
CITY OF MERCER ISLAND

DEVELOPMENT SERVICES GROUP

9611 SE 36TH STREET | MERCER ISLAND, WA 98040

PHONE: 206.275.7605 | www.mercergov.org



CORRECTED SPECIAL WEEKLY BULLETIN

FREQUENTLY ASKED QUESTIONS

1. IF I OBJECT TO THE APPLICATION, WILL IT BE DENIED?

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. Approval by the neighbors is not one of the criteria in the City Code. If you provide comment within the specified comment period, you will be a party of record and will have the ability to appeal the decision. Written comments should specifically address how the application does not meet one or more of the criteria listed in the Applicable Development Regulations. Most concerns can be addressed prior to issuance of the permit. It is the City's goal to work with applicants and neighbors to resolve potential concerns.

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.

NOTICE OF OPEN RECORD PUBLIC HEARING



NOTICE IS HEREBY GIVEN that the City of Mercer Island Hearing Examiner will conduct an Open Record Public Hearing regarding final design review for the project described below:

- File Nos.:** SUB17-015 and CAO17-015
- Description of Request:** Proposal to subdivide the subject site into five residential lots and one private recreation tract, and to reduce the buffers of the on-site wetlands and watercourse.
- Applicant :** Jayson Taylor (on behalf of Alan Chiu)
- Location of Property:** 4320 and 4332 Island Crest Way, Mercer Island WA 98040;
Identified by King County Assessor tax parcel number 5315101395
- SEPA Compliance:** A SEPA Determination of Non-significance was issued Oct. 15, 2018.
- Written Comments:** The written comment period for this proposal ended Wednesday, January 3, 2018 at 5:00 PM. Only those persons who submitted written comments within the comment period or those who testify at the future open record public hearing will become parties of record and receive the subsequent Notice of Decision on these actions. Only parties of record will have the right to file an appeal action.
- Time, Date and Location of Open Record Public Hearing:** Pursuant to MICC 19.15.110, the applicant is required to participate in an open record public hearing. The public hearing is scheduled on November 27, 2018 at the Mercer Island City Hall Council Chambers, located at 9611 SE 36th Street, beginning at 10:00 AM.
- Applicable Development Regulations:** Pursuant to Mercer Island City Code (MICC) 19.15.040, applications for preliminary long plat approval are required to be processed as Type IV land use reviews. Processing requirements for Type IV reviews are further detailed in MICC 19.15.040. Review criteria for long plats is located in MICC 19.08.
- Other Associated Permits:** A future site development permit and building permits for future single family residences are anticipated.
- Appeal Rights:** Only those persons who submit written comments or testify at the open record hearing will be parties of record; and only parties of record will receive a notice of the decision and have the right to appeal. If at that time you desire to file an appeal, you must submit the appropriate form, available from the Development Services Group, and file it with the City Clerk within fourteen (14) days from the date the decision is signed. Upon receipt of a timely complete appeal application and appeal fee, an appeal hearing will be scheduled. To reverse, modify or remand this 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.
- Project Documents:** Please follow this file path to access the associated documents for this project:
<https://mieplan.mercergov.org/public/SUB17-015/>

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

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Date of Application: October 31, 2017
Determined to Be Complete: November 27, 2017

Bulletin Notice: December 4, 2017

Date Mailed: December 4, 2017

Date Posted on Site: December 4, 2017

Comment Period Ended: 5:00PM on January 3, 2018

Date of Open Record Public Hearing: 10:00 AM on November 27, 2018

