



## COMMUNITY PLANNING & DEVELOPMENT

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www.mercerisland.gov/cpd

**September 19, 2025**

City of Mercer Island  
Attn: Kellye Hilde, Public Works Deputy Director  
9601 SE 36th St  
Mercer Island, WA 98040  
Via: Email

RE: **RZN25-001 & SEP25-017** Determination of Complete Application; 9601 & 9611 SE 36th St, Mercer Island, WA 98040

The City of Mercer Island received an applications for a **Reclassification of Property (Rezone)** and a **SEPA Threshold Determination** for the subject property on September 17, 2025. The City has assigned file number **RZN25-001** to the Rezone application and **SEP25-017** to the SEPA Review application. Following review of the applications, City staff has determined that the applications are procedurally complete and has established a vesting date of September 19, 2025.

The application is scheduled for mailing and posting on September 29, 2025 as required by MICC 19.15.090. The Notice of Application and Notice of Public Hearing for the Rezone application will be combined, as allowed in MICC 19.15.100(A). The Public Hearing is scheduled for November 19, 2025 at 6:00PM with the Planning Commission.

A work session will be held on November 12, 2025 at 6:00PM with the Planning Commission.

Formal review of the application will now begin in compliance with Mercer Island City Code, Chapter 19. As review progresses, additional documentation will most likely be requested.

Pursuant to Mercer Island City Code 19.15.110(B), if the applicant fails to provide the required information within 60 days from the date of any request for information, the application shall lapse, and become null and void.

Please do not hesitate to contact me if you have any questions.  
Sincerely,

*Molly McGuire*

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