



March 11, 2026

Project No. 23001

Molly McGuire
City of Mercer Island
Community Planning and Development
9611 SE 36th Street
Mercer Island WA 98040

Re: SUB26-001 Request for Information 1; 2436 74th Ave SE, Mercer Island, WA

Dear Ms. McGuire,

This letter is provided as response to the comments received dated February 25, 2026. Each item has been carefully reviewed and considered and the following is a summary of how each item was addressed.

1. The application file contains a SEPA Checklist, Geotech Report, and Transportation Concurrency Application. Please clarify whether you intend to apply for a separate SEPA Review and/or Critical Area Review application based on the following:
 - a. SEPA Review is required unless you can provide demonstration that the proposal is categorically exempt under WAC 197-11-800. If SEPA Review is required, a separate application is required: https://www.mercerisland.gov/sites/default/files/fileattachments/community_planning_amp_development/page/9261/sepa_review.pdf

Project is categorically exempt per WAC197-11-800(6)d, Land Use Decisions which states that land use decisions that are categorically exempt include “Except upon lands covered by water, the approval of short plats or short subdivisions pursuant to the procedures required by RCW [58.17.060](#), and short plats or short subdivisions within the original short subdivision boundaries provided the cumulative divisions do not exceed the total lots allowed to be created under RCW [58.17.020](#). This exemption includes binding site plans authorized by RCW [58.17.035](#) up to the same number of lots allowed by the jurisdiction as a short subdivision.”

- b. A Critical Area Review is required for any improvements associated with the short subdivision, unless included in a previous critical area review. If a Critical Area Review 2 is required, a separate application is required: https://www.mercerisland.gov/sites/default/files/fileattachments/community_planning_amp_development/page/9261/lu-25_car2_2026.pdf

No improvements are proposed with the subdivision; all improvements are specific to home construction and will be reviewed, approved and constructed with individual building permits.

- c. The Transportation Concurrently Application has been routed for review, however fees have not been received.

Noted. Fees will be paid.

2. Fees do not appear to have been paid for the Preliminary Short Plat application. An email from the permit center requesting payment was sent on February 12, 2026.

Noted. Fees will be paid.

620 7th Ave
Kirkland, WA 98033-5565
Phone: (425) 827-3063
Fax: (425) 827-2423
Toll Free: (800) 962-1402
www.drstrong.com

3. Please provide a Preliminary Short Plat Application Form with all of the required submittal materials:
https://www.mercerisland.gov/sites/default/files/fileattachments/community_planning_amp_development/page/9261/lu-29_short_plat_-_preliminary_2026.pdf

a. The Affidavit of Ownership can now be filled out with the permit number (SUB26-001) and signed before a notary.

Affidavit of Ownership is now provided.

b. The Pre-Application Meeting notes provided are not for the preliminary short subdivision. The correct Pre-Application Meeting reference number is PRE25-077. You do not need to provide a copy of these notes.

Noted, thank you.

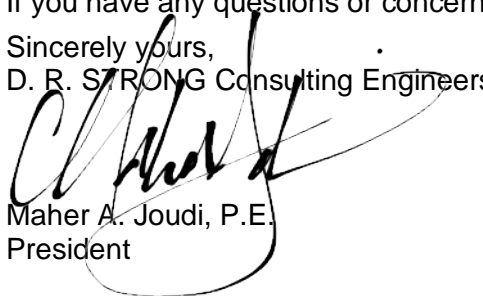
c. The Development Application Form should be filled out with all of the associated land use permits you intend to apply for so that our permit center can route everything correctly. Please use our updated Development Application Form:

https://www.mercerisland.gov/sites/default/files/fileattachments/community_planning_amp_development/page/22093/lu-01_development_application_2026.pdf

Updated Development Application Form is provided.

If you have any questions or concerns regarding the information, please do not hesitate to contact me.

Sincerely yours,
D. R. STRONG Consulting Engineers



Maher A. Joudi, P.E.
President

MAJ/dle

Enclosure