

**TOWN OF COUPEVILLE
PLANNING COMMISSION
Regular Meeting Minutes
April 1, 2025
6:00pm**

PRESENT: Chair Michelle Cook, Commissioners Gary Armstrong, Evan Henrich, Von Summers, and Susan Upchurch

STAFF PRESENT: Community Planning Director Joshua Engelbrecht, and Assistant Planner Lisa Walsh

CALL TO ORDER

Chair Cook called the meeting to order at 6:00pm and read the land acknowledgement.

APPROVAL OF AGENDA

Action: A motion was made by Commissioner Summers, seconded by Commissioner Upchurch, to approve the agenda of the April 1, 2025 regular meeting as submitted. The motion passed unanimously.

APPROVAL OF MINUTES

Action: A motion was made by Commissioner Armstrong, seconded by Commissioner Henrich, to approve the minutes of the March 4, 2025 meeting as amended. The motion passed unanimously.

PUBLIC HEARING

Ordinance 801 – Middle Housing

At 6:08pm, Chair Cook opened the Public Hearing for Ordinance 801. Chair Cook asked the Commission if anyone had a conflict of interest. There being no conflict of interest, Community Planning Director Joshua Engelbrecht proceeded with the presentation. The Commission asked clarifying questions. Chair Cook opened the floor to public comment.

John Kulas spoke to the Commission about creating a mediation standard for conflict resolution to bring competition to the island for contractors. Says that contractors off-island view building in Coupeville as difficult.

Mark Bepler spoke to the Commission in support of the changes to the Middle Housing Code.

At 7:18pm, Chair Cook closed the Public Hearing.

NEW BUSINESS

Action: A motion was made by Commissioner Upchurch, seconded by Commissioner Summers, to recommend that the Coupeville Town Council adopt the proposed amendments as conveyed in the staff reports including:

- Striking portions of CTC 16.10.040.B.8 related to ADU size relative to principle building size, and

- Rewording portions of CTC 16.19.050.F to clarify unit lot subdivision must occur after the final plat is recorded, and
- Striking number 5 of CTC 16.10.090, and
- Globally changing the names of the RM9600, Historic/Limited Commercial (HLC), and RH to the updated names throughout chapter 16, and
- Changing table 16.12.040.A to add a column indicating the number of dwelling units allowed, and revise Town Commercial in that table to allow ADU's in conjunction with historic resources, and
- Add to Middle Housing definition under 16.04.060 to include Accessory Dwelling Unit, and
- Revising the use of the term "Single-Family" to "Single-Household" in the appropriate contexts.

The motion passed unanimously.

COMMISSIONER COMMENTS

Chair Cook would like to see a discussion added to a future meeting about how to facilitate more affordable housing.

ADJOURNMENT

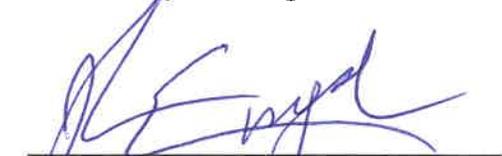
Chair Cook adjourned the meeting at 7:29pm

Respectfully submitted,



Deputy Clerk Chris Jolly

Community Planning Director



Joshua Engelbrecht