



COMMUNITY PLANNING & DEVELOPMENT

206.275.7605
www.mercerisland.gov/cpd

CITY USE ONLY	
Date Received:	
Received By:	

DEVELOPMENT APPLICATION

A Development Application form is required to be completed for any land use project within the City of Mercer Island. Additional supplemental information for each specific land use permit requested is required. See below for land use permits and associated permit forms.

PRE-APPLICATION MEETING

A Pre-Application Meeting is used to determine whether a land use project is ready for review, to review the land use application process, and to provide an opportunity for initial feedback on a proposed application. All Type III and IV land use reviews require a pre-application meeting – for example: short and long subdivisions, lot line revisions, shoreline permits, variances, conditional use permits, and critical area determinations. The City strongly recommends that all land use applications use the pre-application process to allow for feedback by City staff, regardless of review type. For more information on the Pre-Application Meeting process, please refer to the [Pre-Application Meeting Request Form](#).

FEES

Refer to the City of Mercer Island [Fee Schedule](#) for current permit fees.

PROPERTY INFORMATION

Property Address: _____

Parcel Number(s): _____

Gross Lot Area(s): _____

Net Lot Area(s): _____

Zone: _____

Shoreline Designation (if located within 200 feet of Lake Washington):

Urban Residential

Urban Park

CRITICAL AREAS

GEOLOGICALLY HAZARDOUS AREAS

- Potential Landslide Hazard
- Erosion Hazard
- Seismic Hazard

WATERCOURSES

- Type F
- Type Np
- Type Ns

WETLANDS

- Category I
- Category II
- Category III

Steep Slope
 None

Piped
 None

Category IV
 None

PROPERTY OWNER INFORMATION

Name: _____ Company (if applicable): _____

Phone: _____ Email: _____

Address: _____

APPLICANT/REPRESENTATIVE INFORMATION Same as Property Owner

Name: _____ Company (if applicable): _____

Phone: _____ Email: _____

Address: _____

DECLARATION: I HEREBY STATE THAT I AM THE OWNER OF THE SUBJECT PROPERTY OR I HAVE BEEN AUTHORIZED BY THE OWNER(S) OF THE SUBJECT PROPERTY TO REPRESENT THIS APPLICATION AND THAT THE INFORMATION FURNISHED BY ME IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

SIGNATURE

DATE

PROPOSED APPLICATION(S) AND CLEAR DESCRIPTION OF PROPOSAL

Please use additional paper if needed.

REQUESTED LAND USE APPROVALS (check all that apply)

CRITICAL AREAS	ENVIRONMENTAL REVIEW	SUBDIVISIONS
<input type="checkbox"/> Critical Area Review 1	<input type="checkbox"/> SEPA Review	<input type="checkbox"/> Short Plat – Preliminary
<input type="checkbox"/> Critical Area Review 2	<input type="checkbox"/> Environmental Impact Statement	<input type="checkbox"/> Short Plat – Alteration
DESIGN REVIEW	LEGISLATIVE	<input type="checkbox"/> Short Plat – Final Plat
<input type="checkbox"/> Design Review – Sign	<input type="checkbox"/> Code Amendment	<input type="checkbox"/> Long Plat – Preliminary
<input type="checkbox"/> Design Review – Code Official	<input type="checkbox"/> Docket Application/Suggestion	<input type="checkbox"/> Long Plat – Alteration
<input type="checkbox"/> Hearing Examiner Design Review – Exterior Alteration	<input type="checkbox"/> Comprehensive Plan Amendment Application	<input type="checkbox"/> Long Plat – Final Plat
<input type="checkbox"/> Hearing Examiner Design Review – Major New Construction	<input type="checkbox"/> Rezone	<input type="checkbox"/> Lot Line Revision
DEVIATIONS	OTHER LAND USE	<input type="checkbox"/> Unit Lot Subdivision
<input type="checkbox"/> Deviations to Antenna Standards – Code Official	<input type="checkbox"/> Accessory Dwelling Unit	WIRELESS COMMUNICATION FACILITIES
<input type="checkbox"/> Deviations to Antenna Standards – Hearing Examiner	<input type="checkbox"/> Code Interpretation Request	<input type="checkbox"/> New Wireless Communication Facility
<input type="checkbox"/> Public Agency Exception	<input type="checkbox"/> Conditional Use Permit	<input type="checkbox"/> Wireless Communication Facility – 6409 Exemption
<input type="checkbox"/> Reasonable Use Exception	<input type="checkbox"/> Noise Exception Type I – IV	<input type="checkbox"/> Small Cell Deployment
<input type="checkbox"/> Variance	<input type="checkbox"/> Temporary Use Permit	<input type="checkbox"/> Height Variance
<input type="checkbox"/> Seasonable Development Limitation Waiver – Wet Season Construction Approval	<input type="checkbox"/> Commerce on Public Property	
SHORELINE MANAGEMENT	<input type="checkbox"/> Other Permit/Services Not Listed	
<input type="checkbox"/> Shoreline Exemption		
<input type="checkbox"/> Shoreline Substantial Development Permit		
<input type="checkbox"/> Shoreline Variance		
<input type="checkbox"/> Shoreline Conditional Use Permit		
<input type="checkbox"/> Shoreline Permit Revision		

LAND USE APPLICATION SUBMITTAL REQUIREMENTS

Each Land Use Application requested above must be accompanied by the appropriate land use application form and supplemental materials. Refer to the [City of Mercer Island Permit Forms](http://www.mercerisland.gov) webpage for a complete list of all land use application forms and submittal requirements.