



6/20/2025

Attn: Gary Mo  
Via: Email

RE: **CA024-036** Review Letter 3; 8636 N Mercer Way, Mercer Island, WA 98040

Dear Gary Mo,

The City of Mercer Island Community Planning and Development Department has completed a review for compliance with the zoning code, Title 19 of the Mercer Island City Code (MICC) for the above Critical Area Review 2 (CAR 2) application. The following issues need to be addressed in your resubmission:

Planning:

1. See review comments on building permit 2401-034 and submit revised plan set.
2. Please provide a Disclosure and Notice on Title recorded with the King County Recorder's Office consistent with MICC 19.07.070 disclosing the presence of critical areas on the development proposal site and any mapped or identifiable critical areas within the distance equal to the largest potential required buffer applicable to the development proposal on the development proposal site.

The City's processing of the CAR 2 application has been put on hold until these issues are resolved. Pursuant to MICC 19.15.110, all requested information must be submitted within 60 days or a request for extension requested. The deadline for a complete response or request for extension is August 19, 2025. If a complete response is not received or an extension response has not been received prior to that date, the application will expire and be canceled for inactivity. No additional notification regarding this deadline or expiration of the application will be provided.

Sincerely,

*Grace Manahan*

Grace Manahan, Code Compliance Planner  
City of Mercer Island Community Planning and Development  
[grace.manahan@mercerisland.gov](mailto:grace.manahan@mercerisland.gov)  
(206) 275-7764

**Responding and Resubmitting: [Click for More Detailed Instructions](#)**

1. Reply to all plan review comments within the correction drawing file.
2. Update your drawings, and any necessary supplemental documents or forms.
3. Upload updated drawings to the [Mercer Island Permit Submittal Portal](#).

**Having Trouble? Please Review the Following:**

[Accessing, Reviewing, and Responding to MlePlan Comments](#)

[Troubleshooting MlePlan](#)

[MlePlan Overview](#)

**Thank you for your participation in the MlePlan review process.**