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# CITY OF MERCER ISLAND

## DEVELOPMENT SERVICES GROUP

9611 SE 36TH STREET | MERCER ISLAND, WA 98040

PHONE: 206.275.7605 | [www.mercergov.org](http://www.mercergov.org)

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## WEEKLY BULLETIN

### FREQUENTLY ASKED QUESTIONS

#### 3. IF I OBJECT TO THE PROPOSED WORK, HOW CAN I COMMENT?

There are criteria in the MICC for which the application is reviewed. If the proposal meets the criteria required by City Code, the City must approve the permit. If the proposal does not meet the criteria, the applicant is notified and has the option to revise the proposed design. If you provide comments within the specified comment period, they will be forwarded to the appropriate reviewer, and you will become a party of record. Written comments can specifically address how the proposed work does not meet one or more of the criteria listed in the Applicable Development Regulations.

#### 2. WHAT ARE THE CRITERIA FOR APPROVAL OF A PERMIT?

The criteria for review of a permit are found within the Mercer Island City Code and are listed in the Applicable Development Regulations section of the bulletin. Here is a link to the [City Code](#). Please feel free to call or email the staff contact listed on the front of the notice, and we will be happy to discuss the review process in more detail.

#### 3. WILL THERE BE A PUBLIC HEARING ON THIS APPLICATION?

Public Hearings are only required for Discretionary Actions. For a list of Discretionary Actions, please refer to MICC 19.15.010(E). The public bulletin for each project will state under the Public Hearing section if a hearing is required.

#### 4. WHO CAN I CONTACT TO GET MORE INFORMATION?

The contact information for the planner assigned to each specific project is listed on the bottom of the first page of each notice. You can call or email the planner assigned to the project using the provided contact information. You can also call the "Planner helpline" for zoning related questions at 206-275-7729. Additional resources available on-line include:

<http://www.mercergov.org/>: Staff directory, city regulations, and additional information about permits

<http://www.mybuildingpermit.com>: Follow the status of a specific permit by address or permit number

[Mercer Island Map Portal](#): A tool to search for site-specific information

## **5. I WANT TO ACCESS AND REVIEW SPECIFIC PROJECT DOCUMENTS.**

Please click on the associated link under “Project Documents” on each Public Notice to access the folder with the project documents associated with the application. The project documents available through this link contain most, but may not contain all the publicly available information for each project. For example, when a project is updated with a different project design, older designs may be removed from the public folder to avoid confusion. Each folder will be updated when there is a project revision.

## **6. I WANT TO LEARN MORE ABOUT SEPA.**

### **What is SEPA?**

SEPA is an acronym for the State Environmental Policy Act and is a review that is intended to act as a “safety net” in protecting the environment. Following SEPA review, the City must issue a determination of Significance, Non Significance, or a Mitigated Determination of Non Significance. Applicants for a SEPA review must complete a SEPA [checklist](#), and may need to prepare additional mitigation to avoid a “probable significant impact” to the environment.

### **When is a project SEPA exempt?**

The state Department of Ecology establishes categorical exemptions to SEPA review, which are generally described here: [WAC 197-11-800](#). For example, a shoreline dock may be SEPA exempt if the dock was legally established and normal maintenance and repair is proposed. However, SEPA is required if the dock will expand or if a new dock is being built.

### **Where can I find more information?**

Please check out the Washington State Department of Ecology SEPA [website](#) and the SEPA [handbook](#). Another useful page is the SEPA form templates found [here](#).

## **7. I APPRECIATE RECEIVING THESE NOTICES. HOW DO I AUTOMATICALLY GET A COPY OF ALL PUBLIC NOTICE OF APPLICATIONS AND DECISIONS?**

Simply send us an e-mail a request and we will email a link to any future notice of applications and decisions that are published in the city’s Weekly Permit Bulletin. Currently, the request can be sent to [lauren.anderson@mercergov.org](mailto:lauren.anderson@mercergov.org).

**NO BUILDING PERMIT NOTICE OF  
APPLICATION**

**LAND USE PERMIT NOTICE OF APPLICATION  
AND DECISION**



## DETERMINATION OF NON-SIGNIFICANCE (DNS)

Application Nos.: **SEP17-032 (SHL17-024)**

Description of proposal: **A request for a Shoreline Exemption approval for installation of a boat lift in slip #44 at Covenant Shores. The boat lift will be free-standing, installed on the lake bottom. There will be no attachment to the existing pier.**

Proponent: **Robbie Cape**

Location of proposal: **9104/9150 Fortuna Drive Mercer Island, WA, 98040;**  
**Identified by King County Assessor tax parcel number: 0724059016**

Lead agency: **City of Mercer Island**

Project Documents: **Please follow this file path to access the associated documents for this project: <https://mieplan.mercergov.org/public/SHL17-024/>**

Possible critical area and shoreline impacts are addressed by Mercer Island City Code Chapter 19.07. In addition, the proposed dock must comply with the City's Shoreline Master Program (MICC 19.07.110). Based on review of the proposal and applicable City code sections, the lead agency for this proposal has determined that the proposal does not have a probable significant adverse impact on the environment that is not addressed by the aforementioned code sections. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist. This information is available to the public on request.

\_\_\_\_\_ There is no comment period for this DNS.

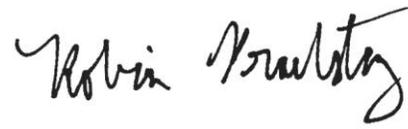
✓  
\_\_\_\_\_ This DNS is issued after using the optional DNS process in WAC 197-11-355. There is no further comment period on the DNS.

\_\_\_\_\_ This DNS is issued under WAC 197-11-340(2); the lead agency will not act on this proposal for 14 days from the date below. Comments must be submitted by N/A at 5:00 pm.

Responsible Official: **Robin Proebsting, Senior Planner**  
City of Mercer Island  
9611 SE 36<sup>th</sup> Street  
Mercer Island, WA 98040  
Phone: (206) 275-7717  
Email: [robin.proebsting@mercergov.org](mailto:robin.proebsting@mercergov.org)

Date: March 5, 2018

Signature:

A handwritten signature in black ink, reading "Robin Krawitz". The signature is written in a cursive style with a large, sweeping initial "R".

# PUBLIC NOTICE OF APPLICATION



**NOTICE IS HEREBY GIVEN** that the City of Mercer Island has received the application described below:

**File Nos.:** CAO18-002, SHL18-004, VAR18-001

**Description of Request:** Request for approval of a Critical Areas Determination, Shoreline Substantial Development Permit, and Variance to modify the private access connecting the subject site to W Mercer Way in preparation for the demolition of the existing single-family residence and construction of a new single-family residence.

**Applicant/ Owner:** Kevin Anderson / Bradford and Jill Jackson

**Location of Property:** 3835 W Mercer Way, Mercer Island, WA, 98040;  
Identified by King County Assessor tax parcel number 776700-0090 and 776700-0100

**SEPA Compliance:** Following review of the submitted State Environmental Policy Act (SEPA) checklist, an initial evaluation of the proposed project for probable significant adverse environmental impacts has been conducted. The City expects to issue a SEPA Determination of Non-Significance (DNS) for this project. The optional DNS process, as specified in Washington Administrative Code (WAC) 197-11-355, is being used. This may be your only opportunity to comment on the environmental impacts of the proposal. The proposal may include mitigation measures under applicable codes, and the project review process may incorporate or require mitigation measures regardless of whether an Environmental Impact Statement (EIS) is prepared. A copy of the subsequent threshold determination for this specific proposal may be obtained upon request.

**Project Documents:** Please follow this file path to access the associated documents for this project: <https://mieplan.mercergov.org/public/SUB18-001/>

**Written Comments:** **This may be the only opportunity to comment on the environmental impacts of the proposal.** Written comments on this proposal may be submitted to the City of Mercer Island either by email, in person, or by mail to the City of Mercer Island, 9611 SE 36th Street, Mercer Island, WA 98040-3732. Anyone may comment on the application, receive notice, and request a copy of the decision once made.

Only those persons who submit written comments or participate at the public hearing (if a hearing is required) will be parties of record; and only parties of record will have the right to appeal.

**Public Hearing and Public Meeting:**

Pursuant to MICC 19.15.010(E) and MICC 19.15.020(F)(1), a public hearing is not required for this proposal.

**Applicable Development Regulations:**

Applications for Critical Areas Determinations and Shoreline Substantial Development Permits are required to be processed as Administrative Actions pursuant to Mercer Island City Code (MICC) 19.15.010(E). Applications for Variances are required to be processed as Discretionary Actions pursuant to MICC 19.15.010(E). The review criteria for these proposals is in MICC 19.07.060 and MICC 19.15.020(G).

**Other Associated Permits:**

SUB18-001 (lot consolidation) and SEP18-001 (SEPA Review). A future building permit for a single-family residence and private access is anticipated.

**Environmental Documents:**

A copy of all studies and / or environmental documents is available through the above project documents link.

**Application Process Information:**

Date of Application: January 31, 2018  
Determined to Be Complete: February 27, 2018  
Bulletin Notice: March 5, 2018  
Date Mailed: March 5, 2018  
Date Posted on Site: March 5, 2018  
Comment Period Ends: 5:00PM on April 4, 2018

The project is available for review at the City of Mercer Island, Development Services Group, 9611 SE 36<sup>th</sup> Street, Mercer Island, Washington.

Project Contact:

Robin Proebsting, Senior Planner  
Development Services Group  
City of Mercer Island  
9611 SE 36th Street  
Mercer Island, WA 98040  
(206) 275-7717

[robin.proebsting@mercergov.org](mailto:robin.proebsting@mercergov.org)