

**TOWN OF COUPEVILLE
PLANNING COMMISSION
Special Meeting
October 21, 2025
6:00pm**

CALL TO ORDER

At 6:00pm, Commission Chair Cook called the meeting to order and read the Land Acknowledgement.

PRESENT

Chair Michelle Cook, Commissioners Susan Upchurch, Von Summers, and Evan Henrich

STAFF PRESENT

Incoming Community Planning Director Josh Pitts, Outgoing Community Planning Director Joshua Engelbrecht, and Assistant Planner Lisa Walsh

APPROVAL OF AGENDA

The date was corrected on the agenda

Action: A motion was made by Commissioner Summers, seconded by Commissioner Henrich, to approve the agenda of the October 21, 2025 Special Meeting as amended. The motion passed unanimously.

APPROVAL OF MINUTES

Action: A motion was made by Commissioner Upchurch, seconded by Commissioner Summers, to approve the minutes of the September 2, 2025 Regular Meeting, and the September 16, 2025 Special Meeting. The motion passed unanimously.

EXCUSE COMMISSIONER

Action: A motion was made by Commissioner Upchurch, seconded by Commissioner Summers, to excuse Commissioner Henrich from the September 16, 2025 Special Meeting. The motion passed unanimously.

AUDIENCE INPUT

William Lyle spoke to the Commission about the Memorandum of Agreement (MOA). Mr. Lyle listed multiple affordable housing facilities within town limits. Lyle views the proposal by advocates for changing the MOA as unrealistic and suggests there would be no enforceable way to keep new housing affordable. Lyle asked the Commission to recommend to Town Council that the MOA remain unchanged.

Jeanette Gulbranson addressed the Commission about the MOA. Gulbranson said that Ebey's Landing National Historical Reserve should be the most important words when considering the MOA. Gulbranson suggests that the Town Council should consider the Reserve and the MOA's impact on it when discussing changing the MOA.

Cecilia Bartram addressed the Commission about the MOA. Bartram is concerned about the aquifer, traffic, noise, and density.

NEW BUSINESS

Letter to Council about Ground Floor Residential Use

Commissioner Summers recused himself for this action item.

Action: A motion was made by Commissioner Upchurch, seconded by Commissioner Henrich, to submit the letter read into the record to Town Council asking to reconsider their decision and allow the matter to be duly considered in a future meeting with proper notice, discussion, and opportunity for input from the Planning Commission and the public. The motion passed unanimously.

Commissioner Summers returned to the meeting.

Memorandum of Agreement Recommendation

Action: A motion was made by Commissioner Upchurch, seconded by Commissioner Summers, to recommend that the Town Council does not amend the Memorandum of Agreement. The motion failed, with two yes votes and two no votes.

RECESS

At 7:31pm, the Commission took a break, reconvening at 7:37pm.

DISCUSSION ITEMS

Comprehensive Plan Development Regulations

Community Planning Director Engelbrecht presented on the Comprehensive Plan as it relates to the Town's Development Regulations. A manufactured home overlay was added to the zoning map, so development pressure on those parcels is reduced and the existing manufactured home parks are preserved. High density residential zoning was changed to increase density, due to the new Middle Housing code. Commissioners pointed out some minor typos. Chair Cook asked about variances versus amendments.

Sign Code Revisions

Community Planning Director Engelbrecht presented on proposed revisions to the sign code. Town Council is interested in allowing A-frame signs. Commissioners asked questions about businesses inside Mariner's Court and where they would put their signs, possible loop holes, and portable lighting on the A-frame signs for winter months.

Shoreline Master Plan Amendment

Community Planning Director Engelbrecht gave an update to the Commission about Shoreline Master Plan amendments. The Coastal Adaptation Strategy has led to requests for amending the Shoreline Master Plan to reclassify shoreline modifications and reduce barriers currently associated with structural shoreline modifications.

ADJOURNMENT

Chair Cook adjourned the meeting at 8:14pm

Respectfully submitted,

COMMUNITY PLANNING DIRECTOR



Deputy Clerk Chris Jolly



Joshua Engelbrecht