



Weekly Permit Bulletin
9611 SE 36th Street | Mercer Island, WA 98040 | 206.275.7605

*****City Hall Closed – [Learn More About Municipal Facility Planning](#)*****

- November 3, 2025 -

Providing official notice of land use applications, meetings, decisions, recommendations, hearings, and appeals of land use decisions within the City of Mercer Island.

How to use this bulletin

To learn more about a project:

- Click the “Project Documents” link to view digital documentation. The project documents available through this link contain most, but may not contain all, publicly available information. For example, when a project is updated with a different project design, older designs may be removed from the public folder to avoid confusion. Each folder will be updated when there is a project revision.
- Call the project planner to arrange to review the project files. The planner’s contact information is in the notice. You may also call the “Planner Helpline” for zoning related questions at 206-275-7729. Additional resources are available online:
 - <http://www.mercerisland.gov>: Staff directory, city regulations, and additional information about permits.
 - <http://www.mybuildingpermit.com>: Follow the status of a specific permit by address or permit number.
 - [Mercer Island Map Portal](#): A tool to search for site-specific information.

To comment on a project:

If comments are provided within the specified comment period, they will be forwarded to the appropriate reviewer, and you will become a party of record. Written comments can specifically address how the proposed work does not meet one or more of the criteria listed in the Applicable Development Regulations.

- Send your comments in writing to the project planner identified in the notice. Be sure to include your name, address, and email if applicable.
- The City will accept public comments at any time prior to the closing of the record of an open record predecision hearing, if any, or if no open record predecision hearing is provided, prior to the decision on the project land use review.
- If you submit a written comment, staff will send you a copy of the notice of decision or recommendation.

Will there be a public hearing on this application?

Public Hearings are only required for Type 4 permits. For a list of Type 4 (IV) permits, please refer to [Mercer Island City Code 19.15.030](#) Table A. The project will state under the Public Hearing section if a hearing is required.

What is SEPA?

State Environmental Policy Act (SEPA) is a review intended to act as a “safety net” in protecting the environment. Following SEPA review, the City must issue a determination of Significance, Non-Significance, or a Mitigated Determination of Non Significance. Applicants for a SEPA review must complete a SEPA [checklist](#), and may need to prepare additional mitigation to avoid a “probable significant impact” to the environment.

When is a project SEPA exempt?

The state Department of Ecology establishes categorical exemptions to SEPA review, which are generally described here: [WAC 197-11-800](#). For example, a shoreline dock may be SEPA exempt if the dock was legally established, and normal maintenance and repair is proposed. However, SEPA is required if the dock will expand or if a new dock is built.

Where can I find more information?

Please review the Washington State Department of Ecology SEPA [website](#) and the SEPA [handbook](#). Another useful page is the SEPA form templates found [here](#).

Receive the bulletin by email.

Email the Deputy City Clerk at deb.estrada@mercerisland.gov to receive or unsubscribe from the weekly bulletin distribution list.

How to reach us.

9611 SE 36th Street | Mercer Island, WA 98040 | (206) 275-7729 | The Community Planning and Development Department works remotely due to the closure of the Mercer Island City Hall.

How to search permit records online.

Land use review actions that are not listed in this bulletin can be searched online at <https://permitsearch.mybuildingpermit.com/>. Searching online permit records requires the following steps:

1. Select “Mercer Island” from the jurisdiction dropdown menu.
2. In the blue “Search by” section, click the “Project Info” tab.
3. The “Project Name/Description” field is optional. It can be left blank unless searching for a specific project.
4. Select the permit type from the “Permit Type” dropdown menu.
5. Use the “Permit Status” field to narrow searches by status. This field is optional. “Permit Status” can be left blank unless searching for a specific project.
6. Use the “Date Type” to limit your search to permits either applied, issued, or finalized. Use the “Applied” option to search for permits that are still in review. Use the “Issued” option to see permits that have been issued; these permits were approved. The “Finalized” option will show permits that received a final inspection and approval (Note: not all permits are finalized, only those requiring a final inspection will be finalized).
7. Use the “From” and “To” fields to define the dates you want to search between.
8. After the search is conducted, results will display below the search fields. You have the option of downloading the records to an Excel spreadsheet.

Notice of Hearing Examiner Decision

NOTICE IS HEREBY GIVEN that conditional approval has been granted by the Hearing Examiner for the application described below:

File No.: DSR24-010

Permit Type: Type IV – Design Review

Description of Request: A request for Design Review of the building design for a new eight-unit apartment building. If the Hearing Examiner approves the proposed design, the Applicant may proceed with the site development permit application process. However, a building permit application will be required.

Applicant/Owner: Nicole Ramey and Jeffrey Glad (Medici Architects)
2900 Development LLC (Owner)

Location of Property: 2900 78th Ave SE, Mercer Island WA 98040
Parcel Number 5315101219



SEPA Compliance: On August 19, 2024, the City issued a Determination of Nonsignificance (DNS). The DNS was published on the SEPA register under file #202403596.

Applicable Development Regulations: Pursuant to Mercer Island City Code (MICC) [19.15.030\(F\)](#) Table A, design commission design review applications are required to be processed as a Type IV action, with the Hearing Examiner as the decision authority per MICC 3.34.005. The applicable design review standards are in Chapter 19.11 MICC – Town Center Development and Design Standards.

Other Associated Permits: A future building permit is anticipated.

Project Documents: <https://mieplan.mercergov.org/public/DSR24-010>

Decision: Approved subject to conditions.

Appeal Rights: *DISCLAIMER: This information is provided as a courtesy. It is the ultimate responsibility of the appellant to comply with all legal requirements for the filing of an appeal.*

Parties of record have the right to appeal certain permit and land use decisions. In some cases, other affected parties also have appeal rights. Depending on the type of decision, the appeal may be heard by a City Hearing Examiner, Commission, Board, or City Council, or outside the City to the State Shoreline Hearings Board, the State Growth Management Hearings Board, or King County Superior Court. For a comprehensive list of actions and the applicable entity who will hear the appeal, see MICC 19.15.030 Table B.

If you desire to file an appeal of a decision that is appealable to the City, you must submit the appropriate form and file it with the City Clerk **within the time stated in the Notice of Decision.** Forms are available from Community Development and Planning. Upon receipt of a timely complete [appeal application](#) and [appeal fee](#), an appeal hearing will be scheduled. To reverse, modify or remand a decision, the appeal hearing body must find that there has been substantial error; the proceedings were materially affected by irregularities in procedure; the decision was unsupported by material and substantial evidence in view of the entire record; or the decision is in conflict with the City's applicable decision criteria.

Application Process Information:	Date of Application:	May 21, 2024
	Determined to Be Complete:	June 11, 2024
	Public Comment Period:	June 17, 2024 through 5:00 PM on July 17, 2024
	Date of Open Record Public Hearing:	October 10, 2025
	Date Notice of Decision Issued:	November 3, 2025
	Appeal Filing Deadline:	5:00 PM on November 17, 2025
Project Contact:	Adam Zack, Principal Planner adam.zack@mercerisland.gov (206) 275-7719	

Notice of Application

NOTICE IS HEREBY GIVEN for the application described below:

File No.: SHL25-030 & SEP25-019

Permit Type: Type III

Description of Request: A request for a Shoreline Substantial Development Permit with SEPA Review for the repair of an existing pier by splicing one pile, re-framing, and re-decking with grated decking. A 120 square foot section of the existing pier would be removed. A new boatlift, platform lift, and lake access stairs would also be installed.

Applicant/Owner: Evan Wehr (Ecco Design, Inc.) / James Routsos

Location of 4713 Forest Ave SE, Mercer Island WA 98040

Property: King County Assessor tax parcel number: 404500-0045

SEPA Compliance: Following review of the submitted State Environmental Policy Act (SEPA) checklist, an initial evaluation of the proposed project for probably significant adverse environmental impacts has been conducted. The City expects to issue a SEPA Determination of Non-Significance (DNS) for this project. The optional DNS process, as specified in Washington Administrative Code (WAC) 197-11-355, is being used. This may be your only opportunity to comment on the environmental impacts of the proposal. The proposal may include mitigation measures under applicable codes, and the project review process may incorporate or require mitigation measures regardless of whether an Environmental Impact Statement (EIS) is prepared. A copy of the subsequent threshold determination for this specific project may be obtained upon request.

Project Documents: <https://mieplan.mercergov.org/public/SHL25-030 SEP25-019>

Written Comments: This may be the only opportunity to comment on this proposal. Written comments on this proposal may be submitted to the City of Mercer Island either by email, in person, or by mail to the City of Mercer Island, 9611 SE 36th Street, Mercer Island, WA 98040-3732. Anyone may comment on the application, receive notice, and request a copy of the decision once made. Only those persons who submit written comments or participate at the public hearing (if a hearing is required) will be parties of record; and only parties of record will have the right to appeal.

Public Hearing and Public Meeting: Pursuant to [MICC 19.15.030](#) Tables A and B, a public hearing is not required for Type I-III permits.

Applicable Development Regulations Applications for Shoreline Substantial Development Permits and SEPA Reviews are required to be processed as Type III land use reviews pursuant to Mercer Island City Code (MICC) 19.15.030. Processing requirements for Type III land use reviews are further detailed in MICC 19.15.030.

Other Associated Permits: N/A

Environmental Documents: Copies of all studies and/or environmental documents are available through the above project documents link.

Application Process Information:

Date of Application:	October 7, 2025
Determined to Be Complete:	October 28, 2025
Weekly Permit Bulletin Notice:	November 3, 2025
Date Mailed:	November 3, 2025
Date Posted on Site:	November 3, 2025
Comment Period Ends:	5:00PM on December 3, 2025

Project Contact: Molly McGuire, Senior Planner
molly.mcguire@mercerisland.gov | (206) 275-7712

Notice of Application

NOTICE IS HEREBY GIVEN for the application described below:

File No.: CAO25-022 & ADU25-014

Permit Type: Type III (CAO25-022) & Type II (ADU25-014)

Description of Request: A request for a Critical Area Review 2 and Accessory Dwelling Unit Permit for the 635 square foot expansion of and existing 229 square foot detached accessory dwelling unit on a site containing geologically hazardous areas within shoreline jurisdiction of Lake Washington, a shoreline of statewide significance.

Applicant/Owner: Kim Nguyen / Kim Nguyen

Location of 4649 Forest Ave SE, Mercer Island WA 98040

Property: King County Assessor tax parcel number: 404500-0080

SEPA Compliance: The project is exempt from SEPA Review pursuant to [WAC 197-11-800\(1\)\(b\)\(i\)](#)

Project Documents: <https://mieplan.mercergov.org/public/CAO25-022>

Written Comments: This may be the only opportunity to comment on this proposal. Written comments on this proposal may be submitted to the City of Mercer Island either by email, in person, or by mail to the City of Mercer Island, 9611 SE 36th Street, Mercer Island, WA 98040-3732. Anyone may comment on the application, receive notice, and request a copy of the decision once made. Only those persons who submit written comments or participate at the public hearing (if a hearing is required) will be parties of record; and only parties of record will have the right to appeal.

Public Hearing and Public Meeting: Pursuant to [MICC 19.15.030](#), a public hearing is not required for Type I-III permits.

Applicable Development Regulations Applications for Accessory Dwelling Unit Permits are required to be processed as Type II land use reviews and applications for a Critical Area Review 2 are required to be processed as Type III land use reviews pursuant to Mercer Island City Code (MICC) 19.15.030. Processing requirements for Type II and III land use reviews are further detailed in MICC 19.15.030. The applicant has requested consolidated permit processing, so both applications will be processed and decided together using the highest numbered land use decision type applicable to the project.

Other Associated Permits: Permit No(s): SHL25-032

Environmental Documents: Copies of all studies and/or environmental documents are available through the above project documents link.

Application Process Information:	Date of Application:	October 9, 2025
	Determined to Be Complete:	October 30, 2025
	Weekly Permit Bulletin Notice:	November 3, 2025
	Date Mailed:	November 3, 2025
	Date Posted on Site:	November 3, 2025
	Comment Period Ends:	5:00PM on December 3, 2025

Project Contact: Molly McGuire, Senior Planner
molly.mcguire@mercerisland.gov | (206) 275-7712

Notice of Application

NOTICE IS HEREBY GIVEN for the application described below:

File No.: CAO25-023

Permit Type: Type III

Description of Request: A request for Critical Area Review 2 for the construction of a new single-family residence with attached garage totaling 5,055 square feet on a site containing geologically hazardous areas.

Applicant/Owner: Jacob Young (Citizen Design) / Gill Investment Company LLC

Location of 9191 SE 64th St, Mercer Island WA 98040

Property: King County Assessor tax parcel number: 302405-9001

SEPA Compliance: The project is exempt from SEPA Review pursuant to [WAC 197-11-800\(1\)\(b\)\(i\)](#).

Project Documents: <https://mieplan.mercergov.org/public/CAO25-023/>

Written Comments: This may be the only opportunity to comment on this proposal. Written comments on this proposal may be submitted to the City of Mercer Island either by email, in person, or by mail to the City of Mercer Island, 9611 SE 36th Street, Mercer Island, WA 98040-3732. Anyone may comment on the application, receive notice, and request a copy of the decision once made. Only those persons who submit written comments or participate at the public hearing (if a hearing is required) will be parties of record; and only parties of record will have the right to appeal.

Public Hearing and Public Meeting: Pursuant to [MICC 19.15.030](#) Tables A and B, a public hearing is not required for Type I-III permits.

Applicable Development Regulations Applications for Critical Area Review 2 are required to be processed as Type III land use reviews pursuant to Mercer Island City Code (MICC) 19.15.030. Processing requirements for Type III land use reviews are further detailed in MICC 19.15.030.

Other Associated Permits: Permit No(s): 2510-150, TCC25-019

Environmental Documents: Copies of all studies and/or environmental documents are available through the above project documents link.

Application Process Information:	Date of Application:	October 14, 2025
	Determined to Be Complete:	October 30, 2025
	Weekly Permit Bulletin Notice:	November 3, 2025
	Date Mailed:	November 3, 2025
	Date Posted on Site:	November 3, 2025
	Comment Period Ends:	5:00PM on November 29, 2025

Project Contact: Madelyn Nelson, Assistant Planner
madelyn.nelson@mercerisland.gov | (206) 275-7704

Notice of SEPA Threshold Optional Determination of Non-Significance (ODNS)

NOTICE IS HEREBY GIVEN for the application described below:

Application No.: SEP25-017

Permit Type: Type III

Description of Request: Review under the State Environmental Policy Act (SEPA) for the reclassification (rezone) of two City-owned properties from Commercial Office (C-O) and Single-Family Residential (R-8.4) to Public Institution (PI). Both sites are currently used for public services and are designated as Public Facility in the City's Comprehensive Plan. The rezone would also support the City's plan to construct a new Public Safety and Maintenance (PSM) Facility on the site, which is included in this SEPA Threshold Determination.

Applicant: Kellye Hilde, Public Works Deputy Director (City of Mercer Island) / City of Mercer Island

Location of Proposal:

9601 & 9611 SE 36th St, Mercer Island, WA 98040
King County Assessor tax parcel number: 965550-0185; 265550-0075

Lead Agency: City of Mercer Island, Department of Community Planning & Development

Project Documents: <https://mieplan.mercergov.org/public/RZN25-001>

Application Process Information:

Date of Application:	September 17, 2025
Determined to be Complete:	September 19, 2025
Bulletin Notice:	September 29, 2025
Date of Mailing:	September 29, 2025
Date of Sign Posting:	September 29, 2025
Comment Period Ended:	5:00PM on October 31, 2025

The lead agency determined that the proposed development will not have a probably significant adverse impact on the environment. An environmental impact statement (EIS) is not required pursuant to RCW 43.21C.031(2). This decision was made after review of a completed environmental checklist and other information on file with the lead agency, including responses to public comments received during the public comment period, prepared by the Applicant (Attachment A in the link above). This information is available to the public on request.

<input type="checkbox"/>	There is no comment period for this DNS.
<input checked="" type="checkbox"/>	This DNS is issued after using the optional DNS process in WAC 197-11-355. There is no further comment period on the DNS.
<input type="checkbox"/>	This DNS is issued under WAC 197-11-340(2); the lead agency will not act on this proposal for 14 days from the date below. Comments must be submitted by <u>N/A at 5:00 PM.</u>

Responsible Official: Molly McGuire, Senior Planner
molly.mcguire@mercerisland.gov | (206) 275-7712

Issued Date: November 3, 2025 **Signature: /s/ Molly McGuire, Senior Planner**

APPEAL INFORMATION

This decision to issue a Determination of Non-significance (DNS) rather than to require an EIS may be appealed pursuant to Section 19.21 of the Mercer Island Unified Land Development Code, Environmental procedures.

<input checked="" type="checkbox"/>	Any party of record may appeal this determination to the City Clerk at 9611 SE 36 th Street, Mercer Island, WA 98040 no later than 5pm on November 17, 2025 by filing a timely and complete appeal application and paying the appeal fee. You should be prepared to make specific factual objections. Contact the City Clerk to read or ask about the procedures for SEPA appeals. To reverse, modify, or remand this decision, the appeal hearing body must find that there has been substantial error, the proceedings were materially affected by irregularities in procedure, the decision was unsupported by material and substantial evidence in view of the entire record, or the decision is in conflict with the city's applicable decision criteria.
<input type="checkbox"/>	There is no agency appeal.

Notice of Deviation to the Seasonal Development Limitation Application

File Nos.:	DEV25-015
Description of Request:	An application for a deviation to the Seasonal Development Limitation (SDL).
Applicant:	JEAN-MARC LEROY
Location of Property:	4836 E Mercer Way, Mercer Island, WA 98040; King County Assessor tax parcel number: 1924059001
Public Documents:	https://mieplan.mercergov.org/public/DEV25-015
Complete Application Date:	October 28, 2025
Assigned Staff:	Jacob Halverson, Building Plans Examiner Jacob.halverson@mercerisland.gov (206) 275-7718

Type II Permit

NONE

Notice of Design Review Application

NONE

SEPA Mitigated Determination of Non-Significance (MDNS)

NONE

Notice of Setback Deviation

NONE

Notices of Code Official Design Standard Review

NONE

Notices of Lot Line Revision

NONE

Notice of Wireless Cell Facility Application

NONE

Notice of Decision

NONE