



CITY OF KIRKLAND
PLANNING & COMMUNITY DEVELOPMENT
123 5th Avenue, Kirkland, WA 98033
425.587.3225 ~ www.kirklandwa.gov

RECEIVED
 APR 11 2025
 City of Kirkland
 Planning & Building Dept.

APPLICATION FORM: HOMELESS ENCAMPMENT TEMPORARY USE PERMIT

PROCESS: PLANNING OFFICIAL DECISION

SPONSOR CONTACT:

Applicant's name: Kirkland Congregational Church Phone: 425 822-3811

Cell: 425 999 6746

Applicant's mailing address:
106 5th Ave Kirkland, WA 98033

Applicant's email address: neuryanlambert@gmail.com

Note: If applicant is not property owner, he/she must be authorized as agent (see page 2)

MANAGING AGENCY CONTACT:

Applicant's e-mail address: Camp United wa Sound

For May 5 - 93 days / 94 days

Applicant's name: _____ phone: 425 616-8853

Applicant's address: 1521 NW 15th St Shoreline WA 98148

Applicant's e-mail address: Camp United wa Sound, tentcity@gmail.com

A COPY OF THE STAFF REPORT AND THE NOTICE OF DECISION WILL BE MAILED TO THE APPLICANTS.

(1) Property address (if vacant, indicate lot or tax number, access street and nearest intersection):
106 5th Ave

(2) Tax parcel number: 388580-8250

(3) The property is zoned: R.S.S.O and is presently used as:
Parking lot for Kirkland Congregational Church

(4) Describe permit application, start and end dates, and the nature of project:
May 8 2025 for 93 days

(5) Is this a new or repeat location? Repeat

FOR NEW LOCATIONS ONLY

(6) Have you met with a planner prior to submitting your application? YES _____ NO _____

Name of planner: _____ Date of pre-submittal meeting: _____

**PERFORMANCE STANDARDS – HOMELESS ENCAMPMENTS
KIRKLAND ZONING CODE 127.25**

The following definitions and standards apply to homeless encampments:

1. Definitions

- a. Homeless Encampment – A group of homeless persons temporarily residing out of doors on a site with services provided by a sponsor and supervised by a managing agency.
- b. Managing Agency – An organization that has the capacity to organize and manage a homeless encampment. A "managing agency" may be the same entity as the sponsor.
- c. Sponsor – An entity that has an agreement with the managing agency to provide basic services and support for the residents of a homeless encampment and liaison with the surrounding community and joins with the managing agency in an application for a temporary use permit. A "sponsor" may be the same entity as the managing agency.

2. Standards – Please describe how the application complies with each standard by filling in the blanks below:

- a. An application for a homeless encampment must include a local church or other community-based organization as a sponsor or managing agency. Within the disapproval jurisdiction of the Houghton Community Council, an application must include a local church as a sponsor or managing agency.

Kirkland Congregational UCC will provide management & oversee along w/ Board of Camp United Way Stand

- b. The encampment shall be located a minimum of 20 feet from the property line of abutting properties containing residential uses.

Agreed

- c. Sight-obscuring fencing is required around the perimeter of the homeless encampment unless the Planning Director determines that there is sufficient vegetation, topographic variation, or other site conditions such that fencing would not be needed.

Fencing will be placed on East + South Sides of parking lot. Due to embankment and church building we won't need to fence N or W sides

- d. Exterior lighting must be directed downward and contained within the homeless encampment.

Agreed

- e. The maximum number of residents within a homeless encampment is 100.

The camp is limited to 35 - current
census is 33.

- f. Parking for five vehicles shall be provided.

included in site plan - in east lot
near front

- g. A transportation plan is required which shall include provision of transit services.

Transit is 1/2 mile away
Transportation is manageable w/ limited vehicles +
transit hub in downtown

- h. The homeless encampment shall be located within one-half mile of transit service.

Walkable to Peter Kirk hub

- i. No children under 18 are allowed in the homeless encampment. If a child under the age of 18 attempts to stay at the homeless encampment, the managing agency shall immediately contact Child Protective Services.

Agreed - no children are allowed in
camp via camp rules

- j. No animals shall be permitted in encampments except for service animals.

Agreed

- k. A code of conduct is required to be enforced by the managing agency. The code shall contain the following as a minimum:

- 1) No drugs or alcohol
- 2) No weapons
- 3) No violence
- 4) No open flames
- 5) No loitering in the surrounding neighborhood
- 6) Quiet hours

Code of Conduct included -

- l. The managing agency shall ensure compliance with Washington State and City codes concerning but not limited to drinking water connections, human waste, solid waste disposal, electrical systems, and fire-resistant materials.

Yes - agreed - Porta-lets / dumpsters, recycling
are planned

- m. The managing agency shall take all reasonable and legal steps to obtain verifiable identification from prospective encampment residents and use the identification to obtain sex offender and warrant checks from the appropriate agency. All requirements by the Kirkland Police Department related to identified sex offenders or prospective residents with warrants shall be met.

COWS does Mics at intake

- n. The managing agency shall permit daily inspections by the City and/or Health Department to check compliance with the standards for homeless encampments.

Agreed

OTHER REQUIRED INFORMATION

1. (New locations only) What is the date and time of the public meeting?

2. (All encampments) Where will the encampment move after this location?

St. Dunstan's in North Seattle

**CRITERIA SHEET
FOR A TEMPORARY USE PERMIT (SECTION 127.20)
PLANNING DIRECTOR DECISION**

1. Explain how the proposed temporary use will not be materially detrimental to the public welfare, or injurious to the property or improvements in the immediate vicinity.
2. Explain how the proposed temporary use is compatible with existing land use in the immediate vicinity.
3. Explain how the proposed temporary use or site plan is not otherwise allowable in the zone in which it is proposed.

RESPONSE _____

Criteria Sheet for Kirkland Congregational Church application for TUP permit to host Camp United We Stand

1. Impacts on the Public Welfare from the Temporary Use Permit:

Kirkland Congregational Church has a long history of hosting tent encampments on this property and the siting of Camp United We Stand at Kirkland Congregational Church will not be injurious to public welfare as it simultaneously helps keep homeless individuals safe and our community safe by providing needed services and safety for those without homes in an atmosphere that is supportive and open. Camp United We Stand is a drug-free camp, and they have worked hard over the years to be a safe and supportive community and have a history of having no measurable negative impact in the neighborhoods where they have been situated. They will be moving from Northlake Lutheran Church in Kenmore to our property, have had successful stays on our property, at Richmond Beach UCC in Shoreline, and at St. Dunston's in North Seattle, among others. They also have an active board that provides guidance and support that is comprised of primarily non-residents of the camp. We are honored to be welcoming them to our property and neighborhood.

2. Compatibility of Neighborhood:

This temporary use is compatible with the existing land use as nearby residents, schools and business have had little, if any, impact from previous times that Kirkland Congregational Church has hosted tent encampments. We are especially proud to partner with Camp United We Stand because they have designated themselves a clean camp, which means no alcohol or drugs are allowed in the camp, which keeps camp residents safe, but also serves to assure neighborhood residents that they will be safe from the impacts of drug use while the encampment is at Kirkland Congregational Church. The camp has a strict limit of 35 people, which means the camp will take up much less space than other encampments hosted by our church have in past years (in 2014 Camp Unity had 75 residents). Our building is busy with 12 step groups throughout the week, which offers an opportunity for residents of the camp to have access to support groups if they are needed.

3. Compatibility of Existing Zoning on Site

Kirkland Congregational Church has been serving the needs of our neighbors in Kirkland for over 140 years. Serving the poor and ministering to the spiritual AND physical needs of our neighbors is one of our long-held sacred obligations that our congregation has embraced by hosting tent encampments over a dozen times in the past 20 years. This issuance of this temporary use of our parking lot to host Camp United We Stand is compatible with the basic faith activities and functions of this church and the size of our lot and the open space provided by the parking lot offers sufficient room for this use, while also having a minimal impact on the community at large.

**APPLICATION FORM: TEMPORARY USE PERMIT
STATEMENT OF OWNERSHIP/DESIGNATION OF AGENT**

The undersigned property owners, under penalty of perjury, each state that we are all of the legal owners of the property described in Exhibit A, which is attached as page 3 of this application, and designate Ryan Lambert to act as our agent with respect to this application.

AUTHORITY TO ENTER PROPERTY

I/we acknowledge that by signing this application I/we are authorizing employees or agents of the City of Kirkland to enter onto the property which is the subject of this application during the hours of 7:00 a.m. to 5:00 p.m., Monday through Friday, for the sole purpose of making any inspection of the limited area of the property which is necessary to process this application. In the event the City determines that such an inspection is necessary during a different time or day, the applicant(s) further agrees that City employees or agents may enter the property during such other times and days as necessary for such inspection upon 24 hours notice to applicant(s), which notice will be deemed received when given either verbally or in writing.

HOLD HARMLESS AGREEMENT -- READ CAREFULLY BEFORE SIGNING

The undersigned in making this application certifies under penalty of perjury, the truth and/or accuracy of all statements, designs, plans and/or specifications submitted with said application and hereby agrees to defend, pay, and save harmless the City of Kirkland, its officers, employees, and agents from any and all claims, including costs, expenses and attorney's fees incurred in investigation and defense of said claims whether real or imaginary which may be hereafter made by any person including the undersigned, his successors, assigns, employees, and agents, and arising out of reliance by the City of Kirkland, its officers, employees and agents upon any maps, designs, drawings, plans or specifications, or any factual statements, including the reasonable inferences to be drawn therefrom contained in said application or submitted along with said application.

I certify (or declare) under penalty of perjury under the laws of the State of Washington that the above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Applicant		Property Owner #1	
Signature:	<u>Ryan Lambert</u>	Signature:	<u>on behalf of Kirkland</u>
Name:	<u>Ryan Lambert</u>	Name:	<u>longsight vcc</u>
Address:	<u>106 5th Ave</u> <u>Kirkland 98033</u>	Address:	_____
Telephone:	<u>425 999 6746 /</u> <u>cell 822 3811</u>	Telephone:	_____
Agent (Other than Applicant)		Property Owner # 2	
Signature:	<u>Bill Leon</u>	Signature:	_____
Name:	<u>Bill Leon, Board Member</u>	Name:	<u>CWS</u>
Address:	<u>for board of CWS</u>	Address:	_____
Telephone:	<u>425 6168853</u>	Telephone:	_____

Plans

Applicant
To check if
Submitted

Three (3) copies of dimensioned site plans showing:

- a. Property dimensions ☒
- b. Location and dimensions of proposed encampment (and related facilities) and required parking areas. ☒
- c. Lot size ☒
- d. Dimension and location of required setbacks. ☒
- e. Location and screening of dumpsters ☒
- f. Existing structures proposed to remain on property. ☒
- G. Names of adjacent rights-of-ways. ☒
- H. Existing water courses and bodies, fire hydrants, utility lines (including location of nearest utility poles and fire hydrants), structures and other relevant man-made or natural features. ☒

Other

Additional information required for Homeless Encampment applications: ☐

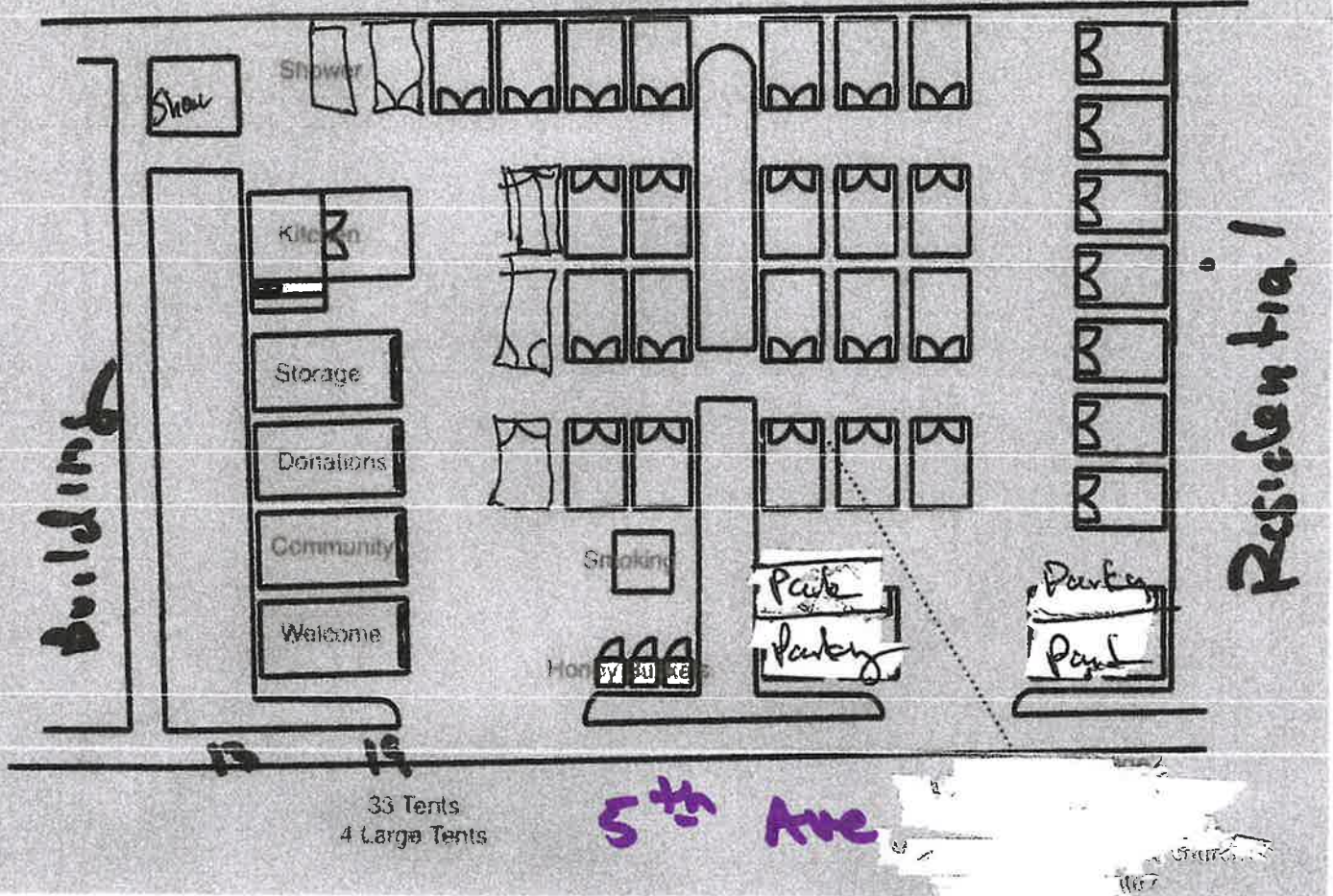
- a. Response to Performance Standards requirements in KZC 127.25. ☒
- b. Date and location of Public Meeting (see KZC 127.42) (New locations only) ☐

Information requested, but not required:

- a. Name, location and address of subsequent encampment. ☒

St. Donat's Church in Sherline

Res. Quilts



APPLICATION FORM: TEMPORARY USE PERMIT

EXHIBIT A: LEGAL DESCRIPTION

Kirkland Congregational Church
United Church of Christ
106 Fifth Ave.
Kirkland, WA 98033

Lots 3, 4, 5, 6, 7 and 8 in Block 195 and Lots 8, 9, and 10 in Block 196, of Town of Kirkland, as per plat recorded in Volume 6 of Plats on Page 53, records of King County, TOGETHER WITH the vacated south 102 feet of the alley between said Block 195 and said 196, EXCEPT that portion of Lot 10 in said Block 196, described as follows:

Beginning at the southeast corner of said Lot 10, and running thence north, along the east line thereof, 102 feet to the south line of the alley in said Block 196; thence west, along the south line of said alley, 21 feet to a point of curve, the center of which bears south along a line which is parallel to the east line of said Lot 10; thence southerly, along the arc of said curve to the right having a radius of 5 feet, a distance of 7.85 feet to intersect a line which is parallel to and 16 feet west from the east line of said Lot 10; thence south along said parallel line, 97 feet to the north margin of 5th Avenue; thence east, along said north margin, 16 feet to the place of beginning; situate in the City of Kirkland, County of King, State of Washington.

CAMP UNITED WE STAND CODE OF CONDUCT

Camp United We Stand is a 100% drug and alcohol-free zone. Those caught drinking or using legal or illegal drugs shall be asked to leave immediately. If prescriptions are to be used, proof of prescription must be presented to ECs at the time of entry or within 5 days of a new prescription.

Weapons of any kind are not allowed in Camp.

Violence or intimidation of any degree will not be tolerated. Physical or verbal abuse, and/or any degrading remarks regarding gender, sexual orientation, age, immigration status, race, or ethnicity will not be tolerated.

CUWS Members are allowed access to their assigned units and other public spaces. CUWS Members are not allowed in another member's unit except by permission.

CUWS Members must respect the privacy and rights of the other fellow members and all neighbors to CUWS. Common courtesy is expected at all times.

Loitering or disturbing neighbors or fellow members, in or around any Host site will not be tolerated.

Entering and exiting the camp shall be done only through designated entry and exit points.

All CUWS Members are required to fully participate in the completion of intake to complete probation, the daily sign-in sheet, CUWS duties, and Maintenance Fees.

There shall be no open flame, candles, fuel burner, etc. and no smoking or vaping anyplace except for designated smoking areas.

Personal hygiene is a must after each honey bucket use and before each kitchen use. This personal hygiene shall be carried into your personal unit.

No hoarding of personal items, or clothing from the donations department is allowed in a CUWS member's unit. This also includes food donations from the kitchen.

Camper Signature

Date

EC Signature

Date