



# PROPERTY TAX EXEMPTION APPLICATION FOR INDUSTRIAL MANUFACTURING USES (RCW 84.25)

COMMUNITY AND ECONOMIC DEVELOPMENT  
18204 59<sup>th</sup> Avenue NE • Arlington, WA 98223 • 360.403.3551 • ced@arlingtonwa.gov

<b>FOR AGENCY USE</b>	<b>Date:</b>	<b>File:</b>	<b>Fee: \$</b>
<b>PROPERTY INFORMATION</b>			
<b>Project Name</b>			
<b>Site Address</b>		<b>Tax Parcel ID Number(s)</b>	
	<b>OWNER</b>	<b>APPLICANT</b>	<b>CONTACT</b>
<b>Name</b>			
<b>Address</b>			
<b>City, State, Zip</b>			
<b>Phone (home/office)</b>			
<b>Phone (cell)</b>			
<b>E-mail</b>			
<b>PROJECT INFORMATION</b>			
<b>Project Description</b> (attach site plan)			
<b>Total SF of New Construction for Manufacturing</b>		<b>US Department of Labor SIC Division D Major Group Number</b>	
<b>Total Number of NEW Full Time Family Wage Jobs Created</b> \$18.00 hour minimum 2080 hours required		<b>List each job on separate sheet</b> A minimum of 25 new jobs must be created within one year of occupancy	
<b>Estimated Expenditures</b>	<b>Total Project</b> Including non-manufacturing portions, if any	\$	<b>Manufacturing Portion (only)</b> \$

The value of new construction of industrial/manufacturing facilities is exempt from taxation for properties for which an application for certification of tax exemption is submitted before December 31, 2022. The exemption does not include the value of the land or non-manufacturing related improvements.

**Application Certification**

1. I certify that I am the Owner or Owner’s authorized agent. If acting as an authorized agent, I further certify that I am authorized to act as the Owners agent regarding the property at the above referenced address for the purpose of filing applications for permits or review under the Arlington Municipal Code and I have full power and authority to perform on behalf of the Owner all acts required to enable the City to process and review such applications.

I do hereby declare under penalty of perjury under the laws of the state of Washington that I have familiarized myself with the rules and regulations with respect to preparing and filing this application and that the statements and information submitted herewith are in all respects true and correct to the best of my knowledge and belief.

**Tax Exemption Certifications:**

2. I understand the potential tax liability involved when the property ceases to be eligible for the incentive provided for in RCW 84.25.
3. As an owner/applicant I certify that this project would not have been built in the location described above, but for the availability of this property tax exemption.
4. There are no existing building improvements on the property or portions of the property targeted for the tax exemption.
5. I understand that the construction of the industrial/manufacturing facility must be completed in 3 years from the date of this application approval.
6. I hereby certify that the information above is correct and I have read the information and agree to it.
7. I hereby certify that the project meets the industrial manufacturing requirements as described in RCW 84.25.

---

**Owner/Owner’s Authorized Agent**

---

**Date**

Upon approval of the application the city will enter into a contract for the tax exemption and issue a conditional certificate of acceptance of the tax exemption. Upon issuance of a temporary or permanent certificate of occupancy, the applicant may request a final certificate of tax exemption.

The applicant must file with the city such information as the city may deem necessary or useful to evaluate eligibility for the final certificate and shall include:

1. A description of the work that has been completed and a statement that the new construction on the owner’s property qualify the property for a partial exemption;
2. A statement of the new family living wage jobs to be offered as a result of the new construction;
3. A statement that the work was completed within the required three (3) year period of the issuance of the conditional certification for tax exemption. Within thirty (30) days of receipt of all materials required for a final certificate, the city shall determine whether the improvements satisfy the requirements of this chapter;
4. A statement that the project meets the requirements as described in RCW 84.25.

The value is exempt for ten (10) successive years beginning January 1<sup>st</sup> of the year immediately following the calendar year of issuance of the certificate. An Annual Report must be filed with the city thirty (30) days after the anniversary of the date of the certificate of tax exemption and each year for the tax exemption period.