

CITY OF MERCER ISLAND
COMMUNITY PLANNING & DEVELOPMENT
 9611 SE 36TH STREET | MERCER ISLAND, WA 98040
 PHONE: (206) 275-7605 | www.mercerisland.gov



CITY USE ONLY		
PROJECT NO.	RECEIPT NO.	FEE
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.

PROPERTY INFORMATION

Property Address: 4645 FOREST AVENUE SE
 Parcel Number(s): 404500-085
 Gross Lot Area(s): 21,608 SF
 Net Lot Area(s): 21,608 SF
 Zone: R-15
 Shoreline Environment Designation: Urban Residential
 (if located within 200 feet of Lake Washington) Urban Park

CRITICAL AREAS ON PROPERTY

GEOLOGICALLY HAZARDOUS AREAS

- Potential Landslide Hazard
- Erosion Hazard
- Seismic Hazard
- Steep Slope

WATERCOURSES

- Type F
- Type Np
- Type Ns
- Piped
- Unknown

WETLANDS

- Category I
- Category II
- Category III
- Category IV
- Unknown

PROPERTY OWNER INFORMATION

Name: Matt & Karen LeMaster Company (if applicable):
 Address: 4645 FOREST AVE SE, MERCER IS, WA E-Mail: MATTHEWLEMASTER@DWT.COM
 Phone: 206.330.1475

APPLICANT/REPRESENTATIVE INFORMATION Same as property owner

Name: Kalleen Zimmerman Company (if applicable): Bear Creek Landscaping & Cont
 Address: P.O. Box 3485, Redmond 98073 E-Mail: KZimmerman@bearcreek
 Phone: 206.795.9146 Landscaping.com
425.222.9222

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.

DocuSigned by:
Signature *Matthew LeMaster* **Date** 11/17/2025
69CE587604E44B9

PROPOSED APPLICATION(S) AND CLEAR DESCRIPTION OF PROPOSAL (please use additional paper if needed):

THE SCORE OF THIS PROJECT IS A "LIKE FOR LIKE" STAIRCASE & LANDING REPAIR.

INDICATE REQUESTED LAND USE APPROVALS

CRITICAL AREAS		ENVIRONMENTAL REVIEW (SEPA)		SUBDIVISION	
<input checked="" type="checkbox"/>	Critical Area Review 1		Environmental Impact Statement		Short Plat- Preliminary
	Critical Area Review 2		SEPA Review		Short Plat- Alteration
DESIGN REVIEW		LEGISLATIVE			Short Plat- Final Plat
	Design Review – Signs		Code Amendment		Long Plat- Preliminary
	Design Review – Code Official		Comprehensive Plan Docket Application		Long Plat- Alteration
	Design Commission Study Session		Comprehensive Plan Application (If Docketed)		Long Plat- Final Plat
	Design Commission Review – Exterior Alteration		Rezone		Lot Line Revision
	Design Commission Review – Major New Construction	OTHER LAND USE		WIRELESS COMMUNICATION FACILITIES	
			Accessory Dwelling Unit		New Wireless Communication Facility
DEVIATIONS			Code Interpretation Request		Wireless Communications Facilities- 6409 Exemption
	Deviations to Antenna Standards – Code Official		Conditional Use (CUP)		Small Cell Deployment
	Deviations to Antenna Standards – Design Commission		Noise Exception Type I - IV		Height Variance
	Public Agency Exception		Other Permit/Services Not Listed		
	Reasonable Use Exception	SHORELINE MANAGEMENT			
	Variance	<input checked="" type="checkbox"/>	Shoreline Exemption		
	Seasonal Development Limitation Waiver – Wet Season Construction Approval		Shoreline Substantial Development Permit		
			Shoreline Variance		
			Shoreline Conditional Use Permit		
			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 required materials. Refer to the [City of Mercer Island Permit Forms](#) webpage for a complete list of all land use application forms and submittal requirements.

Certificate Of Completion

Envelope Id: 59E3D0F1-704B-4979-ABF2-A14CAD35A6F9

Status: Completed

Subject: Complete with Docusign: Development Application.PDF

Source Envelope:

Document Pages: 2

Signatures: 1

Envelope Originator:

Certificate Pages: 5

Initials: 0

Matthew LeMaster

AutoNav: Enabled

920 Fifth Avenue

Envelopeld Stamping: Enabled

Suite 3300

Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Seattle, WA 98104-1610

matthewlemaster@dwt.com

IP Address: 155.130.12.68

Record Tracking

Status: Original

Holder: Matthew LeMaster

Location: DocuSign

11/17/2025 6:03:26 PM

matthewlemaster@dwt.com

Signer Events

Signature

Timestamp

Matthew LeMaster

matthewlemaster@dwt.com

President

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Security Level: Email, Account Authentication
(None)

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Signature Adoption: Pre-selected Style

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Electronic Record and Signature Disclosure:

Not Offered via Docusign

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

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Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events

Status

Timestamp

Carbon Copy Events

Status

Timestamp

Kalleen Zimmerman

kalleenkate@gmail.com

Security Level: Email, Account Authentication
(None)

COPIED

Sent: 11/17/2025 6:04:40 PM

Viewed: 11/18/2025 8:04:12 AM

Electronic Record and Signature Disclosure:

Accepted: 11/13/2024 7:38:41 AM

ID: c5464330-b66d-424a-9e96-2dc6cd38cb93

Witness Events

Signature

Timestamp

Notary Events

Signature

Timestamp

Envelope Summary Events

Status

Timestamps

Envelope Sent

Hashed/Encrypted

11/17/2025 6:04:40 PM

Certified Delivered

Security Checked

11/17/2025 6:04:49 PM

Signing Complete

Security Checked

11/17/2025 6:05:02 PM

Completed

Security Checked

11/17/2025 6:05:02 PM

Payment Events

Status

Timestamps

Electronic Record and Signature Disclosure

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