)

Members of the CHAT SC: Eileen Robinson, Dave Hollignsworth, Carolyn Schrum, Renee Renaud, Bob Trausch, Leslie Johnson, Kathy Weeks, Charles Withuhn, Alan Mittman, Stevi Mittman, Ron Aker, Lorraine Forster, and Bill Kurnizki

**CHAT SV Interview Committee (IC):** Conducts interviews for admission to the Village.

Members of the CHAT IC:

Bob Trausch, Leslie Johnson, Greg Hubbell and Sheldon Praiser.

**CHAT SV Advisory Board:** Distinguished professional members of our larger community have agreed to be available for consultation to provide technical expertise, training and working with Villagers to start micro-businesses, conduct skill building workshops and help with the construction of the tiny homes, IT consultation, among other technical details.

Community members who have consented to accept nominations to be members of the CHAT SV Advisory Board:

Dave Daily, Gen. Contractor, Homer Lundberg of Lundberg Family Farms, Roger Mathews, Gen. Contractor, Gary Lee, Gen. Contractor, John-Michael Sun, Richard Harriman, Attorney at Law, Marcia Moore, M.D., Bill Kurnizki, Retired General



Contractor and President, CHAT, Tom Tarman, A.I.A., Tom Van Overbeek, Alan Mittman, Retired Attorney at Law, and Keith McElroy, I.T.

**Budget Committee:** Maintains the financials, and bookkeeping in coordination with North Valley Community Foundation. Also, reviews and documents items in the budget with CHAT BOD oversight.

Members of the Budget Committee:

Sheldon Praiser, Charles Withuhn, Bill Kurnizki, Nancy Park, Keith McElroy, Robert Trausch, and John Burge, CPA.

### **Fund Raising Committee:**

Charles Withuhn, Nancy Park, Ron Aker, Leslie Johnson, Sheldon Praiser, Lorraine Forster, Bob Trausch, Sue Hildebrand and Bill Kurnizki.

**Village Council:** Based on existing examples in Eugene, Portland and Seattle, and because commitment of the participating villagers is superior to compliance, the Village will be self governing, with CHAT oversight, through regular weekly meetings that all Villagers are expected to attend. Villagers make decisions by majority vote on how the Village will assign tasks and be organized within the aforementioned basic rules.

Specific roles will be identified and filled in order to maintain a safe, organized and sanitary environment, including implementation of the Fire Safety Plan, the Security Plan and the Intervention and Response Plan. Members of the neighborhood will be invited to meetings to get their concerns addressed by the Council.

**Village Monitors:** A small group of Villagers (3-7) will be elected by the Village Council as Village Monitors for set terms. The role of the Village Monitors (VMs) is to uphold orderly management of the Village. VMs are to respond to incidents when a Community/Participant Agreement is broken, and enacting the appropriate level of intervention as specified in the Village Manual. A primary responsibility of the VMs is to act between meetings when urgent situations arise. The VMs are to receive deescalation training and be familiar with non-violent communication as well as "Wellness Recovery Action Plan" training and first aid training. They are to hold at least two (2) regular meetings per week. During this time VMs:

- Set agenda for next weekly Village Council Meeting (any Villager can propose items)
- Review Incident Reports and listen to appeals
- Review Front Desk Log and make sure everyone is completing their volunteer shifts

- Deal with other issues relevant to maintaining orderly operation of the Village

**Village Managers:** For the first 23 months there will be a paid full-time Village Manager and (for the first 19 months) a Maintenance Manager. After which, the CHAT SC may determine if trained Village Monitors can fill these positions. (See Village Manager and Maintenance Manager Job Des.)

#### **6. Neighborhood Outreach:**

In meetings with the neighbors, the SV proposal was supported by the owner and President of Sunseri Construction, the manager at Aramark Corp. Chico, and the manager at United Domestic Workers of America. The manager at Inland Business Systems said she would not make a statement about SV to the press, and leaders at Neighborhood Church said they would not oppose SV. CHAT has and will continue to meet with all neighbors and address their concerns.

## Answers to Frequently Asked Questions

### 1. Won't Simplicity Village (SV) attract more non-resident homeless people?

These concerns arise from fears of a repeat of the illegal camping incident that happened just north of our proposed location in 2016. SV will be nothing like that or any other “tent campground”. What we propose is a well managed, fenced and gated, private community of Chico seniors, who have lost their housing, that have an income, and agree to be good neighbors. Participants will pay rent and commit to working 10 hours a week to keep the place clean and well run. SV will not be open to the public and will allow no unauthorized visitors. There will be a gate monitor on duty, watching the locked gate (in 4 hour shifts) 24 hours a day. There will be a fenced waiting area inside the SV perimeter for deliveries and authorized guests. Authorized guests must be escorted in and out of the Village by a participant. Participants are selected by a CHAT interview team after being referred to us by another local service provider who will have had a history with the participant; they will go through a background check; another interview and a 4 week probationary period during which, breaches of the Village rules will result in a summary expulsion. Moreover, guests must be invited by residents and their visits are strictly limited. Indeed, the experience of other villages is that the participants are so glad to have a roof over their heads that they vigilantly keep uninvited persons away, so as not to be out on the street again. Crime has actually gone down around other villages. We called up the Director of 14 Forward village in Marysville and asked her, “Did opening their facility attract a lot of out of town homeless people to Marysville? She said, “ No.” An applicant can move into 14 Forward for free. SV is expected to cost about \$250 per month rent.

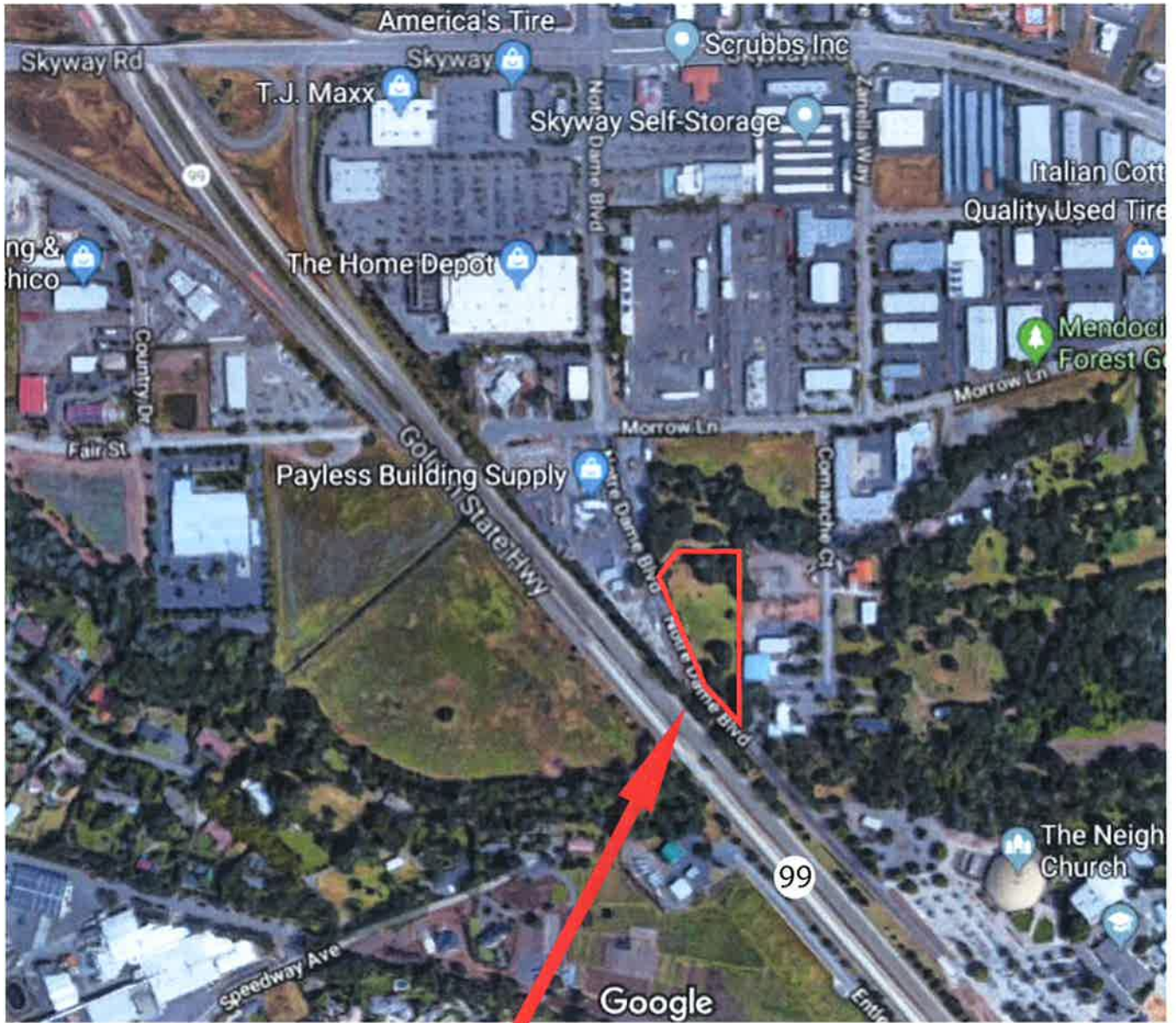
### 2. What about transportation?

Some of our participants will have their own cars. CHAT has an 8 passenger van we will use to shuttle participants without cars to their appointments and to stores. There is a B-Line bus stop only one third of a mile from SV. CHAT has been in touch with BCAG to see about adding a bus stop even more near SV.

### 3. What about lighting?

CHAT has budgeted for driveway and entrance lighting.

# Simplicity Village Area Map

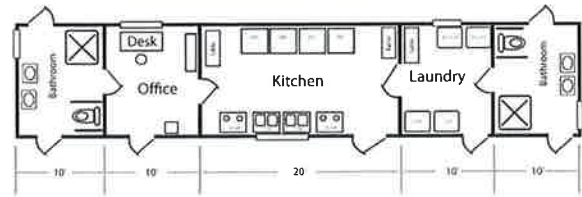


Proposed property lease line



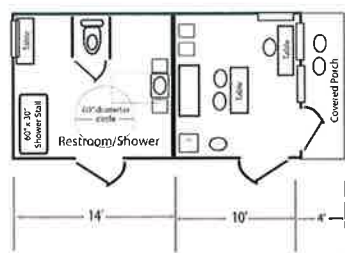
Portables: 12' x 60'  
bathrooms, laundry,  
kitchen

2 Toilets, 6 Sinks, 2 Showers  
2 Clothes Washers each

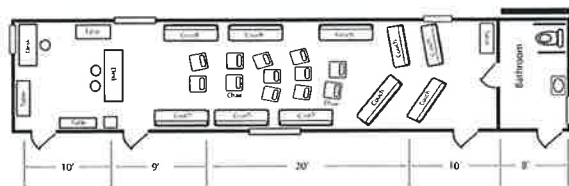


Gate Monitor House  
ADA Restroom and shower  
permanent building

1 Toilet, 1 Sink, 1 Shower



Multi-Purpose Community Bldg  
1 Toilet, 1 Sink



Covered Outdoor Dining Area

2 Sinks

4 Toilets and 4 sinks in the 4 ADA cabins

8 Tall Hose Bibs



# Simplicity Village

## Site Model 12 c

on 2.6 acres of Justine & Ted Ball's property  
on Notre Dame Blvd., Chico CA  
APN 040-030-028

Illuminated Entry Directory

Fire Hydrant

Gardens 4' x 8'

33 Tiny Homes 8' x 12' & 8' x 16'

Portables: 12' x 60'  
bathrooms, laundry,  
kitchen

Dumpster Enclosure

23 Parking Spaces 8' x 20'

Gate Monitor House  
ADA Restroom and shower  
permanent building 12' x 24'  
with 800 amp, 120/208 v, 3 ph, 4 w  
service entrance. Panel on northwest  
corner of building

12' x 32' Workshop

Meeting Rooms

Bicycle Racks

Covered outdoor dining 8' x 60'  
and food prep area

Storage Units 8' x 20' 8' x 8'  
Shipping Containers

Multi-Purpose 12' x 57'  
Community Building

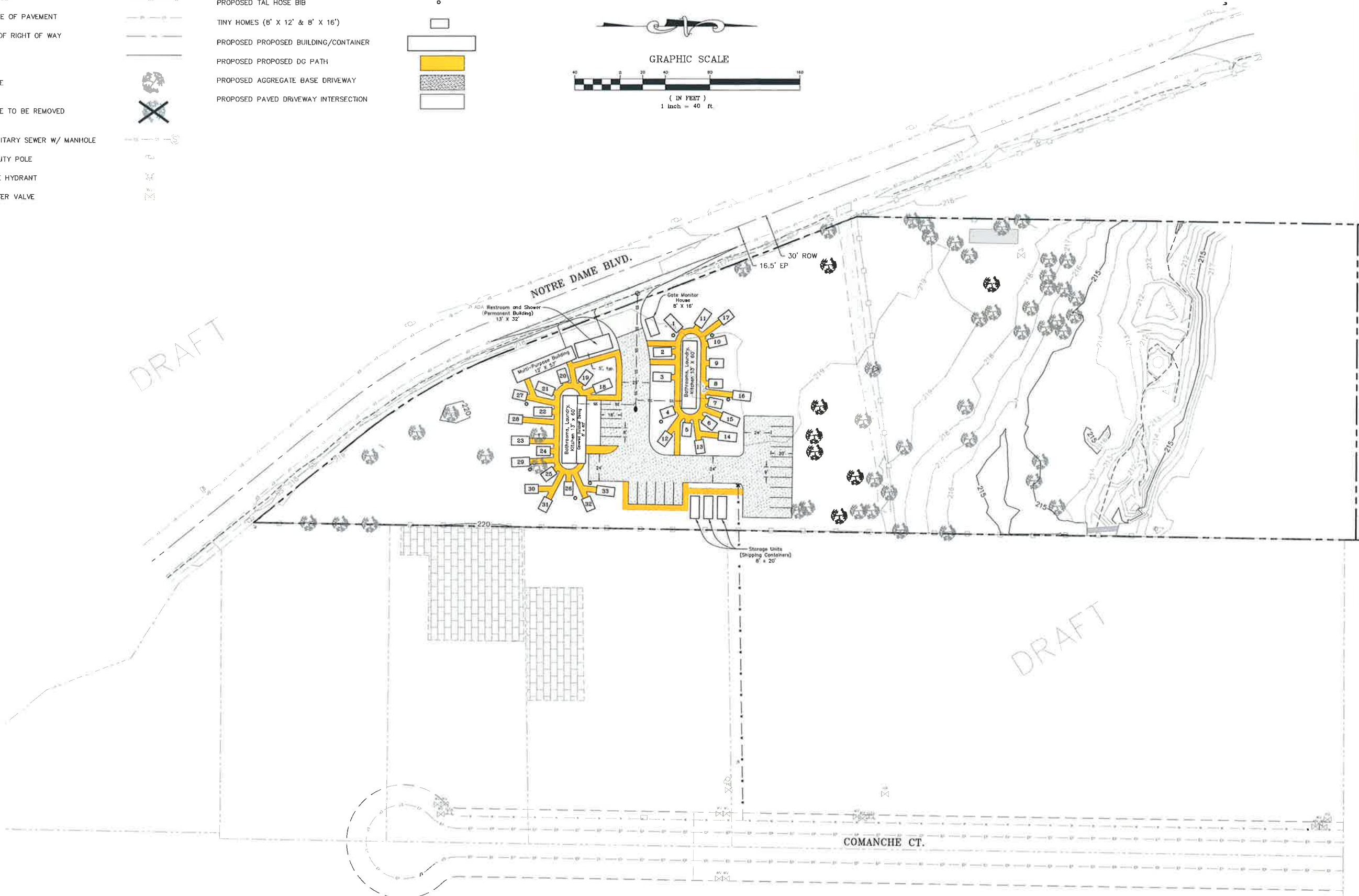
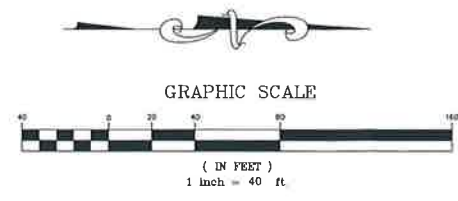
DG Path of Travel

Road Base Driveway  
w/min. interior radius of 28'

Proposed  
Lease property  
Line 255' x 500'  
and fence line

**LEGEND:**

- EXISTING GROUND CONTOUR (NAVD 88 DATUM)
- PROPERTY LINE
- EXISTING FENCE
- EXISTING EDGE OF PAVEMENT
- CENTERLINE OF RIGHT OF WAY
- LOT LINE
- EXISTING TREE
- EXISTING TREE TO BE REMOVED
- EXISTING SANITARY SEWER W/ MANHOLE
- EXISTING UTILITY POLE
- EXISTING FIRE HYDRANT
- EXISTING WATER VALVE
- PROPOSED SANITARY SEWER W/ MANHOLE
- PROPOSED FIRE HYDRANT
- PROPOSED TAL HOSE BIB
- TINY HOMES (8' X 12' & 8' X 16')
- PROPOSED PROPOSED BUILDING/CONTAINER
- PROPOSED PROPOSED DG PATH
- PROPOSED AGGREGATE BASE DRIVEWAY
- PROPOSED PAVED DRIVEWAY INTERSECTION



DRAFT

DRAFT



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SURVEYING  
PROPERTY SURVEYS  
CONSTRUCTION STAKING



COMMUNITY HOUSING ACTION TEAM

**SIMPLICITY VILLAGE  
TOPOGRAPHIC SURVEY MAP  
SITE PLAN**

CITY OF CHICO  
COUNTY OF BUTTE  
STATE OF CALIFORNIA

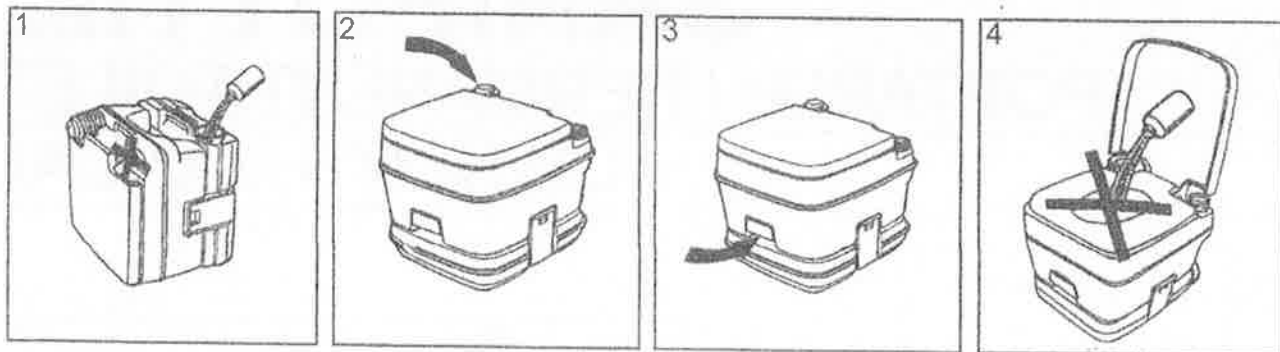
REV	DATE	DESCRIPTION

SP-1

DATE: FEBRUARY 11, 2019  
 DRAWN BY: DMB  
 DESIGNED BY: WEG  
 CHECKED BY: WEG  
 JOB NO.: 1240

P:\VIT Project Folders\1240 - Simplicity Village\Map\1240 020719 IP.dwg, S1W-C2, 03/25/2019 09:45 am Wes

# SANIPOTTIE OPERATION



## English

1. Set portable toilet on its front side so cap on holding tank is in vertical position. Remove cap and add SeaLand® brand holding tank deodorant following instructions on deodorant container. Replace cap firmly.
2. **BEFORE USING:** Set portable toilet in upright position and remove cap located right, rear side of freshwater tank. Fill with fresh water just below the neck of the freshwater inlet. Depress bellows pump to add water to bowl.
3. **AFTER USING:** To flush, open slide valve by pulling out handle and press bellows pump one or more times. After flushing, close slide valve by pushing handle all the way in.
4. **CAUTION:** Never add holding tank deodorant to the waste holding tank by pouring directly into the toilet bowl.

**TO EMPTY HOLDING TANK:** (1) Make sure slide valve handle is all the way in. (2) Unlatch upper unit by disengaging side latches and lift from holding tank. (3) Carry holding tank to permanent toilet facility. (4) Remove cap. (5) Empty contents into permanent toilet. (6) Rinse tank thoroughly. (7) Replace cap. (8) Reassemble unit and prepare for use.

**CAUTION:** Deodorants may be harmful or fatal if swallowed. Avoid breathing of vapor for prolonged or repeated periods. Contact with skin, eyes and mucous membranes should be avoided. Allergic irritation may result from prolonged or repeated contact with skin. **FIRST AID:** If product contacts eyes or skin, flush area immediately with clean water for at least 15 minutes. Get prompt medical attention for eyes. If ingested, give one or two glasses of water or milk. Induce vomiting and contact physician or Poison Control Center immediately.

## Français

1. Poser la toilette portable sur le côté avant afin que le bouchon du réservoir d'eau usée soit en position verticale. Retirer le bouchon et ajouter le désodorisant de chasse d'eau SeaLand® en suivant les consignes de l'emballage du désodorisant. Remettre le bouchon en place en vous assurant qu'il est bien fermé.
2. **AVANT L'UTILISATION:** Placer la toilette en position verticale et retirer le bouchon situé à la droite du côté arrière de la cuve d'eau fraîche. Remplir d'eau fraîche juste au dessous du col de l'ouverture pour eau fraîche. Appuyer sur la pompe à soufflets pour ajouter de l'eau à la cuvette.
3. **APRES L'UTILISATION:** Pour évacuer, ouvrir le robinet-vanne en tirant la poignée vers vous et en appuyant sur la pompe à soufflets une ou plusieurs fois. Après l'évacuation, refermer le robinet-vanne en poussant la poignée complètement.
4. **ATTENTION:** Ne jamais ajouter de désodorisant de chasse d'eau au réservoir d'eau usée en versant directement dans la cuvette des toilettes.

**POUR VIDER LA CHASSE D'EAU:** (1) S'assurer que la poignée du robinet-vanne est complètement poussée. (2) Déverrouiller l'unité supérieure en désenclenchant les loquets latéraux et en les soulevant du réservoir d'eau usée. (3) Transporter le réservoir d'eau usée jusqu'à des toilettes installées de manière permanente. (4) Retirer le bouchon. (5) Vider le contenu dans les toilettes permanentes. (6) Rincer le réservoir soigneusement. (7) Replacer le bouchon. (8) Remonter l'unité et préparer à l'utilisation.

**ATTENTION:** Les désodorisants peuvent être dangereux ou mortels s'ils sont avalés. Eviter de respirer des vapeurs pendant des périodes répétées ou prolongées. Eviter le contact avec la peau, les yeux et les muqueuses. Un contact répété ou prolongé avec la peau peut provoquer des irritations ou des allergies. **PREMIERS SOINS:** Si le produit entre en contact avec les yeux ou la peau, passer immédiatement sous l'eau pendant au moins 15 minutes, et contacter rapidement un médecin. En cas d'ingestion, donner un verre ou deux de lait ou d'eau. Faire vomir et contacter un médecin ou le Centre de Contrôle des Poisons immédiatement.

## **Village Manager/ Maintenance Manager Job Description:**

### **Objectives Criteria Requirements**

- Forge relationships with contractors, and villagers, executing proactive oversight, maintenance, and problem prevention
- Work with the CHAT SC, and various other professionals in effectively resolving villager issues, and disputes
- Understand and maintain building systems and work with the CHAT SC or outside contractors for repairs and service. Competently prepare specifications and review competitive bids on maintenance projects and service agreements
- Communicate with our Budget Committee Manage to manage expenses, initiate corrective measures, and prepare reports by collecting, analyzing, and summarizing data
- Provide timely and effective service and accessibility while complying with federal, state, and local regulations
- To foresee potential issues and prevent them from becoming problems; to respond to unplanned situations, requiring quick thinking, resourcefulness, and the ability to solve problems.
- Live on-site
- Successfully complete a four week trial / training probationary period.
- Undergo a 5 month and 11 month evaluation.

### **Daily and Monthly Responsibilities**

- Monitor all on-going maintenance projects performed by external contractors, including requirements of current insurance certificates
- Manage property maintenance requirements through regular inspections of property for damage, contractor effectiveness, and look for areas of improvement
- Work cooperatively with vendors and contractors, with villager coordination, to expedite the completion of work, and prepare the team to respond in emergency and crisis situations
- Collect the villager's monthly fees, maintain a record of such and convey them to the CHAT Treasurer
- Attend board meetings and present routine reports, including activity reports, variance reports, violations of the Village Manual or Participant/Community Agreement (incident reports), property inspections, roof inspections, and lighting reports

### **Skills and Qualifications**

- High school diploma or equivalent
- Stress-management, time-management, and problem-solving skills



- Ability to work an unpredictable schedule
- Training in Deescalation; Wellness Recovery Action Plan; conflict resolution; nonviolent communication; mental health first aid

## Preferred Qualifications

- Bachelor's degree preferred
- Proficient computer skills, including Microsoft Office and CMS
- Established relationships with contractors and service providers
- Negotiation and conflict-management skills

## Remuneration

One salary position \$16 per hr x 45 hrs per week x 4 = \$2880.00 per month + free rent + some free food

Additional Taxes to pay on top of payroll

6.2% Social Security

- 1.4% Medicare
- 3.1 % State Unemployment Ins.
- 3.75% Workman's Comp

Total 14.45% additional taxes

Total cost including taxes \$3298.00 per month x 12 = \$39,576.00

One salary position at \$20 per hr x 40 x 4 = \$3200 per mo. + 14.45% txs (\$462) = \$3662 cash out per mo. + 3 weeks (of vacation, holiday and sick leave) off a year. X 12 = \$43,944 cash out per year

One salary position at \$24 per hr x 40 x 4 = \$3840 per mo. + txs (\$555) = \$4395 cash out per mo. + 3 weeks time off x 12 = \$52,740 cash out per year



**CHAT Simplicity Village  
Cash Flow Projection Summary  
2019 – 2020**

<b>Financial Summary:</b>	<b><u>July 2019 to June 2020</u></b>	<b><u>July 2020 to June 2021</u></b>
Total Income	\$817,587	\$168,500
Total Expenditures	\$702,416	\$116,337
Annual Cash Surplus	\$115,171	\$52,163
In-Kind Donations	\$813,000	0
End of Year Cash Balance	\$178,721	\$230,884

# Simplicity Village Projected Budget

July, 2021

5/10/19 revision

TWO AND A HALF ACRE LOT  
 33 Tiny Homes Units  
 Population served 46

	46 Villagers Monthly	46 Villagers Annual
<b>Income</b>		
Single Occupancy Rents	\$ 5,500	\$ 78,000
Double Occupancy Rents @ \$100 add'l per 2nd Villager	1,500	19,200
Grants	0	0
Business and Individual Sustainers	0	0
Local Fund Raising	0	0
Village Enterprises	400	4,800
<b>Total Income</b>	<b>\$ 8,500</b>	<b>\$ 102,000</b>
<b>Expenses</b>		
Property Rent	\$ 1,708	\$ 20,296
Office Supplies	108	1,296
Administration	78	872
Electricity	453	5,436
Propane (Kitchen, BBQ's, Hot Water for showers)	233	2,796
Waste Management (3 trash and 3 recycle bins)	300	3,600
Sewer	220	2,640
Maintenance & Repair	300	3,600
Household supplies (toilet paper, cleansers, etc.)	443	5,316
Water	307	3,684
Insurance (per quote from Gates Creek Ins. Co.)	167	2,001
Village Manager	3,219	38,628
Internet	116	1,395
Contingency	100	1,200
<b>Total Operational Expenses</b>	<b>\$ 8,400</b>	<b>\$ 100,800</b>

# SIMPLICITY VILLAGE MANUAL

5/17/19

## Simplicity Village (SV) Operations and Self-Maintenance

**CONTENTS:** Agreements, Types of Membership, Village Governance, Village Security Plan, Intervention Action Plan, Village Safety Plan, Food Storage, Pets, Abandonment, Alcohol, Drug & Paraphernalia, Couples Policy, Probationary Status, Medical & Family Leave, Bathroom Cleaning, Community Agreement

### TYPES OF MEMBERSHIP

**Villager:** An individual program participant who currently lives in a housing unit at the Village who has completed the probationary period.

**Probationary Villager:** A new participant undergoing a 4-week trial period to make sure that they can follow the Participant Agreement before being fully accepted as a villager.

**Village Monitor:** 3 to 7 participants elected to have additional responsibility and authority in the Village. A more detailed description of this role can be found in the SV Organizational Structure document.

**Village Volunteer:** A non-resident or prior participant who is trained to assist in the operation and maintenance of the Village. They must be familiar with the Participant Agreement and have filled out the Volunteer Registration Form and Volunteer Release Form, and a background check.

**CHAT Board of Directors:** Chico Housing Action Team 501(c)3 B.O.D. oversees the activities of the Steering Committee and the Village.

**CHAT Steering Committee (SC):** 5 to 7 members from the CHAT Board of Directors and appointed volunteers that meet once a month to refine, plan and direct the project. See S.V. **Organizational Structure** doc. for additional details.

**Advisory Board:** Professional members of our larger community who have signed on to be available for consultation to provide technical expertise, training and for working with and training villagers to help start micro-businesses, lead skill building workshops and help build the tiny homes.

### Non Discrimination Policy:

Simplicity Village does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, national origin (ancestry), disability, marital status, sexual orientation, military status, or any other characteristic protected under applicable federal or state law, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff, selection of volunteers and vendors, selection of village residents, and provision of services. We are committed to providing an inclusive and welcoming environment for all village residents and members of our staff, clients, volunteers, subcontractors, and vendors.

### VILLAGE GOVERNANCE

Self-governance is a core value of Simplicity Village. This means that the success of the Village rests on not only the CHAT over-sight but also the participation of those who live there. There are three governing groups for making decisions related to the management of the Village. They are:

#### 1) Village Council (All Villagers)

Every \_(day)\_\_\_\_\_ at \_(time)\_\_\_\_\_ the required weekly meeting will be held. Attendance is mandatory for all Villagers. Issues related to the organization of the Village will be discussed and voted on at this time. Specific roles will be identified and filled in order to maintain a safe and sanitary environment. The following applies to the Village Council meetings:

Advance notice with documentation must be provided to the Gate Monitor for excused

absences (i.e. work, school, medical), which must be approved by Village Council or Monitors.

Excused absences may vote on policy issues prior to the meeting through absentee ballot.

A quorum is established when over 50% of Villagers are present.

Any decisions made at the Village Council Meetings are made with CHAT over-sight and must comply with the existing Participant Agreement, Village Manual, and Operational Structure documents.

Amendments to the Participant Agreement and Village Manual may be proposed at the meeting and require 2/3 majority vote to pass.

Amendments to the Participant Agreement and Village Manual must be reviewed and approved by the CHAT Board of Directors before taking effect.

Expulsion from the Village may be appealed at the weekly meeting, and is decided upon by a majority vote of the Village Council, subject to CHAT Steering Committee approval.

Informal meetings can be scheduled on other nights but will not be mandatory.

## **2) Village Monitors**

Elections are held during Village Meetings to maintain a group of 5 to 7 Village Monitors. To become a Monitor member, a Villager must be nominated by another Villager. A majority vote of Villagers present then decides which nominees are elected. The elected term is two months. Monitors may serve consecutive terms. Elections are to be staggered so that the entire group of Monitors does not change at once.

The role of the Village Monitors is to uphold orderly management of the Village. Villagers elected as a Monitor are given the task of responding to incidents when a Participant Agreement is broken and enacting the appropriate level of intervention as specified in this manual. A primary responsibility of Monitors is to act between meetings when urgent situations arise.

For the issues addressed within this manual, it is the responsibility of the Monitors to ensure that the appropriate level of intervention is being enforced. A Monitor member may be removed from their position for violating this duty through a majority vote at a Village Meeting. When an incident occurs that is not described in this manual, it is up to the Monitors to determine the appropriate level of intervention.

All Monitor decisions are potentially subject to review by the entire Village at a Village Meeting. In this way, service as a Monitor is much like any other form of contribution to the operation and maintenance of the Village.

When a rule break occurs, any Villager may write an Incident Report. The Village Monitors then are responsible for verifying that the level of intervention is appropriate and notifying the alleged offender. From there, the alleged offender has three options:

- 1) Accept the Incident Report with the proposed level of intervention
- 2) Appeal the Incident Report at the next Village Monitors' meeting, in which case the level of intervention requires the vote of a majority of Monitor members
- 3) If the alleged offender still feels that the action is unjust they may appeal to the weekly Village Council Meeting subject to CHAT Steering Committee approval.

For incidents resulting in suspension or expulsion, the offender should be given a chance to appeal before taking their leave — unless the Village Monitors consider the behavior to be a threat to the Village, in which case the Monitor will call the CPD.

The Village Monitors are to hold at least two regular meetings per week. During this time Monitor members:

- Set agenda for next weekly Village Meeting (any Villager can propose items)

- Review Incident Reports and listen to appeals

- Review Front Desk Village Monitor Log and make sure everyone is completing their shifts

- Deal with other issues relevant to maintaining orderly operation of the Village.

Impromptu Village Monitor meetings may also be necessary to address urgent situations.

Quorum to hold a Village Monitor meeting is to have at least 50% of monitors present, but an attempt should be made to notify all Monitor Members. Members of the CHAT Board of Directors or CHAT Steering Committee may also attend these meetings, but may not vote.

There is to be a designated “Monitor of the Day” as a point of contact for day-to-day operations.

### **3) CHAT Board of Directors (BOD) and CHAT Steering Committee (SC)**

The main governing role of the BOD and SC is to provide oversight. The purpose of this is to ensure that the Participant Agreement and Village Manual are being upheld. In cases where the Village is not in compliance, and the Village Council has not taken action, the BOD and/or the SC may step in to take action at their discretion.

The CHAT Board of Directors and SC are also responsible for ensuring that financial, legal, administrative, safety, and sanitation matters are being properly managed. Interface between the Village, the BOD and the SC will occur through the following:

**CHAT Steering Committee Members:** There will be at least 2 Villagers appointed to the CHAT Steering Committee (SC) for 6-month terms. To stagger terms, the second Villager Committee Member is appointed 3 months after the first. Villager Committee Members are appointed by the SC and may not simultaneously serve as Village Monitors.

**Village Monitors Liaison:** One Village Monitor member will be appointed monthly by the Village Monitors

to attend SC meetings, serving as a liaison between the Monitors and the SC. At least one CHAT SC member will attend Village Council meetings.

## **VILLAGE SECURITY PLAN**

**The Front Gate Monitor** controls the only access in and out of the Village. Staffing the front desk is one of the most important duties at Simplicity Village. This will be a service of the Villagers. Only Villagers, Village Volunteers, BOD and SC members may enter the Village unaccompanied.

The Front Desk is to be staffed by at least two trained individuals during open hours (8am-10pm). At least one person must be a Villager. The second may be a Villager or a Village Volunteer. Their primary role is to be the “eyes and ears” of the Village during their shift.

Staffing the Front Gate involves the following duties:

- Answer phone calls

- Register visitors and locate a Villager to accompany the visitor

- Document any disruption to normal operations in the Front Gate Log

- Inner perimeter checks; pick up litter in front

For further details on this duty, see the “Front Gate Duties and Information” sheet posted at the Front Desk.

The gate will be locked between 10pm-7am. During this time, one person is to spend the night at the Front Gate cabin in case assistance is needed at the gate. In the case of an incident, the person on duty should alert the Village Monitors.

**Weapons** are not allowed on the Village site. Weapons are defined as firearms, knives (other than small pocket knives with 4” blade or less or those used for cooking), explosives of any type, clubs, or other striking implements. Chemicals such as Mace or Pepper spray must be checked at the front desk.

**Three Stages of Response** for maintaining a secure and orderly environment within the Village. Stage 1 is the least severe and most common type of response. Stage 3 is the most severe and least common type of response.

### **Stage 1: Village Monitors**

Village Monitors are responsible for maintaining order when urgent situations arise. For a full description of this duty see: Organizational Structure.

### **Stage 2: Intermediary Security Agency or a crisis care team**

When Village Monitors are unable to gain the cooperation of a disruptive Villager, they are to contact the intermediary security agency or the crisis care team. A contract enables that agency

to act on behalf of the Village in order to gain control of the situation. The phone numbers for the security agency and the crisis care team will be listed at the front desk.

### **Stage 3: Chico Police Department**

The Chico Police Department (CPD) is welcome to patrol the Village as they would any other neighborhood. In cases where the law is being broken and Villagers or the security agency are unable to gain cooperation of the offender, the police department will be contacted.

The previous Stages of Response are to be tried first if appropriate.

Contact the Chico Police Department when a crime is committed or is in progress, or upon a victim's request. Trained Villager Monitors may resolve lower level crimes such as petty theft and minor criminal mischief.

### **INTERVENTION ACTION PLAN**

a) When a complaint that is not technically a rule break is cause for concern for members of the Village, the Monitors will meet with said Villager and discuss a plan of action to curtail the behavior. Early intervention typically helps prevent further and more severe action.

b) In cases of a complaint by one Villager against another when the complaint is not a clear rule break, a third party mediator will meet with the complainant and the alleged offender to discuss the issue and reach a resolution that is agreeable to both parties.

c) Minor rule violations (i.e. missed host shift, village meeting, etc.) result in 4 levels of intervention:

o Level 1 – Verbal warning

o Level 2 – Written warning

o Level 3 – 48-hour expulsion from Village

o Level 4 – Permanent expulsion from Village

d) Minor rule violations will be tracked for a 3-month rolling period.

For example: If you missed a shift on the 5th of October you would receive a verbal warning. If you missed another shift on the 12th of November you would receive a written warning. If you again missed a shift on the 9th of December you would then be on a 48-hour expulsion. If you missed another shift on the 4th of January you would be permanently expelled. However, if your 4th missed shift was on the 6th of January it would be treated as a level 3 again. And if you had missed no shifts between the 5th of October and the 6th of January the January violation would be treated as a level one violation again.

e) Villagers reserve the right to work off minor rule violations by contributing extra hours towards the operation and maintenance of the Village. Missed host shifts may be made up by working 2x the number of hours missed. The Village Monitors may designate requirements for other minor rule violations.

f) More severe rule violations may require action at a heightened level of intervention even though the rule violation may be a first offense. The Village Monitors will deal with these rule violations on a case-by-case basis unless otherwise defined in this manual.

g) All intervention actions require the agreement of a majority of Village Monitors.

h) In cases of expulsion from the Village, where the Villager is not an imminent threat to self or others, the Villager to be expelled will be given a reasonable amount of time, (typically 3 days) to make arrangements. No resident who is not an imminent threat to others will be expelled after 8pm. A Village 3 day cease and desist order can be delivered to a Villager found to be in a fourth violation of an Agreement by a Monitor, after a majority vote of the Monitors or the SC or Village Council.

i) Villagers may appeal their expulsion or 3 day order at a Village Council meeting, which may include actions for addressing the problematic behavior that caused their expulsion. A final Council majority vote will either uphold or revise the expulsion, subject to CHAT Steering Committee approval.



## **VILLAGE SAFETY PLAN**

- a. Villagers shall report a fire or other emergency to 9-1-1 through the use of a personal cell phone. All Villagers also have access to a phone at the front desk in emergency situations.
- b. Villagers will be notified of a fire or other emergency by word of mouth, and if necessary will relocate and evacuate based upon the designated evacuation route (see Fire Safety and Evacuation Map posted at Front Desk). All new Villagers are to be informed of this during the orientation process.
- c. A Safety Committee shall be formed consisting of at least one SC member, one CHAT volunteer, and two Villagers. Duties of this committee shall include the following:
  - o Oversight of fire drills and Food Storage Policy
  - o Annual (or at change of occupancy) safety inspection with attention to trip, slip, and fall hazards
  - o Annual (or at change of occupancy) testing of all smoke and CO2 detectors
  - o Annual (or at change of occupancy) testing of all extension cords and power strips with an approved circuit tester
  - o Maintenance of systems and equipment installed to prevent or control fires
  - o Maintenance and control of fuel hazard sources
- d. In addition, participant members of the Safety Committee shall be prepared to:
  - o Assist others and provide medical aid in an emergency.
  - o Take a head count after an evacuation. Identify the names and last known locations of anyone not accounted for and provide them to the Fire Official in charge.
  - o Provide additional information or explanation of duties under the plan to Villagers and volunteers.
- e. The following fire fighting and fire protection measures will be taken:
  - o No recreational fires will be permitted within the Village as prohibited by City Code.
  - o No open flames are permitted within the housing units.
  - o ABC fire extinguishers will be accessible throughout the Village (see Fire Safety and Evacuation Map for locations).
  - o Smoke detectors and carbon monoxide alarms will be installed in common buildings and dwellings per City Code, and will be inspected to insure they are functional and replaced if they are not functional.
  - o A map of the village emergency vehicle ingress and egress will be maintained and provided to the Chico Fire Department.
- f. There will be lockable gates at the Village, and the fire lane will be defined and kept clear of obstructions within the Village.
  - o A minimum 10-foot setback and right-of-way will be maintained between structures on the Village site.
- g. Villagers will participate in at least two fire drills per year with the Chico Fire Marshal's Office present, using the following procedure:
  - o Appoint someone to monitor the drill, activate and reset the fire alarm, and time the evacuation.
  - o Fire drills shall be conducted at varying times and under varying conditions to simulate conditions that could occur during a fire or other emergency. Make it realistic by requiring participants to use their second way out or to crawl low. This can be done by having someone hold up a sign reading "smoke" or "exit blocked by fire".
  - o After the evacuation, take a head count at the designated meeting place(s) to account for everyone's participation and safe evacuation.
  - o After the drill, gather everyone together to discuss questions or problems that occurred. Redesign the drill procedures as needed.
- h. The fire drills will be documented and recorded in the Village Operations Records with the following details:
  - o Identify the person conducting the drill

- o Date and time of the drill
- o Notification method used
- o Staff members on duty and participating
- o Number of Villagers evacuated
- o Special conditions simulated
- o Problems encountered
- o Weather conditions during the drill
- o Time required completing the evacuation

I. Fire Safety and Evacuation Map posted at front desk.

J. Inspections of dwellings may occur with a 24 hour notice from the Steering Committee or immediately in cases of obvious eminent danger.

### **FOOD STORAGE POLICY**

Fair sharing of resources is critical to the well-being of the Village. Hoarding or inequitable division of resources is unhealthy. Additionally, the Village is vulnerable to food theft by dogs, cats, rodents and other animals. Rodents themselves provide a health hazard and we must discourage their presence by not having food available to attract them. Consequently, the following Food Storage Policies have been adopted:

- a) All community food that enters the Village as a donation must be stored in the community food pantry in an appropriate sealed container. No donated food may be taken to an individual residence. All community food must be eaten in community areas. This is not only for sanitation purposes but also to promote the social health of the Village.
- b) Non-perishable food purchased by a Villager with their own resources may be stored in rodent and insect resistant containers in their residence.
- c) A limited amount of perishable food may be stored in the community refrigerator, if it is labeled with a name and date. Items in the refrigerator without a label immediately belong to "everyone." No perishable food may be stored in an individual residence.
- d) All food will be prepared in communal spaces.
- e) It is important, if one eats in their residence, to immediately wipe or sweep up any crumbs for the prevention of rodent infestation.
- f) Any villager who fails to store food properly in their unit may be ruled no longer able to have food in their unit by the Village Council.
- g) Villagers may not take food from the community food area or any common food source to their residence to eat, unless approved special circumstances.

### **PET POLICY**

Service Animals and pets are honored as an important part of Villagers' lives. The limited capacity of the Village to support only a small number of such animals is also honored.

Consequently, the following Pet Policies have been adopted:

- a) Service Animals are welcome. A doctor's prescription for a service dog must be shown. If someone with a service dog does not have a prescription, they may seek assistance in locating a doctor to assess the need and prescribe a service animal. A Service Animal does not count in the "quota" of dogs. Service Animals must follow the same rules as other dogs. However, if someone has a Service Animal, but cannot obtain a prescription, that animal will be considered a pet and must be counted in the quota on a first-come first-served basis as outlined below.
- b) Dogs are permitted as pets. There will be a maximum of 9 dogs at SV at any one time. Space for dogs is on a first-come, first-served basis.
- c) All pets must be tagged with ID as required by local regulations.
- d) No pets may be acquired AFTER acceptance into SV.
- e) All dogs must be spayed and neutered prior to moving on-site. Applicants may seek help

from the Council in finding funds/veterinarian for such procedures.

f) All dogs must be on leash at all times. If, at any time, Village Monitors find that a pet either poses a nuisance or danger to others or is not properly cared for, the pet must leave SV at the instruction of the Village Council. Residents may ask the Council for assistance in the proper training of their pet.

g) If the participant dog owner is off site, their dog must be properly confined in the kennel area, or dog run and/or under the supervision of another Villager.

h) The owner must pick up all solid waste for their pet, keep their pet from annoying other residents either through trespass, barking or any other means. Failure to do so can result in the Village Monitors ejecting the pet from the premises.

### **ABANDONMENT POLICY**

Villagers who have been continuously absent from the Village and have made no effort to remain in contact for a period of 3 days (or extensions for good cause) have abandoned their dwelling. Said persons would no longer be a Villager or participant and their possessions would be removed from their previous dwelling immediately upon the dwelling being declared abandoned. They would then have a period of 30 days to retrieve their possessions after which time those items would be disposed of at the discretion of the Council.

A structure will also be considered abandoned if a Villager is spending less than 10 out of 14 nights at the village. Exceptions will be made for Villagers who are unable to contact the Village due to extenuating circumstances such as; jail, hospital, etc. Abandonment will not be considered for those Villagers who wish to spend time away from the Village for personal reasons provided they inform a Council member and make arrangements to cover their host hours when possible. In the case of emergencies exceptions will be made for those unable to make arrangements to cover their host hours.

#### **Process for documentation and storage of abandoned possessions:**

When a unit has been declared abandoned, at least 2 Village Monitors will remove items from the abandoned unit. They will document what items are present and place them in an available storage container or bag that is clearly labeled with the name of the former Villager and the date of the abandonment. These items will then be stored in the storage loft of the Front Desk until such time as the owner retrieves them or they are over the 30-day limit. Once items have reached the 30-day limit Village Monitors will determine the proper disposal of said items during the next Council meeting.

### **ALCOHOL, DRUG, & PARAPHERNALIA POLICY**

a) Consumption of alcohol at SV: 48 hour expulsion (enrollment in an AA program or random breathalyzer testing may also be required if Village Monitors or SC deem necessary).

b) Consumption of marijuana without a prescription at SV: 48 hour expulsion.

c) Illegal drugs or drug paraphernalia, including needles (if no prescription for insulin or other IV medications), pipes (used for anything other than tobacco or medical marijuana), and spoons that have been used for "cooking" drugs: permanent expulsion.

d) Any other items suspected to have been used for drug related purposes will be dealt with on a case-by-case basis by the Village Council and or Monitors.

e) No smoking or vaping permitted in any buildings or dwellings on Village premises.

### **COUPLES POLICY**

Couples must agree to abide by the following intervention policy if they have a fallout which results in one person moving out of a couple's unit. This must be filled out during the interview process.

"We, \_\_\_\_\_ [the couple's names] \_\_\_\_\_, in the event of a fallout resulting in an inability to live together and causing one person to move out of couple housing, will agree to Village

policy that \_\_\_\_\_ [one of their names] \_\_\_\_\_ will move out of the couple's unit and out of SV until a single's unit is available." In order to remain an active Villager, the person who moved out of the unit will still need to do their gate shifts, bathroom duties, extra hours, and attend Village meetings. In exchange, the Village will do their best to secure the Villager's property in a safe and dry location. After the Villager moves into a single's unit, when a second single's unit becomes available, the Villager remaining in the couple's house will move into it, thus freeing up the couple's house for a new couple.

### **PROBATIONARY STATUS POLICY**

New participants undergo a 4-week trial period, subject to Steering Committee oversight, to ensure that they are willing to follow the SV Participant Agreement before being fully accepted as a Villager. The goal of this program is to obtain a fair and objective view of the potential Villager that removes the "popularity contest" factor, and instead focuses on their willingness to be a contributing member of the community. The new participant will be given a mentor who will guide them through orientation and do a daily check-in with the new participant to answer any questions or concerns that they may have. It will also be the mentor's responsibility to counsel the new participant when any issues arise so that the concerns may be addressed. The mentor will meet with Village Council once a week to advise them on how the new participant is progressing.

After 4 weeks, Council and at least 1 BOD or SC member will hold a meeting where Villagers can express any legitimate concerns, questions, and complaints about the new participant. After the meeting, they will vote on whether to accept the new participant as a Villager based on the following criteria:

- 1) Has the new participant upheld their responsibilities, such as front gate, extra hours around the village and bathroom cleaning duties?
- 2) Does the new participant have any incident reports? If so, can those be interpreted as part of the learning process and will not be a continual issue?

**Volunteer Work While on Wait List:** Potential Villagers who have passed the background check and interview process will be encouraged to volunteer service to the Village to demonstrate a willingness to contribute and be a part of the community. A list of projects will be made available to help guide potential Villagers. A sign-in sheet will be maintained in order for SC to supervise these projects.

### **MEDICAL & FAMILY LEAVE POLICY**

**Definition of Medical Leave:** Medical leave is time off from Village duties, excluding fee payments, that Villagers can use to address their health and safety needs without losing their Villager status.

**Definition of Family Leave:** Family leave refers to time taken off from Village duties, excluding fee payments, for the purpose of caring for an ill family member or to assist a family member with crisis needs.

**Time allowed for Medical and Family Leave:** A Villager is allowed two weeks of medical leave or family leave with no documentation necessary. If the need is longer than two weeks, documentation may be required to present to Council. If the Villager needs more than 60 days of medical leave or family leave, they will need to vacate their residence in order to allow a new participant to get into the Village. (Housing wait-list current policy would still be followed). The current Villager will then be placed first on the wait list for re-entering the Village when their medical issues are resolved and they are able to be a full Villager once more. If more than one Villager is on the wait-list, they will be in the order that they were placed on wait-list. When on the wait-list, no fees are required to be paid. A person will remain on the wait list for 3 months and will need to reapply if they were not able to become a full Villager once more. Exception to this rule

would be if no housing units become available before their 3 months are up.

While on medical or family leave, if a Villager is staying on-site, they will be required to pay their fees as normal. If they are not staying on full time at the Village, they are responsible for paying a prorated amount for the time they are there. If the villager attends the weekly Village meetings, they retain their full voting rights. If they do not attend, they forfeit their voting rights for that meeting.

**How to apply for Medical and Family Leave:** If a Villager needs to take medical or family leave, they will need to advise the Council of their needs as soon as they are able, in order to be granted leave. If a Villager is staying on-site and needs more than 60 days, they will speak to Council and it will be handled on a case-by-case basis.

### **KITCHEN, BATHROOM and GROUNDS CLEANING POLICY**

All villagers are required to sign up to share in the duty of cleaning the Village kitchens, bathrooms, shower, laundry areas and grounds.

1. First refusal to sign up or to adequately complete this requirement will result in a verbal warning and Villager will be required to sign up for two spots the following rotation.
2. Failure to sign up for the 2 days in the following rotation or adequately complete the cleaning duty will result in a written warning for the first violation and a 48 hour expulsion for the second violation. The Villager will again be required to sign up for an additional 2 days on the following rotation.
3. Failure to sign up or adequately complete the cleaning duty a third time would then result in a permanent expulsion.



**BOARD OF SUPERVISORS**  
COUNTY OF BUTTE, STATE OF CALIFORNIA

Resolution No. 17-181

**RESOLUTION OF THE BUTTE COUNTY BOARD OF SUPERVISORS SUPPORTING EFFORTS TO ADDRESS  
HOMELESSNESS IN BUTTE COUNTY**

**WHEREAS**, there are many organizations committed to addressing homelessness in Butte County, through prevention, sheltering, supportive services, and transitional and permanent housing; and

**WHEREAS**, throughout the incorporated and unincorporated areas of Butte County, there is a housing shortage for low income individuals and, according to the 2017 Homeless Point in Time Census and Survey Report, there were 76% more homeless people in 2017 than in 2015 throughout the County; and

**WHEREAS**, 78% of those surveyed, including adults and unaccompanied youth, reported that they became homeless while living in Butte County; and

**WHEREAS**, the capacity of area emergency shelters is insufficient to accommodate a large number of the homeless, with a total capacity of approximately 351 emergency beds; and

**WHEREAS**, the result of insufficient emergency beds results in a significant number of people unable to obtain shelter, with 747 people reporting sleeping unsheltered countywide in 2017; and

**WHEREAS**, Butte County desires to support public, private, and non-profit multi-agency cooperation, such as the efforts of the Chico Housing Action Team, in serving homeless individuals through the development of housing with wraparound services including mental health services, social services, and public health services; and

**NOW, THEREFORE, IT IS HEREBY RESOLVED** that Butte County commits to providing supportive services through the Departments of Behavioral Health, Employment and Social Services, and Public Health to multi-agency partnerships providing emergency, transitional, or permanent housing solutions for the homeless population in the incorporated and unincorporated areas of the County.

**PASSED AND ADOPTED** by the Butte County Board of Supervisors this 24<sup>th</sup> day of October, 2017, by the following vote:

**AYES:** Supervisors Wahl, Kirk, Lambert, Teeter, and Chair Connelly

**NOES:** None

**ABSENT:** None

**NOT VOTING:** None

*Bill Connelly*

**Bill Connelly, Chair**  
Butte County Board of Supervisors

**ATTEST:**

**Paul Hahn, Chief Administrative Officer**  
and Clerk of the Board of Supervisors

By: *Paul Hahn*  
Deputy

# Iversen Wellness & Recovery Center and Med Clinic

492 Rio Lindo Ave., Chico, CA 95926

Iversen Center: 530-879-3311; Med Clinic: 530-879-3974



Northern Valley  
Catholic Social Service  
INSPIRING HOPE & TRANSFORMING LIVES



## Activities, Groups and Meetings

All Iversen Center Groups Are Open to the Public Except For "Closed" Groups or the Men's And Women's Groups, Which Are Only Open to Those That Identify with That Gender.

**12-step:** non-affiliated 12-step program for everyone.

**Advisory team:** elected members review Iversen Center suggestions and upcoming events weekly. All are welcome.

**Anxiety support:** education and sharing for those experiencing symptoms of anxiety and their caretakers.

**Arts & crafts:** various projects are crafted each week. Come have fun and be creative! Supplies provided.

**Bipolar support:** education and sharing for those experiencing symptoms of bipolar and their caretakers.

**Celebrations:** Last Friday of the month, celebrate birthdays, recovery dates, anniversaries, etc. With cake and bingo!

**Classic movie:** come enjoy a "classic" movie and popcorn with us.

**Creative living:** come discuss how to use creativity in your life.

**Dual Recovery Anonymous:** A group for people in recovery from substance abuse and mental illness

**Facilitator meeting:** closed group. Iversen facilitators check in with successes and challenges in their groups.

**Free Dance:** come join us in dance! All are welcome but please no "lookie-loos"

**Goals group:** come to this group to discuss ways to make and achieve new goals.

**Gratitude group:** sharing on what members are currently grateful for. Held in the great room.

**Grief & loss:** support and comfort for the grief and loss in our lives of anything or anyone that was important to us.

**Healthy relationships:** explore values, expectations, and necessary skills to have better relationships.

**Hope:** Come discuss what you are hopeful for and what hope means to you.

**Living with chronic pain:** support and education on how to have a full and joyful life despite experiencing chronic pain.

**Karaoke:** sing your heart out for all to hear in the main room or just come to listen!

**Meditation:** practice your inner Zen with this meditation group.

**Member's meeting:** announcements and discussion of Iversen center business and upcoming events.

**Men's group:** forum to discuss & process various topics that specifically concern men.

**Movie:** come enjoy a movie and popcorn!

**Music group:** play instruments with others. All experience levels welcome.

**Music lessons:** come learn how to sing or play an instrument, limited to 4 participants at a time.

**Outsiders:** information and support for LGBTQ+ individuals and their loved ones.

**Orientation:** become a member! Details recovery, Iversen rules, and member expectations.

**Processing group:** a chance to talk about whatever you need to talk about.

**PTSD support:** education and sharing for those experiencing symptoms of PTSD and their caretakers.

**Radical self-acceptance:** develop compassion for yourself and love yourself exactly as you are.

**Recovery movie:** watch a movie that is "recovery-oriented" for enjoyment and educational purposes.

**Saving our Cents:** learn many different money-saving techniques to improve your spending power.

**Schizophrenia support:** education and sharing for those experiencing symptoms of schizophrenia and their caretakers.

**Sewing circle:** an activity to learn sewing skills, knitting, and/or crocheting.

**SNAP-Ed:** education and activities to promote a healthier life.

**Stress Awareness:** Group to discuss factors that contribute to our stress and how to counteract them

**Tobacco awareness:** provides support and education on quitting tobacco products.

**Wellness works:** intro & classes for those considering entering or returning to the work force.

**Why not try:** a positive start to the week celebrating participating in life and trying new things.

**Women's group:** discussion of concerns & issues women experience.

**Wrap class:** 8-week course to write a wellness recovery action plan with certified wrap facilitators.

**Wrap support:** developing and adapting action plans for current life experiences.

**Yoga:** gentle stretching exercise to promote both physical and mental health.

Northern Valley TalkLine  
4:30pm-9:30pm Everyday  
855-582-5554

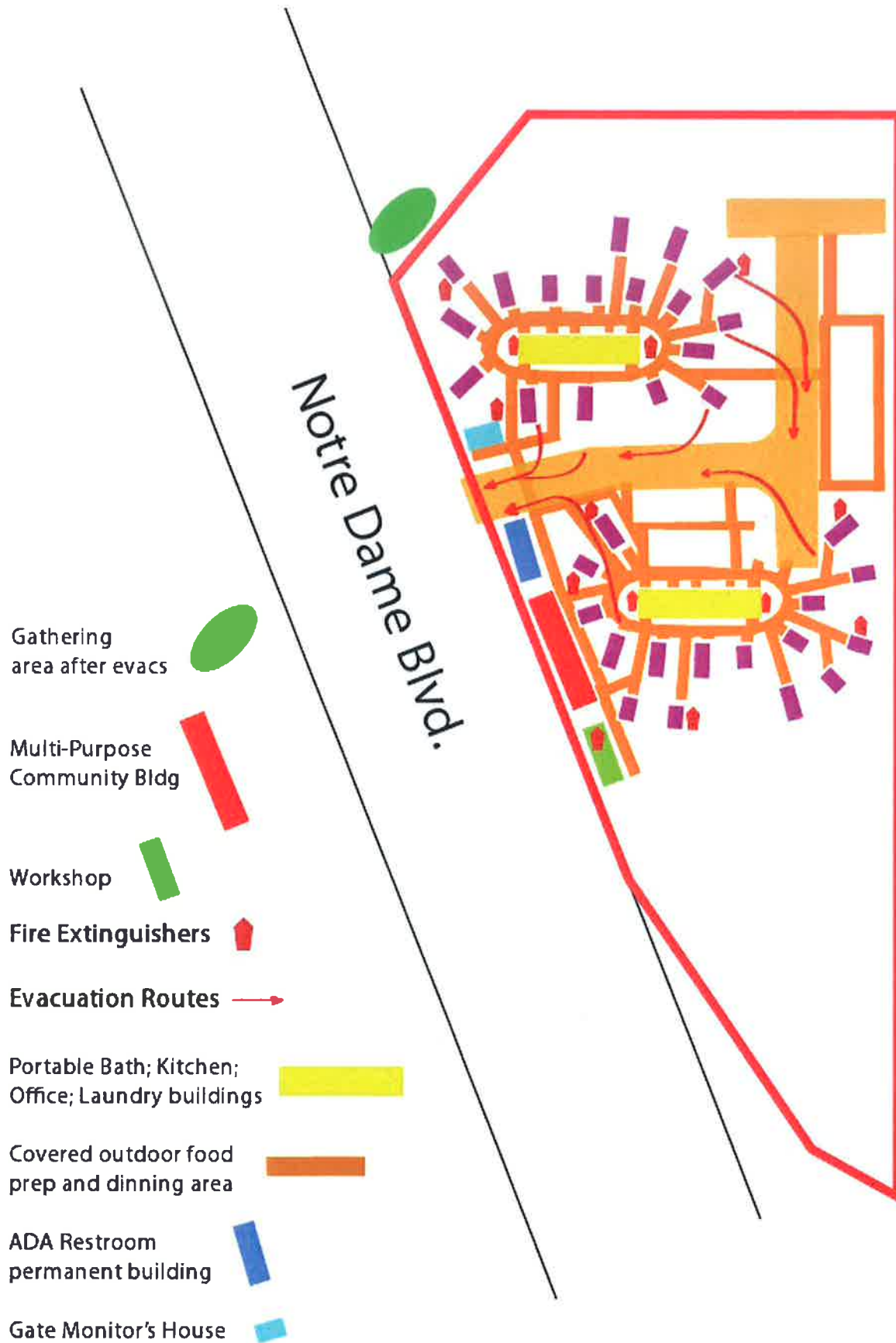
Butte County Crisis Line  
24 hours a day/7 days a week  
800-334-6622

Task Name	Duration	Start	Finish
<b>SIMPLICITY VILLAGE</b>			
<b>SITWORK PHASE ONE</b>			
1 Mobilize / Material Staging Area	375 days	Tue 10/1/19	Wed 1/16/19
2 Temp Fence at North Drive Blvd.	45 days	Tue 10/1/19	Wed 11/14/18
3 Temp Fence at North Drive Blvd.	5 days	Tue 11/6/18	Wed 11/14/18
4 Permitting for North & West	10 days	Tue 11/6/18	Wed 11/21/18
5 Temp Power Pole & Temp Power	5 days	Tue 11/6/18	Wed 11/14/18
6 Outhouse Water Main & Hydrant	1 day	Mon 11/26/18	Mon 11/26/18
7 Site Grading & Staking	5 days	Tue 11/27/18	Mon 12/3/18
8 On-site Storm Drain System	5 days	Tue 12/4/18	Mon 12/10/18
9 On-site Storm Drain System	5 days	Tue 12/4/18	Mon 12/10/18
10 On-site Storm Drain System	5 days	Tue 12/4/18	Mon 12/10/18
11 On-site Storm Drain System	5 days	Tue 12/4/18	Mon 12/10/18
12 On-site Storm Drain System	5 days	Tue 12/4/18	Mon 12/10/18
13 On-site Storm Drain System	5 days	Tue 12/4/18	Mon 12/10/18
14 On-site Storm Drain System	5 days	Tue 12/4/18	Mon 12/10/18
15 On-site Storm Drain System	5 days	Tue 12/4/18	Mon 12/10/18
16 On-site Storm Drain System	5 days	Tue 12/4/18	Mon 12/10/18
17 On-site Storm Drain System	5 days	Tue 12/4/18	Mon 12/10/18
18 On-site Storm Drain System	5 days	Tue 12/4/18	Mon 12/10/18
<b>STRUCTURES</b>			
19 Foundation / Prefabricated Structures	185 days	Tue 11/13/18	Wed 10/1/19
20 Set Comm. Utility Piling Tower	30 days	Tue 11/27/18	Wed 12/12/18
21 Set Comm. Utility Piling Tower	2 days	Tue 11/27/18	Fri 11/16/18
22 Set Comm. Utility Piling Tower	2 days	Mon 12/10/18	Tue 12/25/18
23 Repair & Remodel of Community Building Trailer	5 days	Wed 12/3/19	Tue 11/20/19
24 Set ADA Restroom & Shower Bldg	2 days	Wed 12/3/19	Tue 11/20/19
25 Set ADA Restroom & Shower Bldg	2 days	Wed 12/3/19	Tue 11/20/19
26 Repair & Remodel of ADA Restroom & Shower Bldg	5 days	Tue 12/11/18	Mon 12/17/18
27 Set ADA Restroom & Shower Bldg	2 days	Tue 12/11/18	Wed 12/26/18
28 Set ADA Restroom & Shower Bldg	2 days	Wed 12/26/18	Tue 11/27/19
29 Repair & Remodel of Bath Room / Utility / Kitchen	5 days	Fri 12/6/19	Tue 11/21/19
30 Set ADA Restroom & Shower Bldg	2 days	Fri 12/6/19	Mon 12/17/19
31 Set ADA Restroom & Shower Bldg	1 day	Tue 12/10/19	Tue 12/10/19
32 Repair & Remodel of Gate House Trailer	3 days	Wed 12/10/19	Fri 12/13/19
33 Hook-Up Water & Sewer to all Potables	2 days	Fri 12/13/19	Mon 12/16/19
34 Hook-Up Power to all Potables	2 days	Tue 12/16/19	Tue 12/16/19
35 Final Inspections	1 day	Tue 12/16/19	Tue 12/16/19
36 Cabins - Group One #11 - #12 (5)	37 days	Tue 11/13/18	Mon 12/31/18
37 Cabins - Group One #11 - #12 (5)	3 days	Tue 11/13/18	Mon 12/10/18
38 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
39 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
40 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
41 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
42 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
43 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
44 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
45 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
46 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
47 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
48 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
49 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
50 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
51 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
52 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
53 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
54 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
55 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
56 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
57 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
58 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
59 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
60 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
61 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
62 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
63 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
64 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
65 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
66 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
67 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
68 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
69 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
70 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
71 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
72 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
73 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
74 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
75 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
76 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
77 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
78 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
79 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
80 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
81 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
82 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
83 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
84 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
85 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
86 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
87 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
88 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
89 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
90 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
91 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
92 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
93 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
94 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
95 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
96 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
97 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
98 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
99 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
100 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
101 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
102 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
103 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
104 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
105 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
106 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
107 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
108 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
109 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19
110 Cabins - Group One #11 - #12 (5)	10 days	Fri 11/16/18	Tue 11/13/19





# Simplicity Village Fire Safety & Evacuation Map



## **Simplicity Village Management Plan** 5/17/19

### **Overview:**

- **Interview and background check all applicants for participation in the Village**
- **Require each participant to contribute 10 hours a week to the Village according to their ability**
- **Enter into formal partnerships or MOUs with complementary service providers**
- **Maintain an active fund-raising campaign, including grants and donations**
- **Provide detailed documentation in order to demonstrate effectiveness**
- **Maintain liability insurance**
- **Meet neighbors for good will outreach and address any concerns**

**Village Management:** Based on best practices throughout the Northwest, the Village will be governed by a Village Council with CHAT Board, and CHAT Steering Committee oversight. The members of the Village Council will be participants of the Village. Specific roles will be identified and filled in order to maintain a safe and sanitary Village. Mandatory weekly Village meetings will be held in which all participants vote on issues affecting the village. The Village Council and the CHAT SV Steering Committee will develop working relationships and collaborate with the main existing service providers such as the Jesus Center, Torres Shelter, Butte County Behavioral Health, 211, and the Iversen Center among others.

**Participant Screening:** Prospective participants will fill out the CHAT housing application, and go through an interview process. As a requirement of participation in the Village, all applicants must pass a background check and agree to sign the **Village Participant/Community Agreement** (See Attachment 6) that states expected behaviors and consequences for violations.

**Staff:** Support and oversight from a paid staff and staff volunteers will launch the Village. Over time, qualified Villagers will be identified and trained to take on this responsibility.

**Security:** The Village will have a single entrance/exit gate that will be staffed by trained Villagers or trained volunteers. Every Villager will share security duties and designated members of the Village Council (Village Monitors) will be authorized to take immediate action with regard to any violations of the Village Participant/Community Agreement. The Chico Police will be welcome to patrol as they would any other neighborhood. In a situation in which Village Monitors and our security staff is unable to gain cooperation of a Villager, an appropriate level of security will be called for assistance. All visitors will be required to register at the front gate and be escorted in and out by a Villager.

**Financial:** The project is located on private land under a lease agreement. The capital budget build-out is being funded by private donations, fund-raising efforts and events and a GoFundMe campaign. Villager fee payments will cover on-going operating costs.

**Reintegration:** Avenues to re-integrate Villagers into the larger community will be continuously explored and creatively and aggressively pursued. We will help Villagers develop relationships with existing social service agencies and inform interested Villagers of the availability of services. Some Villagers will be encouraged to find employment or part-time income from outside jobs or the micro-businesses started at the Village to supplement their income from benefits. While at the Village, Villagers have the opportunity to learn skills to adjust to a new style of economy and sustainable living.

**Evaluation:** Records will be kept to determine where Villagers are coming from, where they go when they leave and whether new sources of income or employment have been generated.

Attachment 3

## Participant and Community Agreement

5/18/19

Simplicity Village is a transitional residential community that provides a safe and secure place. It is a self-governing community that is based on five basic rules:

1. **No violence to yourselves or others**
2. **No theft**
3. **No alcohol, illegal drugs, or illegal drug paraphernalia**
4. **No disruptive behavior**
5. **Everyone must contribute to the operation and maintenance of the Village**

I \_\_\_\_\_, will be a positive member of Simplicity Village and contribute toward making it a safe, secure, clean and pleasant place to live. Therefore, I agree to the following:

- What I do will be based on respect for myself and others.
- I will not disrespect others based on ethnicity, religion, gender, sexual orientation, disability, lifestyle choices, or economic status. We all have the right to expect dignity and opportunity.
- I will help make Simplicity Village a place where everyone feels safe and respected. For my own safety as well as the safety of others, I will not carry a weapon or act violently toward others or myself.
- Since stealing is one of the most upsetting things that can happen in our community, I will not steal and will make the members of the Village Council aware of any stealing I see. I will respect other people's property and community property and I expect other people to respect mine.
- I know that illegal drugs and alcohol use can damage my community. I agree not to use illegal drugs or alcohol while at the Village.
- I will honor quiet hours from 10PM to 7AM so that others and myself can stay healthy and rested. I understand that no personal guests will be allowed during that time, unless pre-approved by the Village Council.
- I want to live in a clean, litter-free, comfortable space where I can bring friends, family and other guests. Also, I know that many communities such as ours get closed down for "health and safety" reasons. I will not keep any food in my unit that is not stored in pest and insect proof containers and will not bring food from the kitchen area to my unit unless there are special circumstances for which I have been approved. I will keep the area in and around where I live **clean and orderly**, and not store any personal items outside of my shelter's footprint or allocated storage space.
- I will help keep the community areas clean and will pick up after myself and my pet, if I have one, and keep my pet leashed at all times. I understand that only a limited number of pets will be allowed in the Village in order to maintain an orderly environment.

- I understand that in order to maintain a secure environment there will be a single point of entrance and exit that will be staffed, and that front desk shifts will be shared equally among Village residents.
- I know that it can take a lot of work to keep the Village a safe, clean and pleasant place to live. I agree to work at least 10 hours a week on the operation and maintenance of the Village. This includes serving on security teams, helping with kitchen duties, construction projects, maintenance and clean-up crews, helping plan activities and other jobs that need to be shared by community members.
- I also know that there are financial costs to keep the Village running. I will support the goal of self-sufficiency by contributing each month financially and through sweat equity by participating in micro-business opportunities or fund-raising events.
- For the purposes of this Agreement “participant” or “Villager” is defined as an adult participating in the Simplicity Village program and as such has no legal standing or any implied contract with CHAT, or the City of Chico. As such, participants and Villagers are “at will” participants whose participation may be terminated at any time and without notice.
- I will attend the weekly Village meetings, unless I have an acceptable reason for absence, in which case I will find out what went on by reading the meeting notes. I understand that decisions will be made through a majority vote, and that the Board of Directors of the Chico Housing Action Team and the CHAT Steering Committee reserve the right to override decisions made. I agree to abide by all decisions made.

I affirm that I have completed the Background Check Form honestly along with all other application documents. I understand that if the background check reveals otherwise, I could be asked to leave immediately.

I promise to keep all of these agreements, as well as other policies approved at Village meetings. If I violate any agreements, the members of the Village Council are authorized to ask me to leave temporarily, or, in serious or repeat cases, to leave permanently. I will do so peacefully and not return unless I am authorized to do so.

I know that Simplicity Village is a place where people value community and support each other. I will think of ways to make our community a better place to be. When I am concerned or upset with situations in the Village, I will bring these problems to the attention of the appropriate people so that we can work together to figure things out. I willingly sign these agreements that are a contract between Simplicity Village and me.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Participant's Name: \_\_\_\_\_

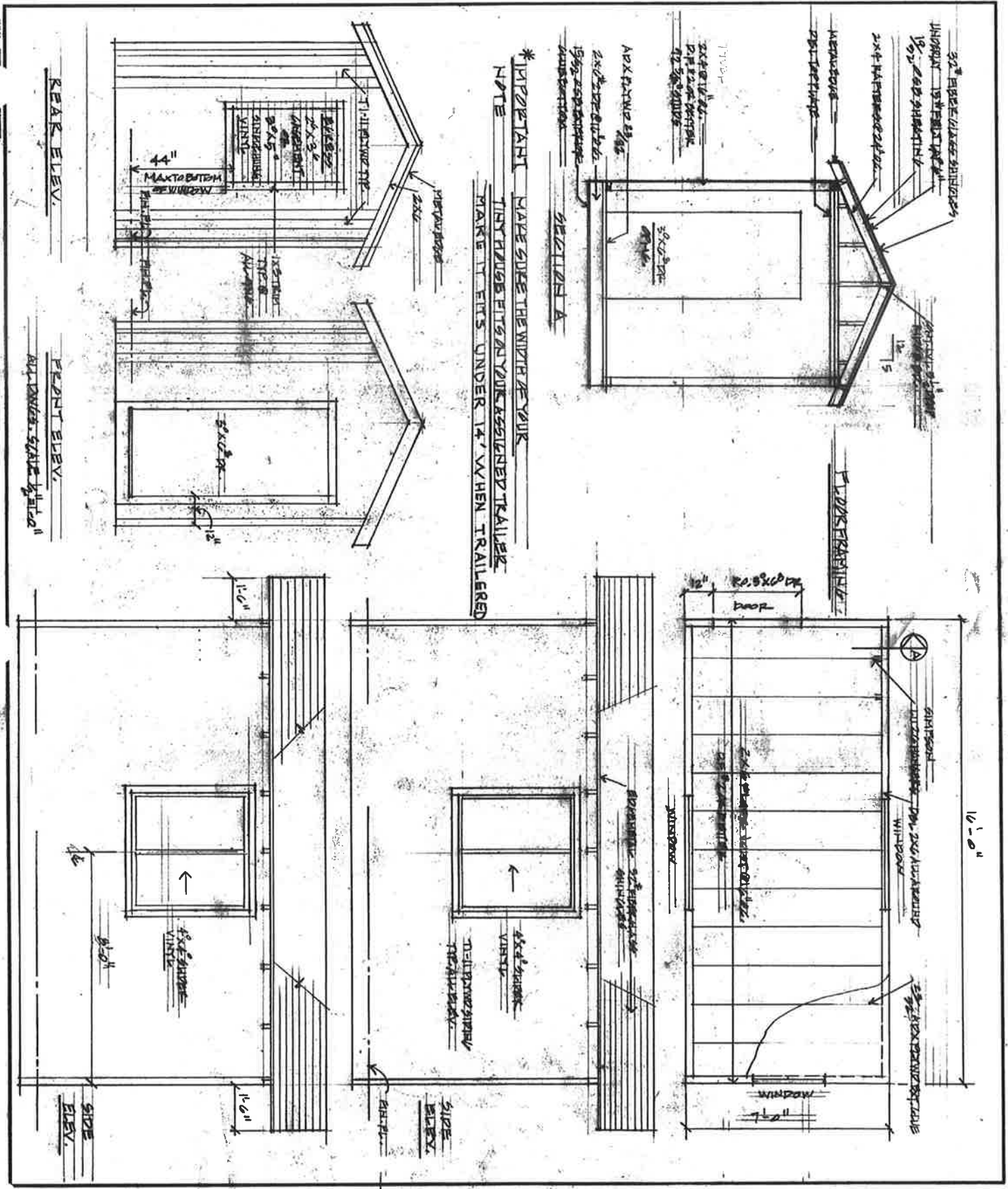
Witness Signature \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Print Simplicity Village Rep Name: \_\_\_\_\_



DATE	12/15/14
SCALE	1/8" = 1'-0"
DRAWN BY	TJT
NO.	1



**TINY HOUSE**  
SIMPLICITY VILLAGE

TARMAN  
ARCHITECTURAL GROUP  
THOMAS TARMAN  
ARCHITECT LEAD  
118 E. TENTH ST. S9113413

REVISIONS	BY

## Why Detached Sleeping Cabins

We have agreed that there will be flush toilets for the ADA cabins. The CHAT SV committee decided that Simplicity Village (SV) will stand a better chance of success with mostly detached sleeping cabins and shared amenities because:

1. This is the model that is proven successful in Eugene, Portland, Seattle, Medford, and Marysville.
2. We're in the midst of the most urgent, tragic, human crisis of our lives. Our goal must be to house as many people as we can, as soon as we can. Taking the extra time and expense to construct and plumb water and a flush toilet in every dwelling will inevitably slow down the project and significantly increase the cost.
3. The cabins will be within 10' to 20' of the big, complete, community building available all the time, with flush toilets, showers, kitchen, dining room and laundry. Also, each cabin will be equipped with a camping SaniPottie.
4. This is also about sustainability. How much expensive, foreign built, infrastructure is really necessary for a reasonable living situation? The size of your electric bill is a measure of your sustainability (carbon footprint etc.). In Eugene the average electric bill per person (for a recent reporting period) was about \$115; the average electric bill per person in Opportunity Village was \$15.
5. The village model is a more psychologically healthy way to live. With your own flush toilet and kitchen in your house, at the end of the day you are in your home alone, watching TV and becoming fearful. In the village model, at the end of the day you are in the community room playing cards or in conversation with friends that have become an extended family. This kind of community is empowering.
6. Homeless women, in our area, who have died outside since 2015:  
Linda Blacksten, Angela Murray, Cass Edison, and Audra Huston.

# CHAT's Simplicity Village story

Heard on NPR's Morning Edition February 18, 2019

<https://www.npr.org/2019/02/18/694863105/tiny-homes-for-homeless-get-the-go-ahead-in-the-wake-of-californias-worst-wildfi>



SIGN IN SHOP DONATE

NEWS ARTS & LIFE MUSIC SHOWS & PODCASTS SEARCH



4:54

+ QUEUE

DOWNLOAD

EMBED

TRANSCRIPT

NATIONAL

## Tiny Homes For Homeless Get The Go-Ahead In The Wake Of California's Worst Wildfire

February 18, 2019 8:45 AM ET  
Heard on Morning Edition

ERIC WESTERVELT



## **Additional Documents Available on Request**

SV Preliminary Schedule Tasks only

Torres Shelter / CHAT MOU

SV Amp Load calculations

MHSA CHAT SV TIP Proposal to Butte County Behavioral Health

SV Sponsor List

Tiny Home materials list

Letters of Support

Tiny Homes vs NIMBY

Concerns of Neighbors

Other cities that are trying tiny homes

SV building floor plans





**Patty**

---

Worked as an LVN at Enloe for fifteen years

Back injury precipitated unemployment

Got breast cancer

Homeless two years

What You  
Can Do...

*Visit*

**ChicoHousingActionTeam.net**

CHAT · Housing People · Changing Lives



Othello Village Seattle, Washington

An investigation of homeless villages in Seattle and Portland found that their presence was not accompanied by a rise in crime. <https://www.theguardian.com/us-news/2018/may23/homeless-villages-crime-rate>

**Dignity Village, in Portland, had an annual rate of 911 calls that was lower per capita than the Citywide average.**

[www.media.oregonlive.com/portland\\_impact/other/Dignity%20Village%20evaluation](http://www.media.oregonlive.com/portland_impact/other/Dignity%20Village%20evaluation)



## Simplicity Village

*A Plan that is working in other cities, we can make it work here.*

A Proposal to Chico and Butte County by the Chico Housing Action Team

501(c)3

Visit

**ChicoHousingActionTeam.org** net

# SHELTERS MAKE NEIGHBORHOODS SAFER

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March 1, 2018

## Winter shelter made North Sacramento safer



BY RYAN LILLIS AND CYNTHIA HUBERT  
 R.Lillis@sacbee.com

February 27, 2018 04:53 PM  
 Updated February 28, 2018 10:38 PM

A controversial winter homeless shelter in North Sacramento so far has brought in more than 260 men and women that had been staying outdoors near the facility. Meanwhile crime in the area surrounding the shelter has been cut by nearly 50 percent

## And in Eugene



Erik Klinko, Lieutenant Eugene Police Dept. In an interview about Opportunity Village mentioned "...a slight decrease in the amount of crime."



Claire Syrett, Eugene City Counselor "...received zero complaints from anyone living near [the Village]..."

Interviews with CHAT BOB 2015



## WHAT THE POLICE SAY

---



Captain Jay Lengfeld, Madison Wisconsin, about the tiny house village there, “There has not been any problems with that...for us...”

Phone interview with CHAT BOD May 2018



Deputy Chief Scott Clauson, Medford Oregon said the creation their tiny home village for the homeless, Hope Village has not caused any increase in crime. “I really honestly feel it’s a good thing...”

Phone interview with CHAT BOD May 2018



Chief Arron Easton, Marysville PD, about their village 14 Forward, “...a very positive difference.”

[www.youtube.com/watch?v=Yh7j81T6HA&t=14s](http://www.youtube.com/watch?v=Yh7j81T6HA&t=14s)



## Why Tiny Home Villages Work

---

- Because of the interview process; background check and good participant selection
- Because the social structure of the village is like an extended family and that has a peer group pressure that's remarkably effective
- Because participants know that if they're not a good citizen, they're out
- Tiny home villages work because of participant buy-in. Now as members of their own community they have something to lose. It's when people have nothing to lose that you get the anti-social behavior.