



September 30, 2025

Anjali Grant Design
Attn: Anjali Grant
3427 Beacon Ave S
Seattle, WA 98144
Via: Email

RE: **DSR25-009** Review Letter 2; 3700 E Mercer Way, Mercer Island, WA 98040

Dear Anjali Grant,

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

1. *Review Letter 1 Comment: MICC 19.04.040(B)(3) requires the parking lot to be designed to the standards in Appendix A MICC. The parking lot is existing, however it will be completely repaved and restriped to accommodate required parking spaces, emergency access, vehicular circulation for pick-up and drop-off, bus access, and pedestrian access, which requires compliance with Appendix A. Please demonstrate compliance with Appendix A.*

Review Letter 1 Applicant Response: Dimensions demonstrating compliance added to A-011 and C6.01.

Review Letter 2 Comment: Dimensions to demonstrate compliance with Appendix A were only added to the new parking area, however, this information is also needed on any existing parking areas to determine the number of compact stalls proposed. Per MICC 19.04.040(B)(7), up to 50 percent of the required off-street parking spaces may be designed for accommodating compact vehicles. The design commission may increase this percentage of compact stalls permitted if the applicant can demonstrate that no adverse impacts will occur. **If you want the design commission (hearing examiner) to consider increasing the percentage of compact stalls allowed, please provide the requested increase and a demonstration that no adverse impacts will occur. Otherwise, demonstrate that the parking area meets this requirement.**

2. Review Letter 1 Comment: MICC 19.04.040(E) allows for cooperative parking between two or more adjoining property owners; provided the code official, with approval from the design commission (now Hearing Examiner) and city engineer, may reduce the total required spaces by 25 percent of the total combined required

spaces when the applicant has demonstrated that no adverse impact will occur due to the reduced number of stalls. Additionally, CUP24-001 Condition of Approval 6 requires the applicant to provide documentation demonstrating that the reduction in parking spaces will not have adverse impacts. Please provide this documentation.

Review Letter 1 Applicant Response: The attached memorandum provides this documentation.

Review Letter 2 Comment: **Please address the following feedback provided by the City Engineer:**

- a) **Existing Conditions a.i (1-4):** Please provide an interpretation or context for the numbers, especially the 33 and 57 cars. In other words, explain what it means, why you believe that to be true, and how it supports your request for a parking reduction.
 - b) Please clearly indicate how many parking spaces are proposed.
 - c) **Proposed Conditions** – special events at the new building: There was no description. Please provide a description of expected peak demand or a qualitative description if not known.
 - d) **2.b and 2.c** could appear to be making conflicting statements. 2.b says that that typical weekday uses can comfortably coexist with the existing synagogue and that the existing parking lot at 105 spaces is sized for *large events*. 2.c says that *large events*... cannot comfortably coexist with school functions... Please rewrite for clarity.
 - e) Please consider adding a table in section 2 showing the code required parking for each use (school, office, synagogue), total code required parking, proposed parking based on 25% reduction, etc. and add footnotes for additional pertinent information such as programming the facilities so as not to have overlapping events at the school/office and synagogue that exceed available parking capacity, elimination of the shared parking for French American School, etc. This table should “tell the story” at a glance and demonstrate that the reduction of parking spaces will not have an adverse impact.
 - f) If the shared parking arrangement with the French American School is going to be terminated, please make such a statement and when it will be terminated. According to the CUP staff report, the parking arrangement is for 30 spaces and is intended to be terminated.
 - g) Please provide a conclusion summarizing and demonstrating that the parking reduction will not have adverse impacts.
3. MICC 19.12.040(B)(4)(b) requires that impervious surfaces should constitute no more than 25 percent of the total required landscape area. The total required landscape area for this site is 6,720 square feet, and 25 percent of this is 1,680 square feet. The impervious surface area proposed is 3,925 square feet. **Please revise to comply with this standard.**
 4. MICC 19.12.060(B)(5) requires garbage areas to be enclosed or screened around their perimeter by a wall or fence at least seven feet high, concealed on the top and must

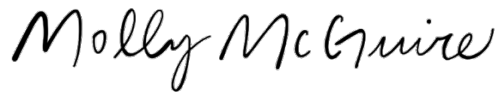
have self-closing doors. **Please provide documentation that the garbage area complies with these standards.**

5. MICC 19.12.070(B)(3) requires freestanding, parking area, and building-mounted lighting fixtures shall not exceed 16 feet in height. **Please provide measurements for any of these lighting types to document compliance with this standard.**
6. MICC 19.12.080(B)(3) and (4) provides standards for parking lot signs. **Please provide documentation of compliance with these standards, including markings on pavement for compact stalls as required in MICC 19.04.040(B)(7).**
7. Following a more detailed review of the tree removal and replacement plans, I caught a couple of errors shown on both of our spreadsheets and the plan set:
 - a. Trees 8055, 8059, 8100, 8179, 9651, 9652, 9653, 9654, 9656, 0011, 0014, 0015, 0016, 0017, and 0018 are not shown on the plan set.
 - b. The arborist, as the qualified profession, needs to provide the documentation for the requested reduction in replacement trees consistent with MICC 19.10.070(B)(4). This should be beyond the commentary on the condition of the trees and address the measures listed in the cited code section.
 - c. A few trees were previously identified as retained in error. I have corrected all of these errors, and included the additional 10 regulated trees from the supplemental arborist report. The final counts are:
 - 137 regulated trees.
 - 82 of those are proposed to be removed (which may need to be adjusted depending on the proposed action for the above trees which are missing from the plan set)
 - 41 are proposed to be retained.
 - 14 are unknown.
 - 82 removed trees.
 - 78 of those trees are either “exceptional” and/or “grove” trees (which are exceptional) and require 6 replacement trees each.
 - 6 trees marked as “Priority 1 Removal” in the arborist report have been reduced to 0 replacement trees required. Any additional reduction in replacement trees would need to come from a qualified professional as described above.
 - **Without a request for reduction from the arborist, 441 replacement trees are required. Please provide a replacement tree plan, or request a fee-in-lieu by demonstrating that there is no room on the site or adjacent ROW consistent with MICC 19.10.070(C).**

The City's processing of the Design Standard Review application has been put on hold

until these issues are resolved. Pursuant to MICC 19.15.110, all requested information must be submitted within 30 days or a request for extension requested. The deadline for a complete response or request for extension is October 30, 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,



Molly McGuire, Senior Planner
City of Mercer Island Community Planning and Development
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(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.