

Building Tune-Up Exemption Application

Building Size or Occupancy Use

Please use this form if you believe that your building is not covered by the ordinance due to its size (less than 50,000 gross square feet, excluding parking) and/or due to the occupancy use type. For all requests, indicate building type uses (commercial/ institutional, residential, or manufacturing), include the approximate gross square feet, and which exemption type you are pursuing. Email signed and completed applications with supporting documentation to buildingtuneups@seattle.gov.

A. Location Information *Required for all applications*

Street No. _____ Street Name: _____ Zip Code _____
Benchmarking ID _____ Building Name _____ KC PIN _____

B. Ownership Information *Required for all applications*

Building Owner _____
Owner or Agent's Contact Name and Title _____
Owner or Agent's Email _____
Owner or Agent's Contact Telephone No. _____

C. Building Information *Required for all applications*

Building Type _____ Building Gross Square Feet _____
Non-residential Floor Area (square feet) _____
Residential Floor Area (square feet) _____
Parking Floor Area (square feet) _____

D. Reason for Exemption *Required for all applications*

- Building is less than 50,000 gross square feet, excluding parking (*Supporting documentation is required*)

- At least 50% of the building's use is manufacturing or light industrial (*A Certificate of Occupancy (COO) is required; if the COO is unavailable, you are required to complete Self Certification in section D.1*)

D.1 Manufacturing/Industrial Self-Certification

- I am submitting this Self-Certification Form because the Department of Construction and Inspections (SDCI) staff and I have not been able to locate this building's Certificate of Occupancy.

- I am claiming this building is exempt because at least 50% of the building area conforms to the Factory Industrial Group F use as defined in the current Seattle Building Code.

Please describe the use:

- I understand that inaccurate representation of building information could subject me to the fines associated with non-compliance.

- I understand this form is for the sole purpose of applying for an exemption from the Building Tune-Up requirements, and that accepting this form does not imply that SDCI is establishing or approving the permitted use of the building.

E. Statement of Owner or Owner's Agent:

I, the undersigned authorized representative of the building, affirm and attest to the accuracy, truthfulness and completeness of the statements of material fact provided in this form.

Name (please print)

Signature

Date