



**08/25/2025**

JML Architects  
Attn: Jean-Marc LeRoy  
3490 69<sup>th</sup> Ave SE  
Mercer Island, WA 98040  
Via: Email

RE: **CA025-016** Review Letter 1; 4836 E Mercer Way, Mercer Island, WA 98040

Dear Jean-Marc LeRoy,

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 application. The following issues need to be addressed in your resubmission:

Planning:

1. Please provide a Statement of Risk from a Geotechnical Engineer meeting the criteria in [MICC 19.07.160\(B\)\(3\)](#).
2. A landscape plan needs to be provided for all disturbed areas outside of the building footprints and installation of hardscape. If no disturbance is occurring outside of the building footprints or installation of hardscape, please indicate this on the plan set.
3. In the Geotechnical Memorandum, please address how the project meets [MICC 19.07.100](#) for mitigation sequencing.
4. Please record your Critical Areas Disclosure and Notice on Title with King County Assessor's Office. Submit the recorded version of documents for review.

The City's processing of the Critical Area Review 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 October 24, 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,



*Madelyn Nelson*

Madelyn Nelson, Assistant Planner  
City of Mercer Island Community Planning and Development  
[madelyn.nelson@mercerisland.gov](mailto:madelyn.nelson@mercerisland.gov)  
(206) 275-7704

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

1. Reply to all review comments within the review letter.
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.**