



SEE HIGHLIGHTED TEXT  
FOR PERTINENT NOTES  
AND INFORMATION  
REGARDING THIS CAR 1  
APPLICATION

COMMUNITY PLANNING & DEVELOPMENT

206.275.7605

[www.mercerisland.gov/cpd](http://www.mercerisland.gov/cpd)

9611 SE 36th St, Mercer Island, WA 98040

## PRE-APPLICATION MEETING (PRE26-005)

An Intake Screening is required for certain project types in addition to the Pre-Application Meeting. A Pre-Application Meeting does not replace the required Intake Screening. This meeting is to provide guidance and information prior to formal submittal.

**PLEASE NOTE:** *These pre-application meeting notes have been prepared to assist the applicant in completing and submitting the application in a manner that complies with applicable development standards and permit processing requirements. Although care has been taken, in the event of a conflict between these notes and any applicable law, regulation, or decision criteria, the latter shall prevail. The City of Mercer Island makes no warranty of any kind to the accuracy of the information contained in these notes. The information herein notwithstanding, it is the applicant's sole duty to ensure that the proposed development complies with all applicable laws, regulations, and decision criteria. Neither the discussions nor the notes provided at the pre-application meeting shall bind the City in any manner or prevent the City's future application or enforcements of all laws, regulations, and decision criteria.*

### SUMMARY

**Address:** 7671/7677 W Mercer Way      **Parcel No.** 5451300075/5451300065

**Lot Size:** 43673/34524 SF      **Zone:** R-15 (Single-Family)

**Brief Project Description:** 2-4 lot subdivision on two adjoining parcels.

**Documents Provided:**

1. Pre-Application Meeting Request Form
2. Preliminary Plan Set
3. Critical Area Study
4. Permit Schedule
5. Tree Inventory Form
6. Tree Schedule
7. Project Narrative
8. List of Questions

### APPLICANT INFORMATION

**Name:** Andrew T Engel      **Email:** ate.engeldesign@earthlink.net      **Phone:** (206) 913-3757

Second Pre-Application Meeting Required?      No

### APPLICANT QUESTIONS

1. *Subdivisions: The permitting strategy is to undertake design and permitting of the parcels to Preliminary Subdivision Approval and Conditions; and Final Plot. At such time we will determine actions for further development.*
  - a. *Please confirm the Geologically hazardous areas [19.07.160], can be delineated, studied, and submitted with the land use applications for development of the parcels? Our intent is to indicate the proposed building pads and drives based on geological analysis and our development direction.*

**Staff Response:** A Critical Area Review 2 will be required along with the subdivision application to evaluate any work proposed for improvements related to the subdivision. The geotechnical professional should identify any recommendations for any work proposed within the geologically hazardous areas, and address the standards for development in [MICC 19.07.160](#).

A Critical Area Review 2 would also be required for each of the future building permits, unless analyses, findings, and design recommendations are included in the scope of the critical area study for the subdivision.

- b. *Please confirm that waterside improvements and repairs can be permitted separately from the land use applications. Our intent is to complete minimal changes to the shoreline, and water side structure, including repair and compliance modifications to support the land use application. We would like to apply for the shoreline permit in advance of the land use application.*

**Staff Response:** Any proposed work within 200 feet landward from the Ordinary High Water Mark of Lake Washington that is related to the subdivision must be authorized through the appropriate shoreline permit. If the proposed development meets one of the criteria in [WAC 173-27-040](#), you may apply for a Shoreline Exemption, otherwise, a Shoreline Substantial Development Permit will be required.

2. *Attached to this submittal is a Critical Areas Study on the existing wetlands, watercourse, shorelines, and habitat investigations in which our environmental teams indicates contains no wetlands or watercourses on the parcels. We intend to submit for a Type I Critical Area Review 1, after incorporation of comments from this meeting.*

- a. *Based on (Facet, page 5, and attachments) we request discussion and review of our readiness to submit a CARI Review Permit, seeking to remove the GIS designation of a watercourse.*

**Staff Response:** A Critical Area Review 1 can be used for the verification of the presence or absence of critical areas, or the typing and delineation of watercourses and wetlands.

- b. *How will the City address the piped watercourse outfall on the adjacent property? The Facet Report makes a recommendation for City determination (Facet, page 6) for regulations and buffers. We seek a discussion on the designation of a Type F WC, and modifications to a system which is not on our parcel.*

**Staff Response:** If the piped watercourse on the adjacent property meets the definition of "Piped Watercourse" in MICC 19.16.010, a 45-foot setback is required from the centerline of the pipe. Facet's report states that "there are not currently sufficient indicators to confirm that the mapped feature is a regulated watercourse, piped or open". This will need to be confirmed, one way or another, otherwise the largest buffer would be applied, which is 120 feet from the OHWM. The statement in Facet's report, "Setbacks for Type F watercourses are 10 feet" is misleading. Type F watercourses require a 120-foot buffer, with an additional 10-foot setback required for most development from the edge of the buffer.

- c. *The "small channel containing overflow" is a result of repairs to the existing, registered, pumphouse piped outfall system. Will the City concur this is not a regulated feature?*

**Staff Response:** If the feature is not defined as a watercourse, it would not be subject to the watercourse regulations.

3. *Access & Improvements in Public ROW: The private driveway (for 7671 and 7677) includes portions of SE 79th Street, City Parcel 545130-0115, City Parcel 545130-TR-X. This private drive has been continuously and actively used by the two existing residential uses for many*

decades over both the ROW and the City parcels, through an existing easement. The applicants understand the private access road will need to meet the current requirements of the MICC, and we believe improving this drive will have minimal impacts to the city parcels. Our intent is to provide a private drive which complies balances civil requirements and our ability to access the property. Ideally, we would recommend early interaction to support a positive Land Use Application.

a. *What requirements will be required to improve the private driveway over the city parcels?*

**Staff Response:** Standards for private access roads and driveways can be found in [MICC 19.09.040](#). Private road widths are determined by the number of single-family dwellings served, in addition to fire requirements. All private access roads serving three or more single-family dwellings shall be a minimum of 20 feet in width. Roads serving two single-family dwellings shall be a minimum of 16 feet in width, with 12 feet of that width consisting of pavement and the balance consisting of well compacted shoulders.

b. *What requirements will be required to improve the private driveway over the city ROW?*

**Staff Response:** Improvements need to be specified.

c. *How will the City determine and provide land use requirements for the City Parcel and ROW?*

**Staff Response:** Based on the George Lewis Short Plat ([SUB8102-001](#)) from 1981, 545130TR-X was created through SUB8102-001 and owned by George Lewis et al. Regardless of ownership, any improvements would need to meet the development standards established in the single-family residential zone.

Net lot area is defined as: The area contained within the established boundaries of a lot, less any area used for public or private vehicular access easements, excluding that portion of the easement used for a driveway access to the encumbered lot.

Lot coverage (roof areas and driving surfaces) is limited by the slope of the lot. Any paved portions of an access easement that is not used to access the encumbered lot can be excluded from the lot coverage calculation.

4. *Emergency Vehicle Access and Circulation: Emergency response is understood as a critical requirement for any development. We further recognize that fire equipment & apparatus needs prescriptive widths and turning radius to access the structures. Assuming the Land Use Application will include requirement for sprinklered structures, alarm systems, compliant hydrants, we have the following questions:*

a. *Is the following acceptable: For a three-lot development, (Option A) we are showing a 16' common private drive, with turn arounds, and then a 12' private drives with improved shoulders to the individual structures.*

**Staff Response:** No, creation of an additional lot will require conforming access and fire flow. The existing two lots and may be redeveloped through mitigation of fire code deficiencies in accordance with International Fire Code (2021) Section 104.9 Modifications. Otherwise, creation of additional lots will require conforming fire access and fire flow in accordance with IFC Sections 503, 507, and Appendices B, C, and D (see additional notes below).

b. *Is the following acceptable: For a four-lot development, (Option B) we are showing a 20' common drive, with turn arounds, then 16' private drives with improved shoulders to the individual structures.*

**Staff Response:** Creation of additional lots will require conforming access and fire flow. A 20' road, less than 10% grade, with a conforming turnaround is acceptable where a dead-end road is less than 500' in length. The existing hydrant is probably adequate. Structures greater than 600' from sprinklered structures would require an additional hydrant.

- c. *The 'turn arounds' indicated are conceptual at this time. As we get further along with the selected development plan, can we interface with the Fire Marshall for early reviews on the layout of the private drives?*

**Staff Response:** IFC Appendix D clearly defines conforming turnaround options and dimensions. The Fire plan reviewer is available for additional questions as the design progresses, however design is the responsibility of the applicant and binding decisions can only be made in formal plan review.

5. *Tree Preservation and Removal: Our intent is to minimize the removal of trees and vegetation as much as possible. This follows the direction we have taken over the last 60 years, watching adjacent development remove much of the trees and vegetation and our understanding of the critical nature of the topography on the parcels. We would like to balance current development practices with the current woodlands and vegetation on the parcels. Given the land use development will fall under 19.10.060:*

- a. *Is it acceptable to maintain trees or vegetation within the proposed building pads, until the structures are developed?*

**Staff Response:** The subdivision application will need to identify the trees that will be removed within the building pads, but removal can be delayed until the new residences are ready to be constructed. [MICC 19.10.060\(A\)\(2\)](#) requires a minimum of 30% of the regulated trees on-site to be retained over a rolling five year period.

- b. *Will it be acceptable, through a tree removal permit to remove volunteer trees less than 10" which show no signs of thriving due to density? And will these trees count towards 19.10.060, A 3?*

**Staff Response:** Retention of 30% of trees with a diameter of 10 inches or greater, or that otherwise meet the definition of a large tree is required. Trees that do not meet these qualifications do not count toward the retention requirement, but must still be documented. Replacement trees are not required for trees that are less than 10 inches in diameter, not an exceptional tree, or are not replacement trees from another tree permit.

- c. *Is it acceptable to delay tree replacement and restoration plans, until the Land Use Applications are submitted, with the required tree survey, and landscape restoration and replanting plans?*

**Staff Response:** No, tree replacement for any trees that will be removed as part of the subdivision will need to be either provided or bonded for prior to issuance of the associated site development permit.

## REVIEW COMMENTS

### FIRE

Mark Jung | [mjung@esf-r.org](mailto:mjung@esf-r.org) | (206) 833-6929

1. Questions from applicant: See above.

2. Developer Guide:  
[https://www.mercerisland.gov/sites/default/files/fileattachments/community\\_planning\\_amp\\_development/page/24371/residential\\_development\\_guide\\_2022.pdf](https://www.mercerisland.gov/sites/default/files/fileattachments/community_planning_amp_development/page/24371/residential_development_guide_2022.pdf)
3. Building Information. Buildings constructed on residential lots must conform the International Fire Code as follows:
  - a. Section 503 – Fire apparatus access roads as amended by the City of Mercer Island
  - b. Appendix D – Fire apparatus access roads as adopted by the City of Mercer Island
  - c. Section 507 – Fire protection water supplies as amended by the City of Mercer Island
  - d. Appendix B – Fire flow requirements for buildings as adopted by the City of Mercer Island
  - e. Appendix C – Fire hydrant locations and distribution as adopted by the City of Mercer Island
4. Special Considerations: None.
5. Sprinkler Information:
  - a. All New Single Family Dwellings require a minimum of a NFPA 13D sprinkler system. An exterior bell is required to be installed and must activate upon water flow. Interior smoke detectors or sounders must also be interconnected with the water flow switch.
  - b. Additional systems may be required as part of a code alternative.
6. Fire Alarm Information:
  - a. May be required as part of an approved code alternative.
7. Hydrant and Fire Flow Information (IFC Appendix B, C):
  - a. Hydrants are evaluated on fire-flow for a specific square footage of residential unit. This information is found in Appendix B of the IFC.
  - b. Residential units must be 300' (600' sprinklered), from the furthest part of the home.
  - c. Hydrants must be located within 250' (225' for larger homes) of the driveway of approved fire access road.
8. Access Road Information (IFC Appendix D):
  - a. Turn Around must be provided for access roads longer than 150'.
  - b. Width. All access roads over 500 feet in length are required to be 26 feet in width. If the access road is under 500', a reduced access road of 20' may be allowed. Note, fire access roads must be paved across the entire required width.
  - c. Slope. Must not exceed 10% grade. Angle of approach and departure shall not exceed 5%.
9. Code Alternative Requests:
  - a. In accordance with IFC Sections 501.1 and 104.9, the Fire Code Official may approve individual modifications to fire code requirements where such modifications are shown to not lessen health, life, and safety requirements.
  - b. Code alternative requests may be applied for and evaluated by the Fire Code Official. Information may be found at:  
[https://www.mercerisland.gov/sites/default/files/fileattachments/community\\_planning\\_amp\\_development/page/24371/code\\_alternative\\_help\\_sheet-2022.pdf](https://www.mercerisland.gov/sites/default/files/fileattachments/community_planning_amp_development/page/24371/code_alternative_help_sheet-2022.pdf)

*\*Subject to change pending submittal of plans and plan review. Plan approval/ Plan review does not relieve the designer/contractor from complying with all applicable codes and requirements as adopted by the City of Mercer Island and the State of Washington, nor does it abrogate the requirements of other authorities having jurisdiction.*

For additional information please refer to this helpful webpage:  
<https://www.mercerisland.gov/cpd/page/fire-permits-and-prevention-information>

**CIVIL**

Ruji Ding | ruji.ding@mercerisland.gov | (206) 275-7703

For more information on Stormwater Permits please visit:  
<https://www.mercerisland.gov/cpd/page/stormwater-permits>

**BUILDING**

Gareth Reece | gareth.reece@mercerisland.gov | (206) 275-7710

Mapping and Design Criteria: Complete information on codes adopted by Mercer Island and available City mapping is available here: <https://www.mercerisland.gov/cpd/page/codes-design-criteria-research>

[Mercer Island City Code 19.07.160](#) requires a geotechnical engineer’s assessment of certain types of work if located within a mapped geologic hazard area. Please review city mapping to determine if landslide hazards, seismic hazards, or erosion hazards are mapped on the property.

ASCE-7 wind design for structures involves topographic and exposure effects. The City has mapping available for accepted values to be used in design. Please refer to the link above for design criteria.

For additional information please refer to this helpful webpage:  
<https://www.mercerisland.gov/cpd/page/codes-design-criteria-research>

**TREE**

Molly McGuire | molly.mcguire@mercerisland.gov | (206) 275-7712

1. Please refer to [Chapter 19.10 MICC](#) for our tree code.
2. The application must include, at a minimum, the following. Please see [MICC 19.10.090](#) for a list of the full application materials required.
  - a. Property owner information
  - b. The proposed location, species, diameter, and number of trees proposed to be cut (tree inventory).
  - c. The proposed location, number, and size of any required replacement trees.
  - d. A detailed site plan including the items listed in MICC 19.10.090(C)(1).
  - e. A tree retention plan and arborist report including the items listed in MICC 19.10.090(C)(2).
  - f. A [Tree Inventory Worksheet](#)
3. [MICC 19.10.060](#) requires the retention of a minimum of 30 percent of trees with a diameter of ten inches or greater, or that otherwise meet the definition of a large tree over a rolling five-year period.
4. Replacement is required for any trees that are removed, according to the replacement ratios in [MICC 19.10.070](#):

Diameter of removed tree	Number of replacement trees required
Less than 10 inches	1
10 inches up to 24 inches	2

24 inches up to 36 inches	3
More than 36 inches and any exceptional tree(s)	6

- a. Replacement trees shall be primarily species native to the PNW. Coniferous trees shall be at least six feet tall and deciduous trees shall be at least one and one-half inches in caliper.
- b. The arborist may reduce the number of replacement trees considering the measures listed in MICC 19.10.070(B)(4).
- c. Replacement trees must be planted in the wet season (October 1 through April 1), following applicable tree removal, or completion of the development work.

5. Tree protection consistent with [MICC 19.10.080](#) is required.

FOR DEVELOPMENT WITHIN 200' FROM LAKE WASHINGTON:

6. [MICC 19.13.050\(K\)\(4\)](#) requires new development totaling 500 square feet or more of any combination of additional gross floor area, lot coverage, or hardscape, including the primary structures and appurtenances to provide native vegetation coverage over 50 percent of the 20-foot vegetation area shown in [Figure C](#). This total includes all gross floor area, lot coverage, and hardscape added in the five years immediately prior to the development proposal.

New development totaling 1,000 square feet or more of any combination of additional gross floor area, lot coverage, or hardscape shall be required to provide native vegetation coverage over 75 percent of the 20-foot vegetation area shown in [Figure C](#).

- a. The vegetation coverage shall consist of a variety of ground cover shrubs and trees indigenous to the central Puget Sound lowland ecoregion and suitable to the specific site conditions. Existing mature trees and shrubs, but excluding noxious weeds, may be included in the coverage requirement if located in the 20-foot vegetation area shown in [Figure C](#).

**PLANNING**

Molly McGuire | [molly.mcguire@mercerisland.gov](mailto:molly.mcguire@mercerisland.gov) | (206) 275-7712

**General Notes:**

A. The Plat of Mercer Island Park ([SUB0409-001](#)) from 1904 shows Lot 7 and 12 as two separate parcels. I do not see any record for a lot line revision or lot consolidation that combined these two lots. It is possible that they were combined with the King County Assessor's Office for tax purposes and are still legally two separate lots. Please reach out to the King County Assessor's Office for more information on the history of these lots.

B. Net lot area is defined as: The area contained within the established boundaries of a lot, less any area used for public or private vehicular access easements, excluding that portion of the easement used for a driveway access to the encumbered lot. The minimum lot size is based on net lot area. Conceptual Development Option B shows the lot size of Parcel E as 13,897.06 square feet, which is less than the minimum net lot area in the R-15 zone (15,000 square feet), however, [MICC 19.08.030\(G\)](#) provides optional development standards in situations where the subdivision cannot meet the minimum development standards by providing an open space tract.

Tract is defined as: A piece of land designated and set aside as either public or private open space. No dwelling shall be constructed on the tract, and only those structures that are in keeping with the tract's use as open space shall be allowed.

**[MICC 19.02.010](#) – Single-family.**

A. *Uses permitted in Zones R-8.4, R-9.6, R-12, and R-15.*

1. Single-family dwelling.
2. Middle housing.

**MICC 19.02.020 – Development standards.**

B. *Minimum net lot area and dimensions.*

1. R-8.4: 8,400 square feet / 60 feet wide / 80 feet deep; R-9.6: 9,600 square feet / 75 feet wide / 80 feet deep; R-12: 12,000 square feet / 75 feet wide / 80 feet deep; R-15: 15,000 square feet / 90 feet wide / 80 feet deep.

C. *Street frontage.* No building will be permitted on a lot that does not front onto a street acceptable to the city as substantially complying with the standards established for streets.

D. *Yard requirements.*

1. Front yard depth: 20 feet or more.
2. Rear yard depth: 25 feet or more.
3. Side yards:
  - a. Total width:
    - i. For lots with a lot width of 90 feet or less, the sum of the side yards' width shall be at least 15 feet.
    - ii. For lots with a lot width of more than 90 feet, the sum of the side yards' width shall be a width that is equal to at least 17 percent of the lot width.
  - b. Variable side yard depth:
    - i. 7.5 feet if the building exceeds 15 feet for a non-gabled roof end measured to the top of the exterior wall façade, or 18 feet for gabled roof ends measured to the top of the gabled roof end, from existing or finished grade, whichever is lower.
    - ii. 10 feet if the building exceeds 25 feet from existing or finished grade, whichever is lower, to the top of the exterior wall façade adjoining the side yard.
4. Minor building elements (porches, chimneys, fireplace extensions, window wells, and unroofed, unenclosed outside stairways and decks shall not project more than 3 feet into any required yard. Eaves may protrude up to 18 inches into any required yard, except on interior lot lines.
  - a. Hardscape and driveways not more than 30 inches above existing or finished grade, whichever is lower, may be located in any required yard. Driveways may exceed the 30-inch limit when the applicant demonstrates the proposed height is the minimum feasibly to meet the standards in [MICC 19.09.040](#).
  - b. Fences, retaining walls, and rockeries are allowed in required yards as provided in [MICC 19.02.050](#).

E. *Gross floor area (GFA).*

<b>Zone</b>	<b>Maximum GFA</b>
R-8.4	Lesser of 5,000 square feet or 40% of the lot area
R-9.6	Lesser of 8,000 square feet or 40% of the lot area

R-12	Lesser of 10,000 square feet or 40% of the lot area
R-15	Lesser of 12,000 square feet or 40% of the lot area

1. GFA shall not exceed 12,000 SF or 40% of the lot area, whichever is less.
  - a. The GFA is the sum of the floor area(s) bounded by the exterior faces of each building on a residential lot. GFA includes:
    - i. The portions of a room(s) with a ceiling height of 12 – 16 feet shall be counted as 150% of the floor area.
    - ii. The portions of a room(s) with a ceiling height of greater than 16 feet shall be counted as 200% of the floor area.
    - iii. Staircases shall be counted as a single floor for the first two stories. For each additional story above two stories, the staircase shall count as a single floor area.
    - iv. All garages and covered parking areas, and detached accessory buildings with a GFA over 120 square feet.
    - v. The portion of a basement which projects above the lower of existing or finished grade as defined and calculated in [Appendix B](#).
    - vi. Decks that are attached to the second or third level and are covered by a roof.
    - vii. Space under stairways or stairwells that is used as a closet or storage space if that space meets the definition of “floor”.
    - viii. GFA does not include: Second or third level uncovered decks or uncovered rooftop decks, or first level covered decks and/or patios.

F. *Building height limit.*

1. 30 feet above the Average Building Elevation (ABE) to the highest point of the roof; AND
2. 30 feet measured from existing or finished grade, whichever is lower, at the furthest downhill extent of the proposed building, to the top of the exterior wall façade supporting the roof framing, rafters, trusses, etc.
3. Antennas, lightning rods, plumbing stacks, flagpoles, electrical service leads, chimneys and fireplaces, solar panels, and other similar appurtenances may extend to a maximum of 5 feet above the height allowed, however, rooftop railings may not.

G. *Lot coverage.*

1. Maximum varies between 20 – 40 percent depending on the slope of the lot. Lot coverage is calculated by totaling (1) all drivable surfaces (driveway, parking pads, turn-arounds, etc. regardless of material type) and (2) all roof areas, including eaves.
2. A maximum of 9 percent of the net lot area may consist of hardscape improvements. Hardscape includes the solid, hard elements or structures that are incorporated into landscaping. The hardscape includes, but is not limited to, structures other than buildings, paved areas other than driving surfaces, stairs, walkways, decks, patios, and similar constructed elements. The hardscape within landscaping is usually made up of materials that include, but are not limited to, wood, stone, concrete, gravel, artificial turf, and permeable pavements or pavers, and similar materials. Hardscape does not include solid, hard elements or structures that are covered by a minimum of two feet of soil intended for softscape (for example, a septic tank or detention tank covered with at least two feet of soil and planted shrubs is not hardscape).

3. If the proposed lot coverage is less than the maximum allowed lot coverage, the difference may be used for additional hardscape in excess of the 9% allowed.

#### H. *Parking.*

1. All new construction and remodels where more than 40 percent of the length of the structure's external walls have been intentionally structurally altered must comply with the following parking requirements:
  - a. Each single-family residence with a GFA of 3,000 SF or more requires 3 parking spaces.
  - b. Each single-family residence with a GFA of less than 3,000 SF requires 2 parking spaces.

#### I. *Easements.*

1. A minimum five-foot setback from the edge of any easement that affords or could afford vehicular access to a property is required for all structures. Improvements such as gates, fences, rockeries, retaining walls, and landscaping may be installed with the five-foot setback as long as such improvements do not interfere with emergency vehicle access or sight distance for vehicles and pedestrians.
2. No structure shall be constructed on or over any easement for water, sewer, storm drainage, utilities, trail or other public purposes unless it is permitted within the language of the easement or is mutually agreed in writing between the grantee and grantor of the easement.

#### J. *Large lots.*

1. Prior to approval of a new single-family dwelling and associated site improvements, accessory buildings, and accessory structures on large lots, the applicant shall complete one of the following:
  - a. Design for future subdivision. The proposed site design shall comply with the applicable design requirements of Chapters [19.08](#), Subdivision, [19.09](#), Property Development, and [19.10](#), Trees, MICC.
  - b. Subdivide. Prior to application for a new single-family dwelling.
  - c. Limit subdivision. Record a notice on title, or execute a covenant, easement, or other documentation approved by the City, prohibiting further subdivision of the large lot for a period of five years from the date of final inspection or certificate of occupancy.

#### K. *Building pad.*

1. New buildings shall be located within a building pad established pursuant to [chapter 19.09](#) MICC. Intrusions into yard setbacks authorized pursuant to MICC [19.02.020\(C\)\(3\)](#) may be located outside of the boundaries of the building pad.

**Notes:** Any existing development to remain may not be made nonconforming to any of the above standards as a result of the subdivision.

#### **[MICC 19.02.025](#) – Middle housing.**

- A. Middle housing is subject to the same development regulations as detached single-family homes for the purposes of review for consistency with this chapter.
- B. *Middle housing types.* The following housing types are considered middle housing, subject to the unit densities below:

1. Duplexes, Triplexes, Fourplexes, Townhouses, Stacked flats, and Courtyard apartments.

C. *Unit density.*

1. Two (2) units per lot, or four (4) units per lot on all lots within one-quarter mile walking distance from a major transit stop.
2. Four (4) units per lot if at least one unit on the lot is affordable housing meeting the requirements of MICC 19.02.025(F)(1) – (F)(6).
3. Accessory Dwelling Units (ADU) are considered units for the purposes of calculating unit density.
4. Single-family dwellings do not count as units.

D. *Parking standards.*

1. No off-street parking shall be required within on-half mile walking distance to a major transit stop.
2. One off-street parking space per unit shall be required on lots of 6,000 SF or smaller, before any zero lot line subdivisions or lot splits.
3. Two off-street parking spaces per unit shall be required on lots greater than 6,000 SF before any zero lot line subdivisions or lot splits.

**Notes:** Middle housing is allowed in the R-15 zoning designation.

**MICC 19.02.030 – Accessory dwelling units.**

A. *Requirements for accessory dwelling units (ADU).*

1. The minimum lot size for the principal unit under MICC 19.02.020(A) is satisfied.
2. Up to two attached or detached ADUs are permitted per lot.
3. The ADU shall be a minimum of 220 SF and a maximum of 1,000 SF, excluding any garage area.
4. ADUs are subject to the same development standards as the principal unit as defined in MICC 19.02.020, except otherwise stated.
5. Detached ADUs may be sited at a lot line if the lot line abuts a public alley.
6. All single-family dwellings with an ADU shall meet the parking requirements in MICC 19.02.020(G) applicable to the dwelling if it did not have such an ADU, except:
  - a. ADUs within one-half mile walking distance of a major transit stop are not required to provide additional parking.
  - b. One off-street parking space is required per unit with development of ADUs on lots of 6,000 SF or smaller before any zero lot line subdivisions or lot splits.
  - c. Two off-street parking spaces are required per unit with development of ADUs on lots greater than 6,000 SF before any zero lot line subdivisions or lot splits.
7. Existing structures, including legally nonconforming structures, may be converted into ADUs.

B. *Sale of ADUs.* ADUs located on a unit lot may be sold individually from the principal unit. Condominium units originally constructed as ADUs may be sold or otherwise conveyed individually from the principal unit.

**Notes:** Accessory dwelling units are allowed in the R-15 zoning designation.

## **MICC 19.02.040 – Garages, other accessory buildings and accessory structures.**

### *A. Detached accessory buildings and accessory structures.*

1. The combined GFA for one or more accessory building(s) shall not exceed 25% of the total GFA allowed in MICC 19.02.020.
2. The GFA for a detached accessory building that is entirely or partly used for an ADU may be increase by the additional floor area authorized pursuant to MICC 19.02.020(D)(3)(b).
3. Detached accessory buildings, except for buildings that contain an ADU, are limited to a single-story and shall not exceed 17 feet in height above ABE.
4. Detached accessory buildings with a GFA of 200 SF or less and a height of 12 feet or less may be erected in the rear yard setback. If the building is to be located less than five feet from any property line, a joint agreement with the adjoining property owner(s) must be executed and recorded with the King County department of records and filed with the City.

**Notes:** No notes at this time.

## **MICC 19.02.050 – Fences, retaining walls and rockeries.**

### *A. Height measurement.*

1. Fences/gates. The height of a fence or gate is measured from the top of the fence or gate, including posts, to the existing grade or finished grade, whichever is lower, directly below the section of the fence or gate being measured.
2. Retaining walls and rockeries. The height of a retaining wall or rockery is measured from the top of the retaining wall or rockery to the existing grade or finished grade, whichever is lower, directly below the retaining wall or rockery.
3. Multiple retaining walls. Retaining walls outside of required yard setbacks shall be stepped to meet a 1:1 ratio of separation with 45 degrees of grade to be considered separate. For example, two six-foot-tall retaining walls would need to be separated by at least six feet of horizontal distance measured from the toe of the upper wall to the top of the bottom wall, to be considered separate and not combined for maximum height calculations.

### *B. Retaining walls and rockeries – Requirements.*

1. A building permit is required for retaining walls or rockeries not exempted from permit by Section 105.2 of the Construction Administrative Code, chapter 17.14 MICC.
2. Any rockery requiring a building permit shall be designed and inspected by a licensed geotechnical engineer.
3. Drainage control of the area behind the rockery shall be provided for all rockeries.
4. *Maximum height in required yard—Cut slopes.*
  - a. No retaining walls or rockeries, or any combination of retaining walls or rockeries, to the extent used to protect a cut or cuts into existing grade within any required yard, shall exceed a total of 144 inches in height.
  - b. All retaining walls and/or rockeries within a required yard shall be included in calculating the maximum height of 144 inches.
  - c. Retaining walls or rockeries may be topped by a fence as provided in MICC 19.02.050(E).

5. *Maximum height in required yard—Fill slopes.*

- a. No retaining walls or rockeries, or any combination of retaining walls or rockeries, to the extent used to raise grade and protect a fill slope, shall result in an increase in the finished grade by more than 72 inches at any point.
- b. All retaining walls and/or rockeries within a required yard shall be included in calculating the maximum height of 72 inches.
- c. Retaining walls or rockeries may be topped by a fence as provided in MICC 19.02.050(E).

C. *Fences and gates.*

1. *Fences or gates in required yard.* Height limits:

- a. *Side and rear yards.* Fences and gates are allowed to a maximum height of 72 inches within required side or rear yards, provided the combined height of a fence and retaining wall or rockery for a fill slope authorized pursuant to MICC 19.02.050(D)(5) shall not exceed a total height of 72 inches.
- b. *Front yards.* Fences, gates, or any combination of retaining walls, rockeries and fences are allowed to a maximum height of 42 inches within required front yards.

**Notes:** Any proposed fences, retaining walls, and/or rockeries must comply with the above standards.

**MICC 19.07 – Environment.**

**MICC 19.07.060 – Critical area maps and inventories.**

Geologically Hazardous Areas	Watercourses	Wetland Probability
<input type="checkbox"/> None Mapped	<input type="checkbox"/> None Mapped	<input type="checkbox"/> Low
<input checked="" type="checkbox"/> Potential Slide	<input checked="" type="checkbox"/> Type F	<input checked="" type="checkbox"/> Low-Moderate
<input checked="" type="checkbox"/> Steep Slope	<input type="checkbox"/> Type Np	<input checked="" type="checkbox"/> Moderate
<input checked="" type="checkbox"/> Seismic	<input checked="" type="checkbox"/> Type Ns	<input checked="" type="checkbox"/> Moderate-High
<input checked="" type="checkbox"/> Erosion	<input checked="" type="checkbox"/> Piped	<input type="checkbox"/> High

**MICC 19.07.070 – Disclosure and notice on title.**

A. The owner of any property containing critical areas and/or buffers on which a development proposal is submitted shall file a notice approved by the city with the records and elections of division of King County. The notice shall inform the public of the presence of critical areas, buffers, and/or mitigation sites on the property, of the application of the city’s critical areas code to the property and that limitations on actions in or affecting such critical areas and/or buffers may exist. The notice shall run with the land in perpetuity.

- 1. Please submit a draft notice to your assigned land use planner following application submittal.

### **MICC 19.07.090 – Critical area reviews.**

- B. A Critical Area Review 1 (CAR1) is used to review activities listed as modifications in [MICC 19.07.130](#), to review the verification of the presence or absence of a critical area, or the verification of the delineation and/or type of a wetland or watercourse.
1. If a building permit is required for the proposed scope of work associated with the CAR1, then the substance of the review shall take place concurrently with the building permit review and no separate land use review application is required.
  - More information is required to determine whether or not the proposed development meets the criteria for modifications in [MICC 19.07.130](#):
    - a. Additions to or reconstruction of an existing legally established structure or building constructed on or before January 1, 2005, provided the criteria in [MICC 19.07.130\(A\)\(1\) – \(4\)](#) are met.
- C. A Critical Area Review 2 (CAR2) is used to review critical area studies and mitigation plans in support of proposed buffer averaging and reduction of wetland and watercourse buffers.
1. When development and/or activity is proposed on a site containing only geologically hazardous areas, an applicant has the option of either (1) applying for a CAR2 review in advance of construction permits using the procedures for a type III land use review, or (2) requesting consolidation of the review of geologically hazardous areas together with construction permit review.
  2. Requirements for a complete application include a critical area study meeting the requirements in [MICC 19.07.110](#) and [MICC 19.07.100](#) (mitigation sequencing).

### **MICC 19.07.160 – Geologically hazardous areas.**

- D. Alterations to the geologically hazardous areas listed above shall meet the applicable requirements in [MICC 19.07.160](#).

### **MICC 19.07.180 – Watercourses.**

- E. Development standards for properties containing watercourses can be found in [MICC 19.07.180](#).

### **MICC 19.07.190 – Wetlands**

- F. Development standards for properties containing wetlands can be found in [MICC 19.07.190](#).

**Notes:** To verify the presence or absence of the critical areas and/or delineate the watercourses, a CAR1 is required. For alterations associated with the subdivision to the geologically hazardous areas, a CAR2 is required.

### **MICC 19.08 – Subdivisions.**

#### **MICC 19.08.020 – Application procedures and requirements for long and short subdivisions.**

- A. *Preliminary application contents.* Please see [MICC 19.08.020\(C\)\(1\)](#) through (11) for application requirements.
1. In addition to any documents, information, or studies required under chapter 19.07 [MICC](#), Environment, chapter 19.10 [MICC](#), Trees, or any other chapter of this title, an application for a long subdivision or short subdivision shall include the documents set forth below and any other document or information deemed necessary by the code official upon notice to the applicant. All documents shall be in the form specified by the code official and shall contain such information as deemed necessary by the code official. The

applicant shall submit the number of copies of each document specified by the code official.

**MICC 19.08.030 – Design standards.**

*A. Public improvements.*

1. The subdivision shall be reconciled as far as possible with current official plans for acquisition and development of arterial or other public streets, trails, public buildings, utilities, parks, playgrounds, and other public improvements.
2. If the preliminary plat includes a dedication of a public park with an area of less than two acres and the donor has designated that the park be named in honor of a deceased individual of good character, the city shall adopt the designated name.

*B. Control of hazards.*

1. Where the project may adversely impact the health, safety, and welfare of, or inflict expense or damage upon, residents or property owners within or adjoining the project, other members of the public, the state, the city, or other municipal corporations due to flooding, drainage problems, critical slopes, unstable soils, traffic access, public safety problems, or other causes, the city council in the case of a long subdivision, or the code official in the case of a short subdivision, shall require the applicant to adequately control such hazards or give adequate security for damages that may result from the project, or both.
2. If there are soils or drainage problems, the city engineer may require that a Washington registered civil engineer perform a geotechnical investigation of each lot in the project. The report shall recommend the corrective action likely to prevent damage to the areas where such soils or drainage problems exist. Storm water shall be managed in accordance with chapter 15.09 MICC and shall not increase likely damage to downstream or upstream facilities or properties.
3. Alternative tightline storm drains to Lake Washington shall not cause added impact to the properties, and the applicant shall submit supportive calculations for storm drainage detention.

*C. Streets, roads and right-of-way.*

1. The width and location of rights-of-way for major, secondary, and collector arterial streets shall be as set forth in the comprehensive arterial plan.
2. Public rights-of-way shall comply with the requirements set out in MICC 19.09.030.
3. Private access roads shall meet the criteria set out in MICC 19.09.040.
4. Streets of the proposed subdivision shall connect with existing improved public streets, or with existing improved private access roads subject to easements of way in favor of the land to be subdivided.

*D. Residential lots.*

1. The area, width, and depth of each residential lot shall conform to the requirements for the zone in which the lot is located. Any lot which is located in two or more zones shall conform to the zoning requirements determined by the criteria set out in MICC 19.01.040(G)(2).
2. Each side line of a lot shall be approximately perpendicular or radial to the center line of the street on which the lot fronts.

3. The proposed subdivision shall identify the location of building pads for each proposed lot per MICC 19.09.090. No cross-section dimension of a designated building pad shall be less than 20 feet in width.
4. The proposed subdivision shall incorporate preferred development practices pursuant to MICC 19.09.100 where feasible.
5. The proposed subdivision shall be designed to comply with the provisions of chapter 19.10 MICC.

**Notes:** Tables in the format below should be provided for each proposed lot. The proposed lot configuration must comply with the above standards and may not create a nonconformity.

Lot #	Gross Lot Area (SF)	Max. GFA 40% (SF)	Net Lot Area (SF)	Max. Lot Coverage (40%) (SF)	Max. Hardscape (9%) (SF)
1					
2					

Property Areas	Area (SF)	Area (AC)
Property		

E. *Design standards for special conditions.*

1. Subdivisions abutting an arterial street as shown on the comprehensive arterial plan shall be oriented to require the rear or side portion of the lots to abut the arterial and provide for internal access streets.
2. Where critical areas meeting the criteria set out in chapter 19.07 MICC are present within the subdivision, the code official or city council may:
  - a. Require that certain portions of the long subdivision or short subdivision remain undeveloped with such restrictions shown on the official documents;
  - b. Increase the usual building set-back requirements; and/or
  - c. Require appropriate building techniques to reduce the impact of site development.

F. *Optional standards for development.* In situations where designing a subdivision to the requirements of subsections A through F of this section would substantially hinder the permanent retention of trees; interfere with the protection of critical areas; preclude the provision of parks, playgrounds, or other noncommercial recreational areas for neighborhood use and enjoyment; or negatively impact the physiographic features and/or existing ground cover of the subject area, the applicant may request that the project be evaluated under the following standards:

1. The use of the land in the long subdivision or short subdivision shall be one permitted in the zone in which the long subdivision or short subdivision is located.
2. The number of lots shall not exceed the number that would otherwise be permitted within the area being subdivided, excluding the shorelands part of any such lot and any part of such lot that is located in a street.
3. An area suitable for a private or public open space tract shall be set aside for such use.
4. The lots may be of different areas, but the minimum lot area, minimum lot width, and minimum lot depth shall each be at least 75 percent of that otherwise required in the zone in which the long subdivision or short subdivision is located. In no case shall the lot area be less than 75 percent of that otherwise required in the zone. Lot size averaging must be incorporated if lot width or depth requirements are 75 percent of the minimum

that would otherwise be required for the zone without utilizing the optional development standards. Any designated open space or recreational tract shall not be considered a lot.

5. The ownership and use of any designated open space or recreational tract, if private, shall be shared by all property owners within the long subdivision or short subdivision. In addition, a right of entry shall be conveyed to the public to be exercised at the sole option of the city council if such area shall cease to be an open space or recreational tract.
6. The open space or recreational tract must remain in its approved configuration and be maintained in accordance with approved plans. Any deviation from the foregoing conditions must receive expressed approval from the hearing examiner.

**MICC 19.08.040 – Plat improvements.**

- A. *Streets, utilities and storm drainage.* A subdivision shall include provisions for streets, water, sanitary sewers, storm drainage, utilities and any easements or facilities necessary to provide these services. All utilities shall be placed underground unless waived by the city engineer. Detailed plans for these provisions shall not be required until after the approval of the preliminary plat and shall be a condition precedent to the official approval of the subdivision.
- B. *Performance bond.* The owner(s) of a project shall deposit with the city a performance bond or funds for a set-aside account in an amount equal to 150 percent of the cost of the required improvements, as established by the city engineer. Such security shall list the exact work that shall be performed by the owner(s) and shall specify that all of the deferred improvements shall be completed within the time specified by the city engineer, and if no time is so specified, then not later than one year. The city may also require a bond or set-aside account securing the successful operation of improvements or survival of required landscaping for up to two years after final approval.
- C. *Site supervision.* Any and all services performed by city employees in field inspection of construction of plat improvements, clearing, and/or grading processes, shall be charged to the developer at 100 percent of direct salary cost, plus 35 percent of such cost for overhead. Any outside consultants retained by the city to evaluate any phase of plat design or construction shall be charged at actual cost, plus any additional administrative costs. Billings tendered to the owner(s) shall be payable within 30 days.
- D. *Construction seasons.* Either the city engineer or the building official may:
  1. Limit the construction project to a specific seasonal time period.
  2. Prevent land clearing, grading, filling, and foundation work on lots with critical slopes or geologic hazard areas between October 1 and April 1, as set out in MICC 19.07.160; and
  3. Require short-term soil and drainage control measures such as, but not limited to: hemping, seeding, gravel or light asphalt base roads, temporary siltation and detention ponds.

**MICC 19.08.050 – Final plats.** Please review the requirements for final plats.

**MICC 19.08.080 – Fee simple unit lot subdivisions.**

- A. *Development standards:* Overall development standards of the parent lot shall meet the bulk development and design standards of the underlying land use district applicable at the time the permit application is vested. As a result of the subdivision, development on individual unit lots may be nonconforming as to some or all of the development standards of this title based on analysis of the individual unit lot, provided that development standards for the parent lot are met.

- B. Unit lot subdivisions and subsequent platting actions, additions or modifications to the structure(s) may not create or increase any nonconformity of the parent lot.
- C. Access: Private access drives are allowed to provide access to dwellings and off-street parking areas within a unit lot subdivision. Access, joint use and maintenance agreements shall be executed for use of common garage or parking areas, common open area and other similar features, and the agreement recorded with King County. The proposed unit lot subdivision shall incorporate preferred development practices pursuant to [MICC 19.09.100](#) where feasible.
- D. Parking: Within the parent lot, required parking for a dwelling unit may be provided on a different unit lot or tract other than the lot with the dwelling unit, if the right to use that parking is formalized by an easement or otherwise defined on the final plat, and recorded with King County.
- E. The following shall be recorded on the face of the final plat:
  - 1. Each unit lot is not a separate buildable lot, and
  - 2. Additional development of unit lots may be limited as a result of the application of development standards to the parent lot.
- F. The approval process and criteria for fee simple unit lot subdivisions shall be consistent with the requirements for short plats established in [MICC 19.08.020](#).

**Notes:** A fee simple unit lot subdivision is an alternate option to a subdivision that does not meet all of the applicable development standards. The parent lot must conform to all development standards.

**[MICC 19.09.040](#) – Private access roads and driveways.**

- A. The following are the minimum requirements for private access roads. To accommodate fire suppression and rescue activities, the Mercer Island fire chief may require that the widths of private access roads or driveways or the size of turnarounds be increased or that turnarounds be provided when not otherwise required by this section.
- B. All private access roads serving three or more single-family dwellings shall be at least 20 feet in width. All private access roads serving two single-family dwellings shall be at least 16 feet in width, with at least 12 feet of that width consisting of pavement and the balance consisting of well compacted shoulders.
- C. All corners shall have a minimum inside turning radius of 28 feet.
- D. All private access roads in excess of 150 feet in length, measured along the centerline of the access road from the edge of city street to the end of the access road, shall have a turnaround with an inside turning radius of 28 feet.
- E. All cul-de-sacs shall be at least 70 feet in diameter; provided, cul-de-sacs providing access to three or more single-family dwellings shall be at least 90 feet in diameter.
- F. Driveways serving one single-family dwelling shall be at least eight feet in width. Driveways providing vehicle access to parking for regulated improvements shall comply with the parking lot dimension requirements of appendix A.
- G. Gradient: No access road or driveway shall have a gradient of greater than 20 percent. For all access roads and driveways with a gradient exceeding 15 percent, the road surface shall be cement concrete pavement with a brushed surface for traction. Access roads and driveways with gradients of 15 percent or less may have asphalt concrete surface.

**Notes:** No notes at this time. Any proposed private access roads and driveways must comply with the above standards, in addition to fire requirements.

**MICC 19.13.050 – Shoreland development standards.**

- A. Requirements for development landward of the OHWM.
  - 1. No structures are allowed within 25 feet of the OHWM.
  - 2. Height is limited to the general residential standards above, but shall not exceed 35 feet above ABE.
  - 3. Development is limited within 50 feet of the OHWM. Maximum hardscape and lot coverage:
    - a. 10% between 0 and 25 feet from the OHWM
    - b. 30% between 25 and 50 feet from the OHWM
  - 4. For all development with 200 feet from the OHWM, a Shoreline Substantial Development Permit is required, unless:
    - a. The applicant can demonstrate that the proposed development meets one of the criteria for development exempt from substantial development permit in [WAC 173-27-040](#). If the proposed development meets the precise terms of one or more of the listed exemptions, the applicant may apply for a Shoreline Exemption, instead of a Shoreline Substantial Development Permit.

**Notes:** Shoreland development standards apply to any work within 200 feet landward from the OHWM.

**MICC 19.21 – Environmental procedures.**

**MICC 19.21.100 – Determination of categorical exemption.**

- A. State Environmental Policy Act (SEPA) Review may be required for the proposed development. If the applicant can demonstrate that the proposed development meets one or more of the criteria in [WAC 197-11-800](#) for categorical exemptions, SEPA Review would not be required.

**Notes:** SEPA Review is most likely required for the proposed subdivision, unless demonstrated otherwise.

**Other Considerations:**

- A. If the existing structures, sites, lots, and/or uses are legally nonconforming according to [MICC 19.01.050\(A\)\(2\)](#), and the proposed development consists of exterior alteration or enlargement of nonconforming structures, or alteration to the site, compliance with the requirements below are required:
  - 1. A legally nonconforming detached single-family dwelling may be intentionally altered or enlarged without losing its legal nonconforming status as long as no more than 40% of the length of the dwelling's existing exterior walls, excluding attached accessory buildings, is structurally altered. An increase in height of that portion of a structure that is legally nonconforming because it intrudes into a required yard is an increase in the nonconformity and is not allowed unless the additional height meets the current yard requirements.
    - a. "Structurally altered" is a wall segment that is completely demolished.

- b. “Completely demolished” is when any portion of the wall is completely removed, such that no structural elements remain.
- 2. A site developed with a single-family dwelling that is legally nonconforming because the required landscaping area in MICC 19.02.020(F) has not been provided, or because maximum allowable hardscape has been exceeded, can be increased in height and gross floor area (up to the maximum height and gross floor area permitted). No new hardscape or further reduction in landscaping area is permitted, unless:
  - a. The site is brought into conformance;
  - b. For lots where the maximum hardscape is exceeded, two square feet of legally existing hardscape are removed for every one square foot of new hardscape; or
  - c. For lots where maximum lot coverage is exceeded, two square feet of landscaping area are provided for every one square foot of additional nonlandscaping area.
- B. **Impact Fees:** Future construction on a vacant/new lot(s), commercial development, redevelopment, and/or tenant improvements will need to pay transportation, school, and park impact fees listed in the [Fee Schedule](#). Note: fees are due at the time they are assessed. They do not vest to the time of completed subdivision or building permit application.
- C. **MICC 19.20 – Transportation Concurrency.** Transportation concurrency review is required for the following:
  1. Preliminary long and short plats and revisions or alterations thereof which will increase the number of dwelling units or net new trips.
  2. Development agreements.
  3. Design review or conditional use permits.
  4. Any other land use approval or building permit that will result in net new trips.
- D. **MICC 19.15.170 – Vesting.** Complete applications for land use review of Type I land use reviews, building permits, conditional use permits, design review, short subdivisions and long subdivisions shall vest on the date a complete application is filed. The department’s issuance of a letter of completion for Type III and IV land use decisions, as provided in Chapter 19.15, or the failure of the department to provide such a letter as provided in this chapter, shall cause an application to be conclusively deemed to be vested as provided herein.

## LAND USE APPLICATION PROCESS

**Required Land Use Approvals.** See the [City’s Permit Forms](#) list for application forms.

Certain land use applications may be consolidated. Please see [MICC 19.15.030\(F\)](#) for more information on consolidated permit processing. If the applicant wishes to consolidate reviews, a Concurrent Review Form is required.

1. Short Subdivision – Preliminary Approval
2. Critical Area Review 1 and/or 2
3. Shoreline Substantial Development Permit or Shoreline Exemption
4. SEPA Review (unless categorically exempt)
5. Transportation Concurrency Certificate
6. Site Development Permit

7. Short Subdivision – Final Approval (following final inspection of Site Development Permit)

**Application Fees.** [Fee Schedule.](#)

1. Deposit due at the time of application.
2. Review time is billed hourly against the deposit; additional fees may be requested if additional review time is required.
3. When third-party technical review is required (e.g. geotechnical, wetland, watercourse, etc.), this is billed separately, in addition to staff review time.

**Summary of Procedural Steps.**

1. Pre-Application Meeting
2. Intake Screening (if required)
3. Submit application electronically using our [Permit Submittal Portal](#)
4. Completeness Check (within 28 days of application submittal)
  - a. If the application is deemed incomplete, the City has 14 days to review subsequent submittals for completeness.
5. Notice of Application (within 14 days of determination of completeness)
6. 30-day Public Comment Period (begins when Notice of Application is mailed to neighboring properties within 300 feet of the subject property, posted on the site, and uploaded to the City’s Weekly Permit Bulletin)
7. 1st Review typically coincides with 30-day Public Comment Period
8. Public Hearing (for Type IV land use reviews)
9. Notice of Decision
  - a. Land use approvals are valid for a period of 3 years from the date of decision, unless otherwise stated in [MICC 19.15.150](#)
10. Appeal Period (typically 14-days except for shoreline decisions)
11. Final Plat Review and Recording (if applicable)

**Target Review Timelines.** Target review timelines are available on the [City’s Review Timelines webpage](#). Pursuant to [MICC 19.15.040](#), the City must issue a decision for land use review applications within the following time limitations:

Type I and II Land Use Reviews	65 days from the determination of completeness
Type III Land Use Reviews	100 days from the determination of completeness
Type IV Land Use Reviews	170 days from the determination of completeness

The time limitation described above does not include any period between the day that the City has notified the applicant, in writing, that additional information is required to further process the application and the day when responsive information is resubmitted by the applicant.

**Pre-Application Fees.**

The minimum fee for the pre-application meeting must be paid to initiate the pre-application process. If staff time exceeds the minimum hours allotted, the applicant will be invoiced via email for additional staff hours at the current hourly rate. Note: All involved staff members track time spent researching and preparing, attending the meeting, corresponding, responding to

questions pre and post meeting, and/or on any other activity related to the pre-application process for the project. Applicants who continue to discuss the meeting with staff should expect to be invoiced for additional staff time.

***PLEASE NOTE:** These pre-application meeting notes have been prepared to assist the applicant in completing and submitting the application in a manner that complies with applicable development standards and permit processing requirements. Although care has been taken, in the event of a conflict between these notes and any applicable law, regulation, or decision criteria, the latter shall prevail. The City of Mercer Island makes no warranty of any kind to the accuracy of the information contained in these notes. The information herein notwithstanding, it is the applicant's sole duty to ensure that the proposed development complies with all applicable laws, regulations, and decision criteria. Neither the discussions nor the notes provided at the pre-application meeting shall bind the City in any manner or prevent the City's future application or enforcements of all laws, regulations, and decision criteria.*



# City of Mercer Island Property Hazard Report

Site Address: 7671 W MERCER WAY

Parcel #: 5451300075

Report Generated on January 29, 2026

## Potential Slide:



## Steep Slope:



## Erosion:



## Seismic:

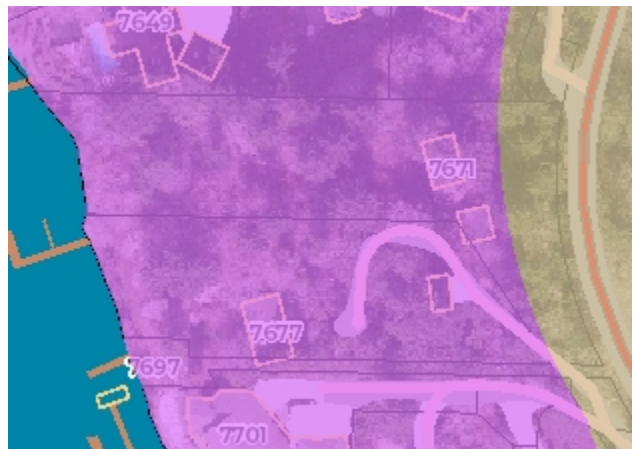


## Wind Exposure:



## Wind Speed Up Values

1.0 1.3 1.6 1.9



These maps are for the use of City of Mercer Island staff for the purposes of permit application evaluation. It provides a general assessment of known or suspect hazard areas for which the City will require site and project specific evaluation by a Washington State licensed engineer, geologist or engineering geologist prior to issuing a site for development. All areas have not specifically evaluated for hazards and there may be locations that are not correctly represented on these maps. It is the responsibility of the property owners and map users to evaluate risk associated with their proposed development. No site-specific assessment of risk is implied or otherwise indicated by the City of Mercer Island by these maps.



# City of Mercer Island Property Hazard Report

Site Address: 7677 W MERCER WAY

Parcel #: 5451300065

Report Generated on January 29, 2026

Potential Slide:



Steep Slope:



Erosion:



Seismic:



Wind Exposure:



Wind Speed Up Values 1.0 1.3 1.6 1.9



These maps are for the use of City of Mercer Island staff for the purposes of permit application evaluation. It provides a general assessment of known or suspect hazard areas for which the City will require site and project specific evaluation by a Washington State licensed engineer, geologist or engineering geologist prior to issuing a site for development. All areas have not specifically evaluated for hazards and there may be locations that are not correctly represented on these maps. It is the responsibility of the property owners and map users to evaluate risk associated with their proposed development. No site-specific assessment of risk is implied or otherwise indicated by the City of Mercer Island by these maps.