



**CENTRAL WHIDBEY HISTORIC PRESERVATION COMMISSION
ISLAND COUNTY COMMISSIONERS HEARING ROOM
COUPEVILLE, WA
April 24, 2025**

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

***Chair Bishop attended the meeting virtually. Commissioner Baxter ran the meeting. ***

CALL TO ORDER

Commissioner Baxter called the meeting to order at 10:08am

COMMISSIONERS PRESENT

- ✓ Chair **Danielle Bishop**
- ✓ Commissioner **Katherine Baxter**
- ✓ Commissioner **Sheila Saul**
- ✓ Commissioner **Eve Parrish**

STAFF PRESENT

- ✓ Ebey's Landing National Historical Reserve Preservation Coordinator **Josh Pitts**
- ✓ Island County Long Range Planner **John Lanier**
- ✓ Island County Current Use Planner **Yumi Shridhar**
- ✓ 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 Parrish, seconded by Commissioner Saul, to approve the agenda as submitted. *The motion passed unanimously.*

APPROVAL OF MINUTES

Action: A motion was made by Commissioner Parrish, seconded by Commissioner Saul, to approve the minutes of March 27, 2025 minutes 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

Commissioner 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.

- Commissioner **Baxter** visited all sites
- Commissioner **Parrish** visited all sites
- Commissioner **Saul** visited all sites

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

COA-25-010 (5m. 46s.) – New single-family residence – 207 NW Third St.

Coupeville Assistant Planner, Lisa Walsh, presented on elements of the new residence. Elements of the presentation included the size and use of the building, proposed materials, applicable guidelines, and location within the Reserve.

Ebey's Preservation Coordinator Josh Pitts made comments related to the need to update the design guidelines. Specifically, how we define neighborhood and how various aspects of the project are contemporary.

DISCUSSION

Commissioner Baxter opened the floor for discussion.

Questions were asked and answered about signage requesting public comment, size of the proposed construction vs size of the lot, street access to the subdivision, whether the construction is conforming to conditions placed on the plat.

The applicant, Cody West, addressed the Commission about the look and design of the proposed construction, and the modifications he made to the design.

No other members of the public spoke at the meeting.

MOTION (53m. 33s.)

Action: A motion was made by Commissioner Saul, seconded by Chair Bishop, based on the record developed to date, including application materials, staff report, evidence presented and comments made at the public meeting, and finding application COA-25-010 to be consistent with the Ebey's Landing National Historical Reserve Design Guidelines, to approve the Certificate of Appropriateness. *The motion passed unanimously.*

DISCUSSION

A presentation on the 2025 Ebey's Forever Grant projects was scheduled for the meeting but due to time constraints, the discussion was moved to the next meeting.

ADJOURNMENT

The meeting was adjourned at 10:53am.

Respectfully submitted,

Community Planning Director



Deputy Clerk Chris Jolly



Joshua Engelbrecht