

Safe Parking/Temporary Shelter Checklist

Establishing Safe Parking Site Models and Service Needs

Safe Parking - Temporary Shelter Permit NOT required

If you do not plan on adding any additional services detailed below and want to use your already established site for safe parking overnight only, please reach out to shelters@cityoftacoma.org for more information. This allows the City to be informed about the site and assists in our ability to communicate both internally and with the community about reasonable expectations.

Minor adjustments to existing infrastructure such as fencing, security access and cameras, or an increase in garbage and recycling services can be made without a permit, however if infrastructure requires major improvements or additions, a permit may be required.

- Safe Parking Hours from no earlier than 6:00pm to no later than 8:00am daily.
- Quiet Hours from **9 p.m. to 7 a.m.** daily.
- Individuals can use some services such as bathroom facilities already on-site during operational hours.
- No open fires
- Portable handwashing and toilets, coordinating food services, other services can be brought to the site during the Safe Parking Hours such as portable shower trailers and laundry units that do not require additional infrastructure to support.

Safe Parking – Temporary Shelter Permit Required – Level of Site Services Provided and/or parking outside allowable hours above.

The number of site services provided may be determined by site model and/or Operator needs. If you plan to add any of these services on-site, the operator will need to seek permit through the Temporary Shelter permitting process in accordance with Tacoma Municipal Code 13.06.080.P.5 For more information about setting up a temporary shelter, please visit our website.



Toilets

- Hygiene unit (purchase or rental) that require additional infrastructure to support



Lighting

- Adding additional lighting needs for site safety and security



Staff/security facilities

- Contracted security services
- Office trailer (purchase or rental)
- Security “station”



Food service

- Food preparation/storage area on-site



Shower facilities

- Shower unit (purchase or rental) that require additional infrastructure to support



Laundry facilities

- Laundry unit (purchase or rental) that require additional infrastructure to support

