



Request for Potential Emergency Shelter Sites

The City and County of San Francisco's Department of Homelessness and Supportive Housing (HSH) is collecting basic information directly from property owners or persons/organizations with site control regarding locations for possible consideration as emergency shelter sites. HSH is seeking sites for **temporary/short-term** (as short as 2 to 7 days) **or seasonal use** (several months) during periods of severe weather, environmental emergencies or natural disasters, and sites for **potential year-round use** as emergency shelters.

HSH is particularly interested in leasing or purchasing sites with the following characteristics:

- located along public transportation lines and/or convenient to neighborhood services
- existing non-residential buildings that could be converted to residential/dormitory use
- vacant land on which HSH could construct a shelter

If you have a property that you would like to discuss with HSH, please provide a summary of the site features itemized in the table on the following page. If you have more than one property, please provide a summary for each property. Submission of information is not a commitment on the part of the owner/operator in any form. It is simply a show of interest to explore possibilities.

HSH is accepting this information **as soon as possible** for the coming fall/winter months and on an ongoing basis. We will keep the property information on file and contact owners if and when there is funding and interest to explore the property.

Please submit this information by email attachment to: HSHRealEstate@sfgov.org





Site Information Form

Please provide a summary for each property being submitted addressing the site features itemized in the table. Respond with available information and use as much space as needed. Attach additional information if needed.

Property Address	
Owner's Name	
Owner's or Representative's Contact Information (provide phone and email)	
Type (Church, warehouse, commercial space, vacant land, etc.)	
Number of Stories	
Accessibility (Are there steps or barriers from the street to usable space?)	
Does Property Include a working Elevator?	
Total Square Footage Available for shelter use? Maximum Occupancy by law (if known)?	
Available outdoor space? Available off-street parking?	





Is the building currently in operation?	
Existing Amenities (common areas, communal kitchens, office space)	
Bathroom and/or Shower Facilities currently on site.	
Security Systems, if any	
Sprinkler System	
Current or Most Recent Occupancy/Use:	
If activated for a short-term or seasonal shelter, would the site be usable 24 hours-a-day? If not, approximately what hours?	

Return to: Lindsay Haddix
Principal Real Estate Development
Email to: Analyst HSHRealEstate@sfgov.org

