

January 12, 2026

To: Molly McGuire, Senior Planner
City of Mercer Island
Community Planning & Development

From: Jeff & Jennifer Wenzel

Re: Wenzel Residence
8612 SE 78th St
Mercer Island, WA 98040
Parcel ID 5451220150

Subj.: ADU25-017 – Response to Review Letter 1

This letter is intended to clarify whether any exterior alterations are proposed as part of the work to convert the existing bonus room into an ADU.

The project is an interior conversion of the existing space into an ADU. No changes to the building footprint are proposed. At this land use/zoning stage, we are not proposing exterior alterations that change the size or location of openings. Any exterior work, if undertaken, would be limited to like-for-like replacement of existing windows/door in the same locations and opening sizes (e.g., upgrading to more energy-efficient/double-pane windows and door) with the exterior appearance otherwise unchanged. A mini-split outdoor condenser unit is proposed to be wall-mounted on the east exterior wall of the existing structure (ADU area) (mechanical equipment only; no change to the building footprint). If any changes to exterior opening sizes/locations are later determined to be necessary, they will be identified and submitted with the building permit application.

Entrance clarification: the ADU entrance will remain via the existing exterior door on the north side (no new exterior entry is proposed at this stage). The original project narrative submitted to the city stated in error that the entrance to the ADU was on the south side.

Regards,

Jeff Wenzel