2015 Guide to Living Off-Campus

An overview of Seattle Landlord/Tenant Laws, Roommate Communication tips, Off-Campus Resources, and more!
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Connection to SU

Just because you’re living off campus does not mean that you are not a member of the university community.

You are a part of the Seattle University and should continue to take advantage of all that Seattle University has to offer.

Stop by C-Street, attend Mass, continue your academic pursuits, stay active in student organizations – the campus is yours to enjoy!

Living off-campus will change your experience as a student.

Transition
Reflect on what is important to YOU and what YOU want to experience as a student.

Community
Being intentional with your connection to SeattleU

Resources
Most of the current resources you have access to as an on campus student, you will have access to as an off-campus student.

Living off-campus does not mean you cannot continue to participate in events, meetings, or clubs. It just means making intentional and proactive choices for making these experiences a priority.
Connection to SU
Important Phone Numbers

**Student Health Center**
Bellarmine Hall, Room 108
206-296-6300

**Disability Services and Office of Fellowships**
Loyola 100
206-296-5740

**Learning Assistance Programs**
Lemieux Library (2nd Floor)
206-398-4450

**Career Services**
Pigott Pavilion for Leadership, Room 110
careerservices@seattleu.edu
206-296-6080

**University Recreation**
Eisiminger Fitness Center
550 14th Ave
Seattle, Washington 98122
206-296-6441

**Campus Ministry**
Student Center, Office 120
campusministry@seattleu.edu
206-296-6075

**Public Safety**
University Services Building
Publicsafety@seattleu.edu
24-Hour Non-Emergency Line 206-296-5990
24-Hour Emergency Line 206-296-5911
Business Line: 206-296-5992

  **NightHawk**
  206-398-Hawk (4295)

**Lemieux Library**
Main number & library hours 206-296-6210
For borrowing or account questions, contact Circulation 206-296-6233
For research questions, contact Research Services 206-296-6230
Administration 206-296-6222
InterLibrary Loan 206-296-6359
Acquisitions 206-296-6203
Gifts & Donations 206-296-6209
Lost & Found 206-296-6233

**Dean of Students**
Pigott Pavilion for Leadership, Room 180
206-296-6060

**Office of the Registrar**
University Services Building, Room 103
registrar@seattleu.edu
206-220-8030

**Student Financial Services**
University Services Building, Room 105
financialservices@seattleu.edu
206-220-802

**Graduate Admissions**
grad-admissions@seattleu.edu
206-220-8010
Apartment Hunting

What are your needs?
- Walking distance to campus?
- Do you want your own bathroom?
- Do you want/need a roommate?
- Washer and Dryer in the unit?
- Secure parking?
- Pet friendly?
- Budget?

These are some of the questions that will guide your apartment search.

Neighborhoods

Each of Seattle’s neighborhoods have a unique and distinct personality; below are short descriptions to help you discern which neighborhood best suits you in conjunction with your needs.

First Hill
The home of our main campus and known to many as "Pill Hill," it is also the site of several hospitals, many of them nationally recognized. The area earned its name because it was one of the first established neighborhoods in Seattle. To secure housing in this area, drive around to spot "room for rent" signs and apartments in the charming homes built on the hill.

Capitol Hill
Just north of First Hill and the main campus, this is one of Seattle's most lively and diverse neighborhoods. Houses, apartments and mansions surround the popular Broadway shopping area where you can find vintage clothing, book boutiques and several cafes. The Asian Art Museum is tucked away in Volunteer Park, a large community hub offering a dog park and a Conservatory.
Beacon Hill
El Centro de la Raza helps give the neighborhood its soul. The "Center for the People" celebrated their 40th anniversary in 2012. El Centro since has created vital programs used by thousands of Latinos and other minorities. Its food bank serves several hundred local families a week. Its day-care center offers a bilingual education to preschool children. The center also offers English classes, an employment placement and job development program and houses other community-based groups. The neighborhood's ethnicity is remarkable, even for Seattle.

Fremont
This artsy neighborhood known as "Funky Fremont" is filled with great shops and 50's and 60's kitsch (check out the statue of Lenin and the Fremont Rocket). This wonderful spot has not yet been discovered by tourists and is truly a Seattle community. The Sunday Fremont Market is well known in the area. Finding an apartment in Fremont can be a challenge.

Green Lake
It is the location of one of Seattleites favorite spots. The lake itself takes over most of the community leaving only a few square miles for its inhabitants. For the fitness buff, there is a 3-mile paved trail around the lake for walking, running and rollerblading. It is where people go to see and be seen.
International District
This is a vibrant inner-city neighborhood, where vegetable markets spill out onto the sidewalks and barbecued ducks hang in shop windows next to strips of crispy pork. Herbal medicine shops promising restored health vie for space and attention with florists, gift shops, noodle joints and a jumble of Korean, Vietnamese, Chinese and Japanese restaurants. As an older generation of merchants slowly retire or die, new immigrant families, many from Southeast Asia, come to the International District. They come for the inexpensive housing and the chance to start a business, as the first wave of Japanese, Chinese and Filipino did decades earlier.

Mt. Baker
To the south of the Central district and First Hill overlooking Lake Washington, the Mount Baker neighborhood combines charming older homes with sweeping views of Mount Rainier and Lake Washington. This politically active community of 3,500 residents, in the heart of Rainier Valley, is one of Seattle's most economically and racially diverse neighborhoods.

Queen Anne Hill
456 ft above sea level, Queen Anne is home to one of Seattle's most fashionable neighborhoods. Named after the Queen Anne style homes built by early residents, the hill borders the Seattle Center built for the 1962 World's Fair. Great restaurants, shops and theaters are just a few of the benefits here. Room for rent signs and postings at the local markets are great ways to find a place to share.
University District
Known to us locals as the "U-District", it is the home of the University of Washington. For the most part, the neighborhood is composed of students who rent houses, apartments and mother-in-law flats in the area. The U-District is filled with activity as students fill its coffee shops and bookstores.

Wallingford
Centrally located near recreation and points of interest, this residential community offers the feeling of being a little town. Located on the other side of I-5 from the University District, it is also home to many students. Apartments are snugly located between houses and condominiums.

Budget

✓ Does the rent include utilities? Or are they extra?
✓ Are there additional fees for parking? *(most likely, yes.)*
✓ Is there “pet” rent?

<table>
<thead>
<tr>
<th>Size</th>
<th>Capitol Hill/First Hill</th>
<th>Beacon Hill</th>
<th>Central District</th>
</tr>
</thead>
<tbody>
<tr>
<td>Studio</td>
<td>$950-$1,995</td>
<td>$575-$825</td>
<td>$977-$1,295</td>
</tr>
<tr>
<td>1 Bedroom</td>
<td>$1,395-$2,345</td>
<td>$875-$1,119</td>
<td>$1,200-$2,250</td>
</tr>
<tr>
<td>2 Bedroom</td>
<td>$2,445-$3,835</td>
<td>$1,000-$1,400</td>
<td>$1,550-$2,330</td>
</tr>
</tbody>
</table>
Apartment Hunting

Viewing Apartments

✓ Call the landlords or buildings to schedule a viewing time.
✓ Check the unit thoroughly inside and outside.
  *if viewing the available unit*
✓ Remember to compare the apartments carefully. Weigh the pros and cons of each apartment in order to make the best decision.
  *But don’t wait too long- apartments move FAST in Seattle!* 
✓ Do not go apartment hunting alone. It is always good to have a second set of eyes that you trust to give input on your future apartments.
✓ Get everything in writing, and keep a copy for your records. This will help you legally in settling claims for any damages assessed when you are ready to move out. If your landlord agrees to make additional improvements, be sure to get his/her promises in writing. If it is not in writing, the landlord may not be required to follow through on agreements.

Look at a variety of apartments. The first apartment that you view may be the best, but you should always compare to get an array of options.

Resources

Start your apartment search online with these resources

www.trulia.com
PadMapper
www.zillow.com

www.padmapper.com
Communication

What is Communication?
- 60% is body language
- 30% is tone of voice
- 10% is actual verbal content
- Varies between cultures as well as regions of the US.

Why is Communication Important?
You need to be able to communicate with the people you live with in order to have a positive living experience.

Conflict Resolution
Understanding what is important to you, may not be what is most important to your roommate.

Treat others how you want to be treated.
Treat others how they want to be treated

Boundaries
Important to establish early in living arrangement.

✓ How will you divide rent and utilities?
✓ Will there be a cleaning schedule?
✓ What items do you want to share?
✓ How will you handle damage to each other belongings?
✓ Is there a guest policy?

Sample Roommate Agreement Handout

The document on the following page includes some of the items you should discuss with your future roommates/housemates. It is by no means exhaustive and should be amended as you and your roommate see fit.

Other items to consider discussing include:
- Pet Peeves
- Class Schedules
- Emergency Contact information
2015 Off-Campus Student Transition Guide

Sample Roommate Agreement

Community Spaces:
(Living Room, Foyer, Dining Area, etc.)

Cleaning Policy
☐ We will alternate cleaning the whole area
☐ We will clean up after ourselves after each
use of the community area(s)

Clean means:
☐ Dusting ☐ Vacuuming
☐ De-cluttering ☐ Other:______________

Behavior, Guests, and Social Activities
When having guests over we will give __________ notice to
roommates.
Is smoking or the use of smokeless tobacco allowed in the apartment? ☐ Yes ☐ No
Is drinking allowed in the apartment? ☐ Yes ☐ No
Are guests allowed overnight? ☐ Yes ☐ No
If we want guests to leave we will:
_____________________________________
Guests are not allowed when:
_____________________________________

Study Times
Study times in the apartment are:
_____________________________________
During study times the TV is ☐ On ☐ Off
During study times the stereo is ☐ On ☐ Off
Phone use during study times is ☐ Ok ☐ Not okay
Are guests allowed during study times? ☐ Yes ☐ No

Laundry
We will create a laundry schedule ☐ Yes ☐ No
Detergent/fabric softener/dryer sheets ☐ Use our own ☐ Share
We will place clothes left in machines:
_____________________________________

Personal Property
It is okay for roommates or guests to use:
Stereo ☐ Ask First ☐ Always ☐ Never
TV ☐ Ask First ☐ Always ☐ Never
Clothes ☐ Ask First ☐ Always ☐ Never
Food ☐ Ask First ☐ Always ☐ Never
Appliances ☐ Ask First ☐ Always ☐ Never
Bed ☐ Ask First ☐ Always ☐ Never
Computer ☐ Ask First ☐ Always ☐ Never
Books ☐ Ask First ☐ Always ☐ Never
Toiletries ☐ Ask First ☐ Always ☐ Never
Other ☐ Ask First ☐ Always ☐ Never

How will we handle damage to each other’s belongings?
_____________________________________

Doors
Doors will be locked when we are at home: ☐ Yes ☐ No
Doors will be locked when we are asleep: ☐ Yes ☐ No
We will lock the doors if leaving while roommates are asleep: ☐ Yes ☐ No
Doors will be locked when we are not in the apartment: ☐ Yes ☐ No

By signing below, we agree to abide by the guidelines set in this contract. Should conflict arise, we agree to discuss this contract and amend as necessary.
**Rent:** When your monthly payment is due and how much that monthly payment is.

**Form of Payment:** Who the rent check/money order should be made out to as well as where the check/money order should be delivered.

**Late Payment:** The fees that you will be charged if you submit your rent check late.

**Returned Checks:** The terms and conditions that will be apply for returned checks.

**Security Deposit:** A deposit that is required for security of the faithful performance of a tenant. This may or may not be refundable.

**Quiet Enjoyment:** The tenant has the right to live peacefully in the unit if the rent is paid in a timely fashion and the apartment is being maintained adequately.

**Number of Occupants:** This defines the total number of residents permitted to live in the apartment without written approval from the landlord.

**Condition of the Premises:** This states that the tenant has examined the premises and agrees that it is in good order, safe, clean, and in livable condition. This would be the appropriate place to report any repairs or current damages to the unit. This would also be a discussion as to who is responsible for any repairs.

**Keys:** This states how many keys are being provided as well as any applicable fees when the keys are not returned at the termination of the lease.

**Locks:** The tenant agrees to pay the fees to have the locks changed and to provide the landlord with a key. The tenant additionally agrees to not change the locks without written approval from the landlord.

**Lockout:** The tenant agrees to pay all fees related to the locksmith services if he or she is locked out after hours.
Assignment and Subletting: The tenant cannot sublet to a third party for use of the premises unless the landlord gives consent. The landlord retains the right to void the contract if the unit is sublet without his or her consent. Additionally, the landlord has the option to terminate the lease.

Damage to Premises: If damages such as a fire, or other causality, occur to the residence during the time of the lease and these damages were not caused by the tenant, the landlord will promptly repair the damage. Additionally, the landlord will either eliminate or significantly reduce the rent until the residence is livable. If the damages were caused by the tenant or guests of the tenant, the landlord has the right to decide whether to build, repair, or end the lease.

Utilities: The tenant is responsible for paying utilities. Any exceptions for utilities would be indicated in this section.

Maintenance and Repair: The tenant agrees to maintain the residence in good and sanitary conditions. It will outline the tenants maintenance responsibilities for repair if they, or any of their guests, have caused damage to the residence.

Pets: This indicates whether or not pets are allowed to live in the residence. If pets are permitted, it may include the type of pets that are allowed and any deposits that need to be put down.

Right of Inspection: The landlord has the right at all reasonable times to enter the premises, and to inspect the unit and all building improvements during the term of the lease and any renewal period.

Rules and Regulations: This explains any additional rules and regulations specific to the building shall be signed by the tenant. Landlords may adopt other rules at a later time with purpose as long as they do not impede on the tenant's rights. Also, the new rules cannot go into effect without two weeks' notice.
Landlord & Tenant Laws
Fair Housing Act

Title VIII of the Civil Rights Act of 1968

The Fair Housing Act as amended, prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on **race, color, national origin, religion, sex, familial status** (including children under the age of 18 living with parents or legal custodians, pregnant women, and people securing custody of children under the age of 18), and **disability**.

<table>
<thead>
<tr>
<th>Seattle Office for Civil Rights</th>
<th>King County Office of Civil Rights</th>
<th>Tacoma Human Rights and Human Services Department</th>
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<th>U.S. Department of Housing and Urban Development</th>
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<td>✓ Sexual Orientation (Includes Gender Identity)</td>
<td>✓ Sexual Orientation (Includes Gender Identity)</td>
<td>✓ Sexual Orientation (Includes Gender Identity)</td>
</tr>
<tr>
<td>✓ Use of a section 8 Certificate</td>
<td>✓ Use of a section 8 Certificate</td>
<td>✓ Participation in Section 8 Program</td>
<td>✓ Participation in Section 8 Program</td>
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<tr>
<td>✓ Political Ideology</td>
<td>✓ Political Ideology</td>
<td>✓ Complaints must be filed within 180 days after the alleged violation occurred</td>
<td>✓ Complaints must be filed within 365 days after the alleged violation occurred</td>
<td>✓ Complaints must be filed within 365 days after the alleged violation occurred</td>
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</table>

810 3rd Ave., Suite 750
Seattle, WA 98104
206-684-4503
www.seattle.gov/civilrights

Yesler Bldg, Rm. 260
400 Yesler Way
Seattle, WA 98104
206-296-7596
www.metrokc.gov/dias/ocre

747 Market St., Rm 836
Tacoma, WA 98042
253-591-5153
www.cityoftacoma.org/humanrights

711 S.Capitol Way, Suite 402
Olympia, WA 98504
360-753-6770
www.hum.wa.gov

Fair Housing Enforcement Center
909 1st Ave., Suite 205
Seattle, WA 98104
206-220-5170
www.hud.gov/local
Landlord & Tenant Laws

Obligations of Landlords:

✓ Keeping the premises fit for human habitation and keeping common areas reasonably clean and safe.
✓ Controlling insects, rodents, and other pests. *(E.g. bed bugs)*
✓ Maintaining roof, walls, and foundation and keeping the unit weathertight.
✓ Providing containers for garbage and arranging for garbage pickup.
✓ When responsible for providing heat in rental units, from September through June maintaining daytime (7am – 10:30pm) temperatures at 65 degrees (F) or above and nighttime temperatures at not less than 58 degrees (F).
✓ Installing smoke detectors and instructing tenants in their maintenance and operation.

Obligations of Tenants:

✓ Properly disposing of garbage
✓ Exercising care in use of electrical and plumbing fixtures
✓ Promptly repairing any damage caused by them or their guests
✓ Granting reasonable access for inspection, maintenance, repair and pest control.
✓ Maintaining smoke detectors in good working order
✓ Refraining from storing dangerous materials on the premises
Landlord & Tenant Laws  
Just Cause Eviction Ordinance

Unless otherwise noted, an owner must give a termination notice at least 20 days before the start of the next rental period.

This ordinance requires landlords to have good cause in order to terminate a month-to-month tenancy. It specifies the only reasons for which a tenant in Seattle may be required to move, and requires owners to state the reason, in writing, for ending a tenancy when giving a termination notice. Unless otherwise noted, an owner must give a termination notice at least 20 days before the start of the next rental period.

Below are a few examples, please consult the City of Seattle Department of Planning and Development website for the full list.

- The tenant fails to pay rent within 3 days of a notice to pay rent or vacate.
- The owner has notified the tenant in writing of over-due rent at least 4 times in a 12 month period.
- The owner has notified a tenant in writing at least 3 times in a 12-month period to comply within 10 days with a material term of the lease or rental agreement.
- The tenant seriously damages the rental unit, causes a nuisance (including drug related activity), or maintains an unlawful business and does not vacate the premises within 3 days of notice to do so.
- The tenant engages in criminal activity in the building or on the premises, or in an area immediately adjacent to the building or premises.
Landlord & Tenant Laws

Actions that are considered to be Harassment or Retaliation

The HBMC (Housing and Building Maintenance Code) prohibits certain actions taken against either a tenant or an owner.

The following actions constitute harassment or retaliation against the owner:
- Changing locks on unit doors.
- Removing owner supplied fixtures, furniture or services.
- Willfully damaging the building.

The following actions constitute harassment or retaliation against the tenant:
- Changing locks on unit doors
- Removing doors, windows, fuse box, or other fixtures
- Discontinuing gas, electricity, water, or other utilities supplied by the owner.
- Removing a tenant from the premises except through the legal eviction process.
- Evicting, increasing rent or threatening a tenant because that tenant has reported violations of the HBMC to DPD or has exercised any legal rights arising out of the tenant’s occupancy of the building.
  - Instances of harassment or retaliation against an owner or a tenant should be reported to the Seattle Police by calling the non-emergency number.
Landlord & Tenant Laws
Ending the Agreement

Proper Notice to Leave for Leases
• Written Notice (consult the language in the lease agreement)

Responsibilities
• The tenant is responsible for paying the rent for the rest of the lease.
• However, the landlord must make an effort to re-rent the unit at a reasonable price.
  o If this is not done, the tenant may not be liable for rent beyond a reasonable period of time.

Exceptions

Armed Forces
• If a tenant informs the landlord no later than 7 days after reassignment or deployment orders, the tenancy may be terminated.

Violation of Protection Order
• If a tenant who has given written notice to the landlord that he, she, or a household member was a victim of domestic violence, sexual assault, or stalking, may immediately terminate a rental agreement when a valid order for protection has been violated or the tenant has notified the appropriate law enforcement officers of the violation.
  o A copy of the order must be made available to the landlord.

Learn More:
U.S Department of Housing and Urban Development
http://portal.hud.gov/
The City of Seattle Department of Planning and Development
www.Seattle.gov/dpd
Social Gatherings
Residential Disturbance Ordinance

Remember those pesky “quiet” hours from living on campus in a residence hall? Well, it turns out—those don’t end once you leave campus!

Seattle Municipal Code 25.08.500: It is unlawful to knowingly cause, make or allow unreasonable noise to emanate from property under one’s control, which disturbs another, and to refuse or intentionally fail to cease the unreasonable noise when ordered to do so by a police officer.

"Residential Disturbance" means a gathering of more than one (1) person at a residential property located in a single family or multifamily zone, as defined SMC Section 23.84.048 between the hours of 10:00 P.M., (11:00 P.M. on Friday and Saturday nights) and 7:00 A.M., at which noise associated with the gathering is frequent, repetitive or continuous and is audible to a person of normal hearing at a distance of seventy-five (75) feet or more from the property.

"Unreasonable Noise" includes loud, raucous, frequent, repetitive, or continuous sounds made by: animals; horns or sirens other than emergency equipment, motor vehicles being repaired, tested, etc: musical instruments or sound amplifiers; human voices, amplified, between the hours of 10:00 P.M. & 7:00 A.M.

Penalties

Upon conviction, a judge may impose a maximum penalty of up to 180 days incarceration in jail, and/or up to $500 fine for violation of this code.

In addition to criminal penalties...

- The property owner is notified when a tenant or other person has received more than one citation.
- A residential property at which 3 or more violations have occurred within a 12-month period may constitute a nuisance and be
subjected to an abatement action provided that the person(s) responsible for the violation were residents of the same housing unit during this time.

• If the property owner does not take action to evict the tenant responsible for the 3 violations or otherwise abate further violations, the court may prohibit the property owner from renting the property.

Want to learn more about Noise Laws in Seattle?

Go to: www.seattle.gov/police/prevention/noise
Seattle Police Department

The Seattle Police Department is the largest Municipal law enforcement agency in Washington State.

Seattle Population: **612,000**
Seattle Physical Size: **143 square miles**
Population of King County: **1,933,400**
Washington State Population: **6,733,200**
Seattle Police Department Staffing: **1,820 (approx.)**

**Primary Duties:**
• Foot, car and bike patrols in all five precincts.
• Harbor Unit patrol of 59 square miles of waterways.
• Investigative duties for all crimes including arson investigations.
• 9-1-1 Communication Center answers all calls for police, fire and medical emergencies in the city.
• Traffic Enforcement.
• Parking Enforcement.
• Homeland Security and the Bomb/Arson Unit
• Specialty units, such as SWAT, Gang Unit and canine.

**Race and Social Justice Initiative**
“The Seattle Police Department is committed to achieving justice and fairness in law enforcement, and addressing the important issue of race and social justice is a high priority for the department.”

**Zero Tolerance Policy**
• Our zero tolerance for biased policing, which is a department policy, complements the Race and Social Justice Initiative. The men and women of the Seattle Police Department are determined to increase police accountability and reduce the potential for racial profiling. Accountability for its conduct is an important practice the department takes very seriously.
Seattle Police Department

North Precinct
10049 College Way N. Seattle WA 98133
(206) 684-0850
Public parking lot available in front of building


West Precinct
810 Virginia St. Seattle, WA 98101
(206) 684-8917

Downtown Business District, Waterfront, International District, Pioneer Square, Belltown, Queen Anne, West Edge, SoDo, Westlake, Eastlake, Seattle Center, Denny Triangle, Magnolia, South Lake Union

East Precinct
1519 12th Avenue Seattle, WA 98122
(206) 684-4300

Capitol Hill, Central Area, First Hill, Judkins Park, Madison Park, Montlake, upper Pike/Pine neighborhood

South Precinct
3001 S. Myrtle Seattle, WA 98108
(206) 386-1850
Public parking lot available on east side of building

Beacon Hill, Mount Baker, Columbia City Hillman City, Genesee, Georgetown, Rainier Vista, Lockmore, New Holly, Othello Park, Othello Station, Brighton, Dunlap, Rainier Beach, Upper Rainier Beach, Rainier View, Seward Park, SODO, Pritchard Beach

Southwest Precinct
2300 S.W. Webster Seattle, WA 98106
(206) 733-9800

Admiral, Alki, Arbor Heights, Beach Drive, California Junction, Delridge, Morgan Junction, Gatewood, Endolyne, Fauntleroy, Pigeon Point, High Point, Harbor Island, Delridge, Westwood Village, South Park
How to file a complaint with the Office of Professional Accountability

Online (also available for anonymous complaints)
E-mail: opa@seattle.gov
Phone: (206) 684-8797

In person: Office of Professional Accountability
720 Third Avenue, 18th floor
Seattle, WA 98104

The OPA office is open Monday - Friday from 8am - 5pm. If you come to the office to file a complaint, you will speak with a sergeant about your complaint. The office is located separately from the Police Department Headquarters and separate from the precincts.

Learn more about the Seattle Police Department at
http://www.seattle.gov/police/
Congratulations on living Off-Campus! Hopefully this guide has given you some tools to navigate the challenges that come with living off-campus.

Remember, just because you’re living off campus does not mean that you are not a member of the university community. You are a part of Seattle University and should take advantage of all that Seattle University has to offer.