



In 2015, the City of Seattle passed an ordinance requiring owners of certain multi-family properties to provide advance notice to the City prior to listing the property for sale (the “Ordinance”). This Bulletin outlines the Ordinance and provides information on broker’s disclosure obligations arising from the Ordinance.

The Ordinance requires owners of multi-family properties containing five or more units, where at least one of the units is affordable to a household earning 80% or less of area median income, to notify the City of their intent to sell their property at least sixty (60) days prior to advertising the property for sale or listing it with a listing service. A penalty of up to \$500.00 may be assessed against owners who fail to comply. Information about whether a property is subject to the notice requirements in the ordinance and where to send the required notice is available at www.seattle.gov/housing/intent-to-sell. The Ordinance is codified at Seattle Municipal Code Sections 29.907.030 and 29.907.100.

Brokers should provide their sellers with written notice of the Ordinance’s requirements, and should refrain from offering to pay the fine for non-compliance. Ignorance of the notice requirement will not immunize a broker from a potential claim for failing to notify a seller of the Ordinance. While it is ultimately the seller’s choice to comply with the Ordinance, it would be best for brokers to have written confirmation of the disclosure to the Seller and imprudent for a broker to advise against compliance.

Please contact Michelle Mills Clement, ceo@commercialmls.com, at CBA if you have any questions.