



**ZTR21-006**

**Land Use Review Types  
Public Hearing**

City of Mercer Island Planning Commission

February 16, 2022

Adam Zack, Senior Planner

Department of Community Planning and Development

**Purpose: To get the Planning Commission recommendation for ZTR21-006.**

Staff Recommendation: Alternative B, programmatic approach

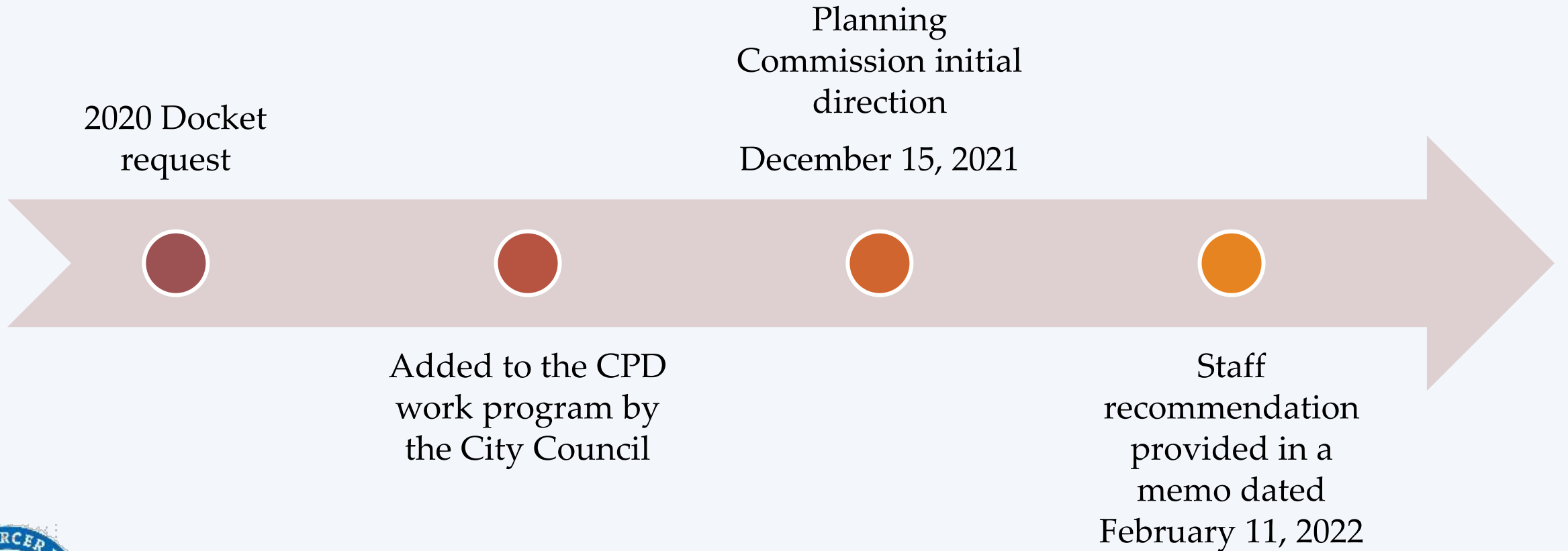


# Alternatives

- A. Amend MICC 19.15.030 as proposed by the Planning Commission on December 15, 2021;
- B. Programmatic Solution: add information about searching building permit records to the CPD Weekly Permit Bulletin (**staff recommended**); and
- C. No Action.



# Process to date



# SEPA

- Staff issued a determination of nonsignificance (DNS) on January 19, 2022
- Comment period: January 19 to February 2, 2022
- No comments were received on the DNS



# Background

Land Use Review Types established in MICC 19.15.030 specify the amount of review and notice required for land use review actions.

- **Type I:** Administrative review based on nondiscretionary standards. No public notice is required
- **Type II:** Administrative review based on nondiscretionary standards. Public Notice Required: publish application on the weekly CPD permit bulletin

 CITY OF MERCER ISLAND  
WASHINGTON

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Public Comment Period Ends: \_\_\_\_ / \_\_\_\_ / \_\_\_\_

File(s) #: \_\_\_\_\_

For more information, please call  
206-275-7729 with the above file #.

  
www.MercerGov.org/DSG



# Background

- **Type III:** Administrative review with some exercise of discretion about nontechnical issues. Process and Public Notice Required:
  - Preapplication meeting;
  - Letter of completion within 28 days of application;
  - Notice of application posted on site and mailed to neighboring property owners;
  - 30-day public comment period; and
  - Notice of decision sent to parties of interest.
- **Type IV:** Hearing Examiner/Design Commission review requiring discretion and may be actions of broad public interest. Public Notice Required: Type III plus a public hearing.



# Alternative A: Amend MICC 19.15.030

- On December 15, the Planning Commission proposed Alternative A
- Alternative A would amend the land use review type for Seasonal Development Limitation Waivers and Final Short Plats from Type I to Type II
- Example code amendment provided in Attachment A





# Alternative B: Programmatic Solution

- Add information on how to search electronic permit records to the CPD Weekly Permit Bulletin
- On December 15, the Planning Commission proposed Alternative B
- Alternative B would provide the public with information about what permits have been applied for without amending the code
- Example CPD Weekly Permit Bulletin provided in Attachment B



# Alternative B: Online Permit Search Instructions

<https://permitsearch.mybuildingpermit.com/>

**Permit/Application Status Search**

Jurisdiction:  **Step 1** \* - indicates a required field

Search by: **Permit #** | **Project Info** **Step 2** | Location | People

Project Name/Description (partial match):  **Step 3**

Permit Type:  **Step 4**

Permit Status:  **Step 5**

Date Type:  **Step 6**

From:

To:   **Step 7**

Jurisdiction is a required field

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**Step 8**

Permit #	Description	Address	Type	Status	Applied Date
2109-169	REMOVE 1 TREE rpl w 2 trees/r...	4126 100TH AVE SE	TREE	ACTIVE	09/22/2021
2112-066	Remove 1 Tree rpl w 3 Trees	8937 SE 56TH ST	TREE	ACTIVE	12/07/2021
2112-118	REMOVE 1 TREE rpl w 2 Trees	4215 HOLLY LN	TREE	ACTIVE	12/13/2021
2112-251	REMOVE 6 TREES rpl w 8 restor...	3606 GALLAGHER HILL RD	TREE	ACTIVE	12/29/2021

Total: 4 records



# Alternative B: Permit Web Map

Mercer Island Permit & Land Use

Layers Legend

Permit & Land Use Activity

Permits

- Tree
- Building/Demo
- Building/Demo
- Electrical, Mechanical, Plumbing
- Electrical, Mechanical, Plumbing
- Electrical, Mechanical, Plumbing
- Fire Protection
- ROW & Water/Sewer/Storm
- ROW & Water/Sewer/Storm
- ROW & Water/Sewer/Storm
- ROW & Water/Sewer/Storm
- Other
- Other

Land Use Projects

- ADU
- Appeals
- Critical Areas
- Design
- Deviation
- ROW Encroachment
- SEPA/Shoreline
- SEPA/Shoreline
- Subdivision
- Zone Revision

Permits

TYPE is: - All -

APPLIED is between: [ ] and [ ]

Land Use Projects

TYPE is: - All -

APPLIED is between: [ ] and [ ]



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- ROW & Water/Sewer/Storm
- ROW & Water/Sewer/Storm
- ROW & Water/Sewer/Storm
- Other
- Other

▼ Permits

TYPE is

APPLIED is between  and

▼ Land Use Projects

TYPE is

APPLIED is between  and



# Alternative B: Permit Web Map

Permits: 4215 MERCERWOOD DR ☐ ✕

PERMIT NO	2201-033
STATUS	IN REVIEW
ADDRESS	4215 MERCERWOOD DR
TYPE	TREE
SUBTYPE	TREE PROTECTION
APPLIED	January 5, 2022
DESCRIPTION	Tree Protection City Tree

🔍 Zoom to



# Alternative C: No Change

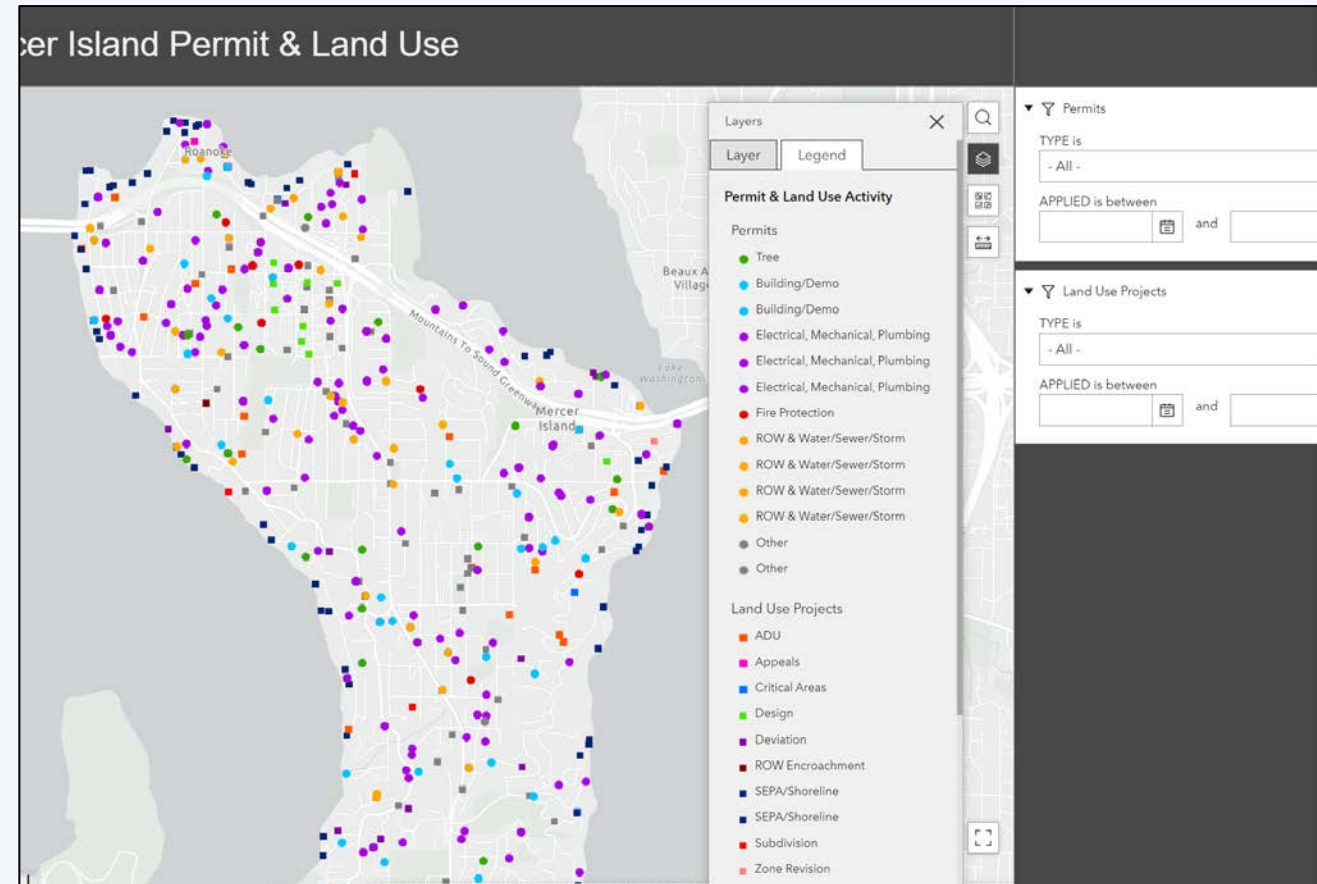
- The Planning Commission is not required to make a change to MICC 19.15.030.
- Under Alternative C, the review type would not change for any land use review actions.



# Staff Recommendation

## Alternative B: Programmatic Solution

- Combination of web map and mybuildingpermit.com search instructions are effective
- Makes more permit information available without adding to the review time for routine applications
- Leverages existing resources to increase public access



# Next Steps

- **Tonight:** Planning Commission deliberations and recommendation.
- **March:** Council first reading.
- **April:** Council final decision on ZTR21-006.





# Questions?

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206-275-7719

