



City of Cambridge

MAR 25 8 53 AM '77

CAMBRIDGE COMMUNITY
DEVELOPMENT DEPT.

10.

IN CITY COUNCIL
November 15, 1976

Councillor Graham

ORDERED:

That the City Manager be and hereby is requested to take the appropriate steps in order to assist Shelter, Inc. in relocating their present operation to a neighborhood which is properly zoned and conducive to this type of facility.

In City Council November 15, 1976
Adopted by the affirmative vote of 9 members.
Attest: Paul E. Healy, City Clerk

A true copy,

ATTEST:

A handwritten signature in cursive script, reading "Paul E. Healy".

BRIEF DESCRIPTION OF SHELTER INC. OPERATIONS

Shelter, Inc., has been operating in Cambridge since April, 1974 as a short-term overnight residence for men and women. It is a non-profit organization, under the supervision of a local Board of Directors whose names are given at the end of this description.

Shelter, Inc. operates at a uniquely high level of performance characteristics. This point is stressed, because of the importance that people helping with the relocation understand that they are not dealing with a half-way house or other lodging house in the normal sense. Key features of the Shelter, Inc. operation are as follows:

1. All overnight guests come by referral only (via telephone call from Church, social service agency, hospital, etc.).
2. Guests referred must first be accepted by Shelter, Inc. (i.e. via the telephone application process).
3. Guests are accepted only in satisfactory physical condition. Persons incapacitated for medical or other reasons (e.g. intoxication) are referred directly to hospitals or other appropriate agencies.
4. Guests are homeless persons from the Cambridge area. They may arrive after 5:00 p.m., and must leave by 8:00 a.m. the following morning -- to return to the care of the referral agency.
5. During their overnight stay, guests receive an evening and a morning meal. Bedding is changed daily. Trained, dedicated volunteers and/or staff are on duty at all times and awake when guests are at Shelter.
6. Smoking is strictly forbidden except in kitchen and lounge area. No drinking of alcoholic beverages of any sort is permitted. The telephone is not used by guests.
7. No one is allowed to leave the Shelter during his or her stay -- or, if a guest should leave, return the same day is not permitted. (This happens in only one out of approximately thirty-five overnight stays).
8. There is absolutely no use of outdoor grounds, or porches, by Shelter guests. The overnight stay occurs entirely within the building.
9. There is no need for or benefit in a residential location. Shelter could operate effectively in a commercial or industrial area --

within its four walls -- provided that access is adequate and noise level is not excessive.

10. Current overnight capacity is five guests. Shelter would like sufficient space (about 2500 square feet) to expand to a 20-guest capacity -- the maximum permitted by City Council Ordinance 868.

Shelter, Inc. is currently operating on the first floor of a licensed lodging house at 22 Putnam Avenue. The building has been put up for sale, and the purchaser will have the right to cancel Shelter's lease with 60-day's notice. Purchase of the existing building is not practical because the price of the building is too high for the number of Shelter guests it could accomodate.

The current Board of Directors of Shelter, Inc. is as follows:

John Root, Board Chairman - Director of Social Work, Beverly Hospital, Beverly, Mass. 01915; 10 Clifton Street, Somerville, Mass. 02144

Thomas August - Attorney, 31 Ivaloo Street, Somerville, Mass. 02143

David Buckley - Director of Sales Holiday Inn of Woburn, Regional Sales Division, New England Motel Corp. 209 Middlesex Turnpike, Burlington, Mass. 01803

Charles Bois - Counselor & Social Worker, 22 Kimball Street, Malden 02148

David Bond - Director, Shelter, Inc. 18 White Street Place, Somerville, Mass. 02144

Anne Carney - Sociology Instructor, Newbury Junior College, 60 Faunbar Avenue, Winthrop, Mass. 02152

Reverend Paul Duhamel - Director, Multi-Service Center, 1 Summer Street, Somerville, Mass. 02143

Laura Fillmore - Editor, Department of History, Harvard University 114 Prospect Street, Cambridge, Mass. 02139

Phil Giffie - Construction Supervisor, 112 Trenton Street, East Boston, Mass. 02128

Rosemary Jenseth - Job Developer, Cambridge Economic Resource Center, 899 Main Street, Cambridge, Mass. 02139

Lee Kanofsky - Emergency Room Counselor, Cambridge Hospital,
Cambridge, Mass. 02139; 87 Hudson Street, Somerville, Mass. 02143

Jerry Krall - Night Administrator, Pine Street Inn, Boston, Mass. 02111
20 Parsons Street, Allston, Mass. 02135

Hon. Michael Lombardi - Representative, Room 33, State House,
Boston, Mass. 02133

Leonard Moniz - Accountant, 48 Donald Road, Burlington, Mass. 01803

Father Robert Navien - Rector, St. Mary's Rectory, Cambridge, Mass.
134 Norfolk Street, Cambridge, Mass. 02139

Roberta Shea - Executive Secretary, Emergency Finance Board,
Commonwealth of Massachusetts; 387 Broadway, Cambridge, Mass. 02139

Elyse Wolf - Author, 1 Hancock Place, Cambridge, Mass. 02139

Robert W. Woodworth - Assistant Director, Shelter, Inc.; 22 Putnam
Avenue, Cambridge, Mass. 02138

SHELTER INC. LOCATION AND SPACE NEEDS

LOCATION

Under Ordinance 808, Shelter Inc. can relocate only in Neighborhoods #1, #3, #4, #7, #8, #9, and #10. These are shown on the accompanying map. We have also included Neighborhood #2 on the map, as it is believed that under certain circumstances a location in the vicinity of Main Street might become feasible.

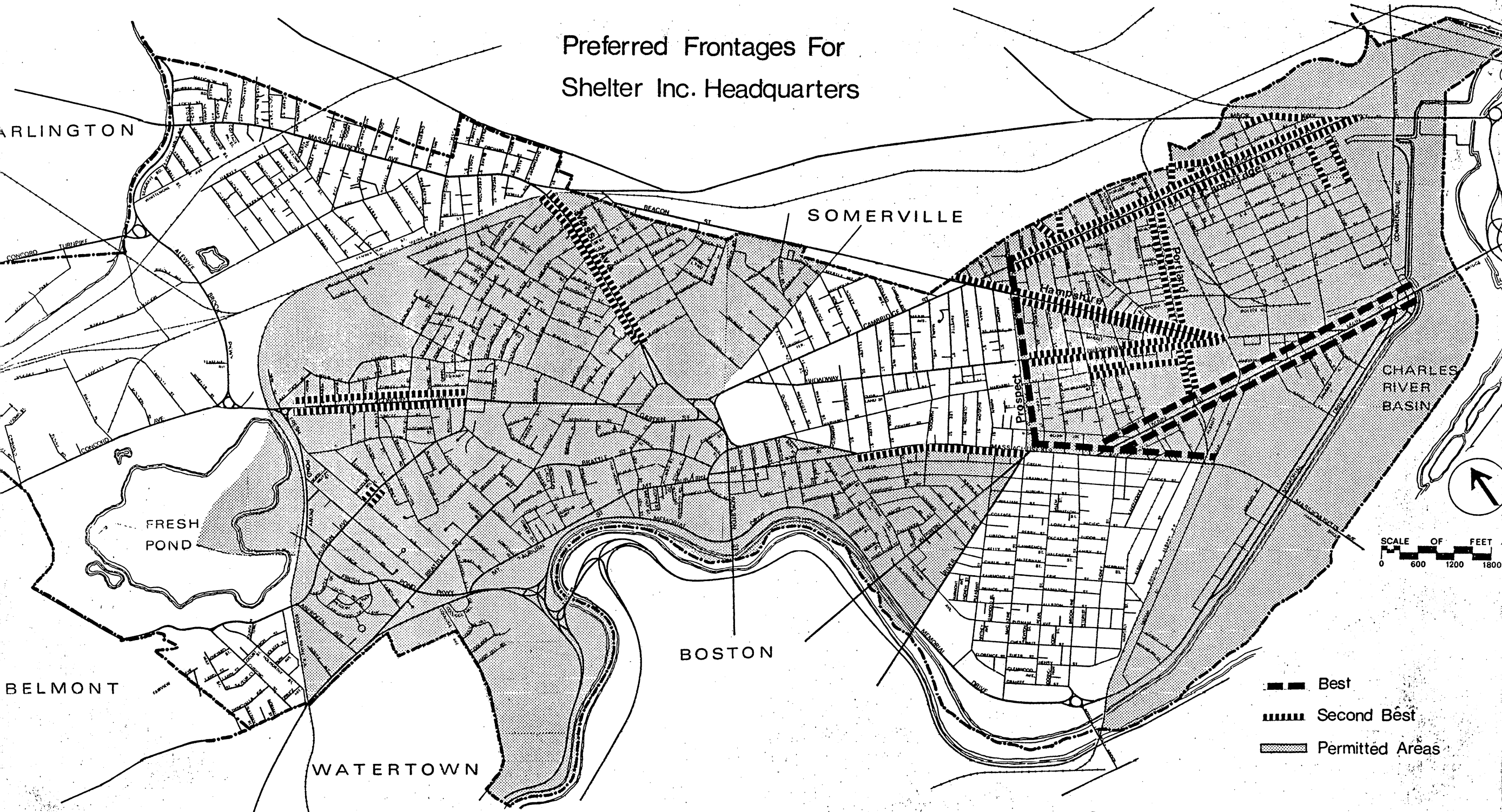
Within these neighborhoods, we have shown the non-residential and boundary-residential streets selected as the preferred locations. Even though the cost of a facility in these locations will be higher than in a residential area, a prime objective of the relocation project is to avoid the interior of residential areas.

Location on or near a bus-line is desirable, but not essential.

SPACE

1. Floor Area - 2000 to 2500 square feet.
2. Floor Level - First floor a must. Can also use second and third floor space.
3. Baths - Two full baths (with showers) -- or the opportunity to build these in on a practical basis.
4. Kitchen - Adequate for meals preparation serving approximately 20 persons.
5. Dining Area - Large enough to seat 10 persons at a time.
6. Lounge Area - Large enough for ten persons.
7. Storage Area - Small storage area for equipment, donated clothing, etc.
8. Utility Area - Sufficient for washer, dryer, and freezer.
9. Entrance - Separate from other units in building.
10. Grounds - No outdoor space required.

Preferred Frontages For
Shelter Inc. Headquarters





CITY OF CAMBRIDGE, MASSACHUSETTS
COMMUNITY DEVELOPMENT DEPARTMENT

CITY HALL ANNEX, 57 INMAN STREET, CAMBRIDGE 02139

876-6900, X355

April 28, 1977

Mr. Paul E. Healy
City Clerk
City Hall
Cambridge, Mass.

Dear Mr. Healy:

As you may know, the Cambridge City Council has requested the City Manager to assist Shelter, Inc. in relocating its operation from temporary quarters on Putnam Avenue. A copy of the Council's order is attached.

On behalf of the City Manager, I am writing to ask your assistance in this worthy endeavor. Shelter, Inc., a unique operation in Cambridge, renders a vital service to all of us, and warrants the fullest possible response to the City Council order.

Basic information you will need as background for efforts to help the City with this project is attached as follows:

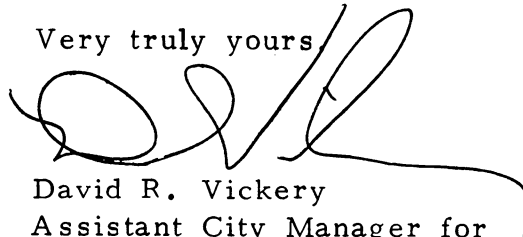
1. Brief description of Shelter, Inc. operations;
2. Statement of space and location needs;
3. Map showing areas within which Shelter, Inc. could locate.

While Shelter, Inc. has been tentatively classified as a "Personal Care Lodging House" under the definition in the City Council's Ordinance 868 of June 21, 1976, establishing zoning ordinance controls over Community Residences and Personal Care Lodging Houses, I want to stress that it is not a lodging house, halfway house, community residence, etc., as generally perceived. On the contrary, its operations are so uniquely unobtrusive that its immediate neighbors generally find themselves unaware of its existence in the neighborhood.

April 28, 1977

Should you want additional information, or have a suggestion to make, please contact Edward Handy, to whom we have assigned the responsibility of working with Shelter, Inc., the Real Estate Community, and others with regard to this project. He can be reached at 876-6800, extension 355.

Very truly yours,



David R. Vickery
Assistant City Manager for
Community Development

DRV:jp
Attachments

cc: City Council
James L. Sullivan, City Manager
Chairman, Board of Directors, Shelter, Inc.

P.S. The help you have already given us on this project has been greatly appreciated.

Comm. from the Asst. City Manager for Community Development transmitting information re: operation of Shelter, Inc.

In City Council,
May 2, 1977

*Placed on File -
Copy to C. Elery
for morning at
5:30 am*