



February 27, 2026

Attn: Kim Nguyen
4649 Forest Ave SE
Mercer Island, WA 98040
Via: Email

RE: **CAO25-022, ADU25-014** Review Letter 3; 4649 Forest Ave SE, Mercer Island, WA 98040

Dear Kim Nguyen,

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 and Accessory Dwelling Unit Permit applications. The following issues need to be addressed in your resubmission:

Critical Area Review 2 (CAO25-022)

Geotech Review Comments from Michele Lorilla –

1. SUB2 Review Comment: The geotechnical engineer of record should review the revised plan set and provide a PE stamped letter indicating whether the proposed development is in accordance with their design and construction recommendations. Please include in the letter an updated statement of risk from the geotechnical engineer of record in accordance with MICC 19.07.160(B)(3).

SUB2 Applicant Response: No response provided.

SUB3 Review Comment: Please provide an updated statement of risk from the geotechnical engineer of record in accordance with MICC 19.07.160(B)(3).

Accessory Dwelling Unit (ADU25-014)

1. SUB1 Review Comment: MICC 19.02.030(B)(9) provides parking standards for Accessory Dwelling Units. Please demonstrate compliance with this section.

SUB1 Applicant Response: There is off-street parking on a concreted area next to the main house.

SUB2 Review Comment: The parking stalls must be shown on the plan set to document that the amount of parking available complies with MICC 19.02.030(B)(9).

Please demonstrate compliance with this section. The above response is not sufficient.

SUB2 Applicant Response: No response provided. Plan set updated to show 3 parking spaces.

SUB3 Review Comment: MICC 19.02.030(B)(9) requires all single-family dwellings with an accessory dwelling until to meet the parking requirements pursuant to MICC 19.02.020(G) applicable to the dwelling if it did not have such an ADU. MICC 19.02.020(G)(2)(a) requires three parking spaces for each single-family dwelling with a gross floor area of 3,000 square feet or more. In addition, (B)(9)(c) requires two off-street parking spaces for lots over 6,000 square feet before any zero lot line subdivisions or lot splits. This project requires five off-street parking spaces. Please show these parking spaces on the site plan.

The City's processing of the Critical Area Review 2 and Accessory Dwelling Unit applications have 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 April 28, 2026. 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.

The associated Shoreline Exemption (**SHL25-032**) application has been approved and was issued on January 21, 2026.

Sincerely,



Molly McGuire, Senior Planner
City of Mercer Island Community Planning and Development
molly.mcguire@mercerisland.gov
(206) 275-7712

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.