

# **MAGNUSON PARK BUILDING 30 ARTIST STUDIOS**

## **Rental Procedures & Rules**

### **WAITLIST**

Artists interested in renting art studio space at Magnuson Park must follow the Building 30 Art Studio Waitlist procedure:

- Complete an application to be on the waitlist
- When studios become available, we notify all artists currently on the waitlist
- If you are offered a studio and decline, your application is voided. To get back on the waitlist, you must submit a new application.
- When the waitlist exceeds 75 names, we will temporarily stop accepting applications

### **STUDIO TOURS**

Tours of vacant studios are available to artists currently on the waitlist and to artists currently licensing studios within the building at the following times by appointment only:

- 1st and 3rd Wednesday of each month, from 1:00 PM – 2:00 PM
- Tours will be canceled if no appointments are scheduled in advance
- To schedule a tour, please email Ben Burtzos: [benjamin.burtzos@seattle.gov](mailto:benjamin.burtzos@seattle.gov)

### **TENANCY**

- Studios are designated for visual/creative arts use only; they are not residential (i.e., live/work studios)
- Artist studios are licensed for an initial period of three (3) years.
- Common areas (including restrooms, utility rooms, hallways, etc.) are not available for additional storage or decoration. Items left in common areas are subject to removal without notice.
- A security fee equal to the first month's fee is required (returned upon termination of agreement, subject to cleaning & repair fees).
- Water access is provided in custodial closets with utility sinks and restrooms on every floor. No water access in studios is permitted or provided.
- Tenants may not use solvents and chemicals with odors that impact common areas or other studios.
  - No storage of solvents, chemicals or other hazardous chemicals or materials is allowed, except small artist supplies for painting or art production.

- No loud music is permitted that is audible or detectable in common areas or other studios.
- Open flame of any kind is not permitted
- Tenant shall not use the premises for any purposes other than those purposes enumerated in the License Agreement except with express written permission of Magnuson Park Administration staff.

## **MODIFICATIONS OR IMPROVEMENTS**

- Any and all requests for modification to premises, except where expressly permitted below, must be submitted in writing to Parks Concessions Coordinator. Requests should include detailed description of proposed modification, photos of materials/fixtures, and room layout diagram.
- Tenant may install wall-mounted or wall-braced shelving, and fixtures to display art.
- Tenant may install plug-in lighting, but not hard-wired lighting fixtures. Existing lighting may not be altered or removed.
- Partial walls that require building modification may not be erected. Use of temporary, movable room dividers may be used.
- Small appliances must use 120V electric wall outlets.
- No large appliances or 240V equipment is allowed (including, but not limited to kilns, ovens, saws, large power tools, open flame appliances, etc.)
- Drilling through interior and exterior walls is not permitted.
- Door mats and rugs or other trip hazards are not allowed in hallways.
- Accessing and/or connecting to building heating, HVAC, plumbing and electrical systems is not allowed.
- Tenant is solely responsible for internet and other telecommunications. SPR staff will provide access to Building 30 mechanical rooms for equipment connection on an as-needed basis with at least 24 hours' notice.
- No posting inside the elevator is permitted.
- Materials, labor and administrative costs for repair of wall damage will be assessed to tenant at termination of the license.
- Any other improvements must not impact the building envelope or building systems. Tenant may be billed for removal of items and/or damage to studio upon termination of agreement.

## **STUDIO TRANSFERS**

Effective 10/1/2025, tenants currently occupying an artist studio in Building 30 West at Magnuson Park will have the opportunity to request a transfer to a vacant studio in the building. The following procedure(s) will apply for these requests:

- This opportunity is only available for tenants currently under contract for three (3) years or longer.
- Requests for transfer must be received in writing by SPR staff at least sixty (60) days prior to the original Expiration Date of tenant's current License Agreement.
- If multiple requests are received for the same studio, priority will be granted in the order that the request is received. This priority begins 10/1/2025.
- A one-time, non-refundable transfer fee of \$300.00 will be invoiced to tenant along with the first month's fees for the new premises.
- Incomplete applications will not be considered. Please ensure that all information is filled out before submitting your application.
- Only one art studio will be rented to any one tenant unless the waitlist is currently vacant. Additional studios will be licensed on one-year agreements and returned to inventory when a waitlist has formed.

## **TERMINATION**

- Prior to termination of agreement and moveout, tenants are responsible for returning studio to as-is condition when occupancy began.
- Tenant is responsible for removal of all furniture, materials, and installations on wall, floor, and ceiling.
- SPR is responsible for drywall repair and repainting. If repairs exceed normal wear and tear, some or all of tenant's security deposit may be applied to cure damages.

Note: These policies and procedures are subject to change without notice.