
CITY OF MERCER ISLAND

DEVELOPMENT SERVICES GROUP

9611 SE 36TH STREET | MERCER ISLAND, WA 98040

PHONE: 206.275.7605 | www.mercergov.org



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.

BUILDING PERMIT NOTICE OF APPLICATION

PUBLIC NOTICE OF APPLICATION



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

File Nos.: 1710-069, 1710-084, Revised CAO17-005, and SUB17-014

Description of Request: 1710-069: a request for a Building Permit to demolish an existing single-family residence and build a new single-family residence and accessory dwelling unit (ADU) located on Lot 1. The proposed residence and ADU will be built over parcels 3623500274, and 3623500275 with a total gross floor area of 11,640 square feet. The Lot Consolidation application is currently under review, SUB17-004, and was noticed May 15, 2017.

1710-084: a request for a Building Permit to construct a new single-family residence on vacant Lot 2 (parcel 3623500273). The proposed residence will have a total gross floor area of 2,930 square feet.

Revised CAO17-005: a request for a *revised* Critical Areas Determination to alter the steep slope for the construction of a new single-family residence, accessory dwelling unit, driveway, and retaining wall on Lot 1, and for the construction of a retaining wall, driveway, and single-family residence on Lot 2. This is a revision to CAO17-005 that was originally noticed May 15, 2017, and the revision is to include the steep slope alterations proposed on Lot 2.

SUB17-014: a request for a Short Plat Alteration. The proposal is to relocate the existing ingress, egress and utilities easement (recording number 7702170577). The applicant is also proposing to extinguish the ingress, egress and utilities easement (recording number 8211169001 or 7702170577) created by Mercer Island Short Plat MI-76-8-027.

Applicant / Owner: David Jaffe (Demetriou Architects) and Greg Juneau (Triad) / Lady Bug Trust (Michael Morgan)

Location of Property: 3675 West Mercer Way and 368X West Mercer Way, Mercer Island, WA, 98040; Identified by King County Assessor tax parcel numbers: 3623500273, 3623500274, and 3623500275.

SEPA Compliance: The proposal is categorically exempt from SEPA review per WAC 197-11-800 (6).

Project Documents: Please follow this file path to access the associated documents for this project: <https://mieplan.mercergov.org/public/Lady Bug Trust Consolidated Review/Public Notice 3-26-18/>

Written Comments: 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: Building permits are reviewed for compliance with:
Title 15 – Water, Sewers, and Public Utilities
Title 17 – Construction Codes
Title 19 – Unified Land Development Code

An application for a Critical Areas Determination is an Administrative Action pursuant to Mercer Island City Code (MICC) 19.15.010(E). Processing requirements for Administrative Actions are further detailed in MICC 19.15.020. The Critical Areas Determination procedures are contained in MICC 19.07 Environment (19.07.050 and 19.07.070) and MICC 19.16 definitions (“critical area determination”).

Applications for a Short Plat Alteration Permit are required to be processed as an Administrative Action pursuant to Mercer Island City Code (MICC) 19.15.010(E). Processing requirements for an Administrative Action are further detailed in MICC 19.15.020. The Short Plat Alteration requirements are contained in MICC 19.08.

Other Associated Permits: ADU17-003, SHL17-007, SUB17-004, SHL17-009, and 1712-148.

Environmental Documents: Please refer to the documents provided in the link provided above.

Application Process Information: Date of Application:
1710-069: March 7, 2018
1710-084: March 8, 2018

CAO17-005: April 25, 2017

SUB17-014: October 11, 2017

Determined to Be Complete:

1710-069: March 7, 2018

1710-084: March 8, 2018

CAO17-005: May 10, 2017

SUB17-014: March 22, 2018

Bulletin Notice: March 26, 2018

Date Mailed: March 26, 2018

Date Posted on Site: March 26, 2018

Comment Period Ends: 5:00PM on April 25, 2018

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

Project Contact:

Lauren Anderson, Assistant Planner

Development Services Group

City of Mercer Island

9611 SE 36th Street

Mercer Island, WA 98040

(206) 275-7704

Lauren.Anderson@mercergov.org

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

NOTICE OF SMALL CELL APPLICATION



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

Site No. MIS 18A (Permit #1803-234)

Description of Request: The City of Mercer Island is providing notice of a private proposal to install up to 39 small cell facilities on Puget Sound Energy (“PSE”) poles throughout the City. Each location requires issuance of a Right-of-Way permit by the City in accordance with a franchise agreement (Ordinance 16-12) approved by the City Council on December 5, 2016 with WA-CLEC LLC, d/b/a Crown Castle. **This notice is for 1 of the 39 proposed small cell facilities as located at the address below.**

The applicant has revised the proposed small cell site location and design; PSE has received an application to underground the original pole location for the small cell site originally known as MIS 18.

More information provided by the applicant is available here:

www.crowncastle.com/projects/mercercastle-wa.aspx

Applicant: WA-CLEC LLC, d/b/a Crown Castle, representing T-Mobile

Utility Pole Owner: Puget Sound Energy (“PSE”)

Address of Nearest Property to the Proposed Small Cell: 6065 78th Avenue SE, Mercer Island, WA 98040

Project Documents: Please follow this file path to access the associated documents for this project: <https://mieplan.mercergov.org/public/Small Cell ROW Use Permits/1803-234 MIS18A/>

Applicable Development Regulations: The application will be reviewed for consistency with applicable Right-of-Way Permit requirements in Chapter 19.09 Mercer Island City Code (MICC) and small cell requirements in Sections 5 and 6 of the franchise agreement.

Written Comments: Comments will be accepted on whether or not the proposed small cell facility effectively complies with the Right-of-Way permit and the franchise agreement requirements and criteria (as noted below). **The City cannot**

consider comments requesting changes to the requirements or criteria themselves.

Written comments on this proposal may be submitted to the City of Mercer Island **on or before Tuesday, April 10, 2018 at 5:00 p.m.** by email to evan.maxim@mercergov.org, in person, or mailed to the City of Mercer Island, 9611 SE 36th Street, Mercer Island, WA 98040-3732. Please include the site number listed above in your comments.

Anyone may comment on the application, receive notice, and request a copy of the decision once made. Only those persons who submit written comments **on or before Tuesday, April 10, 2018, at 5:00 p.m.** will be parties of record; and only parties of record will receive a notice of the decision and have the right to appeal the City staff's decision on the right-of-way permit.

The small cell franchise agreement between the City of Mercer Island and WA-CLEC LLC, d/b/a Crown Castle is available online at www.mercergov.org/files/ORD16-12.pdf. The franchise agreement and the associated right-of-way permits are also available for review at the City of Mercer Island, Development Services Group, 9611 SE 36th Street, Mercer Island, Washington.

Written comments and/or requests for additional information should be referred to:

Evan Maxim, Planning Manager
Development Services Group
City of Mercer Island
9611 SE 36th Street
Mercer Island, WA 98040
(206) 275-7732
Evan.maxim@mercergov.org

Date of Right-of-Way Application: March 13, 2018
Date Franchise Agreement Approved: December 5, 2016
Comment Period Ends: 5:00PM on April 10, 2018
Mailing Date: March 27, 2018

PUBLIC NOTICE OF APPLICATION



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

- File Nos.:** SHL17-031 (SEP17-033)
- Description of Request:** A request for a Shoreline Exemption and SEPA review for a new addition to an existing pier. The new addition is to be 6' by 15' 1". Two new piles will be installed to support this new addition. One new boatlift is also proposed to be installed. Maintenance of the existing dock is currently permitted by a permit issued on February 6, 2017, SHL16-026. The work authorized by SHL16-026 has not yet occurred.
- Applicant/Owner:** Ted Burns, Seaborn Pile Driving/ Peter Silver
- Location of Property:** 4102 100th Ave SE, Mercer Island, WA, 98040;
Identified by King County Assessor tax parcel number: 413190-0045
- 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/SHL17-031 and SEP17-033/>
- 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 a Shoreline Exemption Permit are required to be processed as a Ministerial Action and SEPA Checklists are required to be processed as an Administrative Action pursuant to Mercer Island City Code (MICC) 19.15.010(E). Processing requirements for Ministerial Actions and Administrative Actions are further detailed in MICC 19.15.020. The Shoreline Management Master Program and SEPA procedures are contained in MICC 19.07 (19.07.110 and 19.07.120).

**Other Associated
Permits:**

A future building permit 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: December 27, 2017
Determined to Be Complete: March 20, 2018
Bulletin Notice: March 26, 2018
Date Mailed: March 26, 2018
Date Posted on Site: March 26, 2018
Comment Period Ends: 5:00PM on April 25, 2018

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

Project Contact:

Nicole Gaudette, Senior Planner
Development Services Group
City of Mercer Island
9611 SE 36th Street
Mercer Island, WA 98040
(206) 275-7719

nicole.gaudette@mercergov.org

PUBLIC NOTICE OF DECISION



NOTICE IS HEREBY GIVEN that approval has been granted for the application described below:

File No.:	SUB16-008
Description:	Request for revised preliminary approval of a lot line revision between two existing residential lots.
Applicant / Owner:	Greg Juneau (Triad) / 6220 Nice LLC
Location of Property:	6236 SE 22 nd Street, Mercer Island, WA. Identified by King County Assessor tax parcel numbers 5442300765 and 5442300796
SEPA Determination:	This proposal is categorically exempt from SEPA pursuant to WAC 197-11-800(6)(f).
Applicable Development Regulations:	Pursuant to MICC 19.15.010(E), an application for a lot line revision is required to be processed as a ministerial action. Processing requirements for ministerial actions are further detailed in MICC 19.15.020. The project has been reviewed for consistency with the following sections of the Mercer Island City Code: MICC 19.01 – General Provisions, MICC 19.02 - Residential, MICC 19.08 - Subdivisions, MICC 19.09 – Property Development, MICC 19.15 - Administration, and MICC 19.16 - Definitions.
Project Documents:	Please follow this file path to access the associated documents for this project: https://mieplan.mercergov.org/public/SUB16-008/
Other Associated Permits:	None at this time.
Decision:	Approved subject to conditions
Appeal Rights:	<p><i>DISCLAIMER: This information is provided as a courtesy. It is the ultimate responsibility of the appellant to comply with all legal requirements for the filing of an appeal.</i></p> <p>Parties of record have the right to appeal certain permit and land use decisions. In some cases, other affected parties also have appeal rights. Depending on the type of decision, the appeal may be heard by a City Hearing Examiner, Commission, Board, or City Council, or outside the City to the State Shoreline Hearings Board, the State Growth Management Hearings Board, or King County Superior Court. For a</p>

comprehensive list of actions and the applicable entity who will hear the appeal, see MICC 19.15.010(E).

If you desire to file an appeal of a decision that is appealable to the City, you must submit the appropriate form and file it with the City Clerk **within the time stated in the Notice of Decision**. Forms are available from the Development Services Group. Upon receipt of a timely complete [appeal application](#) and [appeal fee](#), an appeal hearing will be scheduled. To reverse, modify or remand a decision, the appeal hearing body must find that there has been substantial error; the proceedings were materially affected by irregularities in procedure; the decision was unsupported by material and substantial evidence in view of the entire record; or the decision is in conflict with the City's applicable decision criteria.

**Property Tax
Revaluation:**

Affected property owners may request a change in valuation for property tax purposes notwithstanding any program of revaluation. For more information, please contact the King County Assessor's office at (206) 296-7300.

**Application
Process
Information:**

Date of Application: September 9, 2016
Date Determined to Be Complete: October 7, 2016
Public Comment Period: *Not applicable to Lot Line Revisions*
Date Notice of Decision Issued: December 11, 2017
Date Notice of Revised Decision Issued: March 26, 2018
Appeal Filing Deadline: 5:00 PM on April 9, 2018

You may review the file on this matter, weekdays between 8:30 a.m. and 5:00 p.m. at Mercer Island City Hall, 9611 SE 36th Street, Mercer Island, WA. Questions regarding this matter should be referred to:

Project Contact:

Nicole Gaudette, Senior Planner
Development Services Group
City of Mercer Island
9611 SE 36th Street
Mercer Island, WA 98040
(206) 275-7719

nicole.gaudette@mercergov.org

PUBLIC NOTICE OF DECISION



NOTICE IS HEREBY GIVEN that approval has been granted for the application described below:

- File No.:** WCF17-007
- Description:** A request for a wireless communications facility (WCF) permit to modify an existing WCF. The applicants propose to install 3 panel antennas and 18 coaxial cables on the exterior of an existing 130-foot tall stealth pole currently used as a WCF.
- Applicant / Owner:** Marla Gutzwiler (of Gutzwiler Consulting, LLC) representing Verizon Wireless / Puget Sound Energy
- Location of Properties:** 8477 SE 68th Street, Mercer Island, WA 98040, identified by King County Assessor tax parcel number 302405-9095
- SEPA Determination:** The proposal is categorically exempt from SEPA review per MICC 19.07.120(D), MICC 19.07.120(J)(2), and WAC 197-11-800(25)(a)(i).
- Applicable Development Regulations:** Pursuant to MICC 19.15.010(E), an application for a wireless communication facility is required to be processed as an Administrative Action. Processing requirements for Administrative Actions are further detailed in MICC 19.15.020. The project has been reviewed for consistency with the following sections of the Mercer Island City Code: MICC 19.06.040 – General Regulations, Wireless Communications; MICC 19.15 – Administrative; and MICC 19.16 – Definitions.
- Project Documents:** Please follow this file path to access the associated documents for this project: <https://mieplan.mercergov.org/public/WCF17-007/>
- Other Associated Permits:** Building Permit 1803-206.
- Decision:** Approved subject to conditions.
- Appeal Rights:** *DISCLAIMER: This information is provided as a courtesy. It is the ultimate responsibility of the appellant to comply with all legal requirements for the filing of an appeal.*

Parties of record have the right to appeal certain permit and land use decisions. In some cases, other affected parties also have appeal rights. Depending on the type of decision, the appeal may be heard by a City Hearing Examiner,

Commission, Board, or City Council, or outside the City to the State Shoreline Hearings Board, the State Growth Management Hearings Board, or King County Superior Court. For a comprehensive list of actions and the applicable entity who will hear the appeal, see MICC 19.15.010(E).

If you desire to file an appeal of a decision that is appealable to the City, you must submit the appropriate form and file it with the City Clerk **within the time stated in the Notice of Decision**. Forms are available from the Development Services Group. Upon receipt of a timely complete [appeal application](#) and [appeal fee](#), an appeal hearing will be scheduled. To reverse, modify or remand a decision, the appeal hearing body must find that there has been substantial error; the proceedings were materially affected by irregularities in procedure; the decision was unsupported by material and substantial evidence in view of the entire record; or the decision is in conflict with the City's applicable decision criteria.

**Property Tax
Revaluation:**

Affected property owners may request a change in valuation for property tax purposes notwithstanding any program of revaluation. For more information, please contact the King County Assessor's office at (206) 296-7300.

**Application
Process
Information:**

Date of Application: October 9, 2017
Date Determined to Be Complete: January 4, 2018
Bulletin Notice: January 16, 2018
Date Notice Mailed: January 16, 2018
Date Posted on Site: January 16, 2018
Date Notice of Decision Issued: March 26, 2018
Appeal Filing Deadline: 5:00 PM on Monday April 9, 2018

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

Project Contact:

Andrew Leon, Planner
Development Services Group
City of Mercer Island
9611 SE 36th Street
Mercer Island, WA 98040
(206) 275-7720

Andrew.leon@mercergov.org