

CITY OF MERCER ISLAND

COMMUNITY PLANNING & DEVELOPMENT

9611 SE 36TH STREET | MERCER ISLAND, WA 98040

PHONE: 206.275.7605 | www.mercerisland.gov



Pre-Application Meeting (PRE24-046)

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

Summary:

Site Location:	8326 Avalon Dr	Parcel Number	312405-9003
Lot Size:	327,518 SF	Zoning:	R-8.4 (Single Family)
Brief Project Description:	Remove and replace existing marina with a larger marina in compliance with marina standards	Documents Provided:	<ol style="list-style-type: none">1. Pre-App Request Form2. Plan Set3. Questions4. Geotechnical Engineering Report5. Environmental Checklist6. Schematic Ramp Plan7. Demand Analysis8. No Net Loss Report9. Narrative
Applicant Information:			
Name:	Gardner Morelli (Mercer Island Beach Club)	Email:	gardner.morelli@gmail.com
Phone:		Phone:	(630) 363-5699
Second Pre-application Meeting Required:	Recommended	Second pre-app meeting recommended when code has been adopted	

Applicant Questions:

1. *Does the City see any issues with our proposed design not meeting the proposed Code. We want to make sure that all aspects of the marina including the outer floating dock meets the proposed code.*

Staff Response: The applicable standards in the Shoreline Master Program (SMA), Chapter 19.13 Mercer Island City Code (MICC), have been highlighted (attached). The burden of proof is on the applicant to demonstrate whether the proposal is consistent with the MICC, the SMP, the Shoreline Management Act (SMA), and all state and federal regulations. The consistency with the SMP can be demonstrated in a variety of ways, including completing and submitting a Code Compliance Matrix with the application. An example of a code compliance matrix can be found in the materials for the [Luther Burbank Park Waterfront Improvements Project](#).

Based on initial review of the proposal, it appears that there is not enough information in the plan set to conduct a formal review during application submittal.

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There are several requirements and standards in Chapter 19.13 MICC that are not addressed in the materials provided for this Pre-Application Meeting, including:

- Lot coverage and hardscape calculations for the shoreline areas 0-25 feet and 25-50 feet landward from the OHWM
- A site plan with setbacks shown from the lateral lines
- Demonstration of compliance with MICC 19.13.050(B) for bulkheads and shoreline stabilization structures for the work on the bulkhead and beach cove
- Demonstration of significant public access
- Biological Assessment
- A Joint Aquatic Resource Permit Application (JARPA)
- Reflectors shown on the plans
- Designation of one restroom upland of the OHWM
- Designation of one covered and secured waste receptacle upland of the OHWM
- Pile spacing dimensions and demonstration of alternate spacing reducing the number of piles (if applicable)
- Devices on piles to prevent perching by fish-eating birds shown on the plans
- Demonstration that overwater structures are grated in compliance with state and federal law
- Demonstration that the proposed length is the minimum necessary to accommodate facility needs demonstrated in the demand analysis or master plan.

2. *How long (estimate) will it take to get a permit from the City of MI once we have submitted for a permit?*

Staff Response: A Shoreline Substantial Development Permit is a Type III land use permit and Shoreline Conditional Use Permit is a Type IV land use permit. These will be consolidated and will require the following:

- A Determination of Complete Application within 28 days of submittal;
- A 30 Day Public Comment Period beginning within 14 days of Determination of Completeness;
- Permit Review (timeline depends on content of application materials in each submission and responsiveness of the applicant);
- A Notice of Public Hearing 30 Days prior to the date of hearing;
- A Public Hearing with the Hearing Examiner resulting in a recommendation to the Department of Ecology; and
- Final Decision by the Department of Ecology followed by an appeal period.

Estimated permit review timelines can be found [HERE](#).

3. *Will our permit be slowed down if we do the ADA ramp as well as the RAP required restoration work all under the same permit?*

Staff Response: Staff cannot make this determination. The applications for the Shoreline Conditional Use Permit and Shoreline Substantial Development Permit would be reviewed by the Hearing Examiner.

4. *Will we be able to do the shoreline work removing the rocks and timbers in late fall and winter, from land, when water levels are at their lowest. Thus not impacting the lake.*

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Staff Response: Any work within the Shoreline Jurisdiction of Lake Washington would need to be permitted via a Shoreline Substantial Development Permit or Shoreline Exemption, as well as a building permit, if applicable. Work must abide by the work windows established by WDFW.

Review Comments:

Fire Comments:

Fire Contact: jhicks@esf-r.org or 425-313-3323.

Fire Marshal Notes:

1. Provide proposed FDC locations on pier. Note that in IFC 3604.2 that standpipe connections "...shall be located such that no point on the marina pier or float system exceeds 150' from a standpipe hose connection.
2. Provide Standpipe that is rated to provide 500gpm at 100psi to the furthest (most remote) point. The connection proposed at the end of the new bock system states "2" connection". I believe that this may be undersized to provide the proper GPM at the furthest point.
3. Notate that the "Standpipe shall be installed per NFPA and CoMI Standards, a separate FIRE permit is required". Standpipes shall conform to NFPA 303.
4. Notate "Identification of standpipe outlets shall be installed in accordance with IFC 3604.2.1.
5. Provide Fire Department Access to the supply side of the Standpipe. I know that this is available, please include this in the plans for review. Additionally, provide all underground work that will be completed as a "reference" to the additional FIRE Standpipe permit.
6. Provide work Emergency operation staging areas as required by IFC 3604.6. This section requires a 4' x 10' dedicated fire operations area adjacent to each standpipe exclusive of walkways. For the yellow pier we can discuss the 10' space and the possibility of a 2' x 10' area sharing the pier. For the blue pier we can discuss a 4' x 10' area for staging. I need to evaluate the Standpipe locations first.
7. Provide fire extinguishers at each Standpipe location per IFC 3604.3. The minimum rating shall be 2A:10BC.
8. Identify the location of the emergency communications phone per IFC 3604.5. This can be a direct dial phone.

For additional information please refer to this helpful webpage:

<https://www.mercerisland.gov/cpd/page/fire-permits-and-prevention-information>

Tree Comments:

Tree Contact: John.Kenney@mercerisland.gov or 206-275-7713.

1. Please refer to MICC 19.10 for our tree code.
2. 30% of trees with a diameter of 10 inches or greater is required; additionally, development must be designed to minimize tree removal. If over 500 square feet of impervious surface or gross floor area is added.
3. Replacement is required for any trees that are removed, according to the replacement ratios in MICC 19.10.070.

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4. Tree protection (typically at tree dripline) of retained trees will be required. If over 500 square feet of impervious surface or gross floor area is added.

For shoreline development, please provide the following:

1. Please illustrate existing trees (type, diameter, driplines) located near the proposed development.
2. If there is a recent building permit for an addition or new house: if the property has a required shoreline planting plan per MICC 19.07.110(E)(9)(d), please illustrate the existing shoreline plantings and integrate the proposed vegetation with this project. (E)(9)(d) requires all development adding over 500sf of GFA or impervious surface requires a native shoreline vegetation plan.
3. Please provide a tree protection plan for all development that will impact regulated trees.

For additional information please refer to this helpful webpage:

<https://www.mercerisland.gov/cpd/page/tree-permits>

Civil Engineering Comments:

Civil Contact: Ruji.Ding@mercerisland.gov or 206-275-7703.

1. Please refer to MICC Title 15 for our Water, Sewers, and Public Utilities code.

For more information on Stormwater Permits please visit here:

<https://www.mercerisland.gov/cpd/page/stormwater-permits>

Building Comments:

Building Contact: Gareth.Reece@mercerisland.gov or 206-275-7710.

1. No specific building questions were included and the documents appear customary for the proposed scope of work.
2. Two dock tip sheets are provided:
 - a. The general dock design guidance categorizes types of dock scope. Please provide your designer with this guidance and provide the engineer's stamp on each structural sheet. The configuration of this dock will likely require signage on the dock to indicate the maximum vessel length the dock is designed to accommodate.
 - b. The electrical requirements handout was written to address concerns with private docks. This dock may have additional electrical requirements. Please clearly note if there is to be any electrical service on plan, and ask your licensed electrician to reach out to our electrical inspectors to determine scope if so. A separate electrical permit will be required for that work.
3. Any cove, bulkhead, or upland structures or grading should be proposed under the recommendations of a licensed geotechnical engineer.

For additional information please refer to this helpful webpage:

<https://www.mercerisland.gov/cpd/page/codes-design-criteria-research>

Planning Comments:

Planning Contact: molly.mcguire@mercerisland.gov or 206-275-7712.

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Please see attached Code for reference.

State Environmental Policy Act (SEPA) Review.

1. The proposed scope of work requires SEPA review pursuant to WAC 197-11-800.
2. If the scope of work changes, SEPA review may not be required.
3. If wetlands or watercourses are found on site, SEPA review will likely be required.

Notes: SEPA Review is required.

Other Regulations:

1. Underlying Plat limits
 - a. Conditions: None found at this time.
 - b. Covenants: None found at this time.
 - c. Easements:
 - i. Vehicular Access Easements: No structures shall be constructed on or over any vehicular access easements. A minimum 5-foot yard setback from the edge of any easement that affords or could afford vehicular access to a property is required for all structures; provided that improvements such as gates, fences, rockeries, retaining walls and landscaping may be installed within the 5-foot yard setback so long as improvements do not interfere with emergency vehicle access or sight distance for vehicles and pedestrians.
 - ii. Utility and Other Easements: 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.
 - iii. Since multiple property owners share an interest in the easement, all parties with an interest must agree to the change.
2. Nonconforming issues
 - a. MICC 19.01.050
3. Vesting: Please see the standards in MICC 19.15.170.
4. Application fees
 - a. Deposit due at time of application
 - b. Review time is billed hourly against the deposit; additional fees may be requested if additional review time is required.
 - c. When third-party technical review is required (e.g. geotechnical, wetland, watercourse etc.), this is billed separately, in addition to staff review time.
5. Land Use Application Process and Estimated Timeline:
 - a. Required land use approvals
 - i. Shoreline Substantial Development Permit
 - ii. Shoreline Conditional Use Permit
 - iii. SEPA Threshold Determination
 - b. [Consolidated Review](#) (please note that SEPA Threshold Determinations are excluded from consolidated review under MICC 19.15.030(F))
 - c. Summary of procedural steps
 - i. Pre-Application meeting
 - ii. Submit applications electronically
 - iii. Application Completeness check

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- iv. Notice of Application (public notice via sign on site, mailing, notice in bulletin), begin 30-day comment period
 - v. Review
 - vi. Review comments sent out if needed and subsequent submissions returned by applicant
 - vii. Public Hearing
 - viii. Decision and recommendation by the Hearing Examiner
 - ix. Transmittal to Ecology and the Attorney General’s Office.
 - x. Decision by Ecology
 - xi. Appeal period
 - xii. Obtain HPA and Corps permits. Biological Assessment will likely be needed for the Army Corps of Engineers Biological Opinion and permitting.
- d. Land use approvals are valid for a period of 3 years from the date of approval.

Land Use Decisions

Type of Review	Target
Completeness Review	4 weeks
First review	8-12 weeks
Second and subsequent reviews	6 weeks
Staff Report / Decision (following completion of review)	3-4 weeks
Single Family Residential	
First Review	8-12 weeks
Second Review	3 weeks
Third and subsequent reviews	2 weeks
Revisions	2-3 weeks
Express Reviews (see note below)**	4 weeks

For more information on Land Use and Planning please refer to this useful webpage:
<https://www.mercerisland.gov/cpd/page/land-use-application-forms-and-submittal-requirements>

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.

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Sincerely,

Molly McGuire
Senior Planner
Community Planning & Development
City of Mercer Island

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August 27, 2024

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Inspection Requests: Online: www.mybuildingpermit.com VM: 206.275.7730



Residential Dock Design

Guidance for the preparation of a building permit application

The Mercer Island Community Planning and Development department's Building team has the following guidelines and expectations for permit applications for residential dock repairs, alterations, and new construction. The guidelines below are intended to assist applicants by anticipating the likely thresholds for requiring design and are broken down into three categories of project scope.

When preparing the construction documents and supplemental information to apply for a building permit involving docks, please determine which of the following categories of work applies to the scope and review the specific guidance. In order to assist city staff during review, it may also be helpful to clarify in your construction documents which of these categories your project falls under in a scoping statement on the drawings.

1. For repairs and re-decking of existing docks without any reconfiguration of the dock shape:

- A. The scope of work should be identified prior to permit application. These permits cannot be issued with a vague description of the work. If up to 50% of the piles or 50% of the framing is to be replaced as part of the project, the specific components should be identified on a framing plan. If this scope of work changes as damage is discovered during construction, a revised plan should be submitted.
- B. Gravity calculations should be provided for any framing members being replaced, and the size, location, and material of the new framing should be identified on plan. Depending on the configuration of the dock, the appropriate live load may be 40 psf for piers or 60 psf, the same as applies to residential decks.
- C. All details for re-attachment of framing should be provided where repairs are made.
- D. Pile repair is a common need for these projects. It will be very important to identify the need and purpose for any work done to piles, as it will affect review.
 - a. In cases where the existing pile is suitable for re-use from lake bed to pile cap, but voluntary protection against decay is being installed, this should be identified as "decay prevention," "protection," or other similar notes.
 - b. In cases where the pile is being modified or cut below the waterline to competent material and spliced with new material, an engineered solution needs to be provided for the pile splice. This doesn't have to be specific to the project (a generic stamped letter for the splice of a 12" pile will work), but the pile splice detail needs to be submitted along with an engineer's stamped review of the specific assembly, and that assembly need to be followed in the field.

- c. In cases where a pile is replaced in-kind, complete specifications for the pile and its installation should be included (material, size, embedment, etc)

2. For reconfiguration of a dock shape to accommodate any new use:

- A. If a dock is being modified or reconfigured, the new uses should be identified in the documents. (e.g. if the dock is being extended to provide additional draft for mooring, or extended for access to a lake-bed supported boat lift, this type of use should be noted).
- B. All docks with new structure being proposed to accommodate the new use or configuration should be accompanied by gravity calculations for the new framing members, pile calculations, and details for all connections.
- C. Moorage of recreational boats 25 feet and less is considered incidental and will not require specific engineering consideration.
- D. If the new use for a dock is to accommodate (or appears to accommodate) vessels exceeding 25 feet, a professional engineer should evaluate the proposal to a recognized standard for fixed, permanent moorages of boats. Examples of this are UFC 4-152-07 "Design: Small Craft Berthing Facilities," NAVFAC Design Manual 26, or ASCE Manual 50 "Planning and Design Guidelines for Small Craft Harbors." The City of Mercer Island has not adopted a code which includes dock design, so it will be the responsibility of your engineer to determine the appropriate standard. Design criteria for building construction contained in ASCE 7 are not appropriate for most docks mooring vessels over 25 feet.
- E. In cases where a dock appears to accommodate a vessel larger than 25 feet, but there is no intent to do so, the Building Official may require that the drawings and the dock itself be labelled with the capacity that the engineer has considered in the design, or with "No moorage of vessels longer than 25 feet."

3. For new dock construction, or for complete dock replacement:

- A. All new dock designs should be accompanied by complete framing plans, gravity calculations for the framing members, pile calculations, and details for all connections.
- B. Moorage of recreational boats 25 feet and less is considered incidental and will not require specific engineering consideration.
- C. If the new dock accommodates (or appears to accommodate) vessels exceeding 25 feet, a professional engineer should evaluate the proposal to a recognized standard for fixed moorages of boats. Examples of this are UFC 4-152-07 "Design: Small Craft Berthing Facilities," NAVFAC Design Manual 26, or ASCE Manual 50 "Planning and Design Guidelines for Small Craft Harbors." The City of Mercer Island has not adopted a code which includes dock design, so it will be the responsibility of your engineer to determine the appropriate standard. Design criteria for building construction contained in ASCE 7 are not appropriate for most docks mooring vessels over 25 feet.
- D. In cases where a proposed dock appears to accommodate a vessel larger than 25 feet, but there is no intent to do so, the Building Official may require that the drawings and the dock itself be labelled with the capacity that a professional engineer has considered in the design, or with "No moorage of vessels longer than 25 feet."



Electrical Requirements for Private Boat Docks

- All Electrical work requires a permit, (some exceptions for like in kind device replacements) all work shall be performed by a licensed electrician or homeowner performing their own work. Inspections are required throughout all stages of work, and nothing shall be concealed prior to inspections.
- All electrical installations shall follow the 2020 National Electrical Code (or current) and as amended by the Washington Cities Electrical code.
- A grounding electrode (in compliance with NEC 250.52 and 250.53) shall be installed at the onshore overcurrent device(s) or disconnecting means.
- All non-current carrying metal parts of the docking facility such as metal piping, metal equipment enclosures, metal frames of the structure and ramps, metal swim ladders, boat lifts and other metals in contact with the water or may become electrically energized shall be electrically bonded to the equipment grounding system in the panel board with solid copper #8 minimum.
- All receptacle outlets shall be GFCI protected for personnel unless the outlet is for a dedicated purpose and installed in an enclosed area of the structure protected from the weather. All receptacle outlets and switches shall be installed at least 12 inches above the finish dock surface.
- All "Marine Shore Power Outlets" shall be GFCI protected for personnel with a disconnecting means within 30 inches and readily identified.
- All conductors from the shore to the docking facility shall be protected from physical damage. Conduits shall be approved for the conditions of use (weatherproof, sunlight resistance, etc.)

- A permanent safety sign is required to give notice of electrical shock hazard risks to persons using or swimming near the dock. "WARNING-POTENTIAL SHOCK HAZARD-ELECTRICAL CURRENTS MAY BE PRESENT IN THE WATER" see NEC 555.10 for details.
- All electrical enclosures must be corrosion resistant, and devices rated for wet locations.
- Electrical connections allowed below Datum plane when located within junction boxes identified for wet locations and utilizing sealed wire connections listed and identified for submersion. WCEC amended.
- GFCI protection is required for boat hoists not exceeding 240V
- All transformer terminations must be located a minimum of 12" above deck. i.e., low voltage puck light transformers.