

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 2965 74th Ave SE, Mercer Island, 98040 Permit Number 2502-129

CONTACT INFORMATION

Name: Erin Jacobsen
 Phone Number: 253-922-9037
 Email Address: erin@helixdesignbuild.com

Description of revision: Necessary Western Red Cedar removal. They are in the process of development and this tree is prohibiting them to work safely. Trucks cannot maneuver safely to L&I ~~stands~~ mandated setbacks, trucks blocking access, emergency vehicles cannot access street, and tree protection fencing will further block construction access. Excavation will further damage tree/roots.

Check all boxes that apply

<input checked="" 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: <u>\$10,300</u>		
<input type="checkbox"/>	Changes to Building Footprint*	<input checked="" type="checkbox"/>	Trees Retained/Removed
<input type="checkbox"/>	Add/Reduce Floor Area*	<input type="checkbox"/>	Changes to Tree Protection
<input type="checkbox"/>	Framing Changes	<input type="checkbox"/>	Site Plan Changes*
<input type="checkbox"/>	Structural Changes	<input type="checkbox"/>	Changes to Hardscape*
<input type="checkbox"/>	Other	<input type="checkbox"/>	Stormwater Revision
		<input type="checkbox"/>	Sewer Revision
		<input type="checkbox"/>	Water Revision
		<input type="checkbox"/>	Rockery/Retaining Wall

* include updated Site Development Worksheet w/ submittal

- Instructions:
- Consider how the revision impacts the architectural, structural and civil plan sets.
 - Updated all affected plan sheets and cloud changes.
 - Merge updated plan sheets into a single pdf file.
 - Bookmark each sheet with sheet number and description. I.e: A1 – Site Plan
 - On page two of this form, list each sheet number that has changes and briefly describe those changes. Provide additional sheets if necessary.
 - Review associated City Forms and update as needed. I.e: an updated Site Development Worksheet or Residential Fire Area Square Footage Calculation may be required.
 - 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

** No sheet changes*

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

Sheet #	
Sheet #	
Sheet #	
Sheet #	
Sheet #	
Sheet #	
Sheet #	
Sheet #	
Sheet #	
Sheet #	
Sheet #	
Sheet #	
Sheet #	
Sheet #	
Sheet #	

ALL CHANGES TO PLANS MUST BE INDICATED WITH CLOUDS

Revision to 22 already project permit
 Division of modification to a permit currently in review.
 Permitted submitted by the contractor/owner name:
 The proposed Change increase: \$ _____ of the Project valuation:
 Building Value: Part A: \$ _____ Part B: \$ _____

<input type="checkbox"/> Structural Building Footprint	<input type="checkbox"/> Mechanical Equipment	<input type="checkbox"/> Site/Grading/Drainage
<input type="checkbox"/> Air-Conditioning Plant	<input type="checkbox"/> Electrical Protection	<input type="checkbox"/> Storm Water
<input type="checkbox"/> Elevation Changes	<input type="checkbox"/> Other Changes	<input type="checkbox"/> Utility Relocation
<input type="checkbox"/> Foundation Changes	<input type="checkbox"/> Other Submittals	<input type="checkbox"/> Other Submittals
<input type="checkbox"/> Other		

Worksheet w/ submitted

1. Complete the change order to the architect, structural and civil engineer.
 - a. Detailed description of work and any changes.
 - b. Amount of change order and the date of the change order.
 - c. Location of the change order and description of the change.
2. Complete the change order to the contractor that has changes and briefly describe the changes. Provide a description of the change.
3. Review approved. If the change order is needed for an updated site plan, a site plan or a foundation plan, the contractor may be required.
4. Upload the change order to the contractor and any change forms or suggestions to the contractor to the file transfer site. See the instructions for the upload on page 10.

CITY OF MERCER ISLAND

COMMUNITY PLANNING & DEVELOPMENT

9611 SE 36TH STREET | MERCER ISLAND, WA 98040

PHONE: 206.275.7605 | www.mercergov.org



MERCER ISLAND TREE INVENTORY & REPLACEMENT SUBMITTAL INFORMATION

PROJECT INFORMATION

Property Owner

Name:

Erin Jacobsen

Site Address or

Parcel Number:

2965 74th Ave SE, Mercer Island, 98040

Project Contact

Name:

Erin Jacobsen

Contact Email

Address:

erin@helixdesignbuild.com

Contact Phone

Number:

253 - 922 - 9037

EXCEPTIONAL TREES

Exceptional Trees- means a tree or group of trees that because of its unique historical, ecological or aesthetic value constitutes an important community resource. A tree that is rare or exceptional by virtue of its size, species, condition, cultural/historical importance, age, and/or contribution as part of a tree grove. Trees with a diameter of more than 36 inches, or with a diameter that is equal to or greater than the diameter listed in the Exceptional Tree Table shown in MICC 19.16 under Tree, Exceptional.

List the total number of trees for each category and the tree identification numbers from the arborist report.

Number of trees 36" or greater

List tree numbers:

#2

1

Number of trees 24" or greater (including 36" or greater)

List tree numbers:

#2

1

Number of trees from Exceptional Tree Table (MICC 19.16)

List tree numbers:

#2

1

LARGE REGULATED TREES

Large Regulated Trees- means any tree with a diameter of 10 inches or more, and any tree that meets the definition of an Exceptional Tree.

Number of Large Regulated Trees on site *See initial application _____ (A)

List tree numbers: _____

Number of Large Regulated Trees on site proposed for removal 1 (B)

List tree numbers: #2 _____

Percentage of trees to be retained $((A-B)/Ax100)$ note: must be at least 30% _____ %

RIGHT OF WAY TREES

Right of Way Trees- means a tree that is located in the street right of way adjacent to the project property.

Number of Large Regulated Trees in right of way _____

List tree numbers: _____

Number of Large Regulated Trees in right of way proposed for removal _____

List tree numbers: _____

Reason for removal: _____

TREE REPLACEMENT

Tree replacement- removed trees must be replaced based on the ratio in the table below. Replacement trees shall be conifers at least six feet tall and or deciduous at least one and one-half inches in diameter at base.

Diameter of Removed Tree (measured 4.5' above ground)	Tree replacement Ratio	Number of Trees Proposed for Removal	Number of Tree Required for Replacement Based on Size/Type
Less than 10"*	1		
10" up to 24"	2		
Greater than 24" up to 36"	3		
Greater than 36" and any Exceptional Tree	6	<u>1</u>	<u>6</u>
TOTAL TREE REPLACEMENTS			

**no replacement tree is needed if the tree fits all of the following;
Less than 10 inches in diameter, not an exceptional tree, and not a replacement tree from another tree permit. **