

City Care Medical Respite Shelter Special Permit Application

Program Description

City Care is proposing a 40-bed medical respite shelter for individuals experiencing homelessness who are being discharged from local hospitals and need a safe, stable place to recover from illness or injury. Medical respite is short-term residential care that allows individuals to rest, receive clinical oversight, and recover in a dignified environment when they do not require hospital-level care, but are too sick to recover on the streets or in a traditional shelter.

This program is not a drop-in or emergency shelter. Guests will arrive via referral from hospitals or medical providers and will have a specific medical recovery plan during their stay.

Number of Participants

The shelter will house a maximum of 40 guests at any one time. Each guest will be enrolled in the program with a defined length of stay, determined by medical need and recovery plan (average: 30-45 days).

Staffing and General Duties

The program will operate 24/7 with on-site staff at all times, including:

- Case Managers (Day): Coordinate discharge planning, service referrals, housing navigation, and benefits enrollment
- Medical Oversight (Day): Licensed Nurse on-site during daytime hours to monitor patient care and support medication management
- Shelter Advocates (24/7): Provide supervision, de-escalation, and trauma-informed support to ensure a safe and structured environment
- Facilities Staff: Ensure cleanliness, laundry service, food delivery, and general maintenance
- Staff-to-guest ratio will exceed 1:10 during daytime hours, with a minimum of two staff members on-site at all times, including overnight.

Participant Supervision and Behavior Expectations

All participants must agree to a code of conduct and follow behavioral expectations consistent with recovery and shared community living. The program is supervised 24/7, and guests must check in and out for any appointments offsite. No walk-up access is allowed—guests are admitted by referral only.

Security measures include:

- Controlled entry/exit
- Staff presence at all times
- Visitor policy limited to medical or casework personnel only
- Security cameras in common areas and exterior grounds

Mitigating Impacts to Surrounding Land Use

City Care is committed to being a good neighbor and minimizing any disruptions:

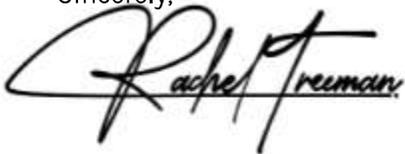
- Secure Entry: Guests cannot access the shelter unless formally enrolled and admitted. There is no loitering or open campus.
- Perimeter Design: Fencing and landscaping will support safety and privacy for guests and neighbors alike.
- Transportation Coordination: Most guests will arrive via hospital transport or staff coordination. No large influxes of foot traffic are anticipated.
- Waste and Noise Control: Facilities staff will manage all waste, and quiet hours will be enforced after 9:00 p.m.
- Good Neighbor Policy: We will proactively provide contact information to nearby property owners and remain available to address concerns as they arise.

Conclusion

This medical respite program provides a critical public health solution, aligning with best practices in health care and homeless services. It is intentionally designed to be low-impact, highly supervised, and dignified, helping reduce hospital readmissions, ease strain on emergency services, and support long-term stability for some of our community's most vulnerable neighbors.

I appreciate your consideration of this request, and welcome the opportunity to answer any additional questions you may have.

Sincerely,

A handwritten signature in black ink that reads "Rachel Freeman". The signature is fluid and cursive, with a large initial "R" and "F".

Rachel Freeman

Chief Executive Officer

City Care