



July 20, 2023

Bush, Roed, & Hitchings, LLC
Attn: James Harper, PLS
15400 SE 30th Place, Ste 100
Bellevue, WA 98007
Via: Email

RE: **2207-019** Peer Review Request; 6950 SE Maker St, Mercer Island, WA 98040

Dear James Harper,

The City of Mercer Island Community Planning and Development Department is requesting third-party peer review services for the scope of work below.

Scope of Work for peer review of the above Building Permit application materials:

1. Review the application materials and public comments provided at the link below against the definition of existing grade and alteration found in [MICC 19.16.010](#).
2. Review the application materials and public comments provided at the link below against [Administrative Interpretation 12-004](#) Conclusion 1, "Without concrete evidence or verification from a previous survey document, as accepted by the City Code Official, the existing grade underlying the existing structure will be used as the elevation for the proposed development" AND Conclusion 2, "Existing grade, for the purpose of calculating basement area exclusion without a survey of the pre-development conditions, shall be interpreted as the elevation of a point on the surface of the earth immediately adjacent to or touching a point on the exterior wall of a proposed structure".
3. Provide a memo stating whether the application materials comply with MICC 19.16.010 Definition of "Existing Grade" and state whether there is concrete evidence or verification from a previous survey document to determine existing grade prior to alteration.

Additional project files can be found at this link:

<https://mieplan.mercergov.org/public/2207-019>

Public comments can be found at this link: [Bush Roed Hitchings Survey Request](#). The documents titled "Grove5 06092023" & "Grove6 06282023" were received after the original third-party review request to BRH on April 17, 2023.

Please provide the City with a budget estimate and timeline for the above scope of work.

Sincerely,

A handwritten signature in black ink that reads "Molly McGuire". The signature is written in a cursive, flowing style.

Molly McGuire, Planner
City of Mercer Island Community Planning and Development
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(206) 275-7712