



January 23, 2024

Freiheit Architecture  
Attn: Victoria Arthur  
505 106<sup>th</sup> Ave SE Suite 302  
Bellevue, WA 98004  
Via: Email

RE: **TCC24-001** SUB1 Review Letter; 3041 78<sup>th</sup> Ave SE, Suite 904, Mercer Island, WA 98040

Dear Victoria Arthur,

The City of Mercer Island Community Planning and Development Department has completed a review for compliance with the zoning code, Title 19 of the Mercer Island City Code (MICC) for the above Transportation Concurrency Certificate application. The following issues need to be addressed in your resubmission:

Planning:

1. Payment for this application has not been received. Please reach out to [epermit.tech@mercerisland.gov](mailto:epermit.tech@mercerisland.gov) for instructions for payment.
2. The proposed use results in an increase in 10 or more peak hour vehicle trips, therefore, a Traffic Impact Analysis complying with the [City's Traffic Impact Analysis Guidelines](#) must be submitted.

The City's processing of the Transportation Concurrency Certificate application has been put on hold until these issues are resolved. Pursuant to MICC 19.15.110, all requested information must be submitted within 60 days or a request for extension requested. The deadline for a complete response or request for extension is March 23, 2024. If a complete response is not received or an extension response has not been received prior to that date, the application will expire and be canceled for inactivity. No additional notification regarding this deadline or expiration of the application will be provided.

Sincerely,

Molly McGuire, Planner  
City of Mercer Island Community Planning and Development

[molly.mcguire@mercerisland.gov](mailto:molly.mcguire@mercerisland.gov)

(206) 275-7712

**Responding and Resubmitting: [Click for More Detailed Instructions](#)**

1. Reply to all review comments.
2. Update your drawings, and any necessary supplemental documents or forms.
3. Upload updated drawings to the [Mercer Island Permit Submittal Portal](#).

**Having Trouble? Please Review the Following:**

[Accessing, Reviewing, and Responding to MlePlan Comments](#)

[Troubleshooting MlePlan](#)

[MlePlan Overview](#)

**Thank you for your participation in the MlePlan review process.**