



**EBEY'S LANDING HISTORIC PRESERVATION COMMISSION**  
ISLAND COUNTY COMMISSIONERS' HEARING ROOM (Room 102B)  
1 NE 6<sup>th</sup> St., COUPEVILLE, WA  
{1/22/2026}

**10:00: Roll Call**

**Approval of Minutes** – Minutes from December 11, 2025.

**Public Comment on items not on the agenda -**

**Public Hearings:**

**COA-25-042:** Go West Building Design- NW Third Street, Coupeville (S7302-04-00004-0). Proposal to construct a new single-family residence with fence at 211 NW Third Street.

**Other Discussion items:**

Voting for new HPC Chair & Vice-Chair.

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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

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**CENTRAL WHIDBEY HISTORIC PRESERVATION COMMISSION  
ISLAND COUNTY COMMISSIONERS' HEARING ROOM  
COUPEVILLE, WA  
January 22, 2026  
10:00am**

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

**CALL TO ORDER**

Chair Bishop called the meeting to order at 10:00 am

**COMMISSIONERS PRESENT**

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

**STAFF PRESENT**

- ✓ Island County Current Use Planner **Yumi Shridhar**
- ✓ Island County Current Use Planner **Jon Frias**
- ✓ Island County Current Use Planner **John Lanier**
- ✓ Town of Coupeville Community Planning Director **Josh Pitts**
- ✓ Town of Coupeville Assistant Planner **Lisa Walsh**

**APPROVAL OF AGENDA**

**Approval of the December 11, 2025 meeting minutes was added to the agenda.**

Action: A motion was made by Commissioner Bronson, seconded by Commissioner Baxter, to approve the agenda of the January 22, 2026 meeting as revised. *The motion passed unanimously.*

**APPROVAL OF MINUTES**

Action: A motion was made by Commissioner Baxter, seconded by Commissioner Parrish, to approve the minutes of the December 11, 2025 meeting as submitted. *The motion passed unanimously.*

**PUBLIC COMMENT**

- Former Town of Coupeville Community Planning Director, Joshua Engelbrecht, addressed the commission to say goodbye and thank you to everyone for their hard work. The Commissioners thanked Joshua for his service to the community.

- Lynn Hyde addressed the commission to thank the Summers for the stewardship of their historic building on Front Street. Hyde also spoke about sea level rise and how it will impact Front Street. Hyde reference the creation of the Reserve, which was done by a grassroots effort, and says that protecting Front Street from sea level rise will take a similar grassroots effort.

## **PUBLIC HEARING**

Chair Bishop 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 **Bishop** visited both sites
- Commissioner **Baxter** visited both sites and disclosed conversations with the public about a comprehensive preservation planning for the downtown corridor.
- Commissioner **Bronson** visited both sites
- Commissioner **Parrish** visited both sites
- Commissioner **Saul** visited both sites

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

### ***EBY-23-042 (12m. 35s.) – 20021 SR20 – After the fact clearing and greenhouse. New garage, chicken coop and gate.***

Island County Current Use Planner, Yumi Shridhar, presented on the after the fact work and the proposed new construction. Applicant plans to repair landscaping in the scenic corridor. Elements of the presentation included the size and use of the building, proposed materials, applicable guidelines, and location within the Reserve.

## ***DISCUSSION***

Chair Bishop opened the floor for discussion.

Commissioner Saul recommended prioritizing the order of projects on the site, with the fence, gate, and vegetation screening being the first priority. Questions were asked about the drain field and whether it has been approved by the County, and whether another COA would be required when the applicant builds the house.

*No members of the public spoke at the meeting.*

## ***MOTION (28m. 04s.)***

Action: A motion was made by Commissioner Bronson, seconded by Commissioner Parrish, based upon the staff report, the evidence presented, comments made at the public meeting, and finding application no. EBY-23-042 to be consistent with Ebey's Landing National Historic Reserve Design Guidelines, to recommend approval of the Certificate Appropriateness with the following conditions: Applicant must provide natural plantings as screening in addition to the landscaping plan approved in EBY-22-044. This applies to both the gate and the fence. Applicant must adhere to the landscaping plan to restore at

least 60% of the trees and vegetation cleared. The garage/shop must be made from non-reflective material so that it may blend more into its setting.

A motion was made by Commissioner Bronson, seconded by Commissioner Parrish to amend the original motion, adding the condition that the landscaping and the fence be priority number one. *Both motions passed unanimously.*

### ***COA-25-042 (...) – New Single Family Residence***

Coupeville Community Planning Director, Josh Pitts, began by reading comments he prepared regarding the alterations and additions to the Coupeville Cash Store.

Coupeville Assistant Planner, Lisa Walsh, presented on the proposed alterations and additions. Applicant is proposing to elevate their historic building. Elements of the presentation included the size and use of the building, proposed materials, applicable guidelines, and location within the Reserve.

### ***DISCUSSION***

Chair Bishop opened the floor for discussion.

Questions were asked about ADA compliance of the front steps. Lisa clarified that the steps maintain the current level of accessibility to the building but are not ADA compliant. Questions were asked about handrails on the front steps, sea level rise predictions, and the special valuation of the building. Commissioner Baxter asked whether the Town has started working toward a comprehensive sea level rise plan for Front Street, and what the permitting process for this project looks like.

### ***PUBLIC COMMENT***

The applicant, Barbara Summers, addressed the Commission to answer questions asked by the Commissioners.

Coupeville Community Planning Director stated that he received two public comments, one strongly opposed to the addition to the deck, and the other suggested making the new deck public. Comments were provided to the Commissioners.

### ***MOTION (1h. 31m. 38s.)***

Action: A motion was made by Commissioner Bronson, seconded by Commissioner Parrish, based on the record developed to date, including application materials, staff report, evidence presented and comments made at the public meeting, and finding the application COA-25-041 to be consistent with the Ebey's Landing National Historical Reserve Design Guidelines, to approve the Certificate of Appropriateness. *The motion passed unanimously.*

***At 11:53am, Chair Bishop closed the public hearing.***

### **COMMISSION DISCUSSION**

Commissioner Baxter proposed that the Commission craft a strongly-worded resolution to urge the Town to convene a multi-governmental, community-wide discussion about next steps for preserving the Coupeville Historic Business District. Commissioner Parrish seconded the proposal. Chair Bishop asked that the proposal be tabled until the next scheduled meeting so the

Commission can have more time to discuss it. Chair Bishop reported that the Coupeville Town Council was supportive of collaborating with the Commission on preservation education. The next meeting will be at 9:00am on February 12, 2026.

**ADJOURNMENT**

The meeting was adjourned at 12:00pm.

Respectfully submitted,

Community Planning Director

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Deputy Clerk Chris Jolly

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Josh Pitts

DRAFT



**Ebey's Landing National Historical Reserve**  
**Certificate of Appropriateness**  
**Go West Building Design for Gilberto & Flor Gonzalez**  
**211 NW Third Street**  
**COA-25-042**

Level A or B (Review requested)

Level C (Decision requested)

Level C (Recommendation requested)

<b>X</b>

**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 at 211 NW Third Street. The subject parcel is in the middle of four recently constructed houses on NW Third Street.

The project site and surrounding area are located within Ebey's Review Area 1. The project requires a Level C Certificate of Appropriateness per Coupeville Town Code (CTC) 16.13.120.C(4).

The public notice was published in the Whidbey News Times on January 10, 2026, for the public comment period from January 10 to January 21, 2026. A sign was posted on the property on January 9, 2026. The Town of Coupeville did not receive any public comments regarding the proposal.

**II – PERMIT DATA**

<b>Building or Land Use Permit Type</b>	Certificate of Appropriateness
<b>Application Number</b>	COA-25-042
<b>Application Date</b>	12/09/2025
<b>Applicant/Owner</b>	Go West Building Design for Gilberto & Flor Gonzalez

### III – SITE DATA

<b>Address</b>	211 NW Third Street, Coupeville			
<b>Parcel Number(s)</b>	S7302-04-00004-0			
<b>Size of parcel(s)</b>	0.29 acres/ 12,450 sq ft			
<b>Review Area</b>	Review Area 1			
<b>Historic Structure?</b>	Yes		No	<b>X</b>
<b>Proximity to Historic Structures?</b>	Yes		No	<b>X</b>
<b>Zoning Designation</b>	RM-9600			
<b>Other Site Features</b>	No Critical Areas			

### IV – STAFF CONTACTS

<b>Title</b>	<b>Name</b>	<b>Phone</b>	<b>E-mail</b>
Assistant Planner	Lisa Walsh	360-678-4461 x 104	assistantplanner@townofcoupeville.org

### V – DISCUSSION

The applicant proposes to build a new single-family residence with black chain link fence and black privacy slats at 211 NW Third Street in Coupeville. This area of Third Street is a new development and has been built out over the last year. There are currently four new homes on Third Street; the new structure will be built on the vacant parcel in the middle of the development.



*Figure 1 – Location of proposed single-family residence on NW Third Street*

**VI – APPLICABLE DESIGN GUIDELINES**

**A. SECRETARY OF THE INTERIOR’S STANDARDS**

<b>The Secretary of the Interior’s Standards apply:</b>	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.

**B. EBHEY’S 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 to be less conspicuous.</i></p> <p>The proposed building is a single-story, single-family residence that is approximately 3,644 total sq ft with 1,956 sq. ft. of living area, 1,142 sq. ft. attached garage, 106 sq. ft. of covered entry, and 440 sq. ft. of covered patio. No outbuildings are included in the proposal. The garage is attached.</p>
4.6.1.2-7	<p><i>In summary, new buildings should be similar in general character and building materials as those of the surrounding neighborhood.</i></p> <p>The proposed residence is a contemporary design that complements other houses in the area. Building materials include metal doors, lap siding, vinyl windows and composition roofing. Roof forms are gable style, with gables facing the right-of-way.</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 site plan for this project shows that the house is placed 57 feet from the right-of-way, almost twice the 25-foot required setback. The side-loaded garage is located at the back of the parcel. Access to the driveway runs along the east side of the parcel and extends to the rear setback for garage access. There is no parking indicated in the front yard area on the site plan – see Figure 2.</p>

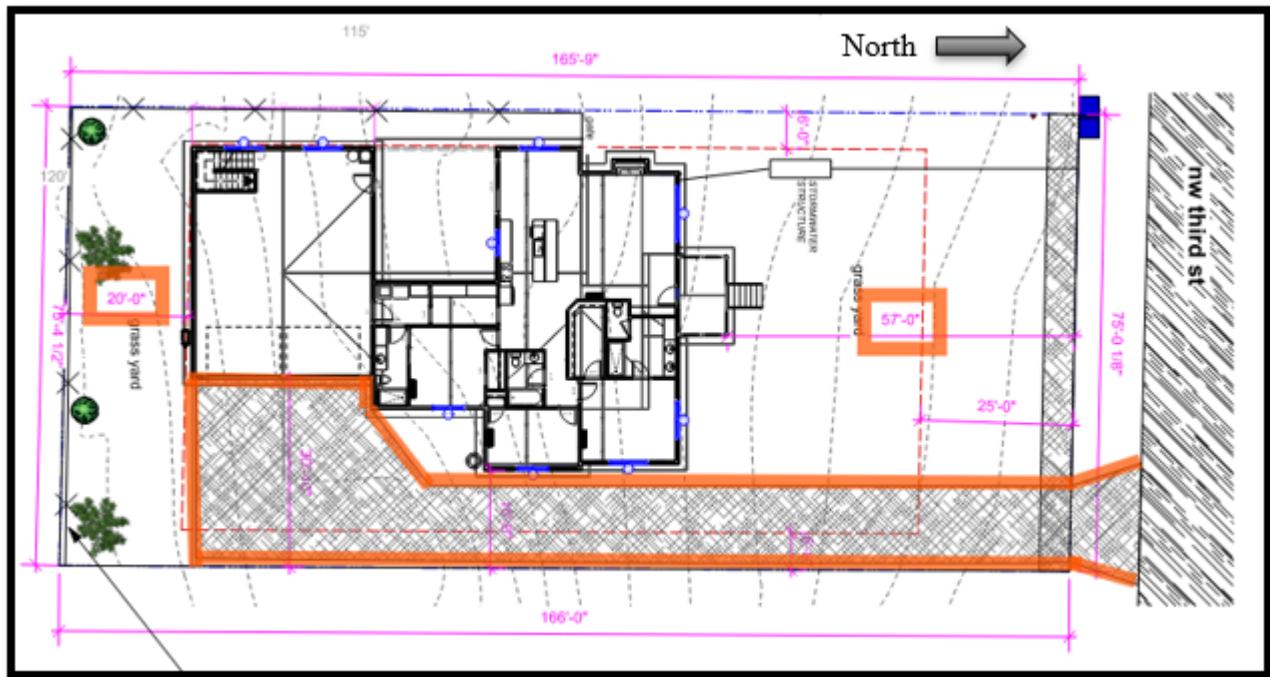
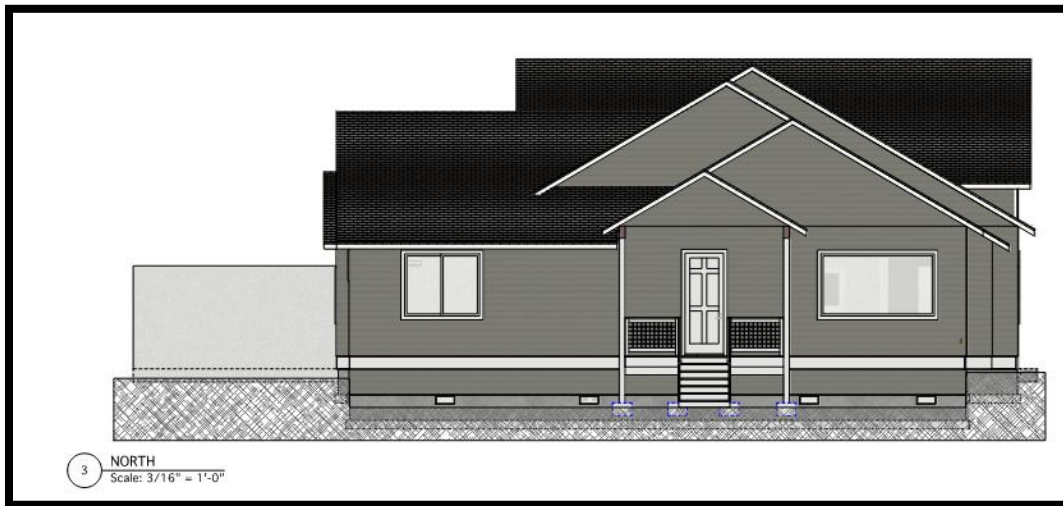


Figure 2 – Site plan showing siting of single-family residence and driveway access.

#### 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	<p><i>In summary, new buildings should reflect the architectural character of surrounding buildings in scale and roofline, architectural style and exterior finish materials. Window patterns should be complimentary, and the entrance should face the street.</i></p> <p>The proposed single-family residence is similar to the nearby, newly constructed homes. Architectural style and exterior finishes are expected to fit well within the newly developed community. The main entrance faces the public right-of-way and has a small covered front porch.</p>



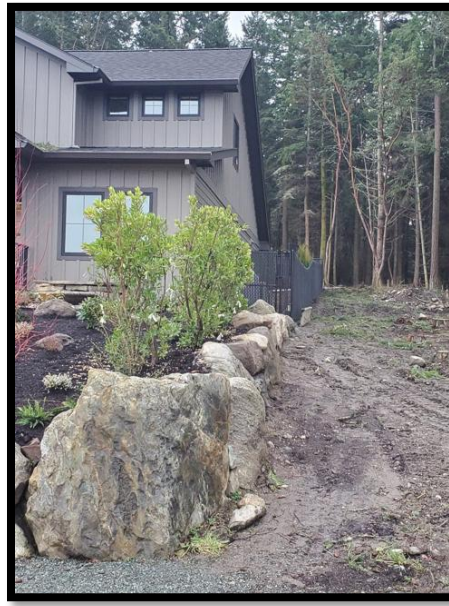
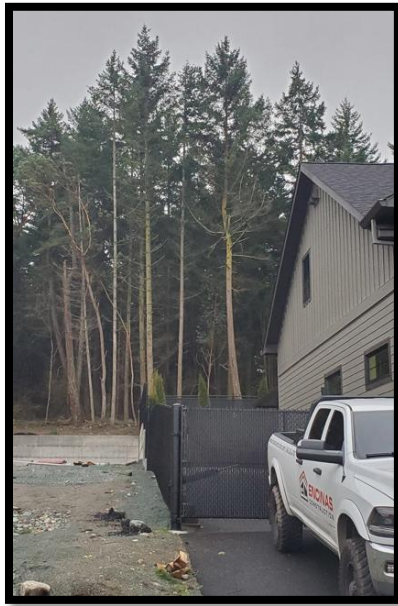
*Figure 3 – Front porch entry and gabled roofline.*

4.6.4.6-15	<p><i>Use gable and hipped roofs as primary roof forms. Front porches should be used to emphasize the front entry. The main façade and the primary entrance should face toward the street. Enhance the primary entrance with stairs, porch, or other design features. Do not locate garages, parking lots or carports in front of the building.</i></p> <p>The proposed building uses gable roof forms that emphasizes the front entry – see <a href="#">Figure 3</a>. The main façade faces north toward NW Third Street. The primary entrance is designed with stairs leading to the covered front porch.</p> <p>The proposed building is oriented so the narrower façade faces the public right-of-way, which effectively makes the house appear smaller, with most of the mass extending behind the house. The proposed garage is located at the back of the parcel, behind the house.</p>
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**CHAPTER 4.10.2 – Fences for non-historic areas**

**Guiding Principle:** Historically, many Coupeville homes had picket fences. While these are less common today, wood is still the most appropriate fencing material for retaining the historic character of the town.

Guideline	Staff Analysis
4.10.2.2	<p><i>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.</i></p> <p>The proposed fence is black, vinyl-coated chain link with black privacy panels, which matches the adjacent property. The fence is not expected to obstruct views across the landscape. The heavily forested parcel behind the property is obscured mainly by the houses. The fence has no substantial impact on the view of the forest.</p> <p>See Figure 4, below.</p>



*Figure 4 – View of forest behind chain link fence.*

**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
4.11.1-8	<p><i>Off-street parking should not be established in front of a house, except in the approved driveway. Entry features such as driveways, gates, fences, and landscaping shall be compatible with the neighboring setting.</i></p> <p>The proposed design includes a driveway along the east side of the parcel – see Figure 2, above. No parking areas are planned in front of the house. The garage is located behind the house and will be minimally visible from NW Third Street.</p>

**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-25-042.

1. An application was submitted for a Certificate of Appropriateness on December 9, 2025, 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 December 18, 2025, and January 15, 2026, 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 January 22, 2026, and all wishing to be heard were heard.

5. In accordance with guidelines in Chapter 4.6.1 – Architectural Character – the building is compatible in scale, massing, size, materials, and color.
6. In accordance with guidelines in Chapter 4.6.4 – New Residential Construction – the proposed building is similar to the surrounding buildings and incorporates common elements found elsewhere in the Reserve.
7. In accordance with guidelines in Chapter 4.10.2 – Fences in Non-Historic Areas – the proposed fence is similar to nearby properties and does not obscure the view of the forest behind the property.
8. In accordance with guidelines in Chapter 4.11 – Parking and Driveways – the proposed location of the garage, parking area and driveway are consistent with the guidelines and common in the neighborhood.
9. After review of the proposed application and consideration of public comment and staff’s recommendation, the Historic Preservation Commission finds the application consistent/inconsistent with the applicable Ebey’s Landing National Historical Reserve Design Guidelines.

### **VIII – DECISION OR RECOMMENDATION**

**The Historic Preservation Commission {{recommends approval or denial}} this Certificate of Appropriateness, signed this 22nd day of January, 2025.**

### **IX – 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.

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Historic Preservation Commissioner

Attested by:

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Lisa Walsh, Assistant Planner, Town of Coupeville

**Attachments:**

- A. Approved Site Plan
- B. Approved Elevations