

05/26/2024 - PLEASE SEE THE COMMENTS INLINE FOR EACH DEPARTMENT REQUEST BELOW.

INTAKE COMMENTS CST		Reviewer	Norine.Allerdice@mercerisland.gov				
		Email	Norine.Allerdice@mercerisland.gov				
		Status	Accepted				
		Intake #	Submittal 3				

DATE	4/8/2024	TIME		PERMIT #	2308-092	
Project Address	6202 SE 22ND ST, MERCER ISLAND					
Applicant	SHANE KATSOOLIS			Owner		
Scope of Work	ADDITION TO SFR					

CITY STAFF						
CUSTOMER SERVICE TEAM (CST)		LAND USE PLANNING (LUP)		BLDG PLANS EXAMINER (BLD)		
Norine Allerdice		Grace Manahan		Gareth Reece		
Norine.Allerdice@mercerisland.gov		grace.manahan@mercerisland.gov		Gareth.Reece@mercerisland.gov		
FIRE REVIEWER (FIRE)		CIVIL, SITE, UTILITIES (CIVIL)		TREES (TREE)		
Jeromy Hicks		Ruji Ding		John Kenney		
Jeromy.Hicks@mercerisland.gov		Ruji.Ding@mercerisland.gov		John.Kenney@mercerisland.gov		

	CST	LUP	BLD	FIRE	CIVIL	TREE
ACCEPTED	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
REVIEWER APPROVAL REQUIRED PRIOR TO INTAKE	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
ADDITIONAL INTAKE SCREENING REQUIRED *	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

*ADDITIONAL SCREENINGS ARE CONDUCTED BY APPOINTMENT ONLY. PLEASE SCHEDULE WITH CST STAFF.

Formatting of Electronic Plan Set									
<input type="checkbox"/>	Combine all plan sheets into one Single PDF file.								
	Include as applicable:								
<input type="checkbox"/>	Survey	<input type="checkbox"/>	Site Plan	<input type="checkbox"/>	Architectural Sheets	<input type="checkbox"/>	Structural Sheets	<input type="checkbox"/>	Civil Sheets
<input type="checkbox"/>	Add a bookmark to each sheet in the plan set. The bookmarks should indicate: The Sheet Number and The Sheet Description (i.e. A0.0 – Site Plan) For more information on how to bookmark plan sets, please click here .								
<input type="checkbox"/>	Rotate plan sheets to set to Landscape Orientation.								
<input type="checkbox"/>	Clear all comments from the Comment Pane on the PDF file. The Comment Pane on the plan set will be used to record plan review comments and must be clear prior to submittal.								

Supplemental Documents	
<input type="checkbox"/>	Upload supplemental documents and forms as individual PDFs or as a PDF Portfolio. Choose the Portfolio option if combining files using Adobe Pro, DO NOT combine all the supplemental documents into a Single PDF file. For ease in uploading you may combine documents in a ZIP file.
<input type="checkbox"/>	Please provide the following forms:
<input type="checkbox"/>	Building Permit Application Form
<input type="checkbox"/>	Site Development Worksheet
<input type="checkbox"/>	Water Meter Sizing Worksheet
<input type="checkbox"/>	Fire Area Square Footage Calculation
<input type="checkbox"/>	Concurrent Review Document
<input type="checkbox"/>	Single Family Plan Cover Sheet
<input type="checkbox"/>	Construction Management Plan
<input type="checkbox"/>	Transportation Concurrency
<input type="checkbox"/>	Other:
<input type="checkbox"/>	Additional Items to be Addressed Prior to Intake
<input type="checkbox"/>	
<input type="checkbox"/>	

Project Information Sheet

Sign Posting and Notice of Application

- ☐ Required **A Public Notice Sign must be posted for this project.** Upon receipt of a complete application, the City will post the Public Notice Sign. Signage must remain posted and visible from the public right-of-way for a period of 30 days. The City will also prepare and mail out a Notice of Application to all property owners within 300 feet of the property.
- ☐ Not Required
- ☐ TBD

Seasonal Development Limitation Waiver

- ☐ Required **The Seasonal Development Limitation** applies to site work proposed in geologically hazardous areas between October 1 and April 1 per Mercer Island City Code 19.07.160.F.2. A Waiver to the **Seasonal Development Limitation** is required for this project if site work is proposed between October 1 and April 1 per Mercer Island City Code 19.07.160.F.2 – please contact our front counter staff for additional information and application material or visit our City website.
- ☐ Not Required
- ☐ TBD

Hold Harmless Agreement Document

- ☐ Required Some projects require a Hold Harmless Agreement per Mercer Island City Code 19.01.060 due to the following site risks. This document will be emailed to the project contact once the permit application is in review. The property owner must sign this document in front of a notary. The applicant must record the document with King County prior to permit issuance.
- ☐ Not Required
- ☐ TBD

- ☐ Geological Hazard Area
- ☐ New commercial project
- ☐ Potential risk to adjacent properties and/or unusual or increased risk of construction methods (e.g. excavations near property lines, freeze technology, tower cranes)

Peer Review

- ☐ **Geotechnical Peer Review is required. The Applicant shall bear the cost of this review**
- ☐ Primary ☐ 3rd Party

Water Supply System Requirements

- ☐ This project requires the installation of a new or upsized water meter and/or water supply line
- | | | | |
|--------------------|--|---|--|
| Minimum Meter Size | | Minimum supply line size (meter to house) | |
|--------------------|--|---|--|
- ☐ Sizing requirements described above are the MINIMUM requirements as outlined by the Uniform Plumbing Code. **Please consult with fire sprinkler contractor before installing water system, as a larger meter or supply line may be necessary to achieve fire flow for a fire sprinkler system.**
- ☐ Existing meter to be abandoned prior to final inspection
- ☐

Contact us for information about water connection and water service installation fees. Water service work is done by the Public Works Department.

Impact Fees

- ☐ Impact Fees Apply Impact Fees apply to new development as described [here](#). Please refer to the current [Fee Schedule](#) for a list and cost of Impact fees.
- ☐ Impact Fees Do Not Apply You may apply for an Impact Fee Deferral. Click here for the [Deferred Payment Request Form](#)

Addressing

- ☐ Addressing for this property will be changed as follows: _____
- ☐ Addressing does not need to be changed at this time. If address issues are identified during plan review, Development Services Staff will contact you to discuss.

Surveys Required Prior to Final Inspection

A building height survey, impervious surface lot coverage survey, and/or property line/setback survey may be required at final inspection. Required surveys will be noted on your project coversheet at permit issuance.

Additional Information

- ☐
- ☐

INTAKE COMMENTS Civil/Site/Utilities	Reviewer	Ruji Ding
	Email	Ruji.Ding@mercergov.org
	Status	Not Accepted – Resubmit Entire Submittal Package for Reviewer Approval
	Submittal	Third Intake Screening

Stormwater Design Requirements	
<input checked="" type="checkbox"/>	<p>The City of Mercer Island has standards for new and redevelopment projects per MICC 15.09.050. If the project results in 2,000 square feet, or greater, of new plus replace hard surface area, or has a land disturbing activity of 7,000 square feet or greater, or results in a net increase of impervious surface of 500 square feet or greater, then a full drainage plan and drainage report prepared, stamped and signed by a licensed civil engineer, and meeting MICC 15.09.050 are required prior to take in a permit. The following two items must be addressed prior to intake.</p> <p>(1) Please provide a site plan to graphically calculate the new plus replaced hard surface area. The "hard surface" means an impervious surface, a permeable pavement, or a vegetated roof. If the new plus replaced hard surface area is 2,000 sf or more, a full drainage design by a licensed civil engineer is required. Please note that the Replaced Hard Surface for structures is based on the removal of exterior walls down to the foundation (the basement wall is considered as the foundation). If any part of an exterior wall is removed down to the foundation and is replaced, all supporting roof area replaced is considered Replaced Hard Surface. (note the resubmitted document does not include this information), note this calculation is not provided with the 3rd submittal.</p> <p>Please note: Hard Surface and Impervious Surface are terms used in the stormwater regulations (MICC 15.09) while Hardscape is a term used in zoning code (MICC 19.02.020) and not in the stormwater regulations.</p>

Project Area is <2000SF. Adjustments have been made to reduced areas to come in at a Net Project Change of <500SF. See sheet A-24 SITE AREA CALCULATIONS Graphic Plans and Stormwater Calculations

(3) Sheet A-25 does not provide the level of details of the removal of the eastern part of the house. Please provide construction sections (North-south, and east and west), similar as the section shown on A-18 to determine if the project will trig a full drainage review, and the removal of the eastern part of the house will be considered as new plus replaced hard surface.
--

Sheet A-17 addresses the demolished area with a shaded area. The existing ADU, stair and garage as well as the bedrooms and bathrooms remain intact. A-25 also shows this in a shaded area where only the roof is removed over the bedroom area. A24 Shows the Replaced and New hatched separately and the total is combined in the Stormwater Calculations table on the same sheet.

INTAKE COMMENTS PLANNING	Reviewer	Grace Manahan		
	Email	grace.manahan@mercerisland.gov		
	Status	Not Accepted – Resubmit Entire Submittal Package for Reviewer App		
	Submittal	Third Intake Screening		

Land Use actions Required				
<input type="checkbox"/>	Shoreline Permit			
<input type="checkbox"/>	Critical Area Review 1			
<input checked="" type="checkbox"/>	Critical Area Review 2 <input type="checkbox"/> Pre-app Meeting Required Prior to Submittal			
<input type="checkbox"/>	Environmental Review (SEPA Checklist)			
<input type="checkbox"/>	Accessory Dwelling Unit (ADU)			
<input type="checkbox"/>	Lot Line Revision			
<input type="checkbox"/>	Other			

Surveys Required Prior to Final Inspection				
<input type="checkbox"/>	A building height survey is required prior to final inspection			
<input type="checkbox"/>	An impervious surface, lot coverage, and or hardscape survey is required prior to final inspection			
<input type="checkbox"/>	A property line/setback survey is required prior to final inspection			

Permit Set Drawings				
<input type="checkbox"/>	Site Plan			
<input type="checkbox"/>	Lot size and slope	<input type="checkbox"/>	Provide land use zone (R8.4, 9.6, 12, 15)	
<input type="checkbox"/>	Provide site address	<input type="checkbox"/>	Indicate location of ADU and entrance	
<input type="checkbox"/>	Indicate property lines and dimensions	<input type="checkbox"/>	Topo/boundary line survey	
<input type="checkbox"/>	Indicate building dimensions	<input type="checkbox"/>	Provide a site plan to scale (1" = 10' minimum)	
<input type="checkbox"/>	Provide a legal description	<input type="checkbox"/>	Indicate driveway length and width	
<input type="checkbox"/>	Indicate building pad area (not building footprint)	<input type="checkbox"/>	Indicate adjacent street names	
<input type="checkbox"/>	Parking: amount of covered and uncovered stalls			
<input type="checkbox"/>	Provide name and telephone number of applicant and contact person			
<input type="checkbox"/>	Indicate critical areas and buffers (wetland, watercourse, steep slope)			
<input type="checkbox"/>	Indicate shoreline setbacks with dimensions measured from the Ordinary High-Water Mark (0-25' & 25'-50')			
<input type="checkbox"/>	Indicate location and height of walls, rockeries, fences, and fall protection (existing and proposed)			
<input type="checkbox"/>	Provide lot coverage, hardscape & GFA calculations			
<input type="checkbox"/>	If adding >500ft ² GFA within the shoreline area (200' from Lake) provide a planting plan			
<input type="checkbox"/>	Provide a scale and North arrow indicating Northern direction			
<input type="checkbox"/>	Clearly indicate existing and proposed buildings and other improvements			
<input type="checkbox"/>	Indicate required yard setbacks (minimum distance from structures to property lines)			
<input type="checkbox"/>	Indicate any land use applications associated with this property/project			
<input type="checkbox"/>	Indicate any plat restrictions or conditions of approval for this property/project			
<input type="checkbox"/>	Indicate easements			
<input type="checkbox"/>	<input type="checkbox"/> Utility	<input type="checkbox"/> Ingress/Egress	<input type="checkbox"/>	Other
<input type="checkbox"/>	Elevation Drawings			
<input type="checkbox"/>	Indicate buildings and proposed height			
<input type="checkbox"/>	Indicate existing grade & finished grade			
<input type="checkbox"/>	Indicate Average Building Elevations (ABE) on all elevation drawings with ABE calculations			
<input type="checkbox"/>	Indicate maximum downhill building façade and height			
<input type="checkbox"/>	Height of appurtenances above max height			
<input type="checkbox"/>	Indicate allowable building height on all elevation drawings			
<input type="checkbox"/>	Provide calculations for any basement areas being excluded from allowable gross floor area			
<input type="checkbox"/>	Indicate amount of grading (amount of cut and fill) outside the building footprint			

We discussed this with Grace Manahan and were informed that we meet the requirements of Critical Area 1 as set out below and therefore are not required to meet the Critical Area 2 requirements.

We propose minimal impact and change to the site and meet all the criteria as set out in the Critical Review 1 requirements for sites located in the erosion & landslide zone. See the Geotechnical plan review letter. We have responded directly to the Geotechnical study and report carried out specifically for this site. Together with our structural engineers, we have designed the project to meet or exceed the recommendations in the report. Utilizing pin piles for the foundations we will be disturbing almost no soil (10SF) for the building footprint. As recommended by the geotechnical report, our design uses site slopes, low retaining walls, and drainage systems, along with planting to reduce soil erosion and to direct stormwater off-site.

19.07.090 - Critical area reviews.

This section describes the purpose and procedures by which the city will review and authorize development and verify consistency with this chapter.

A. Critical area review 1.

1. The purpose of a critical area review 1 is to review:
 - a.Activities listed as modifications in section 19.07.130, modifications;
 - b.Verification of the presence or absence of a critical area; or
 - c.Verification of the delineation and/or type of wetland or watercourse.
2. Review timing and sequence.
 - a.If a building permit is required for the proposed scope of work associated with the critical area review 1, then the substance of the review shall take place concurrently with the building permit review and no separate land use review application is required.
 - b.If no building permit is required for the proposed scope of work associated with the critical area review 1, then the review shall take place according to the procedures required for a Type 1 land use review.
3. Requirements for a complete application.

a. Completed development application coversheet.

Uploaded.

b. Project narrative, describing the proposed scope of work.

Uploaded.

c. Scaled site plan showing the proposed work.

Uploaded.

d. Any additional information required by the city to confirm compliance with this title.

See the uploaded geotechnical report and plan review letter stating: "the development has been designed so that the risk to the lot and adjacent properties is eliminated or mitigated such that the site is determined to be safe, meeting the requirements stated in Mercer Island City Code 19.07.160.B.3.b."

19.07.130 - Modifications.

Activities of the following types may be authorized with approval of an application for a critical area review 1. The activities in this section are exempt from the development standards in subsequent sections within this chapter; provided, that additional measures to protect life and property or to protect environmental quality may be required.

A.

Addition to or reconstruction of an existing legally established structure or building within a critical area and/or buffer constructed on or before January 1, 2005, provided the following criteria are met:

1.

The seasonal limitations on land clearing, grading, filling, and foundation work described in [section 19.07.160\(F\)\(2\)](#) shall apply.

Understood, no variance is requested.

2.

Additions shall be allowed if all of the following criteria are met:

a. The structure is enlarged not more than a cumulative total of 200 square feet larger than its footprint as of January 1, 2005;

At great expense, we have undertaken a geotechnical study of the site. We then completely redesigned our footings with the structural engineer to meet the requirements of the Geotechnical engineer's report. We changed from massive concrete footings to 2" diameter pin piles and a 12" diameter concrete cap of only 12" in depth. Our approach minimizes the soil disturbance to the surface level only and adds only 10SF to the building footprint. The Addition to the building now floats over the ground on the pin piles. See the Geotechnical report and plan review letter.

b. If the existing, legally established structure is located over or within a wetland or watercourse, no further expansion within the wetland or watercourse is allowed;

N/A We are not located in a wetland or watercourse as shown on the IGS map.

c. If the existing legally established structure is located within a wetland or watercourse buffer, the addition may be no closer to the wetland or watercourse than a distance equal to 75 percent of the applicable standard buffer and must also be no closer to the watercourse or wetland than the existing structure;

N/A We are not located in a wetland or watercourse buffer as shown on the IGS map.

d. A critical area study approved by the city demonstrates that impacts have been avoided or minimized and mitigated consistent with [section 19.07.100](#), mitigation sequencing;

SEE THE NARRATIVE IN SECTION 19.07.100 BELOW

e. If the modification or addition is proposed within a geologically hazardous area or associated buffer, a qualified professional provides a statement of risk consistent with [section 19.07.160\(B\)\(3\)](#).

We propose minimal impact and change to the site and meet all the criteria as set out in the Critical Review 1 requirements for sites located in the erosion & landslide zone. See the Geotechnical plan review letter.

3.

Reconstruction of legally established nonconforming structures shall meet the standards in [section 19.01.050](#). The code official may require a critical area study and mitigation plan addressing temporary impacts to critical areas and buffers.

4.

Demolition. Removal of structures in watercourse and wetland buffers and geologically hazardous areas, provided:

- a. Site disturbance is limited to the existing access and building footprint;
- b. There is no site disturbance within or to wetlands or watercourses;
- c. All soils are stabilized and the area is revegetated with appropriate native vegetation; and
- d. Necessary building permits are obtained.

B.

Restoration and enhancement activities involving site disturbance over 1,000 square feet, provided the following criteria are met:

1.

Erosion control measures are implemented when soils have been disturbed;

2.

Groundcover voids that result from the removal of noxious weeds shall be revegetated with regional native plants;

3.

Removal of noxious weeds and other restoration work shall be undertaken with hand labor,

including handheld mechanical tools, unless the King County Noxious Weed Control Board best management practice specifically prescribes the use of riding mower, light mechanical cultivating equipment, or herbicide or biological control methods; and

4.

Herbicide use is in accordance with federal and state law.

C.

Storm water retrofit facilities installed pursuant to the city's NPDES Phase II permit.

D.

Any pruning shall not be detrimental to tree health and shall be consistent with International Society of Arboriculture standards and completed under the supervision of a qualified arborist.

(Ord. 19C-05 § 1 (Exh. A))

19.07.100 - Mitigation sequencing.

Except as otherwise provided in this chapter, an applicant for a development proposal or activity shall implement the following sequential measures, listed below in order of preference, to avoid, minimize, and mitigate impacts to environmentally critical areas and associated buffers. Applicants shall document how each measure has been addressed before considering and incorporating the next measure in the sequence:

A.

Avoiding the impact altogether by not taking a certain action or parts of an action. The applicant shall consider reasonable, affirmative steps and make best efforts to avoid critical area impacts. However, avoidance shall not be construed to mean mandatory withdrawal or denial of the development proposal or activity if the proposal or activity is an allowed, permitted, or conditional use in this title. In determining the extent to which the proposal should be redesigned to avoid the impact, the code official may consider the purpose, effectiveness, engineering feasibility, commercial availability of technology, best management practices, safety and cost of the proposal and identified changes to the proposal. Development proposals should seek to avoid, minimize and mitigate overall impacts based on the functions and values of all of the relevant critical areas and based on the recommendations of a critical area study. If impacts cannot be avoided through redesign, use of a setback deviation pursuant to [section 19.06.110\(C\)](#), or because of site conditions or project requirements, the applicant shall then proceed with the sequence of steps in subsections B through E of this section;

The proposed project was designed with the aim of working with the specific site location, conditions, and access to sunlight for this site and for neighbors. The scale and style of the project were also taken into consideration when minimizing the impact on this site and neighborhood. We have an extremely high retaining wall from the I90 freeway with large tree plantings. Although this greatly blocks wind and reduces landslide risk, it does have a big impact on available sunlight to the residence.

The architectural design is a modern NW style. Approximately 60% of the overall building height was reduced by close to four feet with the remaining section given a shed-style roof that reduces as it gets closer to the neighboring property on the west side. We have achieved no adverse impacts on neighboring properties.

We worked wholly within the existing building footprint for nearly all of the enclosed space additions. The small amount that extends is suspended above the ground on pin piles that are utilized to minimize the impact on the site.

At great expense, we have undertaken a geotechnical study of the site. We then completely redesigned our footings with the structural engineer to meet the requirements of the Geotechnical engineer's report. We changed from massive concrete footings to 2" diameter pin piles and a 12" diameter concrete cap of only 12" in depth. Our approach minimizes the soil disturbance to the surface level only and adds only 10SF to the building footprint.

We are mitigating the effects of erosion and landslides on the site with good drainage designed to meet the geotechnical report recommendations and additional plantings, including trees, shrubs, and ground cover. The size and location of the plantings take into consideration access to sunlight for the site and for the neighbors.

Plantings will utilize native northwest species where appropriate.

B.

Minimizing impacts by limiting the degree or magnitude of the action and its implementation, using a setback deviation pursuant to [section 19.06.110](#)(C), using appropriate technology, or by taking affirmative steps to avoid or reduce impacts;

N/A We do not require a setback deviation.

C.

Rectifying the impact by repairing, rehabilitating, or restoring the affected environment;

N/A We do not have any significant impact and propose rehabilitating the site beyond its current state.

D.

Reducing or eliminating the impact over time by preservation and maintenance operations during the life of the action;

N/A We do not have a negative impact on the site.

E.

Compensating for the impact by replacing, enhancing, or providing substitute resources or environments; and/or

N/A We do not have any significant impact and propose rehabilitating the site beyond its current state.

F.

Monitoring the impact and taking appropriate corrective measures to maintain the integrity of compensating measures.

N/A We do not have any significant impact and propose rehabilitating the site beyond its current state.

19.07.160 - Geologically hazardous areas.

A.

Designation and typing. Geologically hazardous areas are lands that are susceptible to erosion, landslides, seismic events, or other factors as identified by WAC 365-190-120. These areas may not be suited for development activities because they may pose a threat to public health and safety. Areas susceptible to one or more of the following types of hazards shall be designated as geologically hazardous areas: landslide hazard areas, seismic hazard areas, and erosion hazard areas.

B.

General review requirements. Alteration within geologically hazardous areas or associated buffers is required to meet the standards in this section, unless the scope of work is exempt pursuant to [section 19.07.120](#), exemptions, or a critical area review 1 approval has been obtained pursuant to [section 19.07.090](#)(A).

1.

When an alteration within a landslide hazard area, seismic hazard area or buffer associated with those hazards is proposed, the applicant must submit a critical area study concluding that the proposal can effectively mitigate risks of the hazard. The study shall recommend appropriate design and development measures to mitigate such hazards. The code official may waive the requirement for a critical area study and the requirements of subsections (B)(2) and (B)(3) of this section when he or she determines that the proposed development is minor in nature and

will not increase the risk of landslide, erosion, or harm from seismic activity, or that the development site does not meet the definition of a geologically hazardous area.

2.

Alteration of landslide hazard areas and seismic hazard areas and associated buffers may occur if the critical area study documents find that the proposed alteration:

- a. Will not adversely impact other critical areas;
- b. Will not adversely impact the subject property or adjacent properties;
- c. Will mitigate impacts to the geologically hazardous area consistent with best available science to the maximum extent reasonably possible such that the site is determined to be safe; and
- d. Includes the landscaping of all disturbed areas outside of building footprints and installation of hardscape prior to final inspection.

3.

Alteration of landslide hazard areas, seismic hazard areas and associated buffers may occur if the conditions listed in subsection (B)(2) of this section are satisfied and the geotechnical professional provides a statement of risk matching one of the following:

- a. An evaluation of site-specific subsurface conditions demonstrates that the proposed development is not located in a landslide hazard area or seismic hazard area;
- b. The landslide hazard area or seismic hazard area will be modified or the development has been designed so that the risk to the site and adjacent property is eliminated or mitigated such that the site is determined to be safe;
- c. Construction practices are proposed for the alteration that would render the development as safe as if it were not located in a geologically hazardous area and do not adversely impact adjacent properties; or
- d. The development is so minor as not to pose a threat to the public health, safety and welfare.

We propose minimal impact and change to the site and meet all the criteria as set out in the Critical Review 1 requirements for sites located in the erosion & landslide zone. See the Geotechnical plan review letter along with the Geotechnical Engineering Evaluation by: NELSON GEOTECHNICAL ASSOCIATES, INC. - File No. 1482223

This shows that the proposed development designed and implemented following the recommendations of their report and the structural engineer's specifications will meet the requirements in this section, 19.07.160 - Geologically hazardous areas.

INTAKE COMMENTS TREES

Reviewer	John Kenney
Email	John.Kenney@mercerisland.gov
Status	Accepted
Submittal	First Intake Screening

If a box is checked, please provide the information in your next submittal

SUBMITTAL ITEMS

1. The Mercer Island Tree Inventory Form

- ☐ Provide the City's Mercer Island Tree Inventory Form

2. Arborist report/tree inventory

- ☐ Provide an Arborist report, prepared by a qualified Arborist. Include the following information in the arborist report.
- ☐ 1. Description of how the arborist meets the threshold requirements for Qualified Arborist.
 - ☐ 2. A complete description of each tree's diameter, species, critical root zone, limits of allowable disturbance, health, condition, and viability.
 - ☐ 3. A description of the method(s) used to determine the limits of allowable disturbance (i.e., critical root zone, root plate diameter, or a case-by-case basis description for individual trees).
 - ☐ 4. Any special instructions specifically outlining any work proposed within the limits of disturbance protection areas (i.e. hand-digging, air space, tunneling, root pruning, any grade changes, clearing, monitoring, and aftercare).
 - ☐ 5. For trees not viable for retention, a description of the reason(s) for removal based on poor health, high risk of failure due to structure, defects, unavoidable isolation, windfirmness, unsuitability species, etc. If there is no reasonable alternative action (pruning, cabling, etc.) possible, replacement recommendations must be given.
 - ☐ 6. Describe the impact of necessary tree removal on the remaining trees, including those in a grove or on adjacent properties.
 - ☐ 7. Describe timing and installation of tree protection measures. Such measures must include fencing and be in accordance with the tree protection standards as outlined in MICC 19.10.
 - ☐ 8. The suggested location and species of replacement trees to be used when required. The report shall include planting and maintenance specifications to ensure long term survival.
 - ☐ 9. **A Tree Inventory** containing the following:
 - ☐ a. A numbering system of all existing large trees on the property (with corresponding tags on trees). The inventory shall also include large trees on adjacent property with driplines or critical root zones extending into the property.
 - ☐ b. Tree size (diameter).
 - ☐ c. Proposed tree status (retained or proposed for removal).
 - ☐ d. Tree type or species.
 - ☐ e. Identify all Exceptional trees and differentiate between those less than 24 inches and those greater than or equal to 24 inches in diameter.
 - ☐ f. Brief general health or condition rating of each tree (i.e. poor, fair, good, etc.).

3. Site/tree retention plan

Indicate the following on all civil/utility and grading sheets. If there are no civil sheets indicate on the architectural site plan

- ☐ 1. Location of all proposed *improvements* (building footprint, access, utilities, buffers, required landscape areas).
- ☐ 2. Surveyed location of all large trees and Exceptional trees on the property
- ☐ 3. Show dripline and limits of disturbance for Large trees on site and adjacent properties if driplines extend over the subject property line.

- ☐ 4. Trees labeled corresponding to the tree inventory numbering system on the Mercer Island Tree Inventory Form, and Arborist Report.
- ☐ 5. Identify Exceptional trees using different symbols for trees less than 24 inches and trees greater than or equal to 24 inches.
- ☐ 6. Location of tree protection measures. Chain-link fence will be required for exceptional trees. Show silt fence outside tree protection measures. Do not use any x in the protection illustration.
- ☐ 7. Limits of excavation near potential saved trees (e.g. excavation limits for building foundation).
- ☐ 8. Indicate clearing limits/limits of disturbance (LOD) around all trees potentially impacted by site disturbances - grading, demolition, construction activities (including approximate LOD of off-site trees with overhanging driplines), etc.
- ☐ 9. Proposed tree status (trees to be removed or retained) noted by an 'X' for removal.

4. Replanting plan

- ☐ Provide the Replanting plan showing proposed locations of any required replacement trees.

PEER REVIEW AND CONFLICT OF INTEREST

A peer review of the tree permit application by a qualified arborist may be required to verify the adequacy of the information and analysis. **The applicant shall bear the cost of the peer review.**

The City Arborist may require the applicant retain a replacement qualified arborist or may require a peer review where the City Arborist believes a conflict of interest may exist.

For example, if an otherwise qualified arborist is employed by a tree removal company and prepares the arborist report for a development proposal, a replacement qualified arborist or peer review may be required.

ARBORIST QUALIFICATION

For tree reviews associated with a development proposal, a qualified arborist must have

- A minimum of three (3) years' experience working directly with the protection of trees during construction
- Have experience with the likelihood of tree survival after construction
- Be able to prescribe appropriate measures for the preservation of trees during land development
- ISA Tree Risk Assessment Qualification
- ☐ Your qualified arborists must have at least one (1) of the following credentials:
 - ISA Certified Arborist;
 - ISA Certified Arborist Municipal Specialist;
 - ISA Board Certified Master Arborist;
 - American Society of Consulting Arborists (ASCA) registered Consulting Arborist;
 - Society of American Foresters (SAF) Certified Forester for Forest Management Plans;

ADDITIONAL INFORMATION

Additional Information. The City Arborist or Code Official may require additional documentation, plans, or information as needed to ensure compliance with applicable City regulations.