

Norine Allerdice

Subject: FW: INTAKE SCREENING SUBMITTAL RECEIVED & MEETING SET - Fee Due – 3619 81ST AVE SE, MERCER ISLAND -2308-130

From: Nikkie Grissom <nikkie@ramjackwest.com>
Sent: Monday, August 21, 2023 11:19 AM
To: Norine Allerdice <norine.allerdice@mercergov.org>
Subject: RE: INTAKE SCREENING SUBMITTAL RECEIVED & MEETING SET - Fee Due – 3619 81ST AVE SE, MERCER ISLAND - 2308-130

But then nothing I have filled out is on there and I would need to refill it. I don't have time for that, I have 32 other permits I am applying for right now in different cities.
I will print it out and Mark it and scan it back to you.

From: Norine Allerdice <norine.allerdice@mercergov.org>
Sent: Monday, August 21, 2023 11:12 AM
To: Nikkie Grissom <nikkie@ramjackwest.com>
Subject: RE: INTAKE SCREENING SUBMITTAL RECEIVED & MEETING SET - Fee Due – 3619 81ST AVE SE, MERCER ISLAND - 2308-130

If you use the link I sent you at 8:34 this morning, it will let you check the box.(highlighted below in yellow)

From: Nikkie Grissom <nikkie@ramjackwest.com>
Sent: Monday, August 21, 2023 10:57 AM
To: Norine Allerdice <norine.allerdice@mercergov.org>
Subject: RE: INTAKE SCREENING SUBMITTAL RECEIVED & MEETING SET - Fee Due – 3619 81ST AVE SE, MERCER ISLAND - 2308-130

I tried to and it wont let me edit the form.

From: Norine Allerdice <norine.allerdice@mercergov.org>
Sent: Monday, August 21, 2023 10:55 AM
To: Nikkie Grissom <nikkie@ramjackwest.com>
Subject: FW: INTAKE SCREENING SUBMITTAL RECEIVED & MEETING SET - Fee Due – 3619 81ST AVE SE, MERCER ISLAND - 2308-130

Ok, I'll let them know.

Please check the Critical Area Review 1 box

Thank you

From: Nikkie Grissom <nikkie@ramjackwest.com>
Sent: Monday, August 21, 2023 9:04 AM
To: Norine Allerdice <norine.allerdice@mercergov.org>

Subject: RE: INTAKE SCREENING SUBMITTAL RECEIVED & MEETING SET - Fee Due – 3619 81ST AVE SE, MERCER ISLAND - 2308-130

What do you mean by a project narrative? It states what this project is- a voluntary repair to existing foundation, and the engineering cover letter that was already submitted has all of the information we are doing.

From: Norine Allerdice <norine.allerdice@mercergov.org>

Sent: Monday, August 21, 2023 8:52 AM

To: Nikkie Grissom <nikkie@ramjackwest.com>

Subject: FW: INTAKE SCREENING SUBMITTAL RECEIVED & MEETING SET - Fee Due – 3619 81ST AVE SE, MERCER ISLAND - 2308-130

Please check the Critical Area 1 box and submit a project narrative.

From: Nikkie Grissom <nikkie@ramjackwest.com>

Sent: Monday, August 21, 2023 8:48 AM

To: Norine Allerdice <norine.allerdice@mercergov.org>

Subject: RE: INTAKE SCREENING SUBMITTAL RECEIVED & MEETING SET - Fee Due – 3619 81ST AVE SE, MERCER ISLAND - 2308-130

Please see attached

From: Norine Allerdice <norine.allerdice@mercergov.org>

Sent: Monday, August 21, 2023 8:34 AM

To: Nikkie Grissom <nikkie@ramjackwest.com>

Subject: RE: INTAKE SCREENING SUBMITTAL RECEIVED & MEETING SET - Fee Due – 3619 81ST AVE SE, MERCER ISLAND - 2308-130

Good morning,

The Intake Screening is an internal review from 4 disciplines. They review your submittal to make sure they have everything in order for your review to continue. This is being held on Wednesday, 30 August. You will still need to submit the development application and a project narrative, please do this as soon as possible.

[Development Application](#)

Thank you,
Norine

From: Nikkie Grissom <nikkie@ramjackwest.com>

Sent: Friday, August 18, 2023 9:28 AM

To: Norine Allerdice <norine.allerdice@mercergov.org>

Subject: RE: INTAKE SCREENING SUBMITTAL RECEIVED & MEETING SET - Fee Due – 3619 81ST AVE SE, MERCER ISLAND - 2308-130

Please see attached payment and critical area form. How does this intake screening take place? Do they do out to the project and what is required of Ram jack for this screening or do you have everything you need already with what has been submitted?

From: Norine Allerdice <norine.allerdice@mercergov.org>

Sent: Thursday, August 17, 2023 2:52 PM

To: Nikkie Grissom <nikkie@ramjackwest.com>

Subject: INTAKE SCREENING SUBMITTAL RECEIVED & MEETING SET - Fee Due – 3619 81ST AVE SE, MERCER ISLAND - 2308-130

INTAKE SCREENING SUBMITTAL RECEIVED & MEETING SET - Fee Due – 3619 81ST AVE SE, MERCER ISLAND -2308-130

Hi,

I received your Intake Screening submittal, and your assigned permit number is 2308-130.

Your Intake Screening has been set for 8/30/2023. You should be receiving notes from the meeting shortly thereafter.

INTAKE SCREENING FEE:

Please pay the \$682.25 fee at your earliest convenience, Instructions are below.

PLEASE NOTE: The Intake Screening will be cancelled if payment is not received by the Friday prior to the Wednesday Screening.

PLEASE NOTE: Below is a link to the Critical Area1 submittal requirements – if you can get these documents to me prior to the Intake Screening on 8/30, it will help with getting the Intake Screening approved so the reviews can start. If you're unable to submit these documents prior to the screening, it will go as WCI until they're received.

https://www.mercerisland.gov/sites/default/files/fileattachments/community_planning_amp_development/page/9261/car1.pdf

FEE PAYMENT INSTRUCTIONS:

Payments are now accepted via Electronic Funds Transfer at the City's Payment Portal.

To access the portal click the following link: [Payment Portal](#)

Select "Building Related Fees"

Enter your contact information, permit number, and the payment amount

Your permit number: **2308-130**

Your payment amount: **\$682.25** (do not include a comma when you enter the number)

Follow the prompts to make the payment using your bank routing information

Thank You,

(Please include the City of Mercer Island project number in the subject line for all permit related correspondence)

Norine Allerdice

Permit Coordinator

City of Mercer Island – Community Planning & Development

City Hall Operating Hours: City Hall temporarily closed – read more [here](#).

206.275.7711 / mercergov.org/cpd

Notice: Emails and attachments may be subject to disclosure pursuant to the Public Records Act (chapter 42.56 RCW)

The City of Mercer Island utilizes a hybrid working environment. Please see the City's [Facility and Program Information](#) page for City Hall and City service hours of operation.