



# CITY OF MEDINA

501 EVERGREEN POINT ROAD | PO BOX 144 | MEDINA WA 98039-0144  
TELEPHONE 425-233-6400 | [www.medina-wa.gov](http://www.medina-wa.gov)

---

December 20, 2023

Mr. Zion Napier  
1080 W Ewing Pl #300  
Seattle, WA 98119  
206-236-1700  
via email: [permits@seabornplldriving.com](mailto:permits@seabornplldriving.com)

Re: **Determination of Complete Application -Incomplete**  
Non- Administrative Substantial Development Permit  
8315 Overlake Dr. West, (P-23-062)

Dear Mr. Napier,

On November 17, 2023, the City of Medina received the above-referenced application to receive a Non-Administrative Substantial Development Permit. During review, the following items were identified as needing revision, correction, and/or clarification:

## Non-administrative Substantial Development

- 1. Materials Required:** While the Administrative Development checklist was completed, staff found that the Vicinity Map and SEPA checklist were identified as completed but not uploaded with the application. To approve the application these materials would need to be submitted.
  - **Vicinity Map with 300 ft radius illustrating** that you have captured all the addresses within 300 ft or three parcels depth of the project.
  - **SEPA Checklist**
- 2. Clarification needed:** Applicant is showing a larger moorage cover than previously cited - measuring about 615 sf instead of 388sf.
- 3. Project requires a Shoreline Variance** since the existing dock (1,259sf) exceeds maximum shoreline lot coverage allowance of 1,200sf. The moorage cover puts the project further into non-conformity and a variance is required to maintain the scope of the project.
  - Applicant stated there are no critical areas on site however the entire shoreline has a Moderate to High Liquefaction Susceptibility designation, which falls under Seismic Hazards. This triggers the need for a Geotech report.
  - A no net written analysis is required because a Geotech is required, and the project has a non-conforming status.

At this time, the processing of your application is placed on hold pending the submittal of the requested information. Once the requested information is received, the city will continue processing your application. Please be aware that these determinations do not preclude the city from requesting additional information.

Please upload new items to the portal at your earliest convenience. If you have questions, please do not hesitate to contact me at [ssnook@atwell-group.com](mailto:ssnook@atwell-group.com) or 425.216.4051.

Sincerely,

A handwritten signature in blue ink, appearing to read "Sharon Snook". The signature is fluid and cursive, with the first name "Sharon" being more prominent than the last name "Snook".

Sharon Snook  
City of Medina  
Planning Consultant

CC: Steven R. Wilcox  
City of Medina  
Development Services Director



# CITY OF MEDINA

501 EVERGREEN POINT ROAD | PO BOX 144 | MEDINA WA 98039-0144  
TELEPHONE 425-233-6400 | [www.medina-wa.gov](http://www.medina-wa.gov)

---

January 24, 2024

Mr. Zion Napier,  
1080 W Ewing Pl #300  
Seattle, WA 98119  
206-236-1700  
[permits@seabornplldriving.com](mailto:permits@seabornplldriving.com)

Re: Determination of Complete Application  
Non- Administrative Substantial Development Permit  
8315 Overlake Dr. West, (P-23-062)

Dear Mr. Napier,

The city has reviewed the above application for a Substantial Development Permit application to install a 338 square foot moorage cover at 8315 Overlake Drive West.

The application was received November 17, 2023, and resubmittal on January 9<sup>th</sup>, 2024. Your application was deemed complete (DOC) with conditions January 24, 2024, pursuant to MMC 16.80.050, then subsequently issue a Notice of Application (NOA).

**1.SITE PLANS:** There are sheets within the site plan that do not include a scale, such as Sheets 5.0 and 6.0. Elevations also do not include the ordinary high-water mark and overall height (including the roof pitch) of the moorage cover. Update the scope of work description to include that the application for the moorage cover that it is for half of the dock and bold the lines of the proposed moorage cover location on Sheet 4 that would make the proposed work especially clear in a public hearing.

**2.VICINITY MAP:** Vicinity Map you provided a map as a cover sheet within the plan set. Please provide a separate document that shows a 300 ft radius from the subject property illustrating that you have captured all the addresses within 300 ft or three parcels depth of the project. I sent the mailing instructions with this letter as an attachment.

**3.SEPA CHECKLIST:** Update the SEPA checklist with a brief description justifying some of the None & N/A answers so that I can easily defend your responses in the hearing.

**4.GEOTECH REPORT:** Confirm with the city's Geotechnical Consultant, WPD, that a Geotechnical report is not required for this project.

**5.SHARED COMMON DOCKING AREA AGREEMENT:** Provide a copy of the shared common dock area agreement that shows that the dock ownership (1.2 share) is shared with a neighbor to the north parcel number 2018700235.

The City will move forward with the required processes. A Notice of Application will now be prepared, mailed, and posted by the city within 14 days of the date of this letter pursuant to MMC 16.80.140.

Please be aware that this determination does not preclude the city from requesting additional information. If you have questions, please do not hesitate to contact me directly at [ssnook@atwell-group.com](mailto:ssnook@atwell-group.com) or 425-216-4051.

A handwritten signature in blue ink, appearing to read "Sharon Snook".

Sincerely,

Sharon Snook  
City of Medina  
Planning Consultant

CC: Steven R. Wilcox  
City of Medina  
Development Services Director



# CITY OF MEDINA

## NOTICE OF APPLICATION

**Proposal:** Non-Administrative Substantial Development Permit to install a 338 square foot moorage cover.

**File No.** P-23-062 Non-Administrative Substantial Development Permit

**Applicant:** Madison Johnson, Zion Napier(Agent)

**Site Address:** 8315 Overlake Dr West, Medina WA, 98039

**Other Permits:** Future Building Permit

**Application Received:** November 17, 2023

**Determination of Completeness:** January 24, 2024

**Notice of Application:** February 1, 2024

**PUBLIC COMMENTS:** Pursuant to MMC 16.80.110(B)(7), this application has a public comment period. Please submit public comments no less than 14 days and no more than 30 days from the date of issuance of the Notice of Application.

**STATE ENVIRONMENTAL POLICY ACT:** The proposal is exempt from environmental (SEPA) review pursuant to WAC 197-11-800(2)(e).

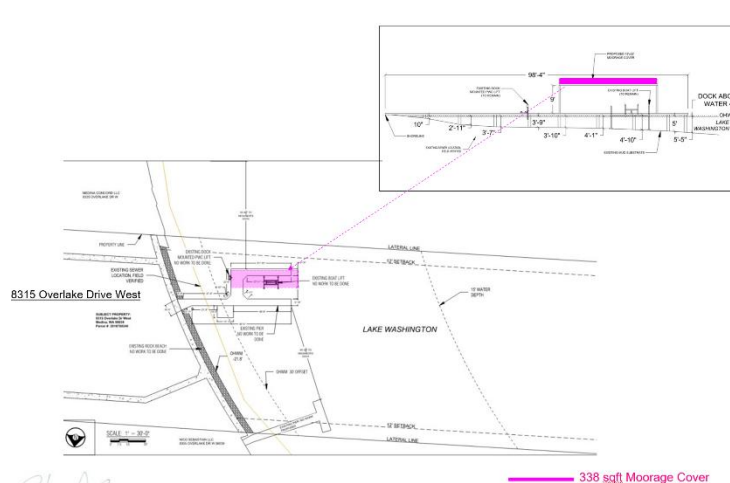
**DETERMINATION OF CONSISTENCY:** Pursuant to RCW 36.70B.040, a preliminary determination has found the proposal consistent with the provisions of the Medina Municipal Code.

**APPEAL RIGHTS:** Any person can comment on the application, receive notice of and participate in any hearings, and request a copy of the decision once made. Pursuant to MMC 16.80.220(B), a Type 3 Non-Administrative Substantial Development Permit decision may be appealed to the King County Superior Court.

**QUESTIONS:** The complete application may be viewed either at City Hall, located at 501 Evergreen Point Road, Medina WA, 98039, or electronically by emailing the staff contact below.

**STAFF CONTACT:** Sharon Snook, City of Medina Planning Consultant, at (425) 216-4051 or [ssnook@atwell-group.com](mailto:ssnook@atwell-group.com).

### SITE PLAN:



Sharon Snook

02/01/2024  
Notice Issued

**WARNING!**  
Posted notice is not to be removed, mutilated or concealed in any way.



# CITY OF MEDINA NOTICE OF VIRTUAL HEARING

**NOTICE IS HEREBY GIVEN** that the Medina Hearing Examiner will conduct a virtual public hearing on **Friday, February 23, 2024, at 1:00 PM** or as called as soon thereafter via Zoom. The purpose of this hearing is to consider testimony for and against the following:

**Proposal:** Non-Administrative Substantial Development Permit to install a 338 square foot moorage cover

**File No.** P-23-062 Non-Administrative Substantial Development Permit

**Applicant:** Madison Johnson, Zion Napier(Agent)

**Site Address:** 8315 Overlake Dr West, Medina, WA 98039

**YOU ARE INVITED** to attend the remote hearing and make oral and written comments. The Hearing Examiner has the discretion to limit testimony to relevant, non-repetitive comments and to set time limits. If you are unable to attend, written comments, photographs, or other exhibits on the application may be submitted to the staff contact or address below before the hearing date. The Hearing Examiner gives equal weight to testimony submitted in person at a hearing and written comments that are submitted. You are eligible to request a copy of the decision post hearing.

For information on how to participate in the remote hearing, please see the City's website for the hearing agenda which will be posted by Wednesday, February 21, 2024, at 4:00 PM. Please either log in or phone in at the beginning of the hearing to participate. If you need special accommodations, please contact the staff below.

**APPEAL RIGHTS:** Any person can comment on the application, receive notice of and participate in any hearings, and request a copy of the decision once made. Pursuant to MMC 16.80.220(B), a Type 3 Non-Administrative Substantial Development Permit decision may be appealed to the King County Superior Court.

**QUESTIONS:** Requests for information and/or written comments may be directed to the staff contact below, or to Medina City Hall, Attn: Development Services, 501 Evergreen Point Road, Medina, WA 98039.

**STAFF CONTACT:** Jonathan Kesler, City of Medina Planning Manager, at (425) 233-6416 or [jkesler@medina-wa.gov](mailto:jkesler@medina-wa.gov)

Jonathan Kesler, AICP, Planning Manager

2/6/2024  
Notice Issued



## CITY OF MEDINA NOTICE OF VIRTUAL HEARING RESCHEDULED

**NOTICE IS HEREBY GIVEN** that the Medina Hearing Examiner will conduct a virtual public hearing on **Tuesday, March 5, 2024, at 2:00 PM** or as called as soon thereafter via Zoom. The purpose of this hearing is to consider testimony for and against the following:

**Proposal:** Non-Administrative Substantial Development Permit to install a 338 square foot moorage cover

**File No.** P-23-062 Non-Administrative Substantial Development Permit

**Applicant:** Madison Johnson, Zion Napier(Agent)

**Site Address:** 8315 Overlake Dr West, Medina, WA 98039

**YOU ARE INVITED** to attend the remote hearing and make oral and written comments. The Hearing Examiner has the discretion to limit testimony to relevant, non-repetitive comments and to set time limits. If you are unable to attend, written comments, photographs, or other exhibits on the application may be submitted to the staff contact or address below before the hearing date. The Hearing Examiner gives equal weight to testimony submitted in person at a hearing and written comments that are submitted. You are eligible to request a copy of the decision post hearing.

For information on how to participate in the remote hearing, please see the City's website for the hearing agenda which will be posted by Friday, March 1, 2024, at 4:00 PM. Please either log in or phone in at the beginning of the hearing to participate. If you need special accommodations, please contact the staff below.

**APPEAL RIGHTS:** Any person can comment on the application, receive notice of and participate in any hearings, and request a copy of the decision once made. Pursuant to MMC 16.80.220(B), a Type 3 Non-Administrative Substantial Development Permit decision may be appealed to the King County Superior Court.

**QUESTIONS:** Requests for information and/or written comments may be directed to the staff contact below, or to Medina City Hall, Attn: Development Services, 501 Evergreen Point Road, Medina, WA 98039.

**STAFF CONTACT:** Jonathan Kesler, City of Medina Planning Manager, at (425) 233-6416 or [ikesler@medina-wa.gov](mailto:ikesler@medina-wa.gov)

Jonathan Kesler, AICP, Planning Manager

2/16/2024  
Notice Issued



# CITY OF MEDINA

## NOTICE OF VIRTUAL HEARING CANCELLED

**NOTICE IS HEREBY GIVEN** that the City of Medina has CANCELLED the Medina virtual public hearing on Tuesday, March 5, 2024, at 2:00 PM. The purpose of this hearing was to consider testimony for and against the following:

**Proposal:** Non-Administrative Substantial Development Permit to install a 338 square foot moorage cover

**File No.** P-23-062 Non-Administrative Substantial Development Permit

**Applicant:** Madison Johnson, Zion Napier(Agent)

**Site Address:** 8315 Overlake Dr West, Medina, WA 98039

**This hearing will be rescheduled for a later date. A new Notice of Hearing will be issued when the new hearing date is scheduled.**

**QUESTIONS:** Requests for information and/or written comments may be directed to the staff contact below, or to Medina City Hall, Attn: Development Services, 501 Evergreen Point Road, Medina, WA 98039.

**STAFF CONTACT:** Steve Wilcox, Director of Development Services, at (425) 233-6409 or [swilcox@medina-wa.gov](mailto:swilcox@medina-wa.gov)

Steve Wilcox, Director of Development Services

3/1/2024  
Notice Issued

WARNING!

Posted notice is not to be removed, mutilated or concealed in any way.



**CITY OF MEDINA  
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that the Medina Hearing Examiner will conduct a virtual public hearing on Wednesday, June 26, 2024, at 2:00 PM or as called as soon thereafter via Zoom. The purpose of this hearing is to consider testimony for and against the following:

**Proposal:** A Non-Administrative Substantial Development Permit to install a 338 square foot moorage cover

**File No.** P-23-062, Non-Administrative Substantial Development Permit

**Applicant:** Zion Napier (Agent)

**Site Address:** 8315 Overlake Dr West, Medina, WA 98039

**YOU ARE INVITED** to attend the remote hearing and make oral and written comments. The Hearing Examiner has the discretion to limit testimony to relevant, non-repetitive comments and to set time limits. If you are unable to attend, written comments, photographs, or other exhibits on the application may be submitted to the staff contact or address below before the hearing date. The Hearing Examiner gives equal weight to testimony submitted in person at a hearing and written comments that are submitted. You are eligible to request a copy of the decision post hearing.

For information on how to participate in the remote hearing, please see the City's website for the hearing agenda which will be posted by Monday, June 26, 2024, at 4:00 PM. Please either log in or phone in at the beginning of the hearing to participate. If you need special accommodations, please contact the staff below.

**APPEAL RIGHTS:** Any person can comment on the application, receive notice of and participate in any hearings, and request a copy of the decision once made. Pursuant to MMC 16.80.220(B), a Type 3 Non-Administrative Substantial Development Permit decision may be appealed to the King County Superior Court.

**QUESTIONS:** Requests for information and/or written comments may be directed to the staff contact below, or to Medina City Hall, Attn: Development Services, 501 Evergreen Point Road, Medina, WA 98039.

**STAFF CONTACT:** Jonathan Kesler, City of Medina Planning Manager, at (425) 233-6416 or [Jkesler@medina-wa.gov](mailto:Jkesler@medina-wa.gov)



# CITY OF MEDINA NOTICE OF VIRTUAL HEARING

**NOTICE IS HEREBY GIVEN** that the Medina Hearing Examiner will conduct a remote public hearing on **Wednesday, June 26, 2024 at 2:00 PM** or as called as soon thereafter via Zoom. The purpose of this hearing is to consider public testimony for and against the following:

**Proposal:** A Non-Administrative Substantial Development Permit to install a 338 square foot moorage cover

**File No.** P-23-062, Non-Administrative Substantial Development Permit

**Applicant:** Zion Napier (Agent)

**Site Address:** 8315 Overlake Dr West, Medina, WA 98039

**YOU ARE INVITED** to attend the remote hearing and make oral and written comments. The Hearing Examiner has the discretion to limit testimony to relevant, non-repetitive comments and to set time limits. If you are unable to attend, written comments, photographs, or other exhibits on the application may be submitted to the staff contact or address below before the hearing date. The Hearing Examiner gives equal weight to testimony submitted in person at a hearing and written comments that are submitted. You are eligible to request a copy of the decision post hearing.

For information on how to participate in the remote hearing, please see the City's website for the hearing agenda which will be posted by Monday, June 24, 2024, at 4:00 PM. Please either log in or phone in at the beginning of the hearing to participate. If you need special accommodations, please contact the staff below.

**APPEAL RIGHTS:** Any person can comment on the application, receive notice of and participate in any hearings, and request a copy of the decision once made. Pursuant to MMC 16.80.220(B), a Type 3 Non-Administrative Substantial Development Permit decision may be appealed to the King County Superior Court.

**QUESTIONS:** Requests for information and/or written comments may be directed to the staff contact below, or to Medina City Hall, Attn: Development Services, 501 Evergreen Point Road, Medina, WA 98039.

**STAFF CONTACT:** Jonathan Kesler, City of Medina Planning Manager, at (425) 233-6416 or [jkesler@medina-wa.gov](mailto:jkesler@medina-wa.gov)

Jonathan Kesler, AICP, Planning Manager

6/10/2024  
Notice Issued