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**KING COUNTY DLS**  
**PERMITTING DIVISION**

## **Code of Conduct**

### **Tiny House Village and Shelter Program**

The people of the Low Income Housing Institute, in order to keep a more harmonious community, ask that you observe the following Code of Conduct:

#### **VIOLENCE/THREATENING BEHAVIORS**

1. Violence and nuisance that offend decency or annoy, injure, or endanger the safety, health, comfort, or repose of the community will not be tolerated. Please attempt to resolve any conflict in a peaceful manner. For resolution or if further assistance is needed, please see Village staff.
2. The use of profane, racist, or sexist language will not be tolerated.
3. Assault, verbal abuse, retaliation, intimidation, or threatening behavior will not be tolerated.
4. Weapons are not allowed in the Village.

#### **DRUGS AND ALCOHOL**

1. No alcohol, drugs (including marijuana) are allowed in any public spaces within the Village, or the surrounding area.
2. No open containers of alcohol are allowed in any of public spaces within the Village. Possession of an open container of alcohol will be sufficient proof of public drinking.

#### **GENERAL**

1. All participants must follow all village, City, and State regulations and policies which include but are not limited to the Pet Policy, Parking Policy, Public Health Codes, Fire Codes, and other rules and regulations posted in the village.
2. Participants are limited to a six-month stay, with an option of extension up to one year if further housing barriers exist and there is a continued commitment to engagement with case management.
3. Visiting hours are posted in the security office and must be done in the community area only. Per our current COVID-19 Policy, we are not allowing guests and/or visitors in the village at this time.
4. Every member of the community is required to contribute to the village with hours of service which will be assigned by village staff each week and will rotate between each tiny house section.
5. You must respect the peace, comfort, and enjoyment of other villagers. Loud voices, music, musical instruments, radios, TVs, players, etc. shall be played only during reasonable hours

between 8:00 am and 10:00 pm. If staff and/or other villagers are disturbed by the volume, it is too loud.

6. Participants are responsible for the actions of all their household members, guests and pets.
7. Attendance in weekly community meetings are required. Please communicate with staff if you are unable to attend.
8. Theft is strictly prohibited. Program Participants assumes any and all responsibility for protecting their belongings from theft which includes keeping their units locked and belongings secured inside the units. LIHI shall not be responsible for lost or stolen property from the premises or the common areas.
9. Your unit at the Village must be your primary place to stay while enrolled in the Tiny House Village program. Using your unit for storage while staying elsewhere will result in a permanent exit.
10. You must sign in at the security office daily. Three days without signing in will result in your receipt of an Abandonment Notice and your unit will be cleared of your belongings.

## **SAFETY**

1. Smoke alarms and carbon monoxide alarms have been installed in each unit. Do not tamper with nor disable.
2. No open flames are permitted in the tiny house units
3. Smoking must be done in designated smoking areas. No smoking inside the tiny house units.
4. No microwaves, propane tanks, unauthorized heaters or big appliances are allowed in any tiny house unit.
5. For the first month, you will have weekly inspections – and monthly inspections thereafter. A 48 hour notice will be given to each participants prior to the inspection. If Staff believe a potential health risk exist, LIHI reserves the right to enter your unit to assist or help you to safety.
6. For the safety of the village, an immediate inspection may be required if a maintenance or safety risk has been identified.
7. There will be a unit weekly inspection during the first month of intake followed by a monthly inspection. There will be a general 48-hour notice given to the participants prior to the inspections. If Staff believes that there is a potential safety or health risk, we reserve the right to enter the unit for immediate inspection.
8. You must follow all village, City, and State COVID-19 regulations and policies. Updated COVID-19 policies are posted in the security office.
9. You cannot make any changes to any fixture, wiring, locks, or any other part of the tiny house unit.

## **CLEANLINESS**

1. Do not store personal belongings or furnishings on decks, porches, or other public areas. All personal belongings must be stored inside your designated tiny house unit.
2. Keep your tiny house unit clean at all times
3. Do not place anything behind your front door which will prevent it from opening fully. Staff will be checking this during monthly inspections.
4. No food is allowed in any of the units unless it is packaged in an air sealed container and disposed of when finished.

5. Keep your food labeled and stored in designated space within the refrigerator.
6. One bicycle per person and it must be stored in a designated bike area.
7. All recycling, trash, and compostable/food must be separated and properly disposed of.
8. Use the designated restrooms. Please see your Case Manager if further resources are needed.
9. Tiny House units must be maintained in good order, and any repair problems should be reported promptly. Pest and bed bug infestation must be reported immediately.

#### **CASE MANAGEMENT**

1. Case management participation is required. Please be sure to meet with your case manager at least two times per month at a minimum.
2. The Case Manager will do Homeless Management Information System (HMIS) surveying and data entry – in an informed-consent fashion. Within seven days of intake into the Village, new participants are required to check in with the Case Manager and complete the HMIS Informed Consent and Demographics forms. HMIS data collection is a requirement our funders.
3. Turning down a viable housing opportunity is a violation of the Service agreement unless it is determined that the housing opportunity could pose a health, safety or traumatic occurrence to your household.
4. A Housing Service Plan and a VI-SPDAT Assessment will be completed as part of your case management requirement.

#### **OTHER**

1. All animals must be on a leash when being walked and owners must pick up their animal's waste. Participants must show proof of up to date vaccinations, spay/neutering documentation within 30 days of intake/move in date. Please refer to the Pet Policy for more information.
2. There will be no feeding of stray animals. Feeding strays will be considered keeping a pet without permission.
3. No loitering or disturbing neighbors- no trespassing on private property.
4. Participants must use the main entrance for entry and exit.

**IF THESE RULES ARE NOT RESPECTED AND ENFORCED, DISCIPLINARY ACTION WILL BE TAKEN, AND MAY LEAD TO BEING EXITED FROM THE VILLAGE.**