

CITY OF MERCER ISLAND

COMMUNITY PLANNING & DEVELOPMENT

9611 SE 36TH STREET | MERCER ISLAND, WA 98040

PHONE: 206.275.7605 | www.mercergov.org



REVISION/DEFERRED SUBMITTAL FORM

Site Address _____ Permit Number _____

CONTACT INFORMATION

Name: _____

Phone Number: _____

Email Address: _____

Description of revision:

Check all boxes that apply

<input type="checkbox"/>	This is a revision to an already issued permit.				
<input type="checkbox"/>	This is a revision or modification to a plan currently in review.				
<input type="checkbox"/>	This is a deferred submittal to an already issued permit.				
<input type="checkbox"/>	The Proposed Change Increases or Decreases the Project Valuation.				
	Updated Valuation is Now:				
<input type="checkbox"/>	Changes to Building Footprint*	<input type="checkbox"/>	Trees Retained/Removed	<input type="checkbox"/>	Stormwater Revision
<input type="checkbox"/>	Add/Reduce Floor Area*	<input type="checkbox"/>	Changes to Tree Protection	<input type="checkbox"/>	Sewer Revision
<input type="checkbox"/>	Framing Changes	<input type="checkbox"/>	Site Plan Changes*	<input type="checkbox"/>	Water Revision
<input type="checkbox"/>	Structural Changes	<input type="checkbox"/>	Changes to Hardscape*	<input type="checkbox"/>	Rockery/Retaining Wall
<input type="checkbox"/>	Other				

* include updated Site Development Worksheet w/ submittal

Instructions:

1. Consider how the revision impacts the architectural, structural and civil plan sets.
 - a. Updated all affected plan sheets and cloud changes.
 - b. Merge updated plan sheets into a single pdf file.
 - c. Bookmark each sheet with sheet number and description. Ie: A1 – Site Plan
2. On page two of this form, list each sheet number that has changes and briefly describe those changes. Provide additional sheets if necessary.
3. Review associated City Forms and update as needed. Ie: an updated Site Development Worksheet or Residential Fire Area Square Footage Calculation may be required.
4. Upload this form along with the revised plans, and any relevant forms or supplemental documents to the File Transfer Site. See instructions for the upload on page two.

FTP SITE INSTRUCTIONS

- A. Please upload to the File Transfer Site <https://sftp.mercergov.org> (user name: guest, password: eplan)
- B. Click on the inbox to open
- C. Create a new folder (use your permit number or project address as the folder name)
- D. Click on your new folder to open
- E. Upload the files into the new folder

Indicate each sheet number that has changes and briefly describe changes that were made:

Sheet #	
Sheet #	
Sheet #	See attached Addendum
Sheet #	
Sheet #	
Sheet #	
Sheet #	
Sheet #	
Sheet #	
Sheet #	
Sheet #	
Sheet #	
Sheet #	
Sheet #	

ALL CHANGES TO PLANS MUST BE INDICATED WITH CLOUDS



ECTYPOS

ARCHITECTURE

December 9, 2024

Gareth Reece, Building Official
Molly McGuire, Senior Planner
9611 SE 36th St.
Mercer Island, WA 98040

Re: 2202-225 Revision #2- Addendum to Revision Submittal Form

Dear Gareth and Molly,

A change in ownership of this property and project currently under construction prompted significant programmatic and architectural changes to the originally permitted design. The project has remained primarily in its original configuration with respect to siting, height and massing. Permitted foundations have been executed and the new design tracks on them.

Nevertheless, the change from the original program has caused changes to nearly every single Architectural and Structural drawing sheet. This, of course, has prompted changes to 3 of the City's required forms.

The revisions have required time in coordination, and we are bumping up against the permit extension deadline as well as the holidays. Rather than treat this as a "slap-dash" submittal, however, to beat time, we have attempted to be as comprehensive and accurate in the submission with the hope that it will make your job as reviewers easier.

What follows is the list of all documents submitted with this revision.

Salutation

Lucia Pirzio-Biroli, AIA, Ectypos Architecture



Outline List of Submitted Documentation for Permit Revision 2

Revised City Forms (form title – reason for document)

- Revision/Deferred Submittal Form – permit revision 2
- Site Development Worksheet – changes to ABE, Gross Floor Area, Lot Coverage
- Fire Gross Square Feet – changes in project fire area
- Water Meter Sizing Worksheet – changes to number of plumbing fixtures

Revised Architectural Drawings (Drawing #/Title – reason for submittal)

- A0.1 Project Information – Change in ownership, some site calculations, General Contractor
- A1.1 Site Plan – Change in roof plan
- A1.2 Site Calculations – Change to ABE and lot coverage calculations
- A2.0 Lower Level Floor Plan – Changes to configuration.
- A2.1 Main Level Floor Plan – Changes to program requiring extension in to originally designed crawl space and main floor space to align with Mechanical Room foundation wall below.
- A2.2 Upper Level Floor Plan – Addition of bedrooms, Infill of formerly double height space, extension of heated space into formerly glass roofed patio.
- A2.3 Roof Plan – Reflects above listed changes impacting roof form as well as removal of all skylights.
- A3.1 Elevations – Reflects changes in floor plans
- A3.2 Elevations – Reflects changes in floor plans
- A3.3 Elevations – Reflects changes in floor plans
- A4.1 Building Sections – Reflects changes in floor plans
- A5.1 Wall Sections - Reflects changes in floor plans and structural changes
- A9.1 Window Schedule – Reflects changes in floor plans
- A9.2 Door Schedule - Reflects changes in floor plans
- A9.3 Interior Specialty Glass Schedule (**New Sheet**) – Includes interior glass subject to safety concerns (shower doors, stair glass surround)
- E2.0 Lower Level Electrical Plan – Reflects changes in Lower Level Architectural Plan (includes fire safety such as smoke/carbon monoxide alarms as well as required fans and cfm)
- E2.1 Main Level Electrical Plan – Reflects changes in Main Level Architectural Plan (includes fire safety such as smoke/carbon monoxide alarms as well as required fans and cfm)
- E2.2 Upper Level Electrical Plan – Reflects changes in Upper Level Architectural Plan (includes fire safety such as smoke/carbon monoxide alarms as well as required fans and cfm)



Structural Design Submission

Structural Calculations

- Supplemental Structural Calculations – changes to project structural design

Structural Drawings

- Entire Drawing Set of 16 sheets, S1.0-S5.4, resubmitted – Reflects Architectural changes to plans and details, as well as new details addressing new conditions.