



EBEY'S LANDING HISTORIC PRESERVATION COMMISSION
ISLAND COUNTY COMMISSIONERS' HEARING ROOM (Room 102B)
1 NE 6th St., COUPEVILLE, WA
September 26, 2024

10:00: Roll Call

Approval of Minutes – Minutes from August 22, 2024

Public Comment on items not on the agenda -

Public Hearings:

- **COA-24-034:** Stig Carlson Architecture, 6 NE Front St. Relocation of a Historic Resource - Revision to Permit Conditions.
- **COA-24-042:** 101 NE Ninth St. Chris and Corina Silva. Continuation of public hearing from 8/23/2024. Addition to a historic resource.
- **COA-24-046:** Encinas Construction, Parcel No. R13233-195-2000, Construction of a new Single Family Home.
- **COA-24-049:** Encinas Construction, Parcel No. R13233-195-2000, Construction of 3 new single family homes.

Other Discussion items:

The Historic Preservation Commission will hear testimony from interested persons either in person or via telephone or video. Written comments may be submitted comments to Planning & Community Development; 1 NE 7th Street, Coupeville, WA 98239 for projects within the County (EBY). Projects within the Town (COA), submit written comments to the Town of Coupeville, 4 NE 7th St., Coupeville, WA 98239

Join Zoom Meeting <https://zoom.us/j/91304102115?pwd=ajlTWjJxODdRbUd3cXNwQXY2QkQ2UT09>
Meeting ID: 913 0410 2115 Passcode: 509725 Dial by your location +1 (253) 215-8782,
Meeting ID: 913 0410 2115 Passcode: 509725



**CENTRAL WHIDBEY HISTORIC PRESERVATION COMMISSION
ISLAND COUNTY COMMISSIONERS' HEARING ROOM
COUPEVILLE, WA
August 22, 2024**

A recording of this meeting can be found on Coupeville's website: 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 **Art Huffine**
- ✓ Commissioner **Kevin Turkington**
- ✓ Commissioner **Shelia Saul**

COMMISSIONERS ABSENT

- ✓ Commissioner **Marshall Bronson**

STAFF PRESENT

- ✓ Ebey's Landing National Historical Reserve Preservation Coordinator **Josh Pitts**
- ✓ Island County Current Use Planner **Yumi Shridhar**
- ✓ Island County Long Range Planner **John Lanier**
- ✓ Town of Coupeville Community Planning Director **Joshua Engelbrecht**
- ✓ Town of Coupeville Assistant Planner **Lisa Walsh**

APPROVAL OF AGENDA

Action: A motion was made by Commissioner Bishop, seconded by Commissioner Huffine, to approve the agenda of the August 22, 2024 meeting as submitted. *The motion passed unanimously.*

APPROVAL OF MINUTES

Action: A motion was made by Commissioner Huffine, seconded by Commissioner Bishop, to approve the minutes of the July 11, 2024 meeting as submitted. *The 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 the EBY-24-042 and COA-24-042 sites.
- Vice-Chair **Bishop** visited all sites.
- Commissioner **Adams** visited all sites except the EBY-24-047 + 048 site.
- Commissioner **Bronson** visited all sites.
- Commissioner **Turkington** visited the EBY-24-042 and COA-24-042 sites.
- Commissioner **Saul** visited all sites.

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

COA-24-042 (7 m. 17 s.) – Addition to a Historic Structure – 101 NE Ninth St. Coupeville.

Coupeville Community Planning Director, Joshua Engelbrecht, presented on elements of the proposed building. Elements of the presentation included the size and use of the proposed addition to the 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 and mass and scale of the proposed addition. Pitts suggested using board and baton siding on the addition to distinguish the addition from the original structure.

DISCUSSION

Questions and concerns raised in regard to the original footprint of the building, mass and scale of the addition, and distinguishing the addition from the original structure.

The applicant clarified that the square footage is 1,685, not including the garage. The applicant says they need more space for family visits. The applicant points out that they bought the house in a delapidated state and have worked very hard to preserve and revive the structure.

Chair Baxter pointed out that the home is one of the oldest in Coupeville, and it is important to preserve the visual impact of the original structure.

A majority of the Commissioners would like table the discussion and go back to the homeowners to discuss other solutions. Concern about mass and scale is shared by all.

No other members of the public spoke at the meeting.

MOTION (51 m. 57 s.)

Action: A motion was made by Vice-Chair Bishop, seconded by Commissioner Huffine, to postpone the HPC's decision to a future meeting, with a revised proposal. *The motion passed unanimously.*

EBY-24-042 (53 m. 23 s.) – S7530-00-0B003-0, Captain Whidbey Inn – Construction of two new buildings.

Island County Current Use Planner, Yumi Shridhar, presented on the proposed new structures. Elements of the presentation included size and use of the proposed new structures, the proposed materials, applicable guidelines, location within the Reserve, and comments/concerns received during the public input period.

Ebey's Landing National Historical Reserve Preservation Coordinator, Josh Pitts, made comments regarding design and placement of the proposed new structures.

DISCUSSION

Questions were asked and answered regarding other buildings being renovated along with the building of the new structures, roofing materials.

Eric Cheung spoke to the Commission on behalf of the Captain Whidbey Inn and answered questions regarding size and use of the new structures, and roofing materials.

No other members of the public spoke at the meeting.

MOTION (1 h. 10 m. 28 s.)

Action: A motion was made by Commissioner Turkington, seconded by Commissioner Huffine, to recommend approval of the Certificate of Appropriateness. *The motion passed unanimously.*

RECESS: The Commission took a brief recess at 11:13am, and reconvened at 11:16am.

EBY-24-044 (1 h. 12 m. 29 s.) – S7760-00-01004-0, Hughes – New Single Family Residence.

Island County Current Use Planner, Yumi Shridhar, presented on the new proposed structure. Elements of the presentation included size and use of the proposed structure, the proposed materials, applicable guidelines, and location within the Reserve.

Ebey's Landing National Historical Reserve Preservation Coordinator, Josh Pitts, made comments regarding the windows and the roof style.

DISCUSSION

Chair Baxter asked if a gabled roof would impede the view of the neighbor behind. It was concluded that it would not impede the neighbor's view due to the topography of the site.

Architect Stig Carlson clarified that they have been granted a shoreline variance, and that the flat roof design is used to mitigate the mass of the house from the west-side view. Questions were asked regarding the design review standards and areas.

No other members of the public spoke at the meeting.

MOTION (1 h. 30 m. 13s.)

Action: A motion was made by Commissioner Bishop, seconded by Commissioner Turkington, to recommend approval of the Certificate of Appropriateness. *The motion passed unanimously.*

EBY-24-047 (1 h. 31 . 9s.) – R13216-093-5110 – Cary Construction of 5 Buildings (4 retroactive, 1 new)

Island County Current Use Planner, Yumi Shridhar, presented on the proposed retroactive and new buildings. Elements of the presentation included size and use of the structures, proposed materials, applicable guidelines, and location within the Reserve.

Ebey's Landing National Historical Reserve Preservation Coordinator, Josh Pitts, did not have comments other than an appreciation for the smaller, broken up structures, rather than one large structure.

DISCUSSION

Questions were asked and answered regarding the retroactive approvals and how they fell under the radar. Island County Long Range Planner, John Lanier, confirmed that structures under 200 sq. ft. are exempt from building permits, but not if they will be inhabited. Katherine Ranieri confirmed that they did not apply for building permits before building the 4 existing structures. The Commission is concerned that the applicants did not seek permits and certificates of appropriateness prior to building the first 4 structures in this plan.

Katherine Ranieri addressed the Commission regarding their concerns and stated that the property owners are doing their best to make good on the permitting process. Ranieri clarified the purpose of the structures.

No other members of the public spoke at the meeting.

MOTION (1 h. 53 m. 39 s.)

Action: A motion was made by Commissioner Huffine, seconded by Commissioner Turkington, recommending approval of the Certificate of Appropriateness. *The motion passed with one abstention.*

EBY-24-048 (1 h. 54 m. 40s.) – R13216-093-5110 – Cary Construction – Grimes House Rehabilitation.

Island County Current Use Planner, Yumi Shridhar, presented on the retroactive renovation. Elements of the presentation included size and use of the structure, the materials used, applicable guidelines, and location within the Reserve.

Ebey's Landing National Historical Reserve Preservation Coordinator, Josh Pitts, made comments regarding the work completed and the retroactive status of this project. Pitts feels that the structure could have gone from non-contributing to contributing historic structure with a few minor changes, had the owners applied for the COA prior to starting the work.

DISCUSSION

Questions were asked and answered regarding new construction versus rehabilitation, roof replacement and materials.

Vice-Chair Bishop asked the Commission about the corrugated metal roof and whether it should be included in the materials list in the new guidelines. The Commission discussed contributing versus non-contributing historic structures. The Commission also discussed the need for more outreach to owners of historic properties, to avoid situations like this in the future.

MOTION

Action: A motion was made by Commissioner Turkington, seconded by Vice-Chair Bishop, to recommend approval of the Certificate of Appropriateness. *The motion passed with one abstention.*

ADJOURNMENT

The meeting was adjourned at 12:25pm

Respectfully submitted,

Community Planning Director

Deputy Clerk, Chris Jolly

Joshua Engelbrecht



Ebey’s Landing National Historical Reserve

**6 NE Front St. and Parcel No. S6415-00-27005-2
(Intersection of NE Fifth St. and NE Clapp St.)
COA-24-034 - Memo**

Commission,

COA-24-034, initially heard on July 11, 2024 included a condition of approval that the project receive approval from the Washington Department of Archeology and Historic Preservation related to the retention of the Historic Resource’s contributing status. Staff has reached out to the DAHP and has initiated conversations with the DAHP’s Architectural Historian team and State Architectural Historian. During that process, Staff learned that:

- 1) The process by which contributing / non-contributing status is updated for the national register of historic places is passed through the DAHP, but the final resting place is with the National Parks Service / Federal Department of the Interior, with the DAHP serving as facilitators and experts, but ultimately unable to give approval in this context.
- 2) The professional opinion of the DAHP team was that the relocation itself would be sufficient in the eyes of the National Parks Service to change the Zylstra Law Office’s status to non-contributing.

Ultimately, this memo is recommending that the Historic Preservation Commission revise the conditions of approval to no longer require DAHP approval for the reasons outlined below:

- 1) Given the Town’s recent Sea Level Rise Vulnerability Assessment, the current location is likely to see significant impacts from Sea Level Rise, making an expensive restoration and stabilization a financially risky task for private property owners.
- 2) Removal of assets from hazard locations to protect the building (even if they are removed from their contributing contexts) is more in line with the Reserve’s mission of preservation and adaptation than maintaining the building in place in the face of significant risk.
- 3) Town and Reserve Staff continue to believe that this building would have integrity and contribute to the Reserve post relocation. Reserve Staff is expecting to pre-emptively reach out to NPS to explain our perspective on the Reserve’s history of moving buildings, and our local risks to overwater structures, in attempt to retain contributing status and gather insight about the broad guidance NPS issues related to adaptation to hazards.

Motion Language

I move to remove condition of approval Number 3 from COA-24-034 stating that “The project receives approval form the Department of Archeology and Historic Preservation that ensures the retention of the Resource’s contributing status”.



Ebey's Landing National Historical Reserve
101 NE Ninth Street, Coupeville, WA 98239
COA-24-042 - Memo

Commission,

COA-24-042, initially heard on August 22, 2024 and tabled until a future date, was noticed to be included as part of the public hearings for September 26, 2024. Staff has met with the applicants and received submittals for the upcoming hearing (Figure 1). The applicants and owners are interested in attending the hearing in-person but are unable to attend the September 26th meeting. Therefore, Staff would like to recommend setting the follow-up hearing for COA-24-042 for the meeting of October 10, 2024.



Figure 1: 3D rendering of proposed addition, from NE Center St.



Figure 2: Aerial Image of 101 NE Ninth St.

Motion Language

I move to postpone the continuance of the public hearing for COA-24-042, until the next regular meeting of the Historic Preservation Commission with a date certain of October 10, 2024.



Ebey's Landing National Historical Reserve

Certificate of Appropriateness

Go West Building Design/David Encinas (Encinas Construction)

Parcel No. R13233-195-2000

NW Third Street, Lot 3, Coupeville, WA

COA-24-046

Level A or B (HPC review requested)

Level C

Jurisdiction:

Town of Coupeville

I – PROJECT SUMMARY and BACKGROUND

The applicant requests a Certificate of Appropriateness for a proposal to construct a new single-family residence on Northwest Third Street, on Lot 3 of Stuurmans Plat.

The proposed building has a total approximate square footage of 2,878 square feet with 2,302 sq. ft. of living area and 576 sq. ft. of attached garage; the building will be constructed using cement lap siding, composition roofing and vinyl windows.

II – PERMIT DATA

Building or Land Use Permit Type	Certificate of Appropriateness
Application Number	COA-24-046
Application Date	August 12, 2024
Applicant/Owner	Go West Building Design/ David Encinas (Encinas Construction)

III – SITE DATA

Address	Vacant Lot – NW Third Street, Lot 3
Location	NW Third Street extension - Review Area 1
Parcel Number(s)	R13233-195-2000, Lot 3

Size of parcel(s)	12,135 sq. ft.			
Historic Structure?	Yes		No	X
Proximity to Historic Structures?	Yes		No	X
Zoning Designation	MOA Area F / RM-9600			
Critical Areas/Overlays?	Yes		No	X
Shoreline Jurisdiction?	Yes		No	X
NPS Easements?	Yes		No	X



Fig. 1: Proposed Single-family Residence

IV – STAFF CONTACTS

Title	Name	Phone	E-mail
Assistant Planner	Lisa Walsh	360-678-4461 Ext 104	assistantplanner@townofcoupeville.org

V. APPLICABLE DESIGN GUIDELINES

SECRETARY OF THE INTERIOR’S STANDARDS

The Secretary of the Interior’s Standards apply:	Yes		No	X
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This project is not within 100 ft. of any historic resources within Ebey’s Landing National Historical Reserve.

DESIGN GUIDELINES

Staff has identified the following design guidelines as particularly relevant to the proposal.

CHAPTER 4.6 – New Construction

Guiding Principle: New development should respect the Reserve's rural character. A successful new building will have compatible scale, massing, size, materials, and color that allow it to blend into its site.

4.6.1 – Architectural Character

Guideline	Staff Analysis
4.6.1.1	<p><i>The mass of larger buildings should be broken up into separate parts to give the appearance of a group of buildings rather than one large building. Use trees to soften the appearance. Design buildings to generally be horizontal in form in order to be less conspicuous.</i></p> <p>The proposed building is a two-story house that is approximately 2,878 sq. ft (2,302 sq. ft. of living area and 576 sq. ft. of attached garage). No other buildings are proposed. The house and garage will be one structure. Attached garages are typical in this neighborhood.</p>
4.6.1.2	<p><i>New buildings should be similar in general character but stylistically distinct from historic structures.</i></p> <p>The proposed building is of a contemporary design that complements other houses in the area. This is a new development; there are not currently any homes adjacent to this lot. The nearest historic structure is over 700 ft away from the proposed development.</p>
4.6.1.3	<p><i>Building materials should be similar to those of the surrounding neighborhood.</i></p> <p>The proposed building design includes wood doors, cement lap siding, vinyl windows and composition roofing – all materials commonly found in the surrounding structures and throughout the Reserve.</p>
4.6.1.4	<p><i>Greater flexibility for buildings screened from the road by trees.</i></p> <p>Not applicable to this project.</p>
4.6.1.5	<p><i>Use simplified interpretations of architectural features that are common to historic buildings in the Reserve.</i></p> <p>The proposed building features windows, roofing and siding materials that align with the established aesthetic of homes in the Reserve. The inclusion of gables and an open front porch also blend well with the neighborhood.</p>
4.6.1.6	<p><i>New buildings reinforce the characteristics of the existing development pattern with the neighborhood.</i></p> <p>The proposed building is one of four new homes being constructed on wooded lots along the NW Third Street extension. The proposed structure is notably larger than the nearest homes in the neighborhood and the three new homes planned for the area; however, the neighborhood is a range of large, two-story condo units; two-story homes, single-story homes and cottage courts.</p>

4.6.1.7	<p><i>Fiber cement products may be used as siding materials.</i></p> <p>The proposed exterior siding material is cement lap siding.</p>
4.6.1.8	<p><i>Front and side yards should be largely dedicated to landscaping. Expanses of concrete and parking areas toward the front of the site are not allowed.</i></p> <p>The proposed project does not include concrete or parking areas in the side yards. There is a concrete driveway in front of the garage but no additional parking or paved areas are designated in the plans.</p>

4.6.4– New Residential Construction

Guiding Principle: Much of the Town of Coupeville has a relatively dense development pattern and some areas contain a significant number of historic buildings. New construction, particularly in Review Area 1, should continue the historical pattern of development with buildings that are compatible with their neighbors in terms of scale, massing, materials, and color.

Guideline	Staff Analysis
4.6.4.1	<p><i>Flexibility is permitted in Review Area 2 and for totally screened development in Review Area 1.</i></p> <p>The project is not within Review Area 2, nor is it completely screened; however, the nearest historic structure is the Joseph Whidbey House, and it is over 700 feet away.</p>
4.6.4.2	<p><i>New buildings should reflect the architectural character of surrounding buildings in the following ways:</i></p> <p><i>a. Similar portions, scale and roofline</i></p> <p>This neighborhood is just starting to develop. Of the five nearest houses, one is a two-story with a two-car garage with doors that face the right-of-way. It has similarly sized windows and multiple gables facing the street.</p> <p><i>b. Complementary architectural style and exterior finish materials</i></p> <p>The architectural styles are similar to houses in the neighborhood and finishes are common throughout the Reserve.</p> <p><i>c. Complementary patterns and proportions of windows</i></p> <p>Window size and spacing is complementary to other houses in the Reserve. There are no large picture windows or sliding glass doors that face the public right-of-way.</p> <p><i>d. Similar entry configuration and relationship to the street</i></p> <p>The other two houses on this street have similar setbacks from NW Third Street. There are nearby houses on NW Krueger that have prominent garages on the street-facing façade.</p>

	<p><i>e. Complementary architectural details or features without imitating historic features.</i></p> <p>The proposed structure does not imitate historic features but the gables and porch blend in well with other houses in the Reserve.</p>
4.6.4.3	<p><i>Building shapes should be compatible to historic residential structures in the Reserve.</i></p> <p>The proposed building shape and style fits in with other recently developed properties in the area.</p>
4.6.4.4	<p><i>Vary design in groups of buildings. Denser developments are encouraged to include details that create a sense of human scale and break down the bulk of large buildings.</i></p> <p>Does not apply to this project.</p>
4.6.4.5	<p><i>Smaller accessory structures are encouraged.</i></p> <p>No accessory structures are included in the proposal.</p>
4.6.4.6	<p><i>Use gable and hipped roofs as primary roof forms.</i></p> <p>The proposed building uses gabled roofs.</p>
4.6.4.7	<p><i>Front porches should be used to emphasize the front entry.</i></p> <p>The proposed design for the entry shows double doors and a covered front porch with a gable roof and square pillars with 3-4 stairs leading up to the entry.</p>
4.6.4.8	<p><i>Orient the main façade and the primary entrance toward the street. Enhance the primary entrance with stairs, a porch, stoop, or other design features.</i></p> <p>The main façade faces north toward NW Third Street. The primary entrance is designed with stairs leading up to the entrance, a covered porch with gabled roof, square pillars and double doors.</p>
4.6.4.9	<p><i>Reflect the mass, scale, and height of adjacent structures.</i></p> <p>This neighborhood is currently about 30% developed and there currently are no adjacent structures. The nearest properties are one and two-story homes. The proposed property is notably larger than the other houses in the immediate neighborhood. However, the larger neighborhood is a mix of large, two-story condo units; two-story homes, single-story homes and cottage courts.</p>
4.6.4.10	<p><i>Building footprints should be no larger than the average footprint size of all buildings located within 200 feet of the site.</i></p> <p>Presently, there are three homes within 200 feet of this site:</p> <ul style="list-style-type: none"> a. The property at 203 NW Third is a one-story house with 1070 sq ft main floor footprint and 441 sq ft detached garage; total 1511 sq ft.

	<p>b. The property at 401 NW Krueger Street is a one-story house with 1543 sq ft main floor footprint with 462 sq ft attached garage; total 2005 sq ft.</p> <p>c. The property at 501 NW Krueger Street is a two-story house with 654 sq ft main floor footprint and 525 sq ft attached garage; total 1179 sq ft.</p> <p>d. The average footprint of the three properties including garages is 1565 sq ft.</p> <p>e. The proposed structure on Lot 3 on NW Third Street is a two-story house with 1856 main floor footprint with 576 sq ft attached garage; total 2432 sq ft.</p>
4.6.4.11	<p><i>To avoid overwhelming smaller neighboring buildings, divide a wide façade to look like smaller building masses.</i></p> <p>The proposed elevation that faces the public right-of-way is broken up with gables of varying depth on the second story including a gabled roof above the garage. The mass of the front façade appears larger compared to the other properties in the neighborhood and the three new structures proposed on nearby lots.</p>
4.6.4.12	<p><i>Use similar window types and proportions as those found on nearby buildings.</i></p> <p>The street-facing elevation has well placed windows with balanced wall-to-window ratio. There are no large picture windows or sliding glass doors that face the public right-of-way.</p>
4.6.4.13	<p><i>Wood windows are preferred on buildings.</i></p> <p>The proposed structure uses vinyl windows, which are common in the Reserve.</p>
4.6.4.14	<p><i>Acceptable window patterns for single or double-hung windows include one-over-one, two-over-two, or four-over-four lights.</i></p> <p>The proposed windows are horizontal sliding windows without divided lights.</p>
4.6.4.15	<p><i>Do not locate garages, parking lots, or carports in front of the building.</i></p> <p>The proposed garage is oriented towards NW Third Street; the primary entrance is also oriented toward NW Third Street, as is commonly found in the larger neighborhood.</p>
4.6.4.16	<p><i>Vary design on units or groups of units.</i></p> <p>Does not apply to this project.</p>



Fig. 2: 4.6.4.10 - Parcels within 200 Ft. (Red overlay).

CHAPTER 4.11 – Parking and Driveways

Guiding Principle: Parking should be designed to reduce visual and other impacts and to be as unobtrusive as possible. Driveways should be designed and located to be as unobtrusive as possible and to enhance pedestrian safety.

4.11.1 Residential

Guideline	Staff Analysis
4.11.1.1	<p><i>Off-street parking should not be established in front of a house, except in the approved driveway.</i></p> <p>The proposed design includes a driveway that goes to the garage; no separate off-street parking is shown.</p>
4.11.1.2	<p><i>Minimize the impact of individual garage entrances where they face the street.</i></p> <p>The proposed design is one garage entrance. The curb is not yet present, and landscaping is not included in the proposal.</p>
4.11.1.3	<p><i>Driveways should be as narrow as possible.</i></p> <p>The proposed design shows the driveway to be the same width as the garage doors.</p>
4.11.1.4	<p><i>Coordinatate the driveway design to meet the needs of the property while following the</i></p>

	<i>historic design precedents in the immediate area.</i> Does not apply to this project – there are no historic properties in the immediate area.
4.11.1.5	<i>Common driveways shall be established wherever possible to reduce curb cutouts.</i> Does not apply to this project.
4.11.1.6	<i>Residential driveways made of twin parallel tire tracks should be maintained where possible.</i> Does not apply to this project.
4.11.1.7	<i>Construct new driveways in locations that require a minimum of alteration to site features such as landscaping, retaining walls, curbs and sidewalks.</i> The proposed driveway will require no alteration to site features.
4.11.1.8	<i>Entry features such as driveways, gates, fences, and landscaping shall be compatible with the neighborhood setting.</i> The proposed driveway is similar in design to driveways in the neighborhood. The site plan does not include any gates, fences or landscaping.
4.11.1.9	<i>Gated subdivision entries shall not be permitted in the Reserve.</i> Does not apply to this project.

VI. RECOMMENDED MOTION

Based on the record developed to date, including application materials, staff report, evidence presented, and comments made at the public meeting, and finding application to COA-24-046 to be consistent with the Ebey’s Landing National Historic Reserve Design Guidelines, I move to recommend granting a Certificate of Appropriateness.

VII. FINDINGS OF FACT AND CONCLUSIONS OF LAW

Based on the analysis presented above, staff proposes the following findings of fact with respect to Application No. COA-23-046.

1. An application was submitted for a Certificate of Appropriateness on August 12, 2024, for the construction of a new single-family residence with attached garage.
2. The site is within Review Area 1 of Ebey’s Landing National Historical Reserve and is classified as new construction within Review Area 1 requiring action on a Certificate of Appropriateness by the Historic Preservation Commission.
3. On August 19, 2024, the Ebey’s Reserve Committee reviewed the application and found it to be consistent with the applicable Ebey’s Landing National Historical Reserve Design Guidelines.
4. In accordance with Chapter 16.13 of the Coupeville Town Code, the Historic Preservation Commission reviewed the application in an open and duly advertised public meeting on

September 26, 2024, and all wishing to be heard were heard.

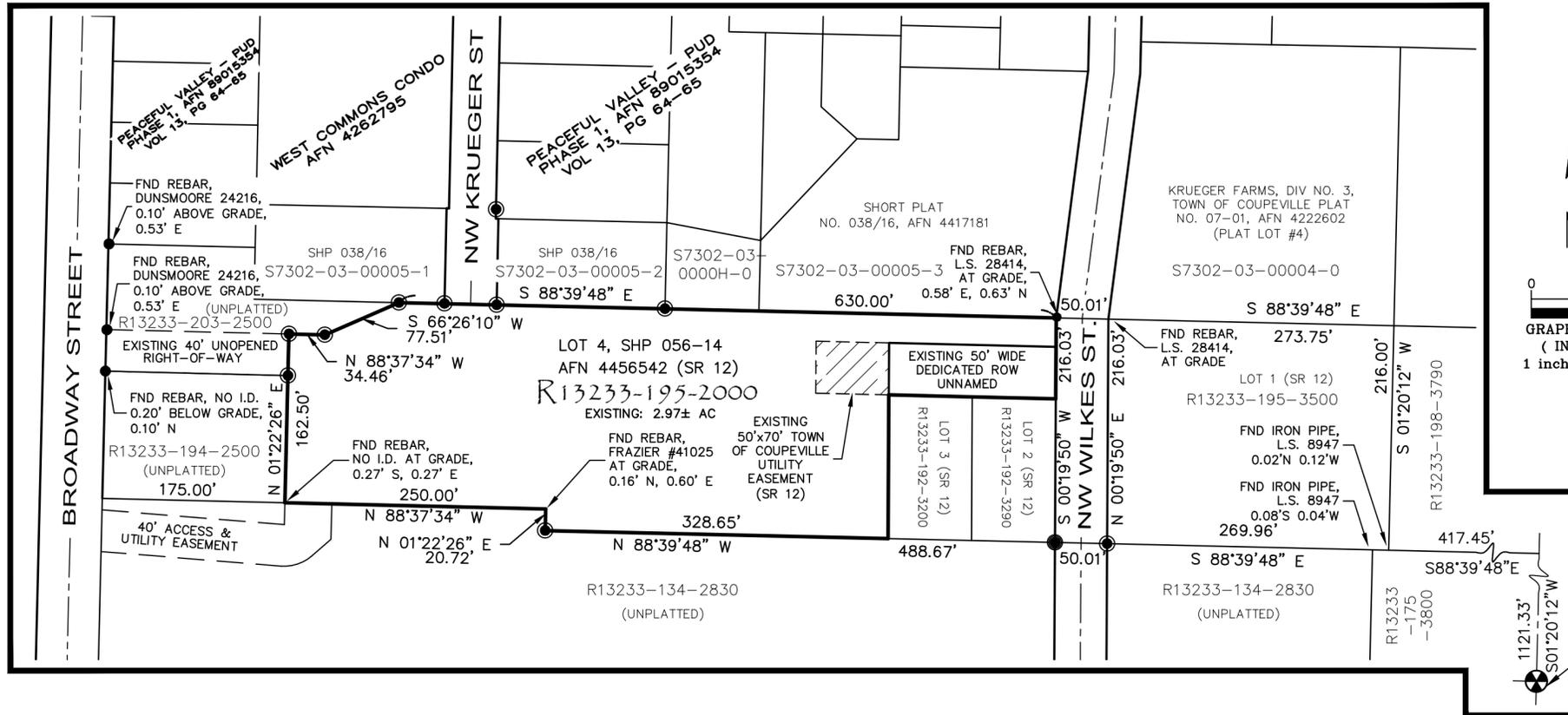
5. In accordance with Guidelines in Chapter 4.6.1 the building is compatible in scale, massing, size, materials, and color.
6. In accordance with guidelines in Chapter 4.6.4 the proposed building is sensitive to the surrounding buildings and incorporate common elements found elsewhere in the Reserve.
7. After review of the proposed application and consideration of public comment and staff's recommendation, the Historic Preservation Commission finds the application consistent with the applicable Ebey's Landing National Historical Reserve Design Guidelines.

VIII. APPEAL PROCESS

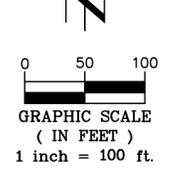
A decision to approve, conditionally approve, or deny a Certificate of Appropriateness may be appealed as an administrative determination, together with the associated permit, in conformance with the appeal procedures set forth in Coupeville Town Code Chapter 2.52 and Sections 16.06.060 and 16.13.080.

EXISTING CONDITIONS SCALE: 1 IN = 100 FT

DATE _____



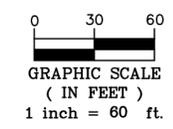
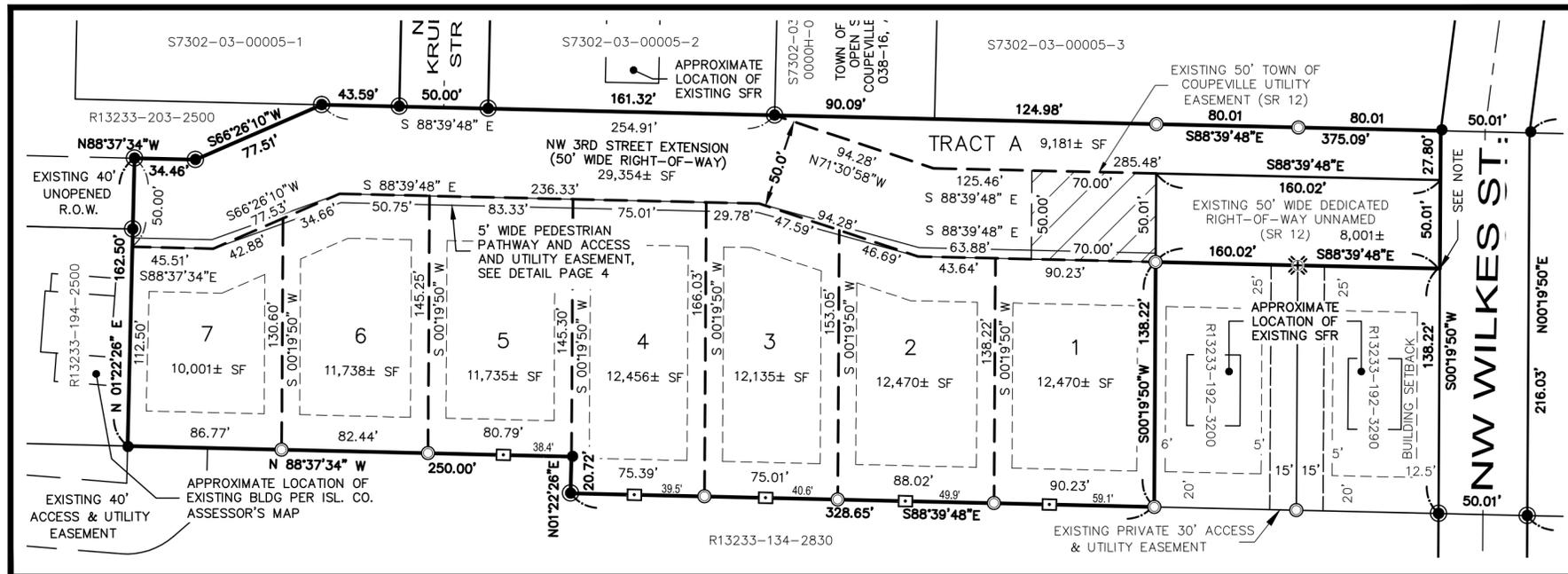
BASIS OF BEARING
THE BASIS OF BEARING FOR THIS SURVEY IS THE REPLAT OF PEACEFUL VALLEY DIV. 1. (SR 8)



- LEGEND**
- ⊗ MONUMENT IN CASE FOUND AND HELD AS NOTED
 - ⊕ SURFACE MONUMENT FOUND AND HELD AS NOTED
 - SET 1/2" X 24" REBAR WITH ORANGE PLASTIC CAP INSCRIBED (TMI #48382)
 - SET 1/2" X 24" REBAR WITH ORANGE PLASTIC CAP INSCRIBED (TMI #48382) MARCH, 2016 (SR 8)
 - ⊗ SET MAG NAIL WITH BRASS SHINER STAMPED (TMI #48382)
 - REBAR OR IRON PIPE FOUND AND HELD AS NOTED.
 - ⊠ 2" x 2" WOOD HUB WITH 4" LATH SET ON LINE THIS SURVEY
 - ⊗ NAIL & SHINER FOUND AND HELD AS NOTED

CONC MONUMENT AT INTERSECTION OF MAIN STREET AND SR 20 (VISITED MARCH 2016) (SR 10)

LONG PLAT CONDITIONS SCALE: 1 IN = 60 FT



PARCEL INFO

TAX PARCEL NO. R13233-195-2000
TAX KEY NO. 813275
ZONING: MOA AREA F
EXISTING PARCEL SIZE: 129,541± SQ.FT. / 2.97± AC

PROPOSED:

LOT 1:	12,470± SQ.FT. / 0.29± AC
LOT 2:	12,470± SQ.FT. / 0.29± AC
LOT 3:	12,135± SQ.FT. / 0.28± AC
LOT 4:	12,456± SQ.FT. / 0.28± AC
LOT 5:	11,735± SQ.FT. / 0.27± AC
LOT 6:	11,738± SQ.FT. / 0.27± AC
LOT 7:	10,001± SQ.FT. / 0.23± AC
TRACT A:	9,181± SQ.FT. / 0.21± AC

PROPOSED 50' WIDE DEDICATED RIGHT-OF-WAY: 29,354± SF / 0.67 AC
EXISTING 50' WIDE DEDICATED RIGHT-OF-WAY: 8,001± SF / 0.18 AC

TOTAL: 129,541± SQ.FT. / 2.97± AC



FOR: CECIL & CHERYL STUURMANS
FILE NO.: 9152
SCALE: AS NOTED
COMPUTED BY: JGM
APPROVED BY: JGM
DRAWN BY: TS
F.B. 207, PG. 60-61
F.B. 271, PG. 1-3
F.B. 274, PG. 15-16
DATE: JULY 10, 2024
SURVEYED BY TRF/AME/BLE

LONG PLAT OF A PORTION OF THE SW 1/4 AND THE SE 1/4 SEC. 33, TWP. 32 N., RNG. 1 E., W.M. Island County Washington

TMI Land Surveying

P.O. Box 1011
5571 Lotto Avenue
Freeland, Washington 98249
360-331-7393 www.surveywhidbey.com

CHAPTER 4.6 - NEW CONSTRUCTION

Guiding Principles: *New development should respect the Reserve's rural character. A successful new building will have compatible scale, massing, size, materials, and color that allow it to blend in to its site.*

Redevelopment of existing strip developments shall provide buffers between parking areas and the street, improvements to interior parking lot landscaping, as well as facade improvements and frontage buildings, as necessary, to improve the visual character of the site.

4.6.1 - Architectural Character

Design Guidelines

1. The mass of larger buildings should be broken up into separate parts to give the appearance of a group of buildings rather than one large building. Use trees and other vegetation to soften their appearance. Design buildings to be generally horizontal in form in order to be less conspicuous.
2. New buildings should be similar in general character but they should also have subtle differences in design to distinguish them from historic structures. Contemporary designs which reflect the scale, materials, and color of surrounding development are appropriate. False historic structures are not appropriate. New buildings should be stylistically distinct from historic structures.
3. Building materials should be similar to materials of the surrounding neighborhood or use other characteristics such as scale, form, architectural detailing, etc. to establish compatibility.
4. Buildings in wooded areas that are substantially and permanently screened from the road by trees may have greater flexibility in massing, scale, and materials.
5. Buildings should be designed to be compatible with their surroundings in material, scale, mass, size and form. Those that seek to stand out from the surroundings are discouraged. Use simplified interpretations of architectural features that are common to historic buildings in the Reserve. Buildings or structures that are inconsistent with form or shape throughout the Reserve are not permitted in Review Area 1.
6. New buildings shall acknowledge and reinforce the characteristics of the existing development pattern within the neighborhood or setting. Modular, prefabricated, and manufactured buildings may be placed in the Reserve if they conform to the Guidelines. It is recommended that a purchaser check the Guidelines and the available options before purchasing the building or materials.
7. Wood is preferred as the primary exterior material, but fiber cement products may also be used. Metal in dark, non-reflective colors may be used in small amounts. Minimize the exterior use of bare concrete, aluminum or vinyl siding, stucco, or synthetic materials.

Concrete blocks may be used only as a foundation material. Stone may be used in small amounts if it has a historically appropriate appearance.

8. Front and side yards should be largely dedicated to landscaping. Expanses of concrete and parking areas toward the front of the site are not allowed.

4.6.2 - New Construction in the Town of Coupeville's Historic Limited Commercial Zone

Guiding Principles: *The historic commercial core of the Town has a strong sense of place and of historical authenticity. To maintain this character, new buildings should be compatible with, but differentiated from, the historic buildings.*

Compatible infill design responds to its surroundings. It is not possible to develop specific guidelines that will apply to all cases. Every site has its own design challenges and opportunities. There are, however, several general concepts that govern the visual relationship between an infill building and its neighbors.

Design Guidelines

The design of a new infill building, particularly its front facade, is a special challenge. It should be designed to be compatible with surrounding buildings.

1. Height - Buildings in this commercial area share a similar height. Infill construction should respect this. A new facade that is too high or low can interrupt this consistent appearance and is not compatible.
2. Width - The width of a building should reflect the characteristic rhythm of the facades along the street. Design building facades with the three-part horizontal division (a clear base, a middle, and a top with detailing such as a cornice) and vertical elements typically found in Coupeville's older commercial structures.
3. Proportion - The proportion of the existing facades (the relationship between height and width) should be respected.
4. Relationship to street - The front facade should be consistent with that of its



Although the building above right is large, its roofline is similar in height and scale to adjacent structures.



This building is out of scale with adjacent structures, and is not compatible in this setting.

- b. Flat false muntins do not provide the appropriate profile or depth and have an artificial appearance; simple double-hung windows without muntins are a better choice.
 - c. If a double-hung window is not practical and an operable window is required, casement windows are acceptable as are hopper windows combined with fixed sashes of vertical proportions.
 - d. Sliding windows may only be used if egress requirements cannot be met with other acceptable window types. If slider windows are used, they must include horizontal mullions in their center to give the look of paired double-hung windows.
 - e. Most historic commercial structures used fixed windows (with transom windows) on the first level and double-hung windows on second floors. Similar window placements are encouraged on new construction.
13. Architectural detail - The use of limited amounts of architectural detailing such as decorative brackets, cornices, or eave trim should be used to make the building more compatible with its neighbors without replicating their designs. However, do not make the building overly ornate.
14. Coupeville has straightforward commercial buildings with simple forms and details, rather than ornate Victorian styles found in other towns. Emphasize primary entrances of commercial buildings with a recessed entry and transom windows. For residential

buildings, use a clearly defined entry with a porch or covered stoop.

4.6.3 - Special Site Conditions and Corner Lots

Design Guidelines

1. The siting of buildings should respond to specific site conditions and opportunities - such as unusually shaped lots, location at prominent intersections (corner lots), unusual topography, significant vegetation, and views or other natural features - but still be in keeping with historical patterns of development.
2. The location and massing of buildings should preserve public or private views of historic buildings from public right-of-ways.
3. Protect environmentally sensitive areas such as unstable steep slopes, shorelines, wetlands, and stream corridors.
4. Corner Lots:
 - a. Orient buildings to the corner and public street fronts. Parking and automobile access should be located away from corners.
 - b. Consider placing a distinctive building entrance at the building corner closest to the street intersection.

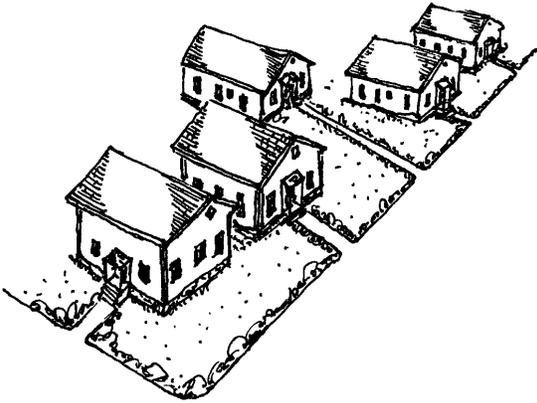
4.6.4 - New Residential Construction

Guiding Principles: *Much of the Town of Coupeville has a relatively dense development pattern and some areas*

contain a significant number of historic buildings. New construction, particularly in Review Area 1, should continue the historical pattern of development with buildings that are compatible with their neighbors in terms of scale, massing, materials, and color.

Design Guidelines

1. In Review Area 2, and for totally screened development in Review Area 1, greater flexibility in design and materials is permitted, as long as the building does not negatively impact the historic character of the Reserve. Use historic features as inspiration for infill design, not as a template.
2. New buildings should reflect the architectural character of surrounding buildings in the following ways:
 - a. Similar proportions, scale, and roofline;
 - b. Complementary architectural style and exterior finish materials;
 - c. Complementary patterns and proportions of windows;
 - d. Similar entry configuration and relationship to the street;
 - e. Complementary architectural details or features without imitating historic features.
3. Building shapes should be compatible to historic residential structures in the Reserve.
4. Vary design in groups of buildings. Denser developments are encouraged to include details that create a sense of human scale and break down the bulk of large buildings.
5. Smaller accessory structures are encouraged in order to reduce the mass of the primary building. These structures should be consistent with the proportion of the main building and site and should be compatible with the main building in design, materials, and color.
6. Use gable and hipped roofs as primary roof forms. Avoid massing and building shapes that are inconsistent with those found in the Reserve. Avoid flat roofs except on small additions.
7. Front porches should be used to emphasize the front entry. When there is no front porch or when a front porch is not a prominent feature of the new house design, the front door must be oriented facing the street.
8. Orient the main facade, and the primary entrance of a new building, facing the street. Enhance the primary entrance with stairs, a porch, stoop, or other design features appropriate to the architectural style of the building.



Although all of the new buildings have the appropriate form, the setback of the middle building from the sidewalk is much greater than the existing buildings and not compatible with the setting.

9. Reflect the mass, scale, and height of adjacent structures.



The one-story residence is not an appropriately sized or proportioned building for the streetscape. The form has a horizontal rather than vertical emphasis. The new building to the right is a similar size and has a similar form to the existing buildings.

10. Building footprints should be no larger than the average footprint size of all buildings located within 200 feet of the site or those that are on parcels contiguous to the common boundary and in the same zone and of similar lot size. Accessory structures (e.g., sheds and garages) may be excluded from this calculation).
11. To avoid overwhelming smaller neighboring buildings, divide a wide facade to look like smaller building masses.
12. Use similar window types and proportions as those found on nearby

buildings. To the extent possible, multiple windows on a single wall plane should be spaced and aligned with other windows and doors on the same wall plane. Single grouped windows on a wall plane should relate to other architectural features such as roof forms, doors, or facade projections. The ratio of window-to-wall shall be similar to that on historic residences' primary facades.



Although the size, scale, form and mass of the two new buildings are consistent with the neighboring buildings, the new building to the right has enlarged window openings inconsistent with the buildings found on the streetscape.

13. Wood windows are preferred on buildings.
14. Acceptable window patterns for single- or double-hung windows include one-over-one, two-over-two, or four-over-four lights. Multi-paned sashes over single-paned sashes are also appropriate. Artificial muntins may be used, provided they are the wider contoured grids as opposed to the narrow flat grids. Single-paned sashes without muntins (e.g., one-over-one light) are always appropriate and are preferred over the use of artificial grids, particularly if window sections are divided by mullions of two inches or more.



Street facing garage doors and oversized picture windows are typically not compatible in a neighborhood with historic residences. The scale of these large openings is inconsistent with the surrounding architecture.

15. Do not locate garages, parking lots, or carports in front of the building. Screen surface parking lots with appropriate vegetation. Provide parking at the rear of the lot, when feasible, and screen parking from adjacent properties.
16. Vary design on units or groups of units. Varied details are encouraged to ensure that denser types of housing include details that create a sense of human scale and break down the bulk of larger buildings.

4.6.5 - New Multi-family Housing

Guiding Principles: *Multi-family housing should be designed to be sensitive to the character of the surrounding neighborhood and setting. Within the Town it should relate to the street and be integrated into the community, rather than standing apart from it.*

Multi-family housing is often designed with an internal orientation, leaving fences or blank walls facing the public road. To better integrate multi-family housing into the community, it should be designed to relate to the street and setting. Its design should reflect the site's natural topography and vegetation, and incorporate basic elements of Reserve architectural styles.

Design Guidelines

1. Design multi-family buildings so that they do not overwhelm nearby buildings in height or mass.
2. Provide a front yard or landscaped area along the street side of the structure. Follow existing patterns of development.
3. Develop the ground floor level of all projects to be at a pedestrian scale.
4. Orient new buildings parallel to lot lines in keeping with historical building orientations.
5. Each building should have a clearly defined primary entrance. For example, provide a recessed entry way on a commercial storefront with a multi-family use, or provide a porch on a residential type structure to define its entry.
6. Provide visual interest on all facades visible from streets, alleys, and walkways. Buildings should express a human scale, using materials and forms that are consistent with those found in Town.
7. Building design should be respectful of adjacent property and the privacy and outdoor activities of adjacent residents.
8. Organize the massing of a multi-family structure to resemble the mass and scale of a traditional single-family house. Small multi-family buildings (those with two to four units) should be designed to appear as large houses rather than row houses.
9. Cluster multi-family buildings so that open fields or ridgelines remain largely

2. Elsewhere in the Reserve, use post-and-wire fencing or wood fencing open enough to see through easily. Locate fences so that they do not block views across the landscape.
 3. Fencing made of synthetic materials must be in colors that make the fencing as unobtrusive as possible. Typically, dark colors are most acceptable. White PVC is not allowed in Area 1.
 4. Hedges and hedgerows are highly recommended "fencing" approaches.
 5. Do not use chain-link fencing in any location visible from the road, unless it is effectively covered with vines or other vegetation.
 6. Do not use concrete block walls for fences.
- Emphasize pedestrian entrances in order to minimize the garage entrances.
 3. Driveways should be as narrow as possible. Generally, double-width or multiple entrances are not appropriate.
 4. Coordinate the driveway design to meet the needs of the property while following the historic design precedents in the immediate area.
 5. Common driveways shall be established wherever possible, to reduce curb cuts.
 6. Residential driveways made of twin parallel tire tracks, rather than solid paving, should be maintained where possible. Such driveways should be used in new construction where appropriate.
 7. Construct new driveways in locations that require a minimum of alteration to site features such as landscaping, retaining walls, curbs, and sidewalks.
 8. Entry features such as driveways, gates, fences, and landscaping shall be compatible with the neighborhood setting.
 9. Gated subdivision entries shall not be permitted in the Reserve.

CHAPTER 4.11 - PARKING AND DRIVEWAYS

Guiding Principle: *Parking should be designed to reduce visual and other impacts and to be as unobtrusive as possible. Driveways should be designed and located to be as unobtrusive as possible and to enhance pedestrian safety.*

4.11.1 Residential

Design Guidelines

1. Off-street parking should not be established in front of a house, except in the approved driveway.
2. Minimize the impact of individual garage entrances where they face the street by limiting the curb cut width and visually separating the garage entrance from the street with landscaped areas.

4.11.2 Nonresidential

Design Guidelines

1. Place parking lots beside or behind buildings whenever possible, locating them to minimize the visual impacts of parking and to enhance the pedestrian environment and streetscape.
2. Parking areas must be screened, preferably with appropriate vegetation, so that the vehicles are not the dominant



APPLICATION CHECKLIST

Certificate Of Appropriateness (COA) – Town of Coupeville

Ebey's Landing National Historical Reserve

FILLING OUT AN APPLICATION:

- Neatly print all information and provide signatures in **blue** ink.
- **If someone other than the property owner is applying for the permit, the application must be accompanied by a signed and notarized Agent Authorization Form** which is included in the COA application forms.

Please use the following checklist to ensure you provide all items listed below (CTC 16.13.130.C):

Applicant/Staff

- Completed Application Form, including original signatures of property owner(s) and applicable fees. Applicable fees, as established by the Town of Coupeville. Check with staff to confirm application fee. Review fees are generally \$50 for Level A; \$100 for Level B; \$150 for Level C application, \$200 for Level C application (historic buildings in commercial use).
- Level A applications: Original plus 1 copy
Level B applications: Original plus three (3) collated color copies of entire application packet
Level C applications: Original plus twelve (12) collated color copies of entire application packet.
- Signed and notarized original Agent Authorization form if someone other than the property owner is applying for permit (included in COA application forms).
- Complete description of the proposed work.
- Scaled site plan depicting the following:
 - Location and dimensions of proposed structures and improvements
 - Location and dimensions of existing structures and other improvements, such as buildings, driveways, utilities, propane tanks, fuels tanks and fences, including significant trees and vegetation.
 - Assessor parcel number.
 - North Arrow and scale of drawing.
 - Distance between existing property lines and existing or proposed structures.
 - Building setbacks per zoning requirements (see TCC 16.12.030).
 - Location of adjacent streets and easements with access to parcel.
- Scaled design elevations of new structures or improvements, alterations, and additions. (Show both existing and proposed.) (Required for building structures.)
- Clear color photographs of the building, object, site, structure, and adjacent properties.
- Samples of construction materials (when requested by staff). For historic buildings, submit new material samples for comparison with the existing or the original building materials.
- Any supplemental information deemed necessary and requested by the Town for review of the application (this usually related to complex or large-scale projects).

If the parcel is located in an archaeological area, any future development must be in compliance with all applicable laws pertaining to archaeological resources (RCW 27.53, 27.44 and WAC 25-48) and human remains (RCW 68.50). Development permit applications may require an archaeological survey report to be submitted along with the application.



Ebey's Landing National Historical Reserve Certificate of Appropriateness Application

REVIEWED TO THE EBHEY'S LANDING HISTORICAL RESERVE DESIGN GUIDELINES BY ISLAND COUNTY (Island County Code 17.04A) AND THE TOWN OF COUPEVILLE (Coupeville Town Code Chapter 16.13) IN COOPERATION WITH THE TRUST BOARD OF EBHEY'S LANDING NATIONAL HISTORICAL RESERVE AND THE HISTORIC PRESERVATION COMMISSION

I, the undersigned, do hereby respectfully make application for your review of my request concerning the property described below:

- Applicant(s) (main contact person):** *Agent for owner must complete the authorization on page 4*
Go West Building Design LLC

Address: 2298 Van Dam Road, Coupeville WA 98239

Phone: 360-672-2539 **E-mail:** gowestllc@outlook.com

- Property Owner(s):**
David Encinas / Encinas Construction

Address: 1090 SE Pioneer Way, #101 Oak Harbor, WA 98277

Phone: 360-632-4707 **E-mail:** David@EncinasConstruction.com

- Address of Subject Property:**
Lot 3 - parcel R13233-195-2000 of Stuurmans Plat

- Assessor's Parcel Number:**
R13233-195-2000 parent parcel

- Zone:** Medium Density Residential (RM-9600)

Present Use of Property (check all that apply):

Residential	<input checked="" type="checkbox"/>	Agricultural	<input type="checkbox"/>	Other	<input type="checkbox"/>
Commercial	<input type="checkbox"/>	Institutional	<input type="checkbox"/>		

DESCRIPTION OF PROPOSED WORK:

New construction, single family home with attached garage

Note: Please refer to the checklist on page 3 of this application for required submittal materials

Existing & Proposed Materials: Type n/a if not applicable

Doors: (existing) <u>n/a</u>	(proposed) <u>wood</u>
Windows: <u>n/a</u>	<u>vinyl</u>
Deck/Railing: <u>n/a</u>	<u>n/a</u>
Stairs/Ramp: <u>n/a</u>	<u>wood</u>
Siding: <u>n/a</u>	<u>cement lap</u>
Roofing: <u>n/a</u>	<u>composition</u>
Fence: <u>n/a</u>	<u>n/a</u>

Type Y or N

Does the proposed project involve a Historic Building? Yes No

Is the property within 100 feet of a historic building? Yes No

Is there a Conservation Easement on the property? Yes No

If yes, please include easement information with application packet

Applicant's Acknowledgment

I am familiar with the Ebey's Reserve Design Guidelines as they pertain to my project. I certify by my signature below that the information in this application is accurate and complete. Planning staff has permission to copy materials, including architectural drawings, necessary for the review of my application.



Date August 9, 2024

Applicant's Signature

Typically, applications require the following information

For projects that are not complex, feel free to ask if the standard submittal requirements are necessary.

- Clear color photographs of the building, overall site, nearby structures, and any adjacent properties.
- A complete description of the intended work.
- A scaled site plan depicting existing and proposed structures and improvements; including significant trees, tree planting, vegetative buffering, and landscaping. Include driveways and nearby roads for context and an “N” (north) arrow.
- Scaled design elevations of new structures or improvements, alterations, and additions. (Show both existing and proposed).
- Samples of construction materials (when requested). For historic buildings, submit new material samples for comparison with the existing or the original building materials.
- Any supplemental information deemed necessary and requested by the County or Town for review of the application (this usually relates to complex or large-scale projects.)
- Agent Authorization Form (page 4 if needed)
- Applicable Planning & Review Fees
 - *Level A applications; please provide original signed application and 1 copy*
 - *Level B applications; please provide original plus 3 copies*
 - *Level C applications; please provide original plus color 14 copies*

Review fees are generally \$50 for Level A; \$100 for Level B; \$150 for Level C (check with staff to confirm appropriate application fee)

FOR STAFF USE ONLY

Review Authority - based upon the application description and project location within the Reserve

Staff: _____ Level A

HRC: _____ Level B

HPC decision: _____ Level C

HPC recommendation: _____ Level D

Land Use _____ Construction _____

ADDITIONAL NOTES:

Agent Authorization Form

I, John C. Encinas, the owner(s) of the subject property, understand that by completing this form I hereby authorize Go West Building Design LLC to act as my agent. I understand that said agent will be authorized to submit applications on my behalf. I also understand that once an application has been submitted that all future correspondence will be directed to said agent.

1) John C. Encinas

 Property Owner Name(s) (print)

[Signature]

 Signature(s)

2) _____
 Property Owner Name(s) (print)

 Signature(s)

 Date

State of Washington)
 County of Island)

I certify that I know or have satisfactory evidence that John C. Encinas signed this instrument and acknowledged it to be (his/her) free and voluntary act for the uses and purposes mentioned in this instrument.

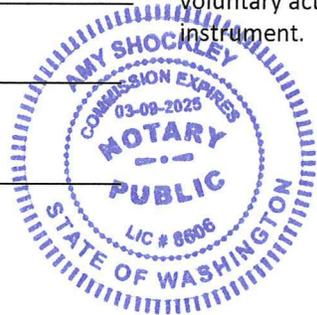
Dated 8-7-24

Signature of [Signature]
 Notary Public

Printed Name Amy L. Shockley

Residing at Oak Harbor

My appointment expires 3-9-25



1) _____
 Property Owner Name(s) (print)

 Signature(s)

2) _____
 Property Owner Name(s) (print)

 Signature(s)

 Date

State of Washington)
 County of _____)

I certify that I know or have satisfactory evidence that _____ signed this instrument and acknowledged it to be (his/her) free and voluntary act for the uses and purposes mentioned in this instrument.

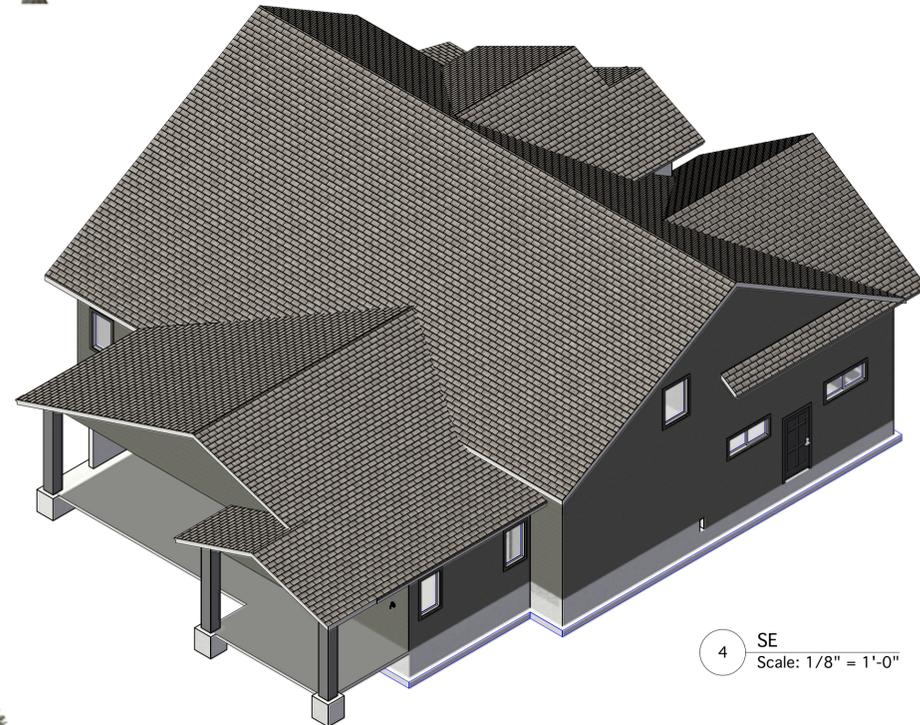
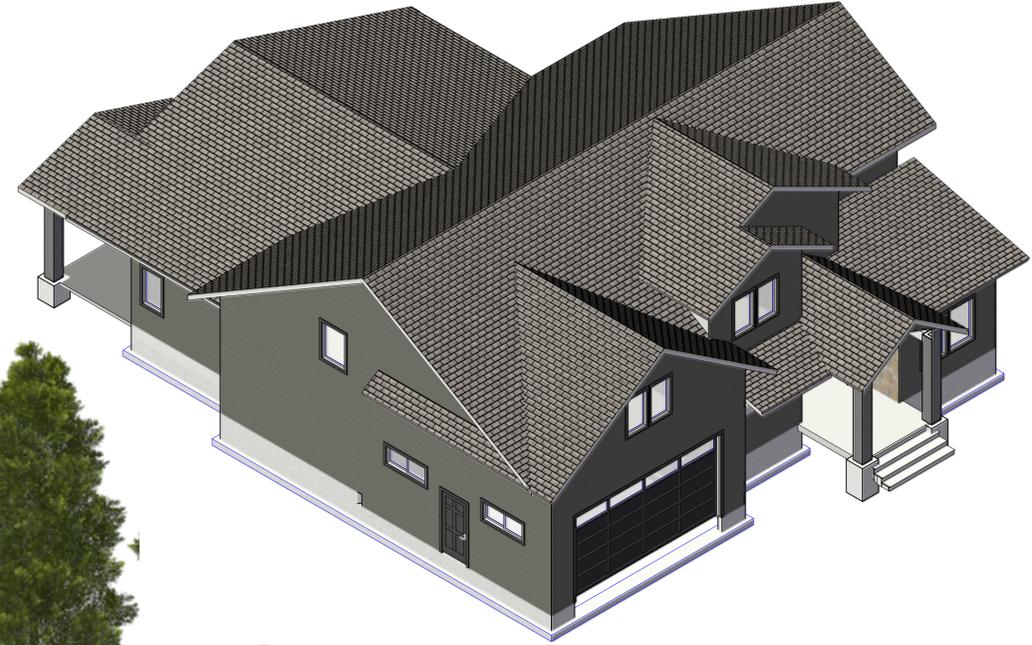
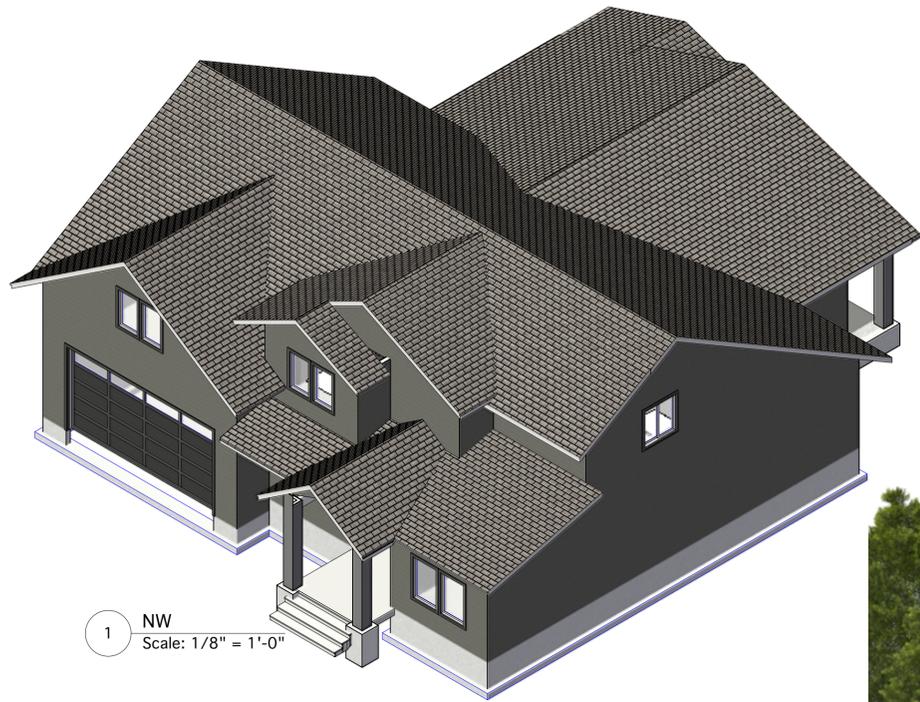
Dated _____

Signature of _____
 Notary Public

Printed Name _____

Residing at _____

My appointment expires _____



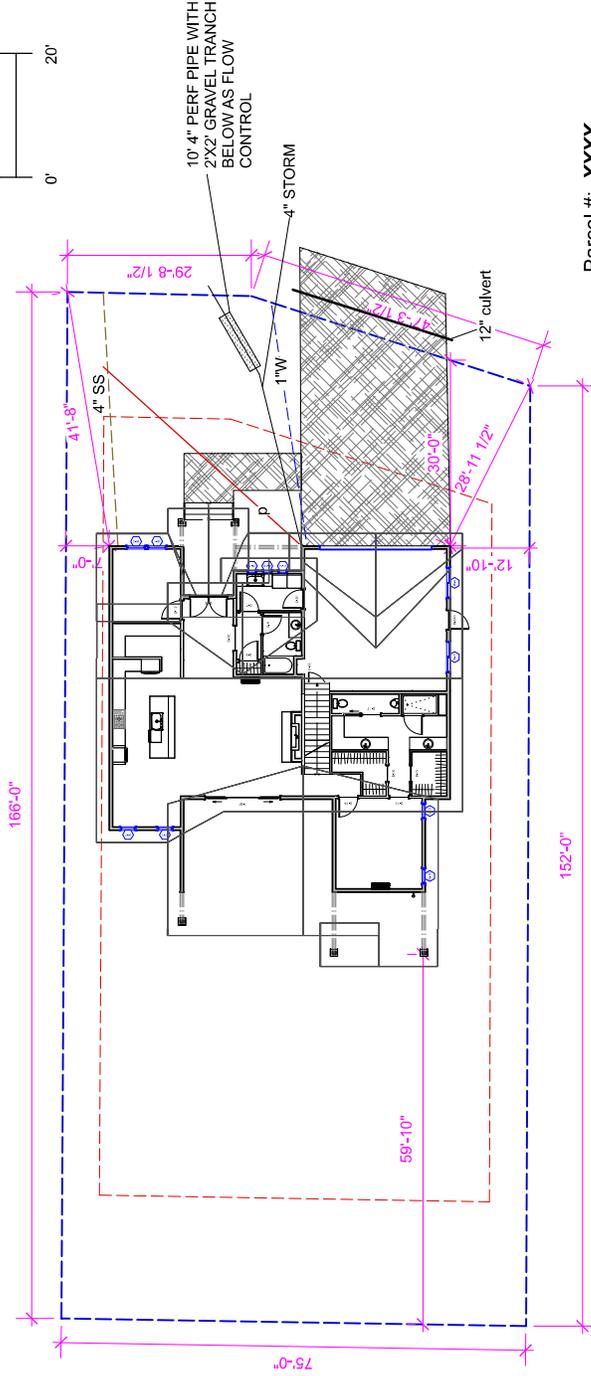
Design Firm GO WEST BUILDING DESIGN LLC 2298 VAN DAM RD Coupeville, WA 98239 (360) 914-0276 gowestllc@outlook.com <small>Consultant</small>		Project File ENCINAS LOT 3 XXXXX COUPEVILLE, WA <small>Sheet Title</small>		ELEVATIONS	
Date 8/6/24	Revisions 8/6/24	Project ID ENCINAS LOT 3	Drawing Code	CAD File Name DAVID COUPEVILLE HOUSE.rvt	Issue Notes
Designed By CODY WEST	Checked By	Reviewed By	Submitted By	Print Date	No.
Project Manager CODY WEST	Scale 1/4" = 1'-0"	Sheet No. Sht-9 of 3	Date	No.	Date

Owner: **ENCINAS CONSTRUCTION**
 Address: **XXXXX
 COUPEVILLE WA**
 PARCEL:

Scope of project: **LOT 3 NEW SFR (parent parcel r13233-195-2000)**



Scale: 1"=20'



Parcel #: **XXXX**
 LOT SIZE: **12135 SF**
 ZONING DISTRICT: **RM**
 MAX SITE COVERAGE: **35% (4247 sf)**
PROPOSED= MAIN LIVING=1856 + GARAGE 576+ COVERED ENTRY
 108 SF+COVERED PATIO 604SF= **3144 SF** (26%)

**** THIS SITE MAP WAS DEVELOPED BY USING EXISTING
 RESOURCES AND ONSITE MEASUREMENTS. IT IS NOT
 A LEGAL SURVEY.**



203 NW Third St, 1070 sq ft



201 NW Third St, 1274 sq ft



501 NW Kreuger St, 1328 sq ft



4XX NW Third Street, 1,722 sq ft



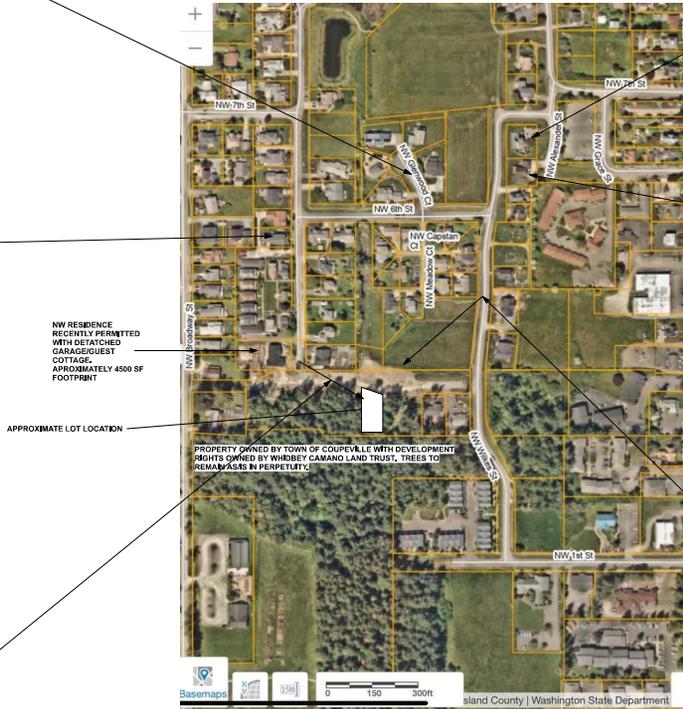
207 NW Broadway, 1680 sq ft



209 NW Broadway, 2016 sq ft



PROPOSED RESIDENCE WILL BE LOCATED IN THE SOUTHERN MOST PORTION OF DEVELOPABLE LAND IN THE REGION AS THE PROPERTY DIRECTLY TO THE SOUTH IS OWNED BY THE TOWN OF COUPEVILLE WITH DEVELOPMENT RIGHTS UNDER CONTROL OF WHIDBEY CAMANO LAND TRUST. VISIBILITY OF THIS LOT IS VERY LIMITED FROM OUTSIDE OF THE NEIGHBORHOOD. THIS IS THE FIRST HOUSE WITHIN THIS NEW PLAT. THE EXISTING NEIGHBORING DEVELOPED AREAS CONTAIN RESIDENCES OF VARYING SIZE AND SHAPES AS WELL AS MULTIFAMILY AND A COTTAGE NEIGHBORHOOD. THE BACKDROP OF THIS PROPERTY IS FORRESTED LAND. THE LAND DIRECTLY TO THE NORTH IS YET TO BE DEVELOPED. THIS HOME WAS DESIGNED FOR A FAMILY OF 5 WHILE TRYING TO TAKE ADVANTAGE OF A SECOND STORY WATER VIEW AND A LARGE OUTDOOR LIVING SPACE TYPICAL FOR THE NORTHWEST. ANY ROUTE TO GAIN ACCESS TO THIS HOME IS THROUGH RESIDENTIAL AREAS MAKING IT A DESTINATION POINT AND NOT SOMETHING ALONG A SCENIC BYWAY.



NW RESIDENCE RECENTLY PERMITTED WITH DETACHED GARAGE/GUEST COTTAGE, APPROXIMATELY 4500 SF FOOTPRINT

APPROXIMATE LOT LOCATION

PROPERTY OWNED BY TOWN OF COUPEVILLE WITH DEVELOPMENT RIGHTS OWNED BY WHIDBEY CAMANO LAND TRUST, TREES TO REMAIN AS IN PERPETUITY



No.	Date	Issue Notes

Date	9/12/24
Project No.	8824
Project Name	ENGINAS LOT 3
Client Name	DAVID COUPEVILLE HOUSE
Client Address	
Client Phone	
Client Email	
Client Website	

Company Name	GO WEST BUILDING DESIGN LLC
Company Address	2298 VAN DAM RD
Company City	Coupeville, WA 98228
Company Phone	(360) 914-0274
Company Email	gwest@outlook.com

Project No.	ENGINAS LOT 3
Project Name	XXXXX
Project Address	COUPEVILLE, WA
Project Description	NEIGHBORHOOD EXPLANATION

Scale: 1/4" = 1'-0"



Ebey's Landing National Historical Reserve

Certificate of Appropriateness

Go West Building Design/David Encinas (Encinas Construction)

Parcel No. R13233-195-2000

NW Third Street, Lots 2, 5 & 6, Coupeville, WA

COA-24-049

Level A or B (HPC review requested)

Level C

Jurisdiction:

Town of Coupeville

I – PROJECT SUMMARY and BACKGROUND

The applicant requests a Certificate of Appropriateness for a proposal to construct three identical new single-family residences on Northwest Third Street, on Lots 2, 5 and 6 of Stuurmans Plat. The proposed buildings are approximately 2,297 sq ft with 1,798 sq. ft. of living area, 499 sq. ft. of attached garage; the buildings will be constructed using cement lap siding, composition roofing and vinyl windows.

II – PERMIT DATA

Building or Land Use Permit Type	Certificate of Appropriateness
Application Number	COA-24-049
Application Date	August 12, 2024
Applicant/Owner	Go West Building Design/ Daivd Encinas (Encinas Construction)

III – SITE DATA

Address	Vacant Lots – NW Third Street, Lots 2, 5 & 6
Location	NW Third Street extension - Review Area 1
Parcel Number(s)	R13233-195-2000, Lots 2, 5 & 6

Size of parcel(s)	Approx lot size is 12,000 sq ft			
Historic Structure?	Yes		No	X
Proximity to Historic Structures?	Yes		No	X
Zoning Designation	MOA Area F / RM-9600			
Critical Areas/Overlays?	Yes		No	X
Shoreline Jurisdiction?	Yes		No	X
NPS Easements?	Yes		No	X



Figure 1: *Proposed single-family residence for Lot 3*



Figure 2: *Proposed single-family residence for Lots 2 and 5*

IV – STAFF CONTACTS

Title	Name	Phone	E-mail
Assistant Planner	Lisa Walsh	360-678-4461 Ext 104	assistantplanner@townofcoupeville.org

V. APPLICABLE DESIGN GUIDELINES

SECRETARY OF THE INTERIOR’S STANDARDS

The Secretary of the Interior’s Standards apply:	Yes		No	X
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This project is not within 100 ft. of any historic resources within Ebey’s Landing National Historical Reserve.

DESIGN GUIDELINES

Staff has identified the following design guidelines as particularly relevant to the proposal.

CHAPTER 4.6 – New Construction

Guiding Principle: New development should respect the Reserve's rural character. A successful new building will have compatible scale, massing, size, materials, and color that allow it to blend into its site.

4.6.1 – Architectural Character

Guideline	Staff Analysis
4.6.1.1	<p><i>The mass of larger buildings should be broken up into separate parts to give the appearance of a group of buildings rather than one large building. Use trees to soften the appearance. Design buildings to generally be horizontal in form in order to be less conspicuous.</i></p> <p>The proposed buildings are single-story, single-family residences that are approximately 2,297 sq ft with 1,798 sq. ft. of living area, 499 sq. ft. of attached garage. No outbuildings are included in the proposal. The garages are proposed as attached.</p>
4.6.1.2	<p><i>New buildings should be similar in general character but stylistically distinct from historic structures.</i></p> <p>The proposed buildings are a contemporary design that complements other houses in the area. This is a new development, so there are not currently any homes adjacent to these lots.</p>
4.6.1.3	<p><i>Building materials should be similar to those of the surrounding neighborhood.</i></p> <p>The proposed building design includes wood doors, cement lap siding, vinyl windows and composition roofing – all materials commonly found in the surrounding structures and throughout the Reserve.</p>
4.6.1.4	<p><i>Greater flexibility for buildings screened from the road by trees.</i></p> <p>Not applicable to this project.</p>
4.6.1.5	<p><i>Use simplified interpretations of architectural features that are common to historic buildings in the Reserve.</i></p> <p>The proposed buildings feature windows, roofing and siding materials that align with the established aesthetic of homes in the neighborhood. Proposed roof forms are either gable or hip style, both appropriate within the Reserve.</p>
4.6.1.6	<p><i>New buildings reinforce the characteristics of the existing development pattern with the neighborhood.</i></p>

	The proposed buildings are three of four new homes being built on the NW Third Street extension on currently wooded lots. The proposed structures do not conflict with the existing pattern in the neighborhood.
4.6.1.7	<i>Fiber cement products may be used as siding materials.</i> The proposed exterior siding material is cement lap siding.
4.6.1.8	<i>Front and side yards should be largely dedicated to landscaping. Expanses of concrete and parking areas toward the front of the site are not allowed.</i> The proposed projects do not include concrete or parking areas in the side yards. Each lot has a concrete driveway that turns 90 degrees in front of the house and leads into the garage. No additional paved or parking areas are proposed.

4.6.4– New Residential Construction

Guiding Principle: Much of the Town of Coupeville has a relatively dense development pattern and some areas contain a significant number of historic buildings. New construction, particularly in Review Area 1, should continue the historical pattern of development with buildings that are compatible with their neighbors in terms of scale, massing, materials, and color.

Guideline	Staff Analysis
4.6.4.1	<i>Flexibility is permitted in Review Area 2 and for totally screened development in Review Area 1.</i> The project is not within Review Area 2, nor is it completely screened.
4.6.4.2	<i>New buildings should reflect the architectural character of surrounding buildings in the following ways:</i> <i>a. Similar portions, scale and roofline</i> The neighborhood is just starting to develop and consists mostly of single-story houses. The scale and rooflines of the proposed houses are consistent with the neighborhood. <i>b. Complementary architectural style and exterior finish materials</i> The architectural styles are similar to houses in the neighborhood and finishes are common throughout the Reserve. <i>c. Complementary patterns and proportions of windows</i> Window size and spacing is complementary to other houses in the Reserve. There are no large picture windows or sliding glass doors that face the public right-of-way. <i>d. Similar entry configuration and relationship to the street</i>

	<p>The other two houses on this street have similar setbacks from NW Third Street.</p> <p><i>e. Complementary architectural details or features without imitating historic features</i></p> <p>The proposed structures do not imitate historic features, but rooflines are complementary to the Reserve.</p>
4.6.4.3	<p><i>Building shapes should be compatible to historic residential structures in the Reserve.</i></p> <p>The proposed shape and style fits in with other recently developed properties in the area.</p>
4.6.4.4	<p><i>Vary design in groups of buildings. Denser developments are encouraged to include details that create a sense of human scale and break down the bulk of large buildings.</i></p> <p>The rooflines of the properties are gable or hip roof forms, which help define the houses from each other, especially the two adjoining houses on Lots 5 and 6.</p>
4.6.4.5	<p><i>Smaller accessory structures are encouraged.</i></p> <p>No accessory structures are included in the proposal.</p>
4.6.4.6	<p><i>Use gable and hipped roofs as primary roof forms.</i></p> <p>The proposed buildings use gable and hipped roof forms.</p>
4.6.4.7	<p><i>Front porches should be used to emphasize the front entry.</i></p> <p>The proposed design for the entryways are inset to the main façade, which is common in the neighborhood.</p>
4.6.4.8	<p><i>Orient the main façade and the primary entrance toward the street. Enhance the primary entrance with stairs, a porch, stoop, or other design features.</i></p> <p>The main façades face north toward NW Third Street. The primary entrances are designed with 3-4 stairs leading to the front door. The primary entrances are complementary to other houses in the neighborhood.</p>
4.6.4.9	<p><i>Reflect the mass, scale, and height of adjacent structures.</i></p> <p>This neighborhood is currently about 30% developed. The nearest properties are one and two-story homes. The proposed properties are one-story homes that are of similar mass and scale to those in the neighborhood.</p>
4.6.4.10	<p><i>Building footprints should be no larger than the average footprint size of all buildings located within 200 feet of the site.</i></p> <p>Presently, there are multiple residences within 200 feet of Lots 2, 5 & 6. Lots have been developed at various densities with two-story condos, two-story houses, single-story houses, and two-story cottages; all with various forms of attached and detached garages.</p>

	<ul style="list-style-type: none"> a. The property at 203 NW Third is a one-story house with 1070 sq ft main floor footprint and 441 sq ft detached garage; total 1511 sq ft. b. The property at 201 NW Third is a one-story house with 1274 sq ft main floor footprint with 252 sq ft attached garage; total 1526 sq ft. c. The parcel at 210 NW Wilkes Street is comprised of five, two-story buildings with four condos in each building. The main floor of each condo is approx. 500 sq ft, giving each building a 2,000 sq ft footprint. d. The property at 207 NW Broadway is a single-story house with 1680 sq ft main floor footprint with 1080 sq ft detached garage; total 2,760 sq ft footprint. e. The property at 209 NW Broadway is a single-story with daylight basement with 1040 sq ft main floor footprint and no garage; total 1040 sq ft footprint. f. At the end of NW Third extension there is a new single-family home under construction. The new home is a single-story home with 1238 sq ft main floor footprint with 495 sq ft attached garage; total 1733 sq ft. g. The property at 402 NW Krueger is almost complete and is a single-story house with 2241 sq ft main floor footprint and 541 sq ft attached garage; total 2782 sq ft. h. The parcel at 502 NW Krueger is a cottage court and is composed of approx. nine houses that have an approx. 800 sq ft main floor footprint with separate detached garages that are approx. 320 sq ft each. Total approx. footprint for each cottage including detached garage is 1120 sq ft. i. The property at 401 NW Krueger Street is a one-story house with 1543 sq ft main floor footprint with 462 sq ft attached garage; total 2005 sq ft. j. The property at 501 NW Krueger Street is a two-story house with 654 sq ft main floor footprint and 525 sq ft attached garage; total 1179 sq ft. k. The average footprint of these structures is approximately 1,963 sq. ft. <p>The proposed structures have a 1798 sq ft main floor footprint with 499 sq ft attached garage; total 2297 sq ft.</p>
4.6.4.11	<p><i>To avoid overwhelming smaller neighboring buildings, divide a wide façade to look like smaller building masses.</i></p> <p>The proposed buildings are similar in scale and massing to other houses in the neighborhood.</p>
4.6.4.12	<p><i>Use similar window types and proportions as those found on nearby buildings.</i></p> <p>The street-facing elevations have well placed windows with balanced wall-to-window ratios. There are no large picture windows or sliding glass doors that face the public right-of-way.</p>

4.6.4.13	<p><i>Wood windows are preferred on buildings.</i></p> <p>The proposed structures use vinyl windows, which are common in the neighborhood and in the Reserve.</p>
4.6.4.14	<p><i>Acceptable window patterns for single or double-hung windows include one-over-one, tow-over-two, or four-over-four lights.</i></p> <p>The proposed windows are horizontal sliding windows without divided lights.</p>
4.6.4.15	<p><i>Do not locate garages, parking lots, or carports in front of the building.</i></p> <p>The proposed garages are set in front of the main entrances toward the street, but they are side-loaded in relationship to NW Third Street with minimal view of the garage doors from the public right-of-way.</p>
4.6.4.16	<p><i>Vary design on units or groups of units.</i></p> <p>The proposed units show variation in roof forms.</p>



Figure 3: Guideline 4.6.4.10 – Parcels within 200 ft of Lots 2, 5 & 6



Figure 4: Guideline 4.6.4.10 – Parcels within 200 ft of entire parcel edges (red overlay).

CHAPTER 4.11 – Parking and Driveways

Guiding Principle: Parking should be designed to reduce visual and other impacts and to be as unobtrusive as possible. Driveways should be designed and located to be as unobtrusive as possible and to enhance pedestrian safety.

4.11.1 Residential

Guideline	Staff Analysis
4.11.1.1	<p><i>Off-street parking should not be established in front of a house, except in the approved driveway.</i></p> <p>The proposed designs include a driveway that turns 90 degrees and goes to the side-loaded garage; no separate off-street parking is shown.</p>
4.11.1.2	<p><i>Minimize the impact of individual garage entrances where they face the street.</i></p> <p>Proposed garage entrances are side-loaded, and doors will be minimally visible from the public right-of-way.</p>
4.11.1.3	<p><i>Driveways should be as narrow as possible.</i></p> <p>The proposed driveways are standard size for their design, use and function.</p>
4.11.1.4	<p><i>Coordinatne the driveway design to meet the needs of the property while following the historic design precedents in the immediate area.</i></p> <p>Does not apply to this project – there are no historic properties in the immediate area.</p>
4.11.1.5	<p><i>Common driveways shall be established wherever possible to reduce curb cutouts.</i></p>

	Does not apply to this project.
4.11.1.6	<i>Residential driveways made of twin parallel tire tracks should be maintained where possible.</i> Does not apply to this project.
4.11.1.7	<i>Construct new driveways in locations that require a minimum of alteration to site features such as landscaping, retaining walls, curbs and sidewalks.</i> The proposed driveways require no alteration to site features.
4.11.1.8	<i>Entry features such as driveways, gates, fences, and landscaping shall be compatible with the neighborhood setting.</i> The proposed driveways are similar in design to driveways in the neighborhood. The site plan does not include any gates, fences or landscaping.
4.11.1.9	<i>Gated subdivision entries shall not be permitted in the Reserve.</i> Does not apply to this project.

VI. RECOMMENDED MOTION WITH CONDITIONS

Based on the record developed to date, including application materials, staff report, evidence presented, and comments made at the public meeting, and finding application to COA-24-046 to be consistent with the Ebey’s Landing National Historic Reserve Design Guidelines, I move to recommend granting a Certificate of Appropriateness with conditions outlined below:

1. Use additional methods to add variety and distinction to the three units that might include different but complementary paint colors, varied setbacks, mirrored floorplans and/or varied siding materials.

VII. FINDINGS OF FACT AND CONCLUSIONS OF LAW

Based on the analysis presented above, Staff proposes the following findings of fact with respect to Application No. COA-23-049.

1. An application was submitted for a Certificate of Appropriateness on August 12, 2024, for the construction of a new single-family residence with attached garage.
2. The site is within Review Area 1 of Ebey’s Landing National Historical Reserve and is classified as new construction within Review Area 1 requiring action on a Certificate of Appropriateness by the Historic Preservation Commission.
3. On August 5, 2024, the Ebey’s Reserve Committee reviewed the application and found it to be consistent with the applicable Ebey’s Landing National Historical Reserve Design Guidelines.
4. In accordance with Chapter 16.13 of the Coupeville Town Code, the Historic Preservation Commission reviewed the application in an open and duly advertised public meeting on August 12, 2024, and all wishing to be heard were heard.
5. In accordance with Guidelines in Chapter 4.6.1 the building is compatible in scale, massing,

size, materials, and color.

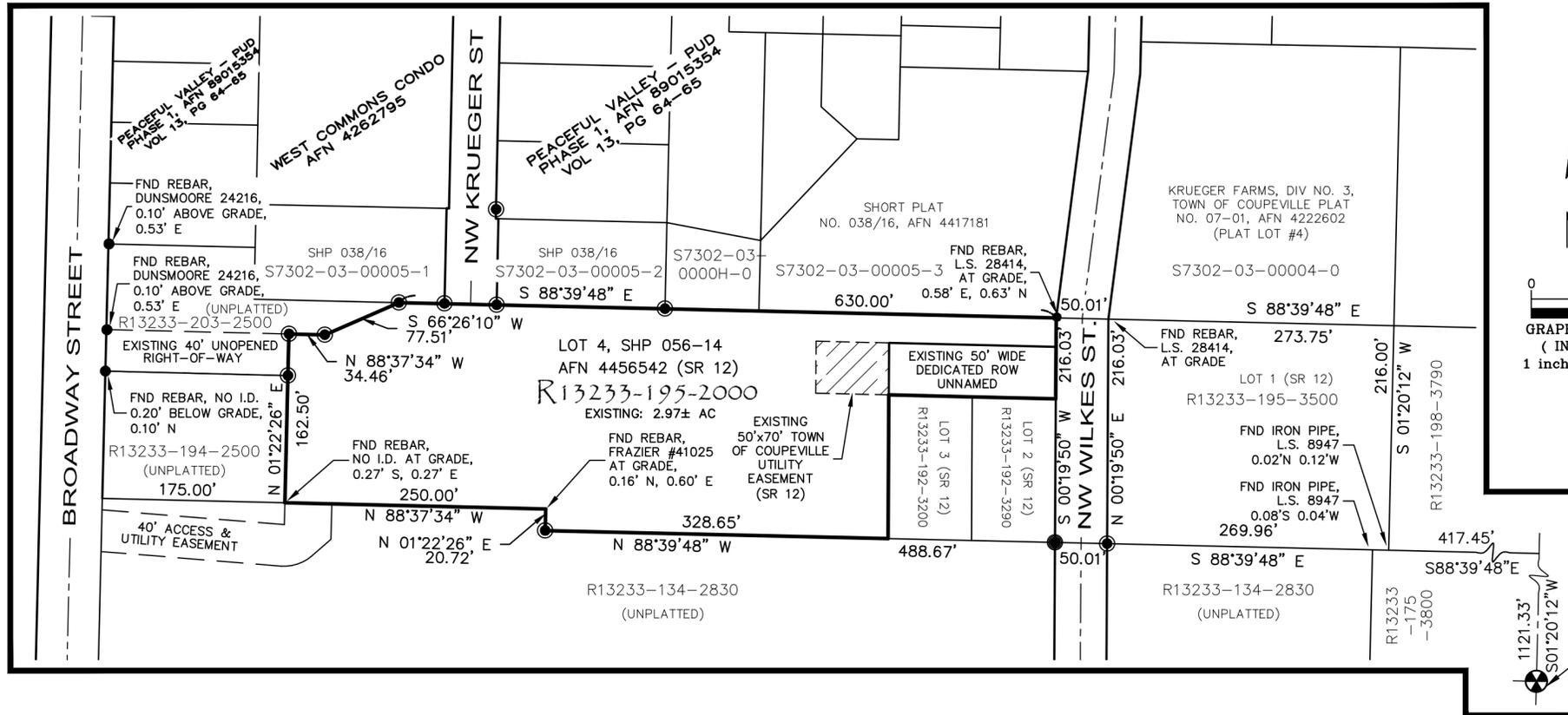
6. In accordance with guidelines in Chapter 4.6.4 the proposed building is sensitive to the surrounding buildings and incorporate common elements found elsewhere in the Reserve.
7. After review of the proposed application and consideration of public comment and staff's recommendation, the Historic Preservation Commission finds the application consistent with the applicable Ebey's Landing National Historical Reserve Design Guidelines.

VIII. APPEAL PROCESS

A decision to approve, conditionally approve, or deny a Certificate of Appropriateness may be appealed as an administrative determination, together with the associated permit, in conformance with the appeal procedures set forth in Coupeville Town Code Chapter 2.52 and Sections 16.06.060 and 16.13.080.

EXISTING CONDITIONS SCALE: 1 IN = 100 FT

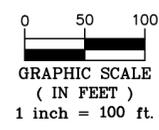
DATE _____



BASIS OF BEARING
THE BASIS OF BEARING FOR THIS SURVEY IS THE REPLAT OF PEACEFUL VALLEY DIV. 1. (SR 8)

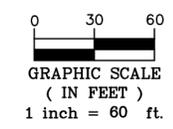
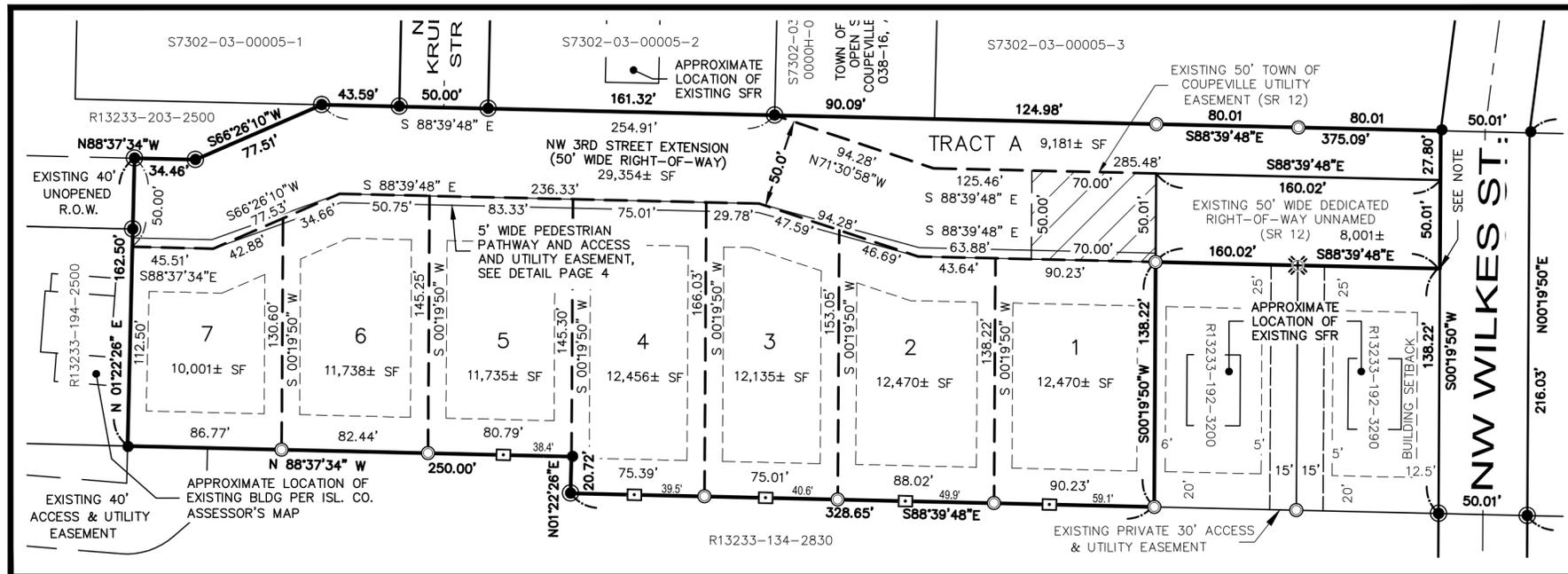
LEGEND

- ⊗ MONUMENT IN CASE FOUND AND HELD AS NOTED
- ⊕ SURFACE MONUMENT FOUND AND HELD AS NOTED
- SET 1/2" X 24" REBAR WITH ORANGE PLASTIC CAP INSCRIBED (TMI #48382)
- SET 1/2" X 24" REBAR WITH ORANGE PLASTIC CAP INSCRIBED (TMI #48382) MARCH, 2016 (SR 8)
- ⊗ SET MAG NAIL WITH BRASS SHINER STAMPED (TMI #48382)
- REBAR OR IRON PIPE FOUND AND HELD AS NOTED.
- ⊠ 2" x 2" WOOD HUB WITH 4" LATH SET ON LINE THIS SURVEY
- ⊗ NAIL & SHINER FOUND AND HELD AS NOTED



CONC MONUMENT AT INTERSECTION OF MAIN STREET AND SR 20 (VISITED MARCH 2016) (SR 10)

LONG PLAT CONDITIONS SCALE: 1 IN = 60 FT



PARCEL INFO

TAX PARCEL NO. R13233-195-2000
TAX KEY NO. 813275
ZONING: MOA AREA F
EXISTING PARCEL SIZE: 129,541± SQ.FT. / 2.97± AC

PROPOSED:

LOT 1:	12,470± SQ.FT. / 0.29± AC
LOT 2:	12,470± SQ.FT. / 0.29± AC
LOT 3:	12,135± SQ.FT. / 0.28± AC
LOT 4:	12,456± SQ.FT. / 0.28± AC
LOT 5:	11,735± SQ.FT. / 0.27± AC
LOT 6:	11,738± SQ.FT. / 0.27± AC
LOT 7:	10,001± SQ.FT. / 0.23± AC
TRACT A:	9,181± SQ.FT. / 0.21± AC

PROPOSED 50' WIDE DEDICATED RIGHT-OF-WAY: 29,354± SF / 0.67 AC
EXISTING 50' WIDE DEDICATED RIGHT-OF-WAY: 8,001± SF / 0.18 AC

TOTAL: 129,541± SQ.FT. / 2.97± AC



FOR: CECIL & CHERYL STUURMANS
FILE NO.: 9152
SCALE: AS NOTED
COMPUTED BY: JGM
APPROVED BY: JGM
DRAWN BY: TS
F.B. 207, PG. 60-61
F.B. 271, PG. 1-3
F.B. 274, PG. 15-16
DATE: JULY 10, 2024
SURVEYED BY TRF/AME/BLE

LONG PLAT OF A PORTION OF THE SW 1/4 AND THE SE 1/4 SEC. 33, TWP. 32 N., RNG. 1 E., W.M. Island County Washington

TMI Land Surveying

P.O. Box 1011
5571 Lotto Avenue
Freeland, Washington 98249
360-331-7393 www.surveywhidbey.com

- b. Flat false muntins do not provide the appropriate profile or depth and have an artificial appearance; simple double-hung windows without muntins are a better choice.
 - c. If a double-hung window is not practical and an operable window is required, casement windows are acceptable as are hopper windows combined with fixed sashes of vertical proportions.
 - d. Sliding windows may only be used if egress requirements cannot be met with other acceptable window types. If slider windows are used, they must include horizontal mullions in their center to give the look of paired double-hung windows.
 - e. Most historic commercial structures used fixed windows (with transom windows) on the first level and double-hung windows on second floors. Similar window placements are encouraged on new construction.
13. Architectural detail - The use of limited amounts of architectural detailing such as decorative brackets, cornices, or eave trim should be used to make the building more compatible with its neighbors without replicating their designs. However, do not make the building overly ornate.
14. Coupeville has straightforward commercial buildings with simple forms and details, rather than ornate Victorian styles found in other towns. Emphasize primary entrances of commercial buildings with a recessed entry and transom windows. For residential

buildings, use a clearly defined entry with a porch or covered stoop.

4.6.3 - Special Site Conditions and Corner Lots

Design Guidelines

1. The siting of buildings should respond to specific site conditions and opportunities - such as unusually shaped lots, location at prominent intersections (corner lots), unusual topography, significant vegetation, and views or other natural features - but still be in keeping with historical patterns of development.
2. The location and massing of buildings should preserve public or private views of historic buildings from public right-of-ways.
3. Protect environmentally sensitive areas such as unstable steep slopes, shorelines, wetlands, and stream corridors.
4. Corner Lots:
 - a. Orient buildings to the corner and public street fronts. Parking and automobile access should be located away from corners.
 - b. Consider placing a distinctive building entrance at the building corner closest to the street intersection.

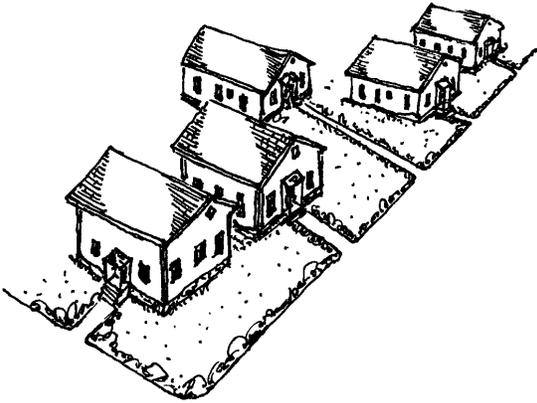
4.6.4 - New Residential Construction

Guiding Principles: *Much of the Town of Coupeville has a relatively dense development pattern and some areas*

contain a significant number of historic buildings. New construction, particularly in Review Area 1, should continue the historical pattern of development with buildings that are compatible with their neighbors in terms of scale, massing, materials, and color.

Design Guidelines

1. In Review Area 2, and for totally screened development in Review Area 1, greater flexibility in design and materials is permitted, as long as the building does not negatively impact the historic character of the Reserve. Use historic features as inspiration for infill design, not as a template.
2. New buildings should reflect the architectural character of surrounding buildings in the following ways:
 - a. Similar proportions, scale, and roofline;
 - b. Complementary architectural style and exterior finish materials;
 - c. Complementary patterns and proportions of windows;
 - d. Similar entry configuration and relationship to the street;
 - e. Complementary architectural details or features without imitating historic features.
3. Building shapes should be compatible to historic residential structures in the Reserve.
4. Vary design in groups of buildings. Denser developments are encouraged to include details that create a sense of human scale and break down the bulk of large buildings.
5. Smaller accessory structures are encouraged in order to reduce the mass of the primary building. These structures should be consistent with the proportion of the main building and site and should be compatible with the main building in design, materials, and color.
6. Use gable and hipped roofs as primary roof forms. Avoid massing and building shapes that are inconsistent with those found in the Reserve. Avoid flat roofs except on small additions.
7. Front porches should be used to emphasize the front entry. When there is no front porch or when a front porch is not a prominent feature of the new house design, the front door must be oriented facing the street.
8. Orient the main facade, and the primary entrance of a new building, facing the street. Enhance the primary entrance with stairs, a porch, stoop, or other design features appropriate to the architectural style of the building.



Although all of the new buildings have the appropriate form, the setback of the middle building from the sidewalk is much greater than the existing buildings and not compatible with the setting.

9. Reflect the mass, scale, and height of adjacent structures.



The one-story residence is not an appropriately sized or proportioned building for the streetscape. The form has a horizontal rather than vertical emphasis. The new building to the right is a similar size and has a similar form to the existing buildings.

10. Building footprints should be no larger than the average footprint size of all buildings located within 200 feet of the site or those that are on parcels contiguous to the common boundary and in the same zone and of similar lot size. Accessory structures (e.g., sheds and garages) may be excluded from this calculation).
11. To avoid overwhelming smaller neighboring buildings, divide a wide facade to look like smaller building masses.
12. Use similar window types and proportions as those found on nearby

buildings. To the extent possible, multiple windows on a single wall plane should be spaced and aligned with other windows and doors on the same wall plane. Single grouped windows on a wall plane should relate to other architectural features such as roof forms, doors, or facade projections. The ratio of window-to-wall shall be similar to that on historic residences' primary facades.



Although the size, scale, form and mass of the two new buildings are consistent with the neighboring buildings, the new building to the right has enlarged window openings inconsistent with the buildings found on the streetscape.

13. Wood windows are preferred on buildings.
14. Acceptable window patterns for single- or double-hung windows include one-over-one, two-over-two, or four-over-four lights. Multi-paned sashes over single-paned sashes are also appropriate. Artificial muntins may be used, provided they are the wider contoured grids as opposed to the narrow flat grids. Single-paned sashes without muntins (e.g., one-over-one light) are always appropriate and are preferred over the use of artificial grids, particularly if window sections are divided by mullions of two inches or more.



Street facing garage doors and oversized picture windows are typically not compatible in a neighborhood with historic residences. The scale of these large openings is inconsistent with the surrounding architecture.

15. Do not locate garages, parking lots, or carports in front of the building. Screen surface parking lots with appropriate vegetation. Provide parking at the rear of the lot, when feasible, and screen parking from adjacent properties.
16. Vary design on units or groups of units. Varied details are encouraged to ensure that denser types of housing include details that create a sense of human scale and break down the bulk of larger buildings.

4.6.5 - New Multi-family Housing

Guiding Principles: *Multi-family housing should be designed to be sensitive to the character of the surrounding neighborhood and setting. Within the Town it should relate to the street and be integrated into the community, rather than standing apart from it.*

Multi-family housing is often designed with an internal orientation, leaving fences or blank walls facing the public road. To better integrate multi-family housing into the community, it should be designed to relate to the street and setting. Its design should reflect the site's natural topography and vegetation, and incorporate basic elements of Reserve architectural styles.

Design Guidelines

1. Design multi-family buildings so that they do not overwhelm nearby buildings in height or mass.
2. Provide a front yard or landscaped area along the street side of the structure. Follow existing patterns of development.
3. Develop the ground floor level of all projects to be at a pedestrian scale.
4. Orient new buildings parallel to lot lines in keeping with historical building orientations.
5. Each building should have a clearly defined primary entrance. For example, provide a recessed entry way on a commercial storefront with a multi-family use, or provide a porch on a residential type structure to define its entry.
6. Provide visual interest on all facades visible from streets, alleys, and walkways. Buildings should express a human scale, using materials and forms that are consistent with those found in Town.
7. Building design should be respectful of adjacent property and the privacy and outdoor activities of adjacent residents.
8. Organize the massing of a multi-family structure to resemble the mass and scale of a traditional single-family house. Small multi-family buildings (those with two to four units) should be designed to appear as large houses rather than row houses.
9. Cluster multi-family buildings so that open fields or ridgelines remain largely

2. Elsewhere in the Reserve, use post-and-wire fencing or wood fencing open enough to see through easily. Locate fences so that they do not block views across the landscape.
 3. Fencing made of synthetic materials must be in colors that make the fencing as unobtrusive as possible. Typically, dark colors are most acceptable. White PVC is not allowed in Area 1.
 4. Hedges and hedgerows are highly recommended "fencing" approaches.
 5. Do not use chain-link fencing in any location visible from the road, unless it is effectively covered with vines or other vegetation.
 6. Do not use concrete block walls for fences.
- Emphasize pedestrian entrances in order to minimize the garage entrances.
 3. Driveways should be as narrow as possible. Generally, double-width or multiple entrances are not appropriate.
 4. Coordinate the driveway design to meet the needs of the property while following the historic design precedents in the immediate area.
 5. Common driveways shall be established wherever possible, to reduce curb cuts.
 6. Residential driveways made of twin parallel tire tracks, rather than solid paving, should be maintained where possible. Such driveways should be used in new construction where appropriate.
 7. Construct new driveways in locations that require a minimum of alteration to site features such as landscaping, retaining walls, curbs, and sidewalks.
 8. Entry features such as driveways, gates, fences, and landscaping shall be compatible with the neighborhood setting.
 9. Gated subdivision entries shall not be permitted in the Reserve.

CHAPTER 4.11 - PARKING AND DRIVEWAYS

Guiding Principle: *Parking should be designed to reduce visual and other impacts and to be as unobtrusive as possible. Driveways should be designed and located to be as unobtrusive as possible and to enhance pedestrian safety.*

4.11.1 Residential

Design Guidelines

1. Off-street parking should not be established in front of a house, except in the approved driveway.
2. Minimize the impact of individual garage entrances where they face the street by limiting the curb cut width and visually separating the garage entrance from the street with landscaped areas.

4.11.2 Nonresidential

Design Guidelines

1. Place parking lots beside or behind buildings whenever possible, locating them to minimize the visual impacts of parking and to enhance the pedestrian environment and streetscape.
2. Parking areas must be screened, preferably with appropriate vegetation, so that the vehicles are not the dominant

CHAPTER 4.6 - NEW CONSTRUCTION

Guiding Principles: *New development should respect the Reserve's rural character. A successful new building will have compatible scale, massing, size, materials, and color that allow it to blend in to its site.*

Redevelopment of existing strip developments shall provide buffers between parking areas and the street, improvements to interior parking lot landscaping, as well as facade improvements and frontage buildings, as necessary, to improve the visual character of the site.

4.6.1 - Architectural Character

Design Guidelines

1. The mass of larger buildings should be broken up into separate parts to give the appearance of a group of buildings rather than one large building. Use trees and other vegetation to soften their appearance. Design buildings to be generally horizontal in form in order to be less conspicuous.
2. New buildings should be similar in general character but they should also have subtle differences in design to distinguish them from historic structures. Contemporary designs which reflect the scale, materials, and color of surrounding development are appropriate. False historic structures are not appropriate. New buildings should be stylistically distinct from historic structures.
3. Building materials should be similar to materials of the surrounding neighborhood or use other characteristics such as scale, form, architectural detailing, etc. to establish compatibility.
4. Buildings in wooded areas that are substantially and permanently screened from the road by trees may have greater flexibility in massing, scale, and materials.
5. Buildings should be designed to be compatible with their surroundings in material, scale, mass, size and form. Those that seek to stand out from the surroundings are discouraged. Use simplified interpretations of architectural features that are common to historic buildings in the Reserve. Buildings or structures that are inconsistent with form or shape throughout the Reserve are not permitted in Review Area 1.
6. New buildings shall acknowledge and reinforce the characteristics of the existing development pattern within the neighborhood or setting. Modular, prefabricated, and manufactured buildings may be placed in the Reserve if they conform to the Guidelines. It is recommended that a purchaser check the Guidelines and the available options before purchasing the building or materials.
7. Wood is preferred as the primary exterior material, but fiber cement products may also be used. Metal in dark, non-reflective colors may be used in small amounts. Minimize the exterior use of bare concrete, aluminum or vinyl siding, stucco, or synthetic materials.

Concrete blocks may be used only as a foundation material. Stone may be used in small amounts if it has a historically appropriate appearance.

8. Front and side yards should be largely dedicated to landscaping. Expanses of concrete and parking areas toward the front of the site are not allowed.

4.6.2 - New Construction in the Town of Coupeville's Historic Limited Commercial Zone

Guiding Principles: *The historic commercial core of the Town has a strong sense of place and of historical authenticity. To maintain this character, new buildings should be compatible with, but differentiated from, the historic buildings.*

Compatible infill design responds to its surroundings. It is not possible to develop specific guidelines that will apply to all cases. Every site has its own design challenges and opportunities. There are, however, several general concepts that govern the visual relationship between an infill building and its neighbors.

Design Guidelines

The design of a new infill building, particularly its front facade, is a special challenge. It should be designed to be compatible with surrounding buildings.

1. Height - Buildings in this commercial area share a similar height. Infill construction should respect this. A new facade that is too high or low can interrupt this consistent appearance and is not compatible.
2. Width - The width of a building should reflect the characteristic rhythm of the facades along the street. Design building facades with the three-part horizontal division (a clear base, a middle, and a top with detailing such as a cornice) and vertical elements typically found in Coupeville's older commercial structures.
3. Proportion - The proportion of the existing facades (the relationship between height and width) should be respected.
4. Relationship to street - The front facade should be consistent with that of its



Although the building above right is large, its roofline is similar in height and scale to adjacent structures.



This building is out of scale with adjacent structures, and is not compatible in this setting.



APPLICATION CHECKLIST

Certificate Of Appropriateness (COA) – Town of Coupeville

Ebey's Landing National Historical Reserve

FILLING OUT AN APPLICATION:

- Neatly print all information and provide signatures in **blue** ink.
- **If someone other than the property owner is applying for the permit, the application must be accompanied by a signed and notarized Agent Authorization Form** which is included in the COA application forms.

Please use the following checklist to ensure you provide all items listed below (CTC 16.13.130.C):

Applicant/Staff

- Completed Application Form, including original signatures of property owner(s) and applicable fees. Applicable fees, as established by the Town of Coupeville. Check with staff to confirm application fee. Review fees are generally \$50 for Level A; \$100 for Level B; \$150 for Level C application, \$200 for Level C application (historic buildings in commercial use).
- Level A applications: One printed or digital copy
Level B applications: One printed or digital copy of entire application packet
 Level C applications: One printed or digital copy of entire application packet
- Signed and notarized original Agent Authorization form if someone other than the property owner is applying for permit (included in COA application forms).
- Complete description of the proposed work.
- Scaled site plan depicting the following:
- Location and dimensions of proposed structures and improvements
 - Location and dimensions of existing structures and other improvements, such as buildings, driveways, utilities, propane tanks, fuels tanks and fences, including significant trees and vegetation.
 - Assessor parcel number.
 - North Arrow and scale of drawing.
 - Distance between existing property lines and existing or proposed structures.
 - Building setbacks per zoning requirements (see TCC 16.12.030).
 - Location of adjacent streets and easements with access to parcel.
- Scaled design elevations of new structures or improvements, alterations, and additions. (Show both existing and proposed.) (Required for building structures.)
- Clear color photographs of the building, object, site, structure, and adjacent properties.
- Samples of construction materials (when requested by staff). For historic buildings, submit new material samples for comparison with the existing or the original building materials.
- Any supplemental information deemed necessary and requested by the Town for review of the application (this usually related to complex or large-scale projects).

If the parcel is located in an archaeological area, any future development must be in compliance with all applicable laws pertaining to archaeological resources (RCW 27.53, 27.44 and WAC 25-48) and human remains (RCW 68.50). Development permit applications may require an archaeological survey report to be submitted along with the application.



Ebey's Landing National Historical Reserve Certificate of Appropriateness Application

REVIEWED TO THE EBHEY'S LANDING HISTORICAL RESERVE DESIGN GUIDELINES BY ISLAND COUNTY (Island County Code 17.04A) AND THE TOWN OF COUPEVILLE (Coupeville Town Code Chapter 16.13) IN COOPERATION WITH THE TRUST BOARD OF EBHEY'S LANDING NATIONAL HISTORICAL RESERVE AND THE HISTORIC PRESERVATION COMMISSION

I, the undersigned, do hereby respectfully make application for your review of my request concerning the property described below:

- Applicant(s) (main contact person):** *Agent for owner must complete the authorization on page 4*
Go West Building Design LLC

Address: 2298 Van Dam Road, Coupeville WA 98239

Phone: 360-672-2539 **E-mail:** gowestllc@outlook.com

- Property Owner(s):**
David Encinas / Encinas Constructruction

Address: 1090 SE Pioneer Way, #101 Oak Harbor, WA 98277

Phone: 360-632-4707 **E-mail:** David@EncinasConstruction.com

- Address of Subject Property:**
Lot 2 - parcel R13233-195-2000 of Stuurmans Plat

- Assessor's Parcel Number:**
R13233-195-2000

- Zone:** Medium Density Residential (RM-9500)

Present Use of Property (check all that apply):

Residential	X	Agricultural		Other	
Commercial		Institutional			

Typically, applications require the following information

For projects that are not complex, feel free to ask if the standard submittal requirements are necessary.

- Clear color photographs of the building, overall site, nearby structures, and any adjacent properties.
- A complete description of the intended work.
- A scaled site plan depicting existing and proposed structures and improvements; including significant trees, tree planting, vegetative buffering, and landscaping. Include driveways and nearby roads for context and an “N” (north) arrow.
- Scaled design elevations of new structures or improvements, alterations, and additions. (Show both existing and proposed).
- Samples of construction materials (when requested). For historic buildings, submit new material samples for comparison with the existing or the original building materials.
- Any supplemental information deemed necessary and requested by the County or Town for review of the application (this usually relates to complex or large-scale projects.)
- Agent Authorization Form (page 4 if needed)
- Applicable Planning & Review Fees
 - *Level A applications; please provide original signed application and 1 copy*
 - *Level B applications; please provide original plus 3 copies*
 - *Level C applications; please provide original plus color 14 copies*

Review fees are generally \$50 for Level A; \$100 for Level B; \$150 for Level C (check with staff to confirm appropriate application fee)

FOR STAFF USE ONLY

Review Authority - based upon the application description and project location within the Reserve

Staff: _____ Level A

HRC: _____ Level B

HPC decision: _____ Level C

HPC recommendation: _____ Level D

Land Use _____ Construction _____

ADDITIONAL NOTES:

Agent Authorization Form

I, John C. Encinas, the owner(s) of the subject property, understand that by completing this form I hereby authorize Go West Building Design LLC to act as my agent. I understand that said agent will be authorized to submit applications on my behalf. I also understand that once an application has been submitted that all future correspondence will be directed to said agent.

1) John C. Encinas
Property Owner Name(s) (print)

[Signature]
Signature(s)

2) _____
Property Owner Name(s) (print)

Signature(s)

Date

State of Washington)
County of Island)

I certify that I know or have satisfactory evidence that John C. Encinas signed this instrument and acknowledged it to be (his/her) free and voluntary act for the uses and purposes mentioned in this instrument.

Dated 8-7-21

Signature of [Signature]
Notary Public

Printed Name Amy L. Shackley

Residing at Oak Harbor

My appointment expires 3-9-25



1) _____
Property Owner Name(s) (print)

Signature(s)

2) _____
Property Owner Name(s) (print)

Signature(s)

Date

State of Washington)
County of _____)

I certify that I know or have satisfactory evidence that _____ signed this instrument and acknowledged it to be (his/her) free and voluntary act for the uses and purposes mentioned in this instrument.

Dated _____

Signature of _____
Notary Public

Printed Name _____

Residing at _____

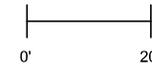
My appointment expires _____

Owner: **ENCINAS CONSTRUCTION**
Address: **XXXXX**
COUPEVILLE WA
PARCEL: lot 2 3rd street plat (parent parcel #R13233-195-2000)

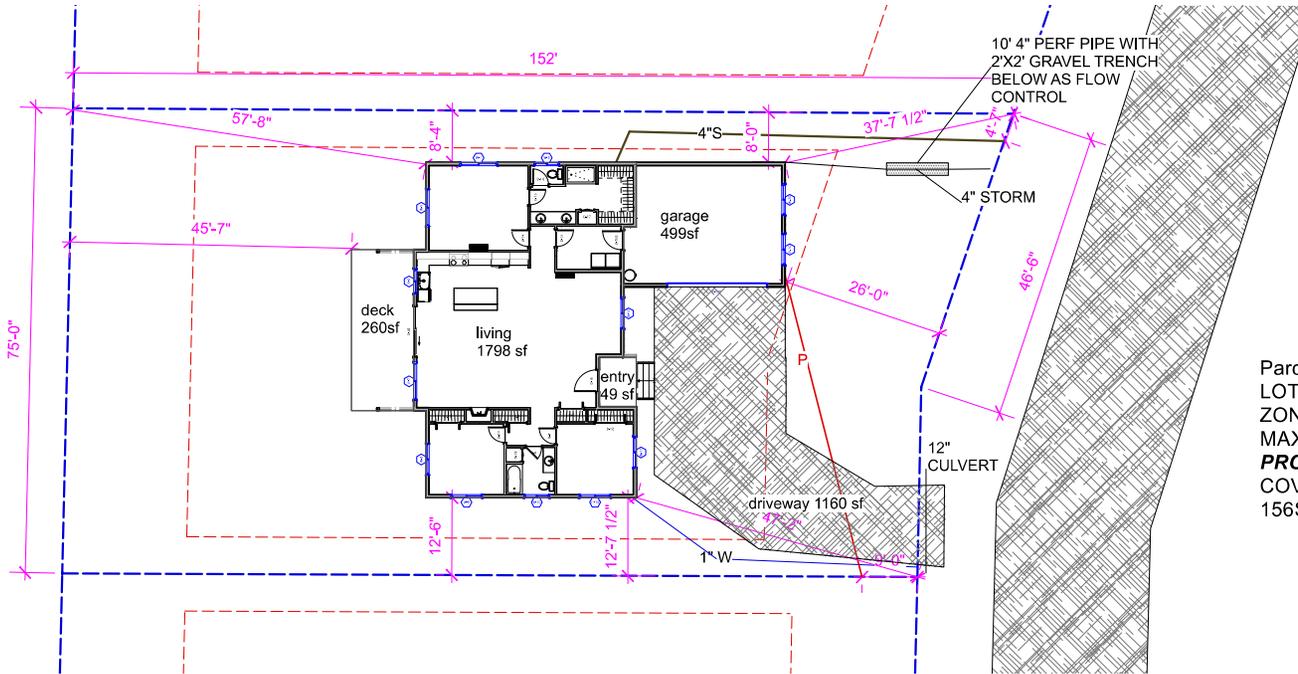
Scope of project: **LOT 2 NEW SFR**



Scale: 1"=20'



**** THIS SITE MAP WAS DEVELOPED BY USING EXISTING RESOURCES AND ONSITE MEASUREMENTS. IT IS NOT A LEGAL SURVEY.**



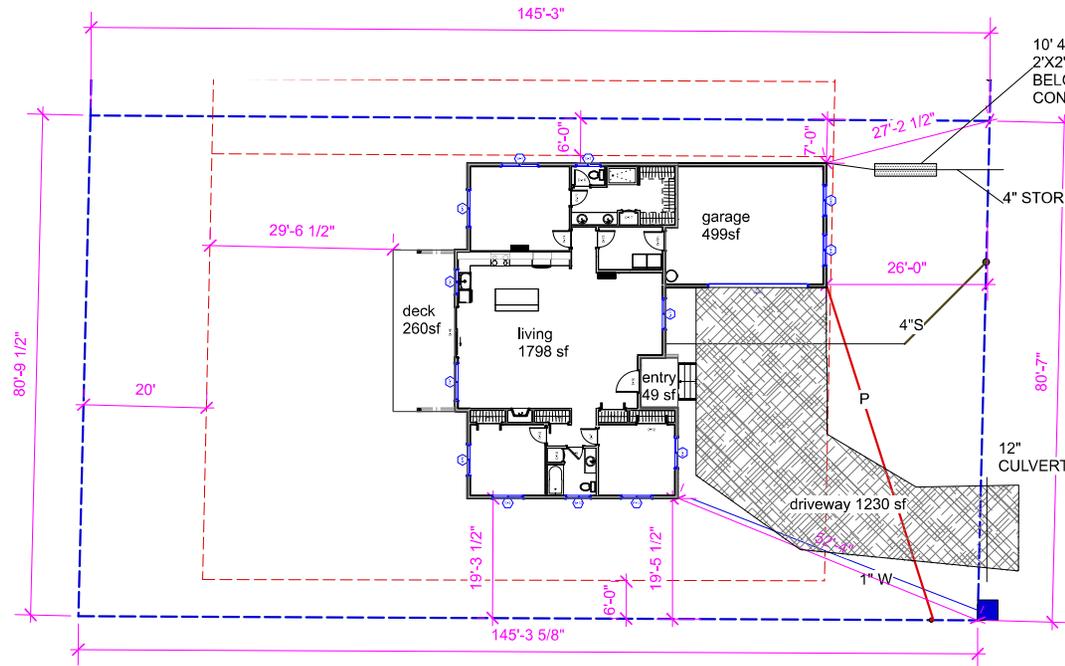
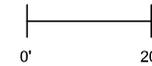
Parcel #: **XXXX**
LOT SIZE: **10672 SF**
ZONING DISTRICT: **RM**
MAX SITE COVERAGE: **35% (3735.2 sf)**
PROPOSED= MAIN LIVING 1798+ GARAGE 499+
COVERED ENTRY 49 SF+COVERED PATIO
156SF= **2502 SF (23.4%)**

Owner: **ENCINAS CONSTRUCTION**
 Address: **XXXXX**
COUPEVILLE WA
 PARCEL: lot 5 3rd street plat (parent parcel #R13233-195-2000)

Scope of project: **LOT 5 NEW SFR**



Scale: 1"=20'



10' 4" PERF PIPE WITH
 2'X2' GRAVEL TRENCH
 BELOW AS FLOW
 CONTROL

4" STORM

4" S

12" CULVERT

1" W

Parcel #: **XXXX**
 LOT SIZE: **11735 SF**
 ZONING DISTRICT: **RM**
 MAX SITE COVERAGE: **35% (4107.25 sf)**
PROPOSED= MAIN LIVING 1798+ GARAGE 499+
 COVERED ENTRY 49 SF+COVERED PATIO
 156SF= **2502 SF (21.3%)**

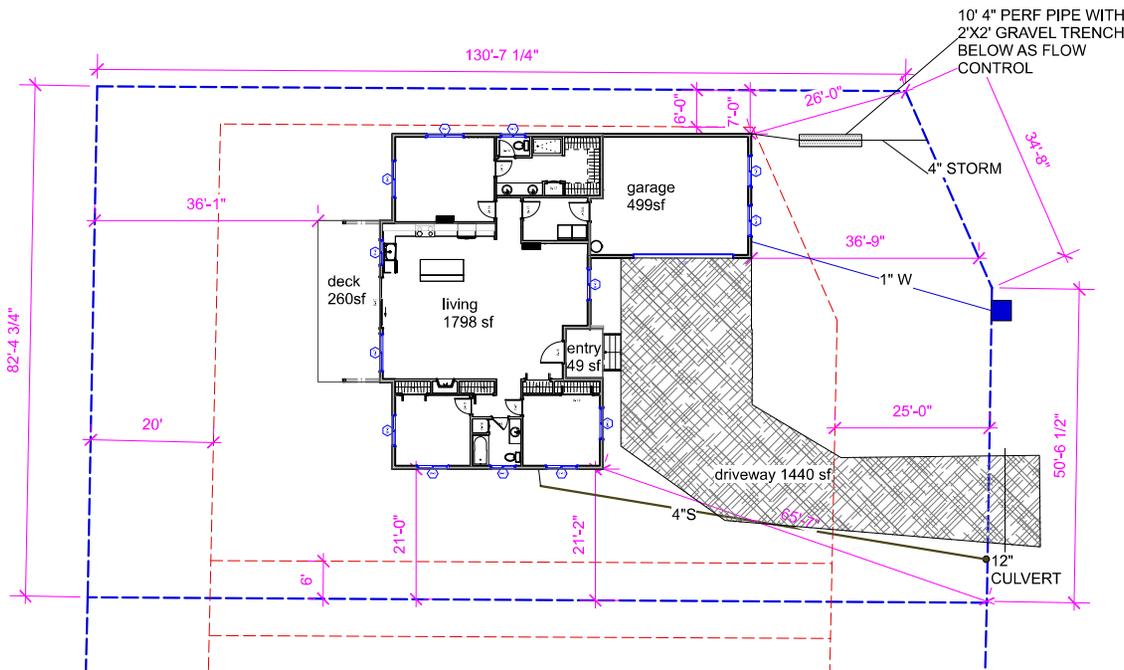
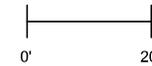
**** THIS SITE MAP WAS DEVELOPED BY USING EXISTING
 RESOURCES AND ONSITE MEASUREMENTS. IT IS NOT
 A LEGAL SURVEY.**

Owner: **ENCINAS CONSTRUCTION**
 Address: **XXXXX**
COUPEVILLE WA
 PARCEL: lot 6 3rd street plat (parent parcel #R13233-195-2000)

Scope of project: **LOT 6 NEW SFR**



Scale: 1"=20'



Parcel #: **XXXX**
 LOT SIZE: **11738 SF**
 ZONING DISTRICT: **RM**
 MAX SITE COVEREAGE: **35% (4107.25 sf)**
PROPOSED= MAIN LIVING1798+ GARAGE 499+
 COVERED ENTRY 49 SF+COVERED PATIO
 156SF= **2502 SF (21.3%)**

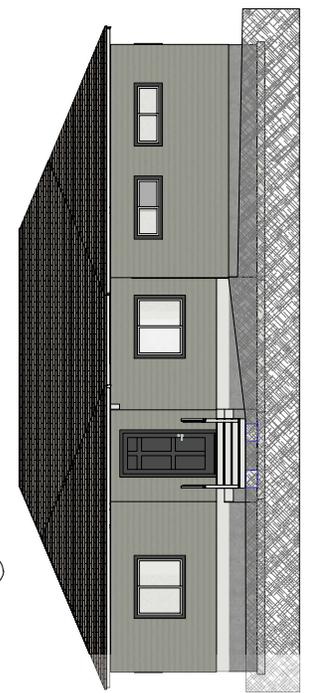
**** THIS SITE MAP WAS DEVELOPED BY USING EXISTING RESOURCES AND ONSITE MEASUREMENTS. IT IS NOT A LEGAL SURVEY.**

ENCINAS LOT 2+5
 XXXXX
 COUPEVILLE, VA
 ELEVATIONS
 DOOR/WINDOW SCHEDULE

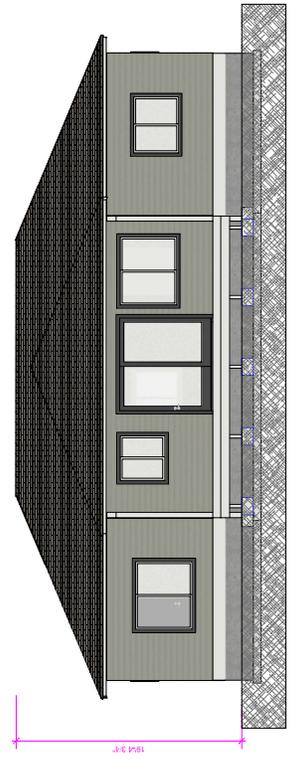
GO WEST BUILDING DESIGN LLC
 2298 VAN DAM RD
 COUPEVILLE, VA 22939
 (360) 914-0276 gwestbldg@outlook.com

Client No.	8924
Client Name	GOVW WEST
Project No.	ENCINAS LOT 6
Project Name	LOT 6 (PHASE 1)
Client Address	2298 VAN DAM RD
Client City	COUPEVILLE, VA
Client State	VA
Client Zip	22939
Client Phone	(360) 914-0276
Client Email	gwestbldg@outlook.com

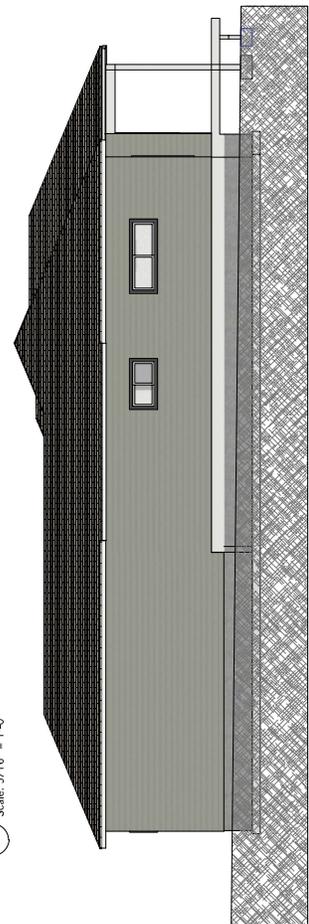
No.	Date	Issue Notes



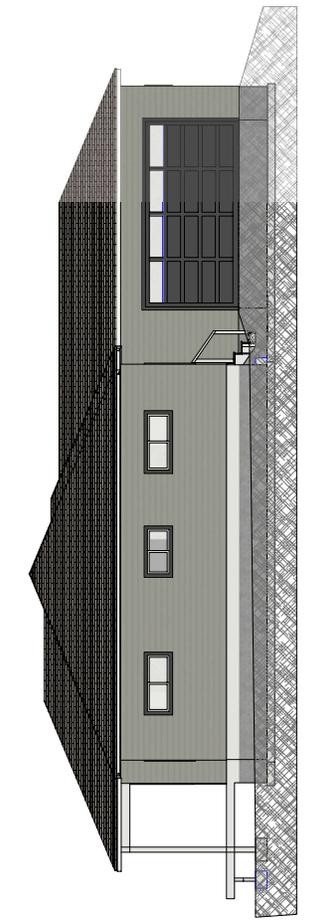
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 Scale: 3/16" = 1'-0"



3 South
 Scale: 3/16" = 1'-0"



2 WEST
 Scale: 3/16" = 1'-0"



1 EAST
 Scale: 3/16" = 1'-0"

1 EAST
Scale: 3/16" = 1'-0"



3 south
Scale: 3/16" = 1'-0"



2 WEST
Scale: 3/16" = 1'-0"



4 north Elevation
Scale: 3/16" = 1'-0"



Project No.	886/24
Client Name	CODY WEST
Project Address	ENCINAS LOT 6
Project City	LOT 6, CPA, WAK
Project State	WA
Project Title	Basic Notes
No.	DATE

GO WEST BUILDING DESIGN LLC
2298 VAN DAM RD
COUPEVILLE, WA 98239
(360) 914-0276 gowestllc@outlook.com

ENCINAS LOT 6
XXXXX
COUPEVILLE, WA
ELEVATIONS
DOOR/WINDOW SCHEDULE

Scale: 1/4" = 1'-0"