WEEKLY BULLETIN FREQUENTLY ASKED QUESTIONS

IF I OBJECT TO THE PROPOSED WORK, HOW CAN I COMMENT?

There are criteria in the MICC for which the application is reviewed. If the proposal meets the criteria required by City Code, the City must approve the permit. If the proposal does not meet the criteria, the applicant is notified and has the option to revise the proposed design. If you provide comments within the specified comment period, they will be forwarded to the appropriate reviewer, and you will become a party of record. Written comments can specifically address how the proposed work does not meet one or more of the criteria listed in the Applicable Development Regulations. The City will accept public comments at any time prior to the closing of the record of an open record predecision hearing, if any, or if no open record predecision hearing is provided, prior to the decision on the project land use review.

WHAT ARE THE CRITERIA FOR APPROVAL OF A PERMIT?

The criteria for review of a permit are found within the Mercer Island City Code and are listed in the Applicable Development Regulations section of the bulletin. Here is a link to the City Code. Please feel free to call or email the staff contact listed on the front of the notice, and we will be happy to discuss the review process in more detail.

WILL THERE BE A PUBLIC HEARING ON THIS APPLICATION?

Public Hearings are only required for Type 4 permits. For a list of Type 4 (IV) permits, please refer to MICC 19.15.030 Table A. The public bulletin for each project will state under the Public Hearing section if a hearing is required.

WHO CAN I CONTACT TO GET MORE INFORMATION?

The contact information for the planner assigned to each specific project is listed on the bottom of the first page of each notice. You can call or email the planner assigned to the project using the provided contact information. You can also call the “Planner helpline” for zoning related questions at 206-275-7729. Additional resources available on-line include:
https://www.mercerisland.gov/: Staff directory, city regulations, and additional information about permits
http://www.mybuildingpermit.com: Follow the status of a specific permit by address or permit number
Mercer Island Map Portal: A tool to search for site-specific information

I WANT TO ACCESS AND REVIEW SPECIFIC PROJECT DOCUMENTS.

Please click on the associated link under “Project Documents” on each Public Notice to access the folder with the project documents associated with the application. The project documents available through this link are organized by each submittal. For example, “submittal 1” folder contains the first submittal documents. Each folder will be updated when there is a project revision.
I WANT TO LEARN MORE ABOUT SEPA

What is SEPA?
SEPA is an acronym for the State Environmental Policy Act and is a review that is intended to act as a “safety net” in protecting the environment. Following SEPA review, the City must issue a determination of Significance, Non Significance, or a Mitigated Determination of Non Significance. Applicants for a SEPA review must complete a SEPA checklist, and may need to prepare additional mitigation to avoid a “probable significant impact” to the environment.

When is a project SEPA exempt?
The state Department of Ecology establishes categorical exemptions to SEPA review, which are generally described here: WAC 197-11-800. For example, a shoreline dock may be SEPA exempt if the dock was legally established and normal maintenance and repair is proposed. However, SEPA is required if the dock will expand or if a new dock is being built.

Where can I find more information?
Please check out the Washington State Department of Ecology SEPA website and the SEPA handbook. Another useful page is the SEPA form templates found here.

I APPRECIATE RECEIVING THESE NOTICES. HOW DO I AUTOMATICALLY GET A COPY OF ALL PUBLIC NOTICE OF APPLICATIONS AND DECISIONS?

Simply send us an e-mail request and we will email a link to any future notice of applications and decisions that are published in the city’s Weekly Permit Bulletin. Currently, the request can be sent to lauren.anderson@mercergov.org.
BUILDING PERMIT NOTICE OF APPLICATION
NOTICE IS HEREBY GIVEN that the City of Mercer Island has received the application described below:

File No.: 2108-084

Permit Type: Type 3

Description of Request: This is a request for a building permit to build a 4819 sq ft single family residence with a 451 sq ft attached garage on vacant lot #1

Applicant/Owner: Scott McMillen / Atlin Investments Inc

Location of Property: 7911 SE 72ND PL, Mercer Island, WA 98040.
Identified by King County Assessor tax parcel number: 2524049111A

SEPA Compliance: The proposal is categorically exempt from SEPA review per WAC 197-11-800.

Project Documents: Please follow this file path to access the associated documents for this project:
https://mieplan.mercergov.org/public/2108-084/

Written Comments: Written comments on this proposal may be submitted to the City of Mercer Island either by email or by mail to the City of Mercer Island, 9611 SE 36th Street, Mercer Island, WA 98040-3732. Anyone may comment on the application, receive notice, and request a copy of the decision once made.

Only those persons who submit written comments or participate at the public hearing (if a hearing is required) will be parties of record; and only parties of record will have the right to appeal.

Applicable Development Regulations: Building permits are reviewed for compliance with:
- Title 15 – Water, Sewers, and Public Utilities
- Title 17 – Construction Codes
- Title 19 – Unified Land Development Code

A copy of these regulations may be found here:
https://mercerisland.municipal.codes/MICC

Other Associated Permits: A future stormwater, ROW use, tree, sewer, demolition, water meter, temporary power may be required at a later date.
Public Hearing: Pursuant to MICC 19.15.030 Table B a public hearing is not required for Type 1-3 permits.

Application Process Information: Date of Complete Application: August 25\textsuperscript{th}, 2021
Date of Notice of Application (Comment Period): August 30\textsuperscript{th}, 2021 through September 29\textsuperscript{th}, 2021

Project Contact:
Tim McHarg / Principal Planner
Community Planning & Development
City of Mercer Island
9611 SE 36\textsuperscript{th} Street
Mercer Island, WA 98040
(206) 275-7717
Tim.mcharg@mercerisland.gov
LAND USE PERMIT NOTICE OF APPLICATION AND DECISION
DETERMINATION OF NON-SIGNIFICANCE (DNS)

Application Nos.: SEP21-012 (SHL21-012)
Description of proposal: A request for a Shoreline Exemption with SEPA review to demolish the existing wood dock and build a new one in the same configuration and location. Steel piles and grated decking will be used.
Proponent: Mark Kushino (Waterfront Construction) / Stan Deal
Location of proposal: 4625 Forest Ave SE, Mercer Island WA 98040
Identified by King County Assessor tax parcel number: 132404-9019
Lead agency: City of Mercer Island
Project Documents: Please follow this file path to access the associated documents for this project: https://mieplan.mercergov.org/public/SHL21-012&SEP21-012

Possible critical area and shoreline impacts are addressed by Mercer Island City Code Chapter 19.07. In addition, the proposed dock must comply with the City’s Shoreline Master Program (MICC 19.13). Based on review of the proposal and applicable City code sections, the lead agency for this proposal has determined that the proposal does not have a probable significant adverse impact on the environment that is not addressed by the aforementioned code sections. An environmental impact statement (EIS) is not required under RCW 43.21C.030(2)(c). This decision was made after review of a completed environmental checklist. This information is available to the public on request.

There is no comment period for this DNS.
This DNS is issued after using the optional DNS process in WAC 197-11-355. There is no further comment period on the DNS.
This DNS is issued under WAC 197-11-340(2); the lead agency will not act on this proposal for 14 days from the date below. Comments must be submitted by September 13, 2021 at 5:00 pm.

Responsible Official: Elizabeth Thompson, Planner
City of Mercer Island
9611 SE 36th Street
Mercer Island, WA 98040
Phone: (206) 275-7706
Email: liz.thompson@mercerisland.gov
APPEAL INFORMATION
This decision to issue a Determination of Non-significance (DNS) rather than to require an EIS may be appealed pursuant to Section 19.07 of the Mercer Island Unified Land Development Code, Environmental procedures.

✔️ Any party of record may appeal this determination to the City Clerk at 9611 SE 36th Street Mercer Island, WA 98040 no later than 5pm on September 13, 2021 by filing a timely and complete appeal application and paying the appeal fee. You should be prepared to make specific factual objections. Contact the City Clerk to read or ask about the procedures for SEPA appeals. To reverse, modify or remand this decision, the appeal hearing body must find that there has been substantial error, the proceedings were materially affected by irregularities in procedure, the decision was unsupported by material and substantial evidence in view of the entire record, or the decision is in conflict with the city’s applicable decision criteria.

There is no agency appeal.

Any person aggrieved by the issuance of this decision may seek review from the Shorelines Hearings Board by filing a petition for review within twenty-one days of the date of filing of the decision as defined in RCW 90.58.140(6).
Within seven days of the filing of any petition for review with the Board, the petitioner shall serve copies of the petition on the Washington State Department of Ecology, the Office of the Attorney General, and the City of Mercer Island.
More information on this process can be found on the Shoreline Hearing Board’s website: http://www.eho.wa.gov/ or by calling (360)664-9160.
NOTICE IS HEREBY GIVEN that the City of Mercer Island Planning Commission will hold a public hearing as described below:

<table>
<thead>
<tr>
<th>File Nos.</th>
<th>ZTR21-004</th>
</tr>
</thead>
<tbody>
<tr>
<td>Requested action:</td>
<td>The Planning Commission will hold a public hearing on a proposed amendment to the Mercer Island City Code to update the Town Center Retail requirements in MICC 19.11.020.</td>
</tr>
<tr>
<td>Party Proposing the Amendment:</td>
<td>City staff</td>
</tr>
<tr>
<td>Location of Property:</td>
<td>Town Center</td>
</tr>
<tr>
<td>SEPA Compliance:</td>
<td>A SEPA review is underway and a determination will be issued at least 60 days in advance of final action on this matter.</td>
</tr>
<tr>
<td>Related Documents:</td>
<td>Please follow this file path to access the associated documents for this project: <a href="https://mieplan.mercergov.org/public/ZTR21-004">https://mieplan.mercergov.org/public/ZTR21-004</a>. Documents will continually be added to this file as the process moves forward.</td>
</tr>
<tr>
<td>Written Comments:</td>
<td>Written comments on these proposals may be submitted to the City of Mercer Island by email to <a href="mailto:alison.vangorp@mercerisland.gov">alison.vangorp@mercerisland.gov</a>.</td>
</tr>
</tbody>
</table>

Anyone may comment on the application, receive notice, and request a copy of the decision once made. Public comment is accepted and considered by the Planning Commission and/or City Council through the legislative review process. Only those persons who submit written comments or participate at the public hearing will be parties of record; and only parties of record will have the right to appeal.

The Planning Commission will review the proposed code amendment at their regularly scheduled public meeting starting at **6:00 p.m. on Wednesday, October 6, 2021.** The meeting will be held virtually using video conferencing technology provided by Zoom, and the public will have the opportunity to comment during the public hearing by either calling in or logging onto the meeting as a Zoom attendee. Written comments will also be accepted until the public hearing is closed. Detailed instructions on how...
to comment live during the public hearing will be available online on or before September 30, 2021 at: https://www.mercerisland.gov/bc-pc

**Applicable Development Regulations:**
The proposed code amendment will be reviewed consistent with the criteria in MICC 19.15.250

**Other Associated Permits:**
SEPA review

**Environmental Documents:**
The associated documents for this project can be accessed via the following link, when they are issued: https://mieplan.mercergov.org/public/ZTR21-004

**Appeal Rights:**
Parties of record have the right to appeal the decisions on these actions when they are issued. There is no local administrative appeal of legislative actions by the City Council. An appeal of a legislative action is filed with the Central Puget Sound Growth Management Hearings Board pursuant to RCW 36.70A.280. There is a 180-day timeline controlling the appeal. Rules and procedure before the GMHB may be found in WAC 242-03.

**Process Information**
Bulletin Notice: August 30, 2021
Date Published in Newspaper: September 1, 2021
Date of Open Record Public Hearing: October 6, 2021

Written comments and/or requests for information should be referred to the project contact listed below.

**Project Contact:**
Alison Van Gorp, Deputy Director
Community Planning & Development
City of Mercer Island
9611 SE 36th Street
Mercer Island, WA 98040
(206) 275-7733
alison.vangorp@mercerisland.gov
TYPE 2 PERMIT PUBLIC NOTIFICATIONS
<table>
<thead>
<tr>
<th><strong>File No:</strong></th>
<th>DSR21-009</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Description of Request:</strong></td>
<td>A Code Official Design Review application to install a double faced, non-illuminated blade sign. Each side of the proposed sign will be 4.2 square feet.</td>
</tr>
<tr>
<td><strong>Applicant:</strong></td>
<td>Steve Zamberlin, National Sign Corp.</td>
</tr>
<tr>
<td><strong>Location of Property:</strong></td>
<td>8425 SE 68th St, Mercer Island, WA 98040; Identified by King County Assessor tax parcel number: 302405-9225</td>
</tr>
<tr>
<td><strong>Public Documents:</strong></td>
<td>Please follow this file path to access the associated documents for this project: <a href="https://mieplan.mercergov.org/public/DSR21-009">https://mieplan.mercergov.org/public/DSR21-009</a></td>
</tr>
<tr>
<td><strong>Complete Application Date:</strong></td>
<td>August 24, 2021</td>
</tr>
</tbody>
</table>
| **Assigned Planner:** | Tim McHarg, AICP, Principal Planner  
(206) 275-7717  
[tim.mcharg@mercerisland.gov](mailto:tim.mcharg@mercerisland.gov) |