DPD

Director's Rule 17-2013

Applicant:	Page	Supersedes:
City of Seattle Department of Planning and Development	1 of 2	
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Subject:	Code and Section Reference:
Clarifying property registration requirements, definitions, and the effects of changes in property registration information under the Rental Registration and Inspection Ordinance	Seattle Municipal Code Chapter 22.214 Rental Registration and Inspection Ordinance
	Type of Rule: Code Interpretation
	Ordinance Authority: SMC 3.06.040 and 22.214.070
Index: Rental Registration and Inspection Ordinance RRIO	**Approved** **Date** Diane M. Sugimura, Director, DPD

PURPOSE

Section 22.214.040 of the Seattle Municipal Code specifies that all rental housing units in the city, with the exception of rental housing units identified in subsection 22.214.030.A, must register with DPD under the Rental Registration and Inspection Ordinance (RRIO), Chapter 22.214 SMC. These sections, along with section 22.214.020, which covers definitions, describe most but not all configurations of rental housing units, provide certain exceptions, and include requirements for keeping registration information up to date. The purpose of this rule is to clarify registration requirements for properties with rental housing units not specifically described in the code. In addition, this rule clarifies a definition and describes the effects of changes in registration information.

1. Housing units subject to registration requirements

Housing units, as defined in Section 22.214.020.11 SMC, must register under the RRIO program. This section defines "Housing Unit" as "any structure or part of a structure that is used or may be used by one or more persons as a home, residence, dwelling, or sleeping place; including but not limited to single-family residences, duplexes, triplexes, and four-plexes; multi-

family units, apartment units, condominium units, rooming-house units, micro dwelling units, housekeeping units, single-room-occupancy units, and accessory-dwelling units; and any other structure having similar living accommodations. *Emphasis added*.

The following types of rental housing units, although not specifically called out in the definition, are subject to the registration requirements unless they meet one of the exceptions in SMC 22.214.030.A.

A. A congregate residence as defined in the Land Use Code at SMC 23.84A.032R.

B. A mobile home must be registered if the mobile home unit is occupied by a renter. A mobile home occupied by an owner who rents the land or lot where the mobile home is located is not a "rental housing unit" and is not required to be registered.

C. A floating home that is rented, i.e., not owner occupied, must be registered. A floating home occupied by an owner who rents the berth or slip where the floating home is located is not a "rental housing unit" and is not required to be registered.

2. Housing units not subject to registration requirements

In addition to the exceptions provided in 22.214.030.A, the following is not subject to the registration requirement.

A room or rooms not constituting a separate accessory dwelling unit, when rented out by a property owner who lives in the same housing unit.

3. Definition of certain housing units

A. The definition of housing unit references duplexes, triplexes, and four-plexes. For purposes of the RRIO program, a duplex comprises two separate housing units; a triplex has three housing units; and a four-plex has four housing units.

B. The definition also includes the term "micro dwelling units." This term includes rooms individually rented as separate dwelling units such as micro-housing units and congregate units.

4. Effects of changes in registration information

Sections 22.214.040.F and 22.214.040.J require that registration information be updated when certain information changes, including ownership, unit count, and contact information,. To minimize financial impacts on property owners, encourage property owners to keep registration information up to date, and effectively administer the RRIO program, the following rules and practices apply.

A. The initial property registration date for the five year registration term remains the same even if additional rental housing units are added or units are removed from the property.
B. There is no fee for adding or removing rental housing units from a property registration.
C. Changes to property ownership do not change the registration date for the property.