

CITY OF MERCER ISLAND

COMMUNITY PLANNING & DEVELOPMENT

9611 SE 36TH STREET | MERCER ISLAND, WA 98040

PHONE: 206.275.7605 | www.mercerisland.gov



Pre-Application Meeting (PRE23-071)

An Intake Screening is required in addition to a Pre-Application Meeting. A Pre-Application Meeting does not replace the required Intake Screening. This meeting is to provide guidance and information include prior to formal submittal.

Summary:

Site Location:	8032 SE 57 th St, Mercer Island, WA 98040	Parcel Number	1574100620
Lot Size:	9,410	Zoning:	R-8.4 (Single Family)
Brief Project Description:	The scope of work for the project on the existing main floor would consists of remodeling and reconfiguring the living and dining rooms, kitchen, entry, and bathroom areas, guest bedroom, and adding additions for a new office, ½ bath and stair. The scope of the work would also include a new upper floor to accommodate a primary suite with a bedroom and walk-in closet and bath. Additional exterior additions and alterations are proposed including a new reconfigured roof and entry porch and outdoor seating area outside of living room and bedroom #2.	Documents Provided:	<ul style="list-style-type: none">• Application Questions and Narrative• Pre-Application Form• Preliminary Plans
Applicant Information:			
Name:	Jeff Rudd	Email:	jeff@peakbuildersinc.com
Phone:			425-830-0373
Second Pre-application Meeting Required:	Not Applicable	Click for explanation if necessary	

Applicant Questions:

1. Critical Areas: According to the IGS map there are 'Landslide Hazard' and 'Protected Slope' areas on site. How do these regions impact our proposed residence and applications? Are there additional setbacks or buffers from the areas shown?

Staff Response:

- A separate [CAR 2 application](#)
- Submittal requirements for CAR2:
 - Completed pre-application

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- Development application coversheet
- Project narrative
- Title report
- Development plan set
- Critical areas study
- Arborist report
- SEPA Checklist
- Fees
- Bond Quantity worksheet

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.
 - b. Project narrative, describing the proposed scope of work.
 - c. Scaled site plan showing the proposed work.
 - d. Any additional information required by the city to confirm compliance with this title.

B. Critical area review 2.

1. The purpose of a critical area review 2 is to review critical area studies and mitigation plans in support of proposed buffer averaging and reduction of wetland and watercourse buffers.
2. *Review timing and sequence.*
 - a. When development and/or activity within a wetland, watercourse, fish and wildlife habitat conservation area or buffer associated with these critical area types is proposed, a critical area review 2 is required to be reviewed and approved prior to construction authorization.
 - b. When development and/or activity is proposed on a site containing only geologically hazardous areas, an applicant has the option of either:
 - i. Applying for a critical area review 2 in advance of construction permits, using the procedures required for a Type 3 land use review; or
 - ii. Requesting consolidation of the review of geologically hazardous areas together with construction permit review.
 - c. When development and/or activity is proposed on a site containing geologically hazardous areas and one or more of the critical area types listed in subsection (B)(2)(a) of this section or the associated buffer of one of those critical areas, a critical area review 2 reviewing all critical areas is required to be reviewed and approved prior to construction authorization, using the procedures required for a Type 3 land use review.
3. Requirements for a complete application include:
 - a. A completed development application coversheet;

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- b. A critical area study, meeting the requirements of section 19.07.110, critical area study; and
- c. Additional information required by the city to confirm compliance with this title.
- C. Reasonable use exceptions shall be reviewed using the criteria in section 19.07.140, using the procedures required for a Type 4 land use review.
- D. Public agency exceptions shall be reviewed using the criteria in section 19.07.150, using the procedures required for a Type 3 land use review.

(Ord. 19C-05 § 1 (Exh. A))

2. Arborist: What impact do the existing trees have on building plans? What, if any, mitigation will be needed?

Staff Response:

Work with your project arborist to create an arborist report and tree protection plan. See below section for details.

Review Comments:

Fire Comments:

Fire Contact: Jeromy.hicks@mercerisland.gov or by phone at 206-275-7966.

- Building Information
 - PRE-APPLICATION Number: **PRE23-071**
 - Address: 8032 SE 57th St
 - Use: Remodel/Alt
 - Construction Type: Wood Frame Type Vb
 - Square Footage: 2612
 - Deficiencies Noted: **3**
- [Developer Handbook](#)
- Applicant Questions:
 - None presented.
- Fire Valuation Form: [Found HERE](#)
 - Remodels less than 10% No Fire Review needed.
 - Remodels between 10% and 49% - Monitored Fire Alarm required (Chapter 29 of NFPA) if there are deficiencies related to access, grade, distances from hydrant or fire flow.
 - Remodels in excess of 50% are required to install a NFPA 13D Residential Fire Sprinkler System.
- Sprinkler information
 - Remodels exceeding 50% valuation are required to install a NFPA 13d Fire Sprinkler System. An exterior bell is required to be installed and must activate upon water flow. Interior smoke detectors or sounders must also be interconnected with the water flow switch.
 - NFPA 13d fire sprinkler systems require a 1" meter and a minimum of 1" water supply line. Note it is recommended that the service line be upgraded to 1.5" to meet fire sprinkler engineering standards (refer to a fire sprinkler company for more information)
 - [Fire Sprinkler Requirement 13d \(minimum\)](#)

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- Fire Alarm information:- For remodels with 10-50% valuation (and deficiencies).
 - Fire Alarm (NFPA 72) may be required due to deficiencies noted.
 - [Fire Alarm Standard Link](#)
- Hydrant and fire flow information (IFC Appendix A)
 - The fire flow at the residence does not meet requirements. Hydrant WA-HY-G3-06
 - 4644 gpm at 82psi
 - Distance from hydrant to access= 262' (>250')
 - Distance from hydrant to furthest point of residence= 393' (<600' w/ sprinklers, 300'w/o sprinklers)
 - Distance from access to furthest point of residence= 131' (<150')
 - Access Road to rear of residence exceeds standards= 161'
- Access road (2018 IFC Appendix D)
 - Width. All access roads under 500 feet in length are required to be 20 feet in width. Width at time of pre-application meeting was 12.73 feet.
 - Slope. Slope appears not to exceed 10%. (current 10%)
 - Turn Around- N/A
 - [Fire Apparatus Road Standard Link](#)

**Subject to change pending submittal of plans and plan review. Plan approval/ Plan review does not relieve the designer/contractor from complying with all applicable codes and requirements as adopted by the City of Mercer Island and the State of Washington, nor does it abrogate the requirements of other authorities having jurisdiction.*

For additional information please refer to this helpful webpage:

<https://www.mercerisland.gov/cpd/page/fire-permits-and-fire-prevention-information>

Tree Comments:

Tree Contact: John.Kenney@mercerisland.gov or 206-275-7713.

1. Please refer to MICC 19.10 for our tree code.
2. 30% of trees with a diameter of 10 inches or greater is required; additionally, development must be designed to minimize tree removal.
3. Replacement is required for any trees that are removed, according to the replacement ratios in MICC 19.10.070.
4. Tree protection (typically at tree dripline) of retained trees will be required.
5. An arborist report and tree protection plan are required.
6. Required information [mercerislandtreeinventory.pdf](#).
[treessubmittalchecklist.pdf \(mercerisland.gov\)](#)

For additional information please refer to this helpful webpage:

<https://www.mercerisland.gov/cpd/page/tree-permits>

Civil Engineering Comments:

Civil Contact: Ruji.Ding@mercerisland.gov or 206-275-7703.

1. Please refer to MICC Title 15 for our Water, Sewers, and Public Utilities code.

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2. A Stormwater review and design is required for the project that results in 2,000 feet or greater, of new plus replaced Hard Surface area. The storm water design including drainage plans and a drainage report must be prepared by a licensed civil engineer and meet the requirement under MICC 15.09. 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.

For more information on Stormwater Permits please visit here:

<https://www.mercerisland.gov/cpd/page/stormwater-permits>

Building Comments:

Building Contact: gareth.reece@mercerisland.gov or 206-275-7710.

Mapping and Design Criteria: Complete information on codes adopted by Mercer Island and available City mapping is available here: <https://www.mercerisland.gov/cpd/page/codes-design-criteria-research>

Mercer Island City Code 19.07.160 requires a geotechnical engineer’s assessment of certain types of work if located within a mapped geologic hazard area. Please review city mapping to determine if landslide hazards, seismic hazards, or erosion hazards are mapped on the property.

ASCE-7 wind design for structures involves topographic and exposure effects. The City has mapping available for accepted values to be used in design. Please refer to the link above for design criteria.

1. As noted in the questions, the site is mapped as potential slide and erosion. This has two impacts on the project:
 - a. If proposing new footings or an increase in load on existing footings, a geotechnical engineer will need to prepare a report with recommendations. This report should include the statement of risk found in MICC 19.07.160 (B)(3). If your geotechnical engineer is unfamiliar with this section, please feel free to have them reach out to me.
 - b. Certain ground disturbances for excavation or foundation construction are prohibited between Oct 1 and April 1. The city has a waiver process in MICC 19.07.160 (F)(2). More information is available here: <https://www.mercerisland.gov/cpd/page/wet-season-work-waiver-seasonal-development-limitation>
2. There are no prohibitions on development in geologic hazard areas or the buffers, but the city code requires the geotechnical report, may schedule a review by a staff geotechnical engineer, and there is likely an impact to cost both in the additional professional services and the construction of specialized foundations.

Planning Comments:

Planning Contact: tony.newton@mercerisland.gov or 206-275-7715.

1. Residential Zoning Standards:
 - a. Yards
 - i. Front yard: 20 feet
 - ii. Rear yard: 25 feet

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- iii. Side yards:
 - 1. Requirements based on lot width: (15 feet total; no side yard less than five feet)
 - 2. Variable Side Yard Depth Requirement:
 - a. Variable Side Yard Depth Requirements apply to interior lot lines only.
 - b. A minimum side yard of 7.5 feet is required for 1) nongabled roof ends where the height is more than 15 feet; or 2) gabled roof ends more than 18 feet. Both measurements are taken from existing or finished grade, whichever is lower, to the top of the gabled roof end adjoining the side yard.
 - c. A minimum side yard of 10 feet is required for single-family dwellings with a height of more than 25 feet measured from the existing or finished grade, whichever is lower, to the top of the exterior wall facade adjoining the side yard.
 - iv. Eaves may only protrude up to 18 inches into yards; note that no protrusion is allowed within *minimum* side yard setbacks.
 - v. No eave and minor building element protrusion is allowed into the minimum side yard setback established by either the requirements based on lot width or Variable Side Yard Depth Requirement. (MICC 19.02.020(C)(3)).
- b. Height:
 - i. 30 feet maximum above the Average Building Elevation (ABE) to the highest point of the roof.
 - ii. 30 feet on the furthest downhill extent of the proposed building to the top of the exterior wall façade supporting the roof framing, rafters, trusses, etc.
- c. Lot Coverage:
 - i. Calculated by totaling the following:
 - 1. All drivable surfaces (driveway, parking pad, turn-arounds, etc. regardless the material type; e.g. pervious driveway counts towards lot coverage)
 - 2. Roof line (includes eaves and covered decks)
 - ii. Lot Coverage is limited to a percentage of net lot area; this percentage varies between 20-40% depending on the slope of the lot. Lot slope is calculated by subtracting the lowest existing elevation from the highest existing elevation and dividing the resulting number by the shortest horizontal distance between these two points.
 - iii. Allowed a maximum of 9% of the lot area can be hardscape
 - 1. Hardscape includes: patios, uncovered steps, walkways, decks, retaining walls, rockeries, and other hardened surfaces other than drivable surfaces or roofs.
 - 2. Hardscape improvements can be within the maximum lot coverage allowance. That is, if the proposed lot coverage is less than the maximum lot coverage, the difference between the maximum and proposed areas can be used for hardscape.
- d. Gross Floor Area:
 - i. Gross Floor Area includes:
 - 1. The main building, including but not limited to attached accessory buildings.
 - 2. All garages and covered parking areas, and detached accessory buildings with a gross floor area over 120 square feet.
 - 3. That portion of a basement which projects above the lower of existing grade or finished grade as defined and calculated in Appendix B of this development code.
 - 4. Staircases.
 - 5. Decks that are attached to the second or third level of a single-family dwelling and are covered by a roof. For the purposes of calculating the gross floor area of

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covered decks, the entire deck area covered by the roof shall be accounted for as floor area, provided an 18-inch eave extending beyond the edge of the deck shall not be included in the gross floor area.

6. Space under stairways or stairwells that is used, for example, as a closet or storage space if that space meets the definition of "Floor."
 - ii. Maximum is
 - iii. Based on ceiling height, additional GFA may be applied
 1. The gross floor area shall be **150 percent** of the floor area of that portion of a room(s) with a ceiling **height of 12 feet to 16 feet**, measured from the floor surface to the ceiling.
 2. The gross floor area shall be **200 percent** of the floor area of that portion of a room(s) with a ceiling height of **more than 16 feet**, measured from the floor surface to the ceiling.
 3. Staircases shall be counted as a single floor for the first two stories accessed by the staircase. For each additional story above two stories, the staircase shall count as a single floor area. For example, a staircase with a 10-foot by 10-foot dimension that accesses three stories shall be accounted as 200 square feet (100 square feet for the first two stories, and 100 square feet for the third story).
 - iv. Second or third level covered decks count towards GFA, only uncovered or covered decks on the main level don't count towards GFA
2. Critical area constraints (on and off-site)
 - a. Potential Slide and Erosion
 - b. Critical area study
 - c. Geotechnical reports must address the criteria in MICC 19.07.160, which include an analysis documenting that the subject property, neighboring properties, and other critical areas will not be adversely impacted. A statement of risk must also be provided. Please review this code section for full details.
3. State Environmental Policy Act (SEPA) Review
 - a. The proposed scope of work requires SEPA review/is exempt pursuant to WAC 197-11-800.
 - b. If the scope of work changes, SEPA Review may be required. Please refer to WAC 197-11-800 or consult with planning staff to SEPA requirements.
 - c. If wetlands or watercourses are found on site (i.e. lands covered by water), SEPA Review will likely be required.
4. Underlying Plat limits
 - a. Conditions
 - b. Covenants
 - c. Easements
5. Non-conforming issues / items
6. Easement:
 - a. Vehicular Access Easements. No structures shall be constructed on or over any vehicular access easement. A minimum five-foot yard setback from the edge of any easement that affords or could afford vehicular access to a property is required for all structures; provided, that improvements such as gates, fences, rockeries, retaining walls and landscaping may be installed within the five-foot yard setback so long as such improvements do not interfere with emergency vehicle access or sight distance for vehicles and pedestrians.
 - b. Utility and Other Easements. No structure shall be constructed on or over any easement for water, sewer, storm drainage, utilities, trail or other public purposes unless it is permitted

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- within the language of the easement or is mutually agreed in writing between the grantee and grantor of the easement.
- c. Since multiple property owners share an interest in the easement, all parties with an interest must agree to the change.
7. Impact fees
 - a. Future construction on the vacant/new lot(s) resulting from the proposed subdivision will need to pay transportation, school, and park impact fees.
 - b. Current rates are:
 - i. Transportation
 - ii. School
 - iii. Parks
 - c. Note that fees are due at the time they are assessed--they do not vest to the time of complete subdivision or building permit application.
 8. Transportation Concurrency: Please apply for a transportation concurrency certificate at the same time as the subdivision/design review/building permit.
 9. Vesting: Please see the standards in MICC 19.15.170.
 10. Application fees
 - a. Deposit due at time of application
 - b. Review time is billed hourly against the deposit; additional fees may be requested if additional review time is required.
 - c. When third-party technical review is required (e.g. geotechnical, wetland, watercourse etc.), this is billed separately, in addition to staff review time.
 11. Land Use Application Process and Estimated Timeline:
 - a. Required land use approvals
 - i. Describe options and the required land use approvals for each option
 - b. Prompt for consolidated review
 - c. Summary of procedural steps
 - i. Pre-Application meeting
 - ii. Submit application electronically
 - iii. Application Completeness Check
 - iv. Notice of Application (incl. public notice via sign on site, mailing, notice in bulletin) beginning 30-day comment period; review begins
 - v. Review comments may be sent out if needed
 - vi. Design Commission study session
 - vii. Public hearing
 - viii. Notice of Decision
 - ix. Appeal period
 - x. Final Plat review and recording
 - d. Land use approvals are valid for a period of 2 years from the date of approval.

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Land Use Decisions

Type of Review	Target
Completeness Review	4 weeks
First review	8-12 weeks
Second and subsequent reviews	6 weeks
Staff Report / Decision (following completion of review)	3-4 weeks

Single Family Residential	
First Review	8-12 weeks
Second Review	3 weeks
Third and subsequent reviews	2 weeks
Revisions	2-3 weeks
Express Reviews (see note below)**	4 weeks

For more information on Land Use and Planning please refer to this useful webpage:

<https://www.mercerisland.gov/cpd/page/land-use-application-forms-and-submittal-requirements>

Pre-Application Fees:

The minimum fee for the pre-application meeting must be paid to initiate the pre-application process. If staff time exceeds the minimum hours allotted, the applicant will be invoiced via email for additional staff hours at the current hourly rate. Note: All involved staff members track time spent researching and preparing, attending the meeting, corresponding, responding to questions pre and post meeting, and/or on any other activity related to the pre-application process for the project. Applicants who continue to discuss the meeting with staff should expect to be invoiced for additional staff time.

2023 Pre-application Fees	
Type 1 Pre-Application Meeting: \$954 minimum fee, plus charges for any staff time spent on the pre-application over 6 hours. Any additional staff time is charged at a rate of \$159/hour.	Type 2 Pre-Application Meeting: \$1,908 minimum fee, plus charges for any staff time spent on the pre-application over 12 hours. Any additional staff time is charged at a rate of \$159/hour.
<i>Please Note: Fees will continue to accrue, post pre-application meeting, in situations where the applicant requests follow up or has additional questions that require additional staff time. Fees will be assessed at the hourly staff rate in place at the time of accrual and invoiced via email.</i>	

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Regards

Tony Newton
Assistant Planner
Community Planning & Development
City of Mercer Island

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November 14, 2023

Page 10 of 10