

2690 76th Ave SE - Permit Process

Tim McHarg <tim.mcharg@mercerisland.gov>

Wed, Mar 23, 2022 at 5:07 PM

To: Angela Tam <angela.tam@atelierdrome.com>

Cc: Henry Walters <henry@atelierdrome.com>, Drew Scharnitzke <drew.scharnitzke@atelierdrome.com>, John Kenney <John.Kenney@mercergov.org>

Angela:

A title report and critical area study are not required for this project. The project is also exempt from SEPA review, so a checklist isn't required.

I've copied John Kenney who is our City Arborist. He can answer your questions below about tree removal and an arborist report. To clarify for John: Is this tree on the property, or is it a street tree in the right of way?

Thanks.

Tim

From: Angela Tam <angela.tam@atelierdrome.com>

Sent: Wednesday, March 23, 2022 4:20 PM

To: Tim McHarg <tim.mcharg@mercerisland.gov>

Cc: Henry Walters <henry@atelierdrome.com>; Drew Scharnitzke <drew.scharnitzke@atelierdrome.com>

Subject: Re: 2690 76th Ave SE - Permit Process

Hi Tim,

Thanks for confirming! I'm looking over the requirements for both the commercial TI permit and the administrative design review application--can you confirm whether the following items are required?

- **Title Report.** Less than 30 days old. Unless waived by the code official.
- **Critical Areas Study(s).** Critical areas studies prepared by a qualified professional, if the site is constrained by critical areas.
 - I believe we are not in any critical areas, so I don't believe this is required.
- **Arborist Report.** Unless waived by the city arborist. Arborist reports should be prepared by a qualified arborist.
 - We are proposing to remove a [small tree](#) that is next to the building (located in front of where the folding glass doors will be)--according to the [tree FAQs on Mercer Island's website](#), a permit should not be required for this as the tree is under 10" in diameter (I will confirm this measurement), it is not in a critical area, and is not exceptional (it looks to be a maple). Since a tree permit is not required, can we go ahead and remove this tree? Will an Arborist Report be required if we are not proposing the removal of any of the other trees and the project scope is mostly limited to the interior (outside of the folding glass wall and replacing some windows in the existing openings)?
- **SEPA Checklist.** A SEPA checklist is required, unless the project is categorically exempt. Please consult with a planner if you are unsure if the project is exempt.
 - I believe we are categorically exempt. Please confirm.

- **Transportation Concurrency Application or Certificate.** Submit prior to, or concurrent with, any development proposal that will result in the creation of one or more net new vehicle trips during peak hours.
 - According to this form, a Drinking Place will generate 11.36 per 1,000 sf--our space is approximately 635 sf, which would be 7.21 new trips generated, which means that a Traffic Impact Analysis will not be required as we are under the 10 trip threshold. Please confirm.

Feel free to give me a call to discuss if needed-- (206) 395-4392 x104.

Thanks so much!

Angela Tam, Associate
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Please note: Our office continues to remain in service, but like many offices, we have moved primarily to remote working. Email will be the fastest way to reach us. We are doing everything in our power to keep projects on schedule, however please bear with us during this time. Feel free to reach out if you have any questions.

On Tue, Mar 22, 2022 at 4:24 PM Tim McHarg <tim.mcharg@mercerisland.gov> wrote:

Angela:

I will do my best to get the admin design review done in 4-8 weeks. That assumes that no revisions are required. I think that is realistic since we have worked closely to this point on the design.

A wildcard is that I will be short staffed beginning April 1, so my staffing will be down 25%. I am hopeful I can get that position hired and on board quickly. If that doesn't happen, we will collectively have higher individual workloads, which will increase review times.

Tim

From: Angela Tam <angela.tam@atelierdrome.com>
Sent: Tuesday, March 22, 2022 4:04 PM
To: Tim McHarg <tim.mcharg@mercerisland.gov>
Cc: Henry Walters <henry@atelierdrome.com>; Drew Scharnitzke <drew.scharnitzke@atelierdrome.com>
Subject: Re: 2690 76th Ave SE - Permit Process

Hi Tim,

Can you confirm the timeline for administrative design review--yesterday on our phone call, you mentioned it would be 4-8 weeks for the whole process, but the previous email indicates 14-18 weeks.

Thanks!

Angela Tam, Associate

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