

**TOWN OF COUPEVILLE
PLANNING COMMISSION
Regular Meeting
November 4, 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 and Outgoing Community Planning Director Joshua Engelbrecht

APPROVAL OF AGENDA

Action: A motion was made by Commissioner Summers, seconded by Commissioner Upchurch, to approve the agenda of the November 4, 2025 Regular Meeting as submitted. The motion passed unanimously.

APPROVAL OF MINUTES

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

DISCUSSION

Comprehensive Plan Timeline Update

Community Planning Director Joshua Engelbrecht led a discussion with the Commission about the timeline for adopting the Comprehensive Plan Periodic Update. Some Councilmembers wish to have more discussion about aspects of the Comprehensive Plan Update, and the Council did not come to a decision regarding the Memorandum of Agreement (MOA), so the timeline for adopting the Comprehensive Plan Update has been delayed. The estimated adoption of the Comprehensive Plan Update is now tentatively sometime in the first quarter of 2026.

COMMISSIONER COMMENTS

Commissioner Upchurch asked about progress on the MOA. Commissioner Henrich proposed discussing, with the developers, a plan to abandon the MOA but allow for increased density in parts of the MOA and reducing utility hookup fees. Henrich also proposed real estate excise tax rebates.

Commissioners and staff discussed sign code amendments. Commissioner Henrich would like to see more room for signage. Questions about signs and A-frames within Coupe's Village remain.

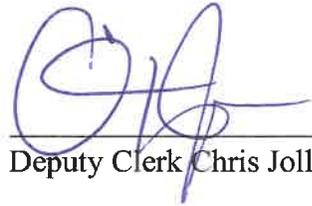
Incoming Community Planning Director Josh Pitts commented on the intersection of sign code and historic preservation.

ADJOURNMENT

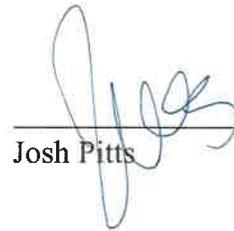
Chair Cook adjourned the meeting at 6:45pm.

Respectfully submitted,

COMMUNITY PLANNING DIRECTOR



Deputy Clerk Chris Jolly



Josh Pitts