



**CENTRAL WHIDBEY HISTORIC PRESERVATION COMMISSION  
ISLAND COUNTY COMMISSIONERS' HEARING ROOM  
COUPEVILLE, WA  
June 13, 2024**

A recording of this meeting can be found on Coupeville's website: [townofcoupeville.org](http://townofcoupeville.org).  
Timestamps (*hr. m. s.*) for the beginning of each item and motion are designated in the minutes.

**CALL TO ORDER**

Chair Baxter called the meeting to order at 10:02 a.m.

**COMMISSIONERS PRESENT**

- ✓ Chair **Katherine Baxter**
- ✓ Vice-Chair **Danielle Bishop**
- ✓ Commissioner **Jay Adams**
- ✓ Commissioner **Marshall Bronson**
- ✓ Commissioner **Art Huffine**
- ✓ Commissioner **Kevin Turkington**
- ✓ Commissioner **Shelia Saul**

**COMMISSIONS ABSENT**

None Absent

**STAFF PRESENT**

- |   |                           |
|---|---------------------------|
| ✓ Ebey's Landing National Historical Reserve Manager                  | <b>Marie Shimada</b>      |
| ✓ Ebey's Landing National Historical Reserve Preservation Coordinator | <b>Josh Pitts</b>         |
| ✓ Island County Planning Manager                                      | <b>Michael Beech</b>      |
| ✓ Island County Current Use Planner                                   | <b>Yumi Shridhar</b>      |
| ✓ Town of Coupeville Planning Director                                | <b>Joshua Engelbrecht</b> |

**APPROVAL OF AGENDA**

Staff recommended removing COA-24-028 from the agenda.  
Vice-Chair Bishop noted that the "Public Comment" portion of the hearing was not included on this agenda and asked to add that item to the June 13, 2024 meeting agenda.  
Commissioner Bronson moved to approve the agenda for the June 13, 2024 Historic Preservation Commission meeting as revised. Commissioner Adams seconded. *Motion passed unanimously.*

**APPROVAL OF MINUTES**

Commissioner Bronson moved to approve the minutes of the regular Historic Preservation Commission meeting of May 23, 2024.  
Commissioner Huffine seconded. *Motion passed unanimously.*

**Public Comment on items not on the agenda**

*No members of the public spoke on items not on the agenda.*

**PUBLIC HEARING**

Chair Baxter provided a description of the role of the Commission, its legal basis and process, and the standards and guidelines on which its decisions are based. She asked commissioners to declare any conflicts of interest or bias regarding the applications on the agenda and to disclose any ex parte communication or site visits.

- Chair **Baxter** visited all sites
- Vice-Chair **Bishop** visited all sites.
- Commissioner **Adams** visited all sites.
- Commissioner **Bronson** visited all sites.
- Commissioner **Huffine** visited all sites.
- Commissioner **Turkington** visited all sites.

*No public challenge to the participation of a commissioner was raised.*

***EBY-24-029 (3 m. 40 s.) – R13102-427-4250– Ryan’s House for Youth – New Building***

Island County Planner, Yumi Shridhar, presented on elements of the proposed building. Elements of the presentation included the size and use of the detached building, the proposed materials, applicable guidelines, and location within the Reserve.

Ebey’s Landing National Historical Reserve Preservation Coordinator, Josh Pitts, made comments regarding the appropriateness of the proposal and appreciation of the applicant taking the Reserve into consideration.

***DISCUSSION***

Chair Baxter opened the floor for discussion.

Questions were asked and answered in regard to the scale of the building, plans to remove an existing gazebo, status of a collapsed shed structure associated with the property, and the existing sign for Ryan’s House for Youth.

The applicant, Demian Minjarez, Spoke at the meeting. Questions were answered in regard to submitted drawing and peaks of the existing and proposed gable roofs. Amber Truet, the representative for Ryan’s House for Youth, spoke at the meeting. Comments were made in regard to the existing sign and gazebo.

*No other members of the public spoke at the meeting.*

***MOTION (17 m. 25 s.)***

Commissioner Bronsen moved to approve the Certificate of Appropriateness as presented and adopt the findings of fact as set forth presented in the application.

Commissioner Huffine seconded.

Chair Baxter recommended that two additional conditions of approval be placed on the COA.

1. To the greatest extent possible, materials should be saved from the removal of the existing Gazebo structure.
2. Reserve Staff would document the existing conditions prior and during removal of the existing structure.

*Motion passed unanimously.*

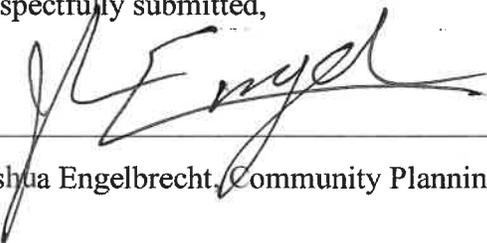
**OTHER BUSINESS**

*No other business*

**ADJOURNMENT**

The meeting was adjourned at 10:20 am.

Respectfully submitted,

  
\_\_\_\_\_  
Joshua Engelbrecht, Community Planning Director

