**Excess Property Notice**

**June 5, 2015**

TO: City of Seattle Departments and Other Public Agencies

FROM: Daniel Bretzke, Department of Finance and Administrative Services (FAS)

SUBJECT: Excess Property

The Department of Finance and Administrative Services (FAS) has declared the property which is known as PMA 4331 located at 102 Martin Luther King Jr. Way South, excess to the needs of the Department. FAS’s initial recommendation is that the property is sold through a competitive sale.

In accordance with City of Seattle property disposition policies, this notice informs other City Departments and public agencies of its availability.

FAS manages the evaluation process for the reuse or disposal of City property. This is in accordance with City Council policies adopted under Resolution 29799 and amended by Resolution 30862.

*All departments and agencies are requested to return the* ***Excess Property Response Form****. In particular, please identify if your department has existing facilities, utilities, or property rights that affect the property. Please complete the* ***Excess Property Proposed Use Form*** *if your Department or agency is interested in acquiring the property for:*

|  |  |
| --- | --- |
| * Short term use (less than six months)
 | * Potential City uses
 |
| * Permanent easements or covenants that will run with the land
 | * Other public agency use
 |

For questions regarding the City's excess property disposition process please contact Daniel Bretzke at 206-733-9882 or at daniel.bretzke@seattle.gov **Please provide your comments and completed forms by July 6, 2015** to the following:

Inter office mail

Daniel Bretzke

Mail Stop SMT -52-01

US Mail

Daniel Bretzke

City of Seattle - FAS

P.O. Box 94689

Seattle, Washington, 98124-4689

Daniel Bretzke

Daniel.bretzke@seattle.gov

**CITY OF SEATTLE**

**EXCESS PROPERTY RESPONSE FORM**

**PMA 63**

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| * **Seattle Public Utilities**
* **Seattle Department of Transportation**
* **Seattle Office of Housing**
* **Seattle City Light**
* **Seattle Parks and Recreation**
* **Seattle Department of Neighborhoods**
* **Seattle Department of Planning and Development**
* **Seattle Office of Economic Development**
* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_ We have no interest in this property.\_\_\_\_\_\_\_\_\_ We are interested in acquiring the property or jurisdiction over it. A completed ***Excess Property Proposed Use Form*** is attached to this response.\_\_\_\_\_\_\_\_\_ We have facilities on the property or access rights through or across the property as described below (add additional sheets as necessary):\_\_\_\_\_\_\_\_\_ We need facilities on the property or access rights through or across the property as described below (add additional sheets as necessary):\_\_\_\_\_\_\_\_\_ We have identified the following plans, policies, objectives, limitations or other factors as found in adopted or proposed City plans and policies that may affect the Reuse or Disposition of the property (add additional sheets as necessary): |
| **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_****Reviewer Department Date** |
|  |
| **EXCESS PROPERTY PROPOSED USE FORM** |
| \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (department/agency ) wants to acquire property rights over all or a portion of:PMA 1583  |
| **PROPOSED USE:** Describe the proposed use for the property, including information on potential improvements, users, tenure, impact on neighborhood such as parking, traffic volumes. (Attach additional pages as necessary). |
| **EST. IMPLEMENTATION DATE:** \_\_\_\_\_\_\_\_\_ **EST. COST** : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**EXPECTED TERM OF USE**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ **FUND SOURCE(S)**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Are funds appropriated? € YES € NO If no, when will funds be appropriated? \_\_\_\_\_\_\_\_ |
| **BENEFITS TO THE CITY OF SEATTLE FROM THIS PROPOSAL:** |
| **SUPPORTING POLICIES**. List the adopted plans and policies (itemize specific sections in major documents) which support, or are implemented by, this proposed use. |
| **CONTACT PERSON:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** **PHONE:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **Date** : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Director or designee**  |