

SDCI

Director's Rule 16-2020

Applicant: City of Seattle Department of Construction and Inspections	Page 1 of 2	Supersedes:
	Publication: 12/14/2020	Effective: 4/5/2021
Subject: Tenant Relocation Assistance Ordinance Exemption (SMC 22.210.040.G) Relocation Plan Requirements	Code and Section Reference: SMC 22.210.040.G	
	Type of Rule: Code Interpretation	
	Ordinance Authority: SMC 3.06.040	
Index: Tenant Relocation Assistance Ordinance SMC Chapter 22.210	Approved	Date
	(signature on file) Nathan Torgelson, Director, SDCI	4/2/2021

BACKGROUND:

The City of Seattle's Tenant Relocation Assistance Ordinance (TRAO), Seattle Municipal Code Chapter 22.210, requires advance notice to all tenants who will be displaced by demolition, substantial rehabilitation, change of use, or removal of use restrictions from housing units. The ordinance also requires payment of relocation assistance to eligible low-income tenant households.

SMC 22.210.040.G provides a TRAO exemption for "[a]ny dwelling unit for which relocation assistance is required to be paid to the tenants pursuant to state, federal or other law." When federal, State or city governments contribute funding to a development project, the relevant law typically also requires relocation assistance for displaced tenants that may exceed the relocation assistance requirements under TRAO. This non-TRAO relocation assistance is approved and administered by the applicable government funder. To ensure the project qualifies for a TRAO exemption, to ensure tenants receive the relocation assistance required by the project's funding,

to ensure Seattle's TRAO program does not duplicate other government relocation assistance programs, and to ensure permit review and issuance can be done without affecting the relocation assistance program, the Seattle Department of Construction and Inspections (SDCI) needs information about the non-TRAO relocation assistance program.

RULE:

Applicants claiming an exemption under SMC 22.210.040.G must:

1. Submit a letter to the Director of SDCI and to the Property Owner and Tenant Assistance Unit Supervisor that includes the following:
 - Description of project
 - Source(s) of project funding
 - Impact on current tenants
 - Description of tenant population, including any especially vulnerable groups
 - Description of the applicable federal, State, or city relocation assistance law
 - Statement that applicant will fully comply with the requirements of the applicable federal, State or city law
 - Timeline
 - Identification of developer staff responsible for implementing the relocation plan. Also identification of government staff responsible for administering the relocation plan.
 - Signature of board member, property owner, or authorized agent
2. Applicants must also attach a copy of the relocation plan submitted to the government funder and a completed Owner's Certification of Exemption from the Requirements of the Tenant Relocation Assistance Ordinance.

SDCI staff will confirm that the relocation plan was approved by the government funder responsible for administering the relocation plan before removing any TRAO hold on permits associated with the project.