

Ebey's Landing National Historical Reserve

Certificate of Appropriateness

WhidbeyHealth

101 N Main Street, Coupeville, WA 98239

COA-26-029

☐ **Level A or B** (HPC review requested)

☒ **Level C:**

Jurisdiction: Town of Coupeville

I. STAFF CONTACTS

Title	Name	Phone	E-mail
Planning Director	Josh Pitts	360.678.4461 ext.103	planner@townofcoupeville.org

II. PROJECT SUMMARY

The applicant, WhidbeyHealth, is requesting a Certificate of Appropriateness (COA) to develop a new parking facility on a parcel located between NE Third Street and the WhidbeyHealth campus. The facility will provide parking for up to thirty (30) vehicles and will be used by WhidbeyHealth staff. Although the site abuts NE Third Street, no vehicular access to the parking facility is proposed from the street.

The site is surrounded by a mix of residential and institutional uses. Properties north of the site, across NE Third Street, are developed with single-family residences. The property to the west contains eight condominium units. The property immediately to the east is currently vacant, while the property to the south is developed as Regency.

The property is zoned Civic, which permits parking facilities as an accessory use. The site is also located within Review Area 1 of the Ebey's Landing National Historical Reserve. The nearest identified historic resource is the Clark House, located approximately 285 feet from the project site.

As shown on the site plan (Attachment A), the applicant proposes to install four pole-mounted light fixtures to illuminate the parking area. The lighting will be controlled by timers and motion sensors

and will dim when not activated. Landscaping is also proposed along the western property line to provide additional screening and help reduce light impacts on the adjacent condominium property.

III. PERMIT DATA

Building or Land Use Permit Type	Certificate of Appropriateness
Application Number	COA-26-029
Application Date	August 28, 2026
Applicant/Owner	Timothy Waldner / WhidbeyHealth Eathan Haug / A.C.E. Inc.

IV. SITE DATA

Address	101 NE Ninth Street, Coupeville, WA 98239
Parcel Number(s)	R13233-176-4930
Size of parcel(s)	1.1 acres
Zoning Designation	Civic
Review Area	☒ 1 ☐ 2
Historic Structure?	☐ Yes ☒ No
Proximity to Historic Structures?	☐ Yes ☒ No
Critical Areas/Overlays?	☐ Yes ☒ No
Shoreline Jurisdiction?	☐ Yes ☒ No
NPS Easements?	☐ Yes ☒ No

V. DISCUSSION

Staff finds that the proposed parking facility will not detract from the character of the Reserve. The proposed use is consistent with the range of existing land uses along NE Third Street, which includes residential and institutional structures, a church, a parking lot, and the Regency senior living facility.

While the proposed development should be designed to respond appropriately to its surrounding context, it is not necessary for the project to replicate the specific land use, site design, or building forms of adjacent properties. Staff finds that the proposed parking facility is compatible with the existing character and development pattern of the area.

VI. DESIGN GUIDELINES

Staff has identified the following design guidelines as particularly relevant to the proposal. The Commission may determine other guidelines to be similarly or more relevant.

CHAPTER 4.5 - SITE DEVELOPMENT

Guiding Principles: *Careful initial planning of a building site is vital to preserving the Reserve's natural and historic character (particularly the sense of open space) while meeting the property owners needs.*

Town Setting

1. Much of the rural small town character comes from its informal streetscapes, with "soft" undefined road edges, grasslined swales instead of gutters, and pathways rather than sidewalks.

Staff analysis: The proposed development will maintain the informal character of the streetscape along NE Third Street. Existing native vegetation along the street frontage will be retained, preserving the existing visual character of the site. No vehicular access or sidewalk is proposed along NE Third Street, and the project will therefore not introduce improvements that would alter the existing informal street edge.

Residential Neighborhoods

6. Maintain vegetative buffers, especially along scenic roadways, and hedgerows to screen new development and enhance wildlife corridors. Plan to retain existing vegetation along ridgelines when feasible.

Staff analysis: The existing vegetative buffer along NE Third Street will be retained and will not be impacted by the proposed development. Retention of this vegetation will continue to provide visual screening of the parking facility from the roadway and help maintain the established character of the streetscape.

CHAPTER 4.9 - LIGHTING

Guiding Principle: *Provide adequate lighting for public safety and security without detracting from the historic smalltown and rural character of the Reserve.*

4.9.1 Lighting

1. Screen light fixtures so that the light source is not visible off-site.
2. Reduce horizontal light glare and vertical light trespass from a development site onto adjacent parcels.
6. Pedestrian-scaled lighting is encouraged in areas of pedestrian activity.
10. Use downward directional lighting. Except for intermittent security lighting on motion detectors, all lights more than seven feet above the ground shall be downward directional lighting. The fixture's housing must be totally opaque. Clear or refractive lenses shall not extend below the housing.
11. Avoid lighting large areas with a single source. Large areas may be lit with a number of low-intensity sources close to the area requiring illumination. Illumination of a large area with a remote single source of light shall be avoided.

12. Excessive light throw is prohibited. Lighting shall not be cast beyond the premises and shall be limited to illumination of surfaces intended for pedestrians or vehicles. Illumination of landscaped areas shall be avoided unless lighting is part of the landscape area immediately around the building or the area is intended for recreational use.
13. Choose approved outdoor light designs.
14. Parking lot lighting fixtures should be non-glare and reduced after business hours.

Staff analysis: The applicant proposes four pole-mounted light fixtures to provide illumination for the parking facility. The fixtures will incorporate glare shields and will be designed to direct light onto the parking area while minimizing horizontal glare and light trespass onto adjacent properties. The proposed lighting levels are below the maximum allowances of the International Energy Conservation Code.

The photometric plan (Attachment A, Sheet E1.2) indicates that illumination will be contained within the project site and will not result in light trespass onto the adjacent property to the west. The fixtures will also be equipped with occupancy sensors that will reduce light levels when the parking area is not actively being used, further minimizing unnecessary illumination during nighttime hours.

Additional measures are proposed to reduce potential impacts to the adjacent property. Cedar trees will be planted along the western property line to provide visual screening, and the parking facility will be approximately six (6) feet lower than the adjacent property to the west. Together, these measures will help screen the light fixtures and reduce the potential for glare and light trespass.

The proposed lighting consists of multiple pole-mounted fixtures rather than a single remote light source, allowing illumination to be distributed throughout the parking area at lower intensities. Based on the proposed fixture design, lighting controls, photometric analysis, landscaping, and recessed site design, staff finds that the proposal is consistent with the Reserve's lighting guidelines and will provide necessary illumination while minimizing impacts to surrounding properties and the character of the Reserve..

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.*

4.11.2 Nonresidential

1. Place parking lots beside or behind buildings whenever possible, locating them to minimize the visual impacts of parking and to enhance the pedestrian environment and streetscape.
2. Parking areas must be screened, preferably with appropriate vegetation, so that the vehicles are not the dominant feature of the property. Parking lots shall be either fully or partially screened and shall conform to all other applicable landscape requirements for parking lots.

3. Parking lots along streets which divide commercial and residential zoning districts, or on parcels that abut residential zones, must be largely contained behind nonresidential buildings. Driveways with parking on one side of the driveway may connect rear parking lots to the street.
9. The site plan should minimize the number and width of driveways and curb cuts along the street.

Staff analysis: The proposed parking facility has been designed to minimize its visual and other impacts on the surrounding area. Although the site is adjacent to residential development, the parking area will be located approximately six (6) feet below the elevation of the property to the west, reducing the visual prominence of parked vehicles from the adjacent property. Existing native vegetation along NE Third Street will be retained, providing additional screening of the parking facility from the roadway and helping maintain the established streetscape.

Additional landscaping, including cedar trees along the western property line, is proposed to further screen the parking area and reduce the visibility of vehicles and associated site improvements from the adjacent residential property. These measures will help ensure that parked vehicles do not become the dominant visual feature of the site.

No vehicular access or curb cut is proposed from NE Third Street. Access to the parking facility will be provided from the existing WhidbeyHealth campus, thereby minimizing the number of new driveways and curb cuts along NE Third Street and avoiding additional conflicts between vehicles and pedestrians.

Based on the site's recessed elevation, retention of existing vegetation, proposed landscaping, and lack of direct access from NE Third Street, staff finds that the proposed parking facility is designed to minimize visual impacts, provide appropriate screening, and maintain the character and pedestrian environment of the surrounding streetscape.

VII. COMPREHENSIVE PLAN

Staff has identified the following policies of the Comprehensive Plan as particularly relevant to the proposal.

LAND USE ELEMENT

- LU-1.1 - Promote opportunities for a well-balanced mix of land uses, including residential, commercial, public services, recreational, and cultural uses through the Future Land Use Map adopted with the Comprehensive Plan.
- LU-1.6 - Respect the historic pattern of development in the Town by striving to maintain the Donation Land Claim and Town Plat system and avoid suburban design trends, including cul-de-sacs.
- LU-1.7 - Engage with partner agencies and groups to ensure that protecting Ebey's Landing National Historical Reserve continues to serve as a guiding principle for the future of the greater Coupeville community.

LU-4.6 - Prohibit unnecessary disturbance of natural vegetation in new development and encourage retention of trees and other vegetation.

LU-5.1 - Work collaboratively with Island County, Coupeville School District #204, WhidbeyHealth Medical Center, and other major institutions on joint land use planning.

LU-6.1 - Establish and maintain planning processes that allow regular public discussion and examination of community goals and values.

Staff analysis: The proposed parking facility is consistent with the Comprehensive Plan's direction to support a well-balanced mix of land uses within the Town. The project provides accessory parking to support WhidbeyHealth's existing medical campus and does not introduce a new or incompatible land use to the area.

The project also respects the established development pattern and historic character of the Town. The site is located within an area containing a mix of residential, institutional, and public uses, and the proposed parking facility is designed to respond to its surroundings without introducing suburban development patterns such as cul-de-sacs or extensive new street infrastructure. No new access is proposed from NE Third Street.

The project is located within the Ebey's Landing National Historical Reserve, and the Certificate of Appropriateness review provides an opportunity to consider the project's potential effects on the character of the Reserve. As discussed elsewhere in this report, the proposed site design, retention of existing vegetation, landscaping, and lighting measures are intended to minimize visual impacts and maintain the character of the surrounding area. The project therefore supports the Town's policy of working to ensure that protection of the Reserve remains a guiding consideration in community planning.

The project also supports the Comprehensive Plan's direction to minimize unnecessary disturbance of natural vegetation. Existing vegetation along NE Third Street will be retained, and additional landscaping is proposed along the western property line to provide screening between the parking facility and the adjacent residential development.

Finally, the project is directly related to LU-5.1, which calls for collaborative land use planning with WhidbeyHealth Medical Center and other major institutions. The proposed parking facility is intended to support WhidbeyHealth's existing campus and represents development of property in conjunction with the needs of a major community institution.

LU-6.1 calls for planning processes that allow regular public discussion and examination of community goals and values. The Certificate of Appropriateness process provides an opportunity for public review of the proposal and consideration of the project's consistency with adopted community plans, policies, and design guidelines.

Based on the above, staff finds that the proposed parking facility is consistent with the applicable policies of the Comprehensive Plan's Land Use Element.

ECONOMIC STABILITY ELEMENT

ES-3.7 - Continue to support the major employers within Coupeville, including Island County, WhidbeyHealth, and the Coupeville School District.

Staff Analysis: The proposed parking facility supports the Town's policy of supporting major employers within Coupeville, including WhidbeyHealth. The facility will provide additional parking for WhidbeyHealth staff and support the continued operation and use of the existing medical campus.

NATURAL SYSTEMS ELEMENT

NS-1.6 - Implement lighting designs, practices, and standards that protect the night sky and reduce the negative impacts of light pollution, such as sky glow, disruption of ecosystems, and energy waste.

NS-3.2 - Encourage retention of existing trees and native vegetation in new developments.

Staff Analysis: The proposed project incorporates measures to minimize light pollution and its potential impacts on surrounding properties and the natural environment. The parking facility will use four pole-mounted fixtures with glare shields, occupancy sensors, and dimming controls. Lighting levels will be directed toward the areas requiring illumination and will be reduced when the parking area is not actively in use. The photometric plan indicates that illumination will be contained within the project site. These measures are consistent with NS-1.6 by reducing unnecessary light, glare, and light trespass while providing appropriate illumination for safety and security.

The project also supports NS-3.2 through the retention of existing native vegetation along NE Third Street. Additional cedar landscaping is proposed along the western property line to provide screening between the parking facility and the adjacent residential property. These measures preserve existing vegetation and incorporate additional planting into the site design.

VIII. RECOMMENDED MOTION

Based on the record developed to date, including the application materials, staff report, testimony and evidence presented at the public meeting, and the applicable Comprehensive Plan policies, Town regulations, and Ebey's Landing National Historical Reserve Design Guidelines, I move to recommend approval of Certificate of Appropriateness application COA-26-029, subject to the following conditions:

Conditions:

1. Vegetative Buffer. The existing forty (40)-foot vegetative buffer along NE Third Street, located along the northern property boundary, shall be retained and maintained for the duration of the approved parking facility use.
2. NE Third Street Access. Vehicular access to parcel R13233-176-4930 from NE Third Street shall be constructed in accordance with applicable Town standards and available for use by March 1, 2027, unless parcels R13233-176-4930, R13233-133-4550, R13233-114-4230, R13233-114-4350, R13233-099-4770, R13233-099-4500, R13233-099-4210, and R13233-104-4210 have been legally consolidated into a single parcel by that date.

3. Western Landscape Buffer. The ten (10)-foot landscape strip along the western property line, adjacent to parcel S8572-00-00000-0, shall be planted with medium-height trees spaced approximately twenty-five (25) feet on center. The landscaping shall be retained and maintained for the duration of the approved parking facility use to provide a visual buffer between the properties and help mitigate potential lighting impacts.

IX. FINDINGS OF FACT

Based on the analysis presented above, staff proposes the following findings of fact with respect to Certificate of Appropriateness Application No. COA-26-029:

1. An application for a Certificate of Appropriateness was submitted to the Town on July 28, 2026, for the development of a new parking facility to serve the WhidbeyHealth campus.
2. The project site is located within Review Area 1 of the Ebey's Landing National Historical Reserve and is classified pursuant to CTC 16.13.120.C.11 as "New construction or alteration of nonresidential (commercial, public, or institutional) buildings, structures, or facilities." The proposed project therefore requires review and action on a Certificate of Appropriateness by the Historic Preservation Commission.
3. The proposed parking facility will provide parking for up to thirty (30) vehicles for WhidbeyHealth staff. The site is zoned Civic, which allows parking facilities as an accessory use.
4. On September 17, 2026, the Ebey's Reserve Committee reviewed the application and determined that the proposal is consistent with the applicable Ebey's Landing National Historical Reserve Design Guidelines.
5. Consistent with the applicable provisions of Chapters 4.5.1 and 4.5.6 of the Ebey's Landing National Historical Reserve Design Guidelines, the existing forty (40)-foot vegetative buffer along NE Third Street will be retained and maintained.
6. Consistent with the applicable provisions of Chapter 4.9.1 of the Ebey's Landing National Historical Reserve Design Guidelines, potential lighting impacts from the parking facility will be mitigated through the use of glare shields, occupancy sensors, dimming controls, appropriate fixture design, and landscaping. The parking facility will also be located approximately six (6) feet below the elevation of the adjacent property to the west, further reducing potential lighting impacts.
7. Consistent with the applicable provisions of Chapter 4.11 of the Ebey's Landing National Historical Reserve Design Guidelines, the parking facility will be screened through the retention of existing vegetation and installation of additional landscaping along the western property line. No vehicular access or curb cut is proposed from NE Third Street, minimizing the project's impact on the existing streetscape and pedestrian environment.
8. The project supports Land Use Element policy LU-1.1 by providing accessory parking to support an existing institutional use within the Town and the established mix of land uses in the surrounding area.
9. The project supports Land Use Element policy LU-1.6 by maintaining the existing development pattern along NE Third Street and avoiding suburban street improvements such as new roadways or cul-de-sacs.
10. The project supports Land Use Element policy LU-1.7 by incorporating the protection of the Ebey's Landing National Historical Reserve into the project review and site design.

11. The project supports Land Use Element policy LU-4.6 through retention of existing native vegetation along NE Third Street and the incorporation of additional landscaping along the western property line.
12. The project supports Land Use Element policy LU-5.1 by providing improvements to support WhidbeyHealth, a major institution and employer identified in the Comprehensive Plan.
13. The project supports Land Use Element policy LU-6.1 through review of the proposal under the Town's public Certificate of Appropriateness process.
14. The proposed project is consistent with Economic Stability Element policy ES-3.7, which directs the Town to continue supporting major employers within Coupeville, including WhidbeyHealth. The parking facility will provide additional parking for WhidbeyHealth staff and support the continued operation of the existing medical campus.
15. The project supports Natural Systems Element policy NS-1.6 by incorporating lighting measures intended to minimize unnecessary illumination, glare, and light trespass.
16. The project supports Natural Systems Element policy NS-3.2 through retention of existing native vegetation and the addition of landscaping along the western property line.
17. In accordance with Chapter 16.13 of the Coupeville Town Code, the Historic Preservation Commission reviewed the application at an open and duly advertised public meeting on October 8, 2026. Members of the public wishing to provide testimony were provided an opportunity to be heard.
18. The proposed development, as conditioned, will retain the existing vegetative buffer along NE Third Street, prohibit vehicular access from NE Third Street, and provide additional landscaping along the western property line to maintain screening and mitigate potential lighting impacts.
19. The proposed development, as conditioned, is consistent with the applicable provisions of the Coupeville Town Code, applicable Comprehensive Plan policies, and Ebey's Landing National Historical Reserve Design Guidelines.

X. CONCLUSION

Based on the findings above, staff concludes that Certificate of Appropriateness Application No. COA-26-029, as conditioned, is consistent with the applicable Comprehensive Plan policies, Coupeville Town Code, and Ebey's Landing National Historical Reserve Design Guidelines.

The proposed parking facility is designed to support the existing WhidbeyHealth campus while responding to the character and development pattern of the surrounding area. Retention of existing vegetation, additional landscaping, recessed site design, controlled lighting, and the absence of vehicular access from NE Third Street will minimize potential visual, lighting, and streetscape impacts.

Staff therefore recommends that the Historic Preservation Commission recommend approval of COA-26-029, subject to the conditions identified in this report.

XI. 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.

ATTACHMENTS:

- A. Application Materials
- B. SEPA Environmental Checklist
- C. SEPA DNS
- D. Ebey's Reserve Committee Review
- E. Public Notice Documentation



APPLICATION CHECKLIST

Certificate Of Appropriateness (COA) – Town of Coupeville

Ebey's Landing National Historical Reserve

FILLING OUT AN APPLICATION:

- Neatly print all information and provide signatures in **blue** ink.
- **If someone other than the property owner is applying for the permit, the application must be accompanied by a signed and notarized Agent Authorization Form** which is included in the COA application forms.

Please use the following checklist to ensure you provide all items listed below (CTC 16.13.130.C):

Applicant/Staff

- ☒ ☐ Completed Application Form, including original signatures of property owner(s) and applicable fees. Applicable fees, as established by the Town of Coupeville. Check with staff to confirm application fee. Review fees are generally \$50 for Level A; \$100 for Level B; \$150 for Level C application, \$200 for Level C application (historic buildings in commercial use).
- ☒ ☐ Level A applications: Original plus 1 copy
Level B applications: Original plus three (3) collated color copies of entire application packet
Level C applications: Original plus twelve (12) collated color copies of entire application packet.
- ☒ ☐ Signed and notarized original Agent Authorization form if someone other than the property owner is applying for permit (included in COA application forms).
- ☒ ☐ Complete description of the proposed work.
- ☒ ☐ Scaled site plan depicting the following:
 - ☐ Location and dimensions of proposed structures and improvements
 - ☐ Location and dimensions of existing structures and other improvements, such as buildings, driveways, utilities, propane tanks, fuels tanks and fences, including significant trees and vegetation.
 - ☐ Assessor parcel number.
 - ☐ North Arrow and scale of drawing.
 - ☐ Distance between existing property lines and existing or proposed structures.
 - ☐ Building setbacks per zoning requirements (see TCC 16.12.030).
 - ☐ Location of adjacent streets and easements with access to parcel.
- ☒ ☐ Scaled design elevations of new structures or improvements, alterations, and additions. (Show both existing and proposed.) (Required for building structures.)
- ☒ ☐ Clear color photographs of the building, object, site, structure, and adjacent properties.
- ☒ ☐ Samples of construction materials (when requested by staff). For historic buildings, submit new material samples for comparison with the existing or the original building materials.
- ☒ ☐ Any supplemental information deemed necessary and requested by the Town for review of the application (this usually related to complex or large-scale projects).

If the parcel is located in an archaeological area, any future development must be in compliance with all applicable laws pertaining to archaeological resources (RCW 27.53, 27.44 and WAC 25-48) and human remains (RCW 68.50). Development permit applications may require an archaeological survey report to be submitted along with the application.



Ebey's Landing National Historical Reserve Certificate of Appropriateness Application

REVIEWED TO THE EBEBY'S LANDING HISTORICAL RESERVE DESIGN GUIDELINES BY ISLAND COUNTY (Island County Code 17.04A) AND THE TOWN OF COUPEVILLE (Coupeville Town Code Chapter 16.13) IN COOPERATION WITH THE TRUST BOARD OF EBEBY'S LANDING NATIONAL HISTORICAL RESERVE AND THE HISTORIC PRESERVATION COMMISSION

I, the undersigned, do hereby respectfully make application for your review of my request concerning the property described below:

1. **Applicant(s) (main contact person):** *Agent for owner must complete the authorization on page 4*
 Ethan Haug

 Address: 3860 O'Leary Street, Suite B, Missoula, MT 59808
 Phone: 4065901183 E-mail: ethanh@acemt.com

2. **Property Owner(s):**
 WhidbeyHealth Medical Center

 Timothy R waldner

 Address: 101 N Main St. Coupeville, WA 98239
 Phone: 307-250-4882 E-mail: waldnt@whidbeyhealth.org

3. **Address of Subject Property:**
 101 North Street, Coupeville, WA 98239

4. **Assessor's Parcel Number:**
 R13233-176-4930

5. **Zone:** RH (North) P (South)

Present Use of Property (check all that apply):

Residential	☐	Agricultural	☐	Other	☐
Commercial	☒	Institutional	☐		

DESCRIPTION OF PROPOSED WORK:

Lighting design for a new parking lot at the hospital campus. Lighting is accomplished using pole lights.

Note: Please refer to the checklist on page 3 of this application for required submittal materials

Existing & Proposed Materials: Type n/a if not applicable

Doors: (existing) n/a (proposed) _____

Windows: n/a _____

Deck/Railing: n/a _____

Stairs/Ramp: n/a _____

Siding: n/a _____

Roofing: n/a _____

Fence: n/a _____

Type Y or N

Does the proposed project involve a Historic Building? ☐ Yes ☒ No

Is the property within 100 feet of a historic building? ☐ Yes ☒ No

Is there a Conservation Easement on the property? ☐ Yes ☒ No

If yes, please include easement information with application packet

Applicant's Acknowledgment

I am familiar with the Ebey's Reserve Design Guidelines as they pertain to my project. I certify by my signature below that the information in this application is accurate and complete. Planning staff has permission to copy materials, including architectural drawings, necessary for the review of my application.

Ethan Haug

Date 8/29/2026

Applicant's Signature

Typically, applications require the following information

For projects that are not complex, feel free to ask if the standard submittal requirements are necessary.

- Clear color photographs of the building, overall site, nearby structures, and any adjacent properties.
- A complete description of the intended work.
- A scaled site plan depicting existing and proposed structures and improvements; including significant trees, tree planting, vegetative buffering, and landscaping. Include driveways and nearby roads for context and an "N" (north) arrow.
- Scaled design elevations of new structures or improvements, alterations, and additions. (Show both existing and proposed).
- Samples of construction materials (when requested). For historic buildings, submit new material samples for comparison with the existing or the original building materials.
- Any supplemental information deemed necessary and requested by the County or Town for review of the application (this usually relates to complex or large-scale projects.)
- Agent Authorization Form (page 4 if needed)
- Applicable Planning & Review Fees
 - *Level A applications; please provide original signed application and 1 copy*
 - *Level B applications; please provide original plus 3 copies*
 - *Level C applications; please provide original plus color 14 copies*

Review fees are generally \$50 for Level A; \$100 for Level B; \$150 for Level C (check with staff to confirm appropriate application fee)

FOR STAFF USE ONLY

Review Authority - based upon the application description and project location within the Reserve

Staff: _____ Level A

HRC: _____ Level B

HPC decision: _____ Level C

HPC recommendation: _____ Level D

Land Use _____ Construction _____

ADDITIONAL NOTES:

Agent Authorization Form

I, Timothy R. Waldner, the owner(s) of the subject property, understand that by completing this form I hereby authorize Etan Hung to act as my agent. I understand that said agent will be authorized to submit applications on my behalf. I also understand that once an application has been submitted that all future correspondence will be directed to said agent.

1) Timothy R. Waldner
Property Owner Name(s) (print)

[Signature]
Signature(s)

2) _____
Property Owner Name(s) (print)

Signature(s)
7/29/26
Date

State of Washington)
County of Island)

I certify that I know or have satisfactory evidence that Timothy R. Waldner signed this instrument and acknowledged it to be (his/her) free and voluntary act for the uses and purposes mentioned in this instrument.

Dated 7.29.2026
Signature of [Signature]
Notary Public
Printed Name Colleen Huff
Residing at Coupeville, WA
My appointment expires 12.29.2027

1) _____
Property Owner Name(s) (print)

Signature(s)

2) _____
Property Owner Name(s) (print)

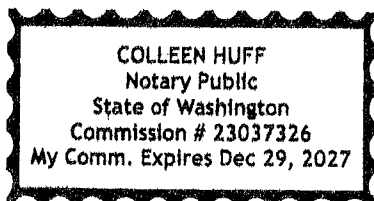
Signature(s)

Date

State of Washington)
County of _____)

I certify that I know or have satisfactory evidence that _____ signed this instrument and acknowledged it to be (his/her) free and voluntary act for the uses and purposes mentioned in this instrument.

Dated _____
Signature of _____
Notary Public _____
Printed Name _____
Residing at _____
My appointment expires _____



1. THE ELECTRICAL WORK SHALL INCLUDE ALL ITEMS, ARTICLES, MATERIALS, OPERATIONS, AND METHODS LISTED, MENTIONED OR SCHEDULED IN THESE DRAWINGS. ALL MATERIAL, EQUIPMENT AND LABOR SHALL BE FURNISHED TOGETHER WITH ALL INCIDENTAL ITEMS REQUIRED BY GOOD PRACTICE TO PROVIDE THE COMPLETE ELECTRICAL SYSTEM DESCRIBED.
2. EXAMINE AND REFER TO ALL ARCHITECTURAL, MECHANICAL AND STRUCTURAL DRAWINGS FOR CONSTRUCTION CONDITIONS WHICH MAY AFFECT THE ELECTRICAL WORK. INSPECT THE BUILDING SITE AND EXISTING FACILITIES FOR VERIFICATION OF PRESENT CONDITIONS. MAKE PROPER PROVISIONS FOR THESE CONDITIONS IN PERFORMANCE OF THE WORK AND COST THEREOF.
3. THE ELECTRICAL WORK SHALL MEET THE REQUIREMENTS OF THE PLANS AND SHALL NOT BE LESS THAN THE MINIMUM REQUIREMENTS OF ALL APPLICABLE SECTIONS OF THE LATEST CODES AND STANDARDS THAT ARE ADOPTED BY THE AUTHORITY HAVING JURISDICTION.
4. THE ELECTRICAL CONTRACTOR SHALL PAY ALL FEES AND ARRANGE FOR ALL PERMITS REQUIRED FOR WORK DONE UNDER HIS CONTRACT AND UNDER HIS SUPERVISION BY SUBCONTRACT.
5. THE ELECTRICAL CONTRACTOR SHALL AND HEREBY DOES WARRANT AND GUARANTEE THAT ALL WORK EXECUTED UNDER HIS CONTRACT WILL BE FREE FROM DEFECTS OF MATERIALS AND WORKSMANSHIP FOR A PERIOD OF ONE YEAR FROM THE DATE OF FINAL ACCEPTANCE OF THIS WORK AND THAT HE WILL, AT HIS OWN EXPENSE, REPAIR AND/OR REPLACE ALL SUCH DEFECTIVE MATERIALS AND WORK DURING THE TERM OF THE WARRANTY.
6. MANUFACTURER'S TRADE NAMES AND CATALOG NUMBERS LISTED ARE INTENDED TO INDICATE THE QUALITY OF EQUIPMENT OR MATERIAL DESIRED. MANUFACTURERS NOT LISTED MUST HAVE PRIOR APPROVAL. WRITTEN PRIOR APPROVAL MUST BE OBTAINED FROM THE ARCHITECT SEVEN (7) BUSINESS DAYS PRIOR TO BID OPENING.
7. THE DRAWINGS ARE PARTLY DIAGRAMMATIC AND DO NOT NECESSARILY SHOW EXACT LOCATIONS OF CONDUIT UNLESS SPECIFICALLY DIMENSIONED. THEY SHALL NOT BE USED FOR OBTAINING QUANTITIES OR LINEAL RUNS OF CONDUIT.
8. ALL WIRING DEVICES, INCLUDING SWITCHES AND RECEPTACLES SHALL BE SPECIFICATION GRADE. SWITCHES AND RECEPTACLES SHALL BE 20-AMPERE UNLESS OTHERWISE NOTED. DEVICES SHALL HAVE METALLIC COVER PLATES MOUNTED ON SURFACE BACK BOXES. ALL GFCI DEVICES AS SHOWN IN PLAN SHALL EQUAL ONE DEVICE. THE USE OF FEED THROUGH PROTECTION IS NOT ACCEPTABLE.
9. ALL CONDUCTORS SHALL BE COPPER. ALUMINUM CONDUCTORS WILL NOT BE PERMITTED. MINIMUM CONDUCTOR SIZE SHALL BE NO. 12 AWG. ALL CONDUCTORS SHALL BE INSTALLED IN CONDUIT. ALL CONDUIT SHALL BE EMT UNLESS OTHERWISE NOTED. UTILIZE NO. 10 AWG MINIMUM WIRE SIZE FROM PANEL BOARD TO FIRST LIGHTING FIXTURES AND FIRST RECEPTACLE FOR CIRCUIT RUNS OF 50 FEET OR MORE. PROVIDE DESIGNATED NEUTRAL CONDUCTORS FOR ALL 120V CIRCUITS UTILIZED ON PROJECT AS COMBINING OF CIRCUITS TO UTILIZE A COMMON NEUTRAL IS NOT ACCEPTABLE.
10. PROVIDE DISCONNECT SWITCHES WHERE REQUIRED BY NEC. DISCONNECT SWITCHES SHALL BE HEAVY DUTY NEMA RATED, UL LISTED AND SERVICE ENTRANCE RATED WHERE REQUIRED.
11. REFER TO DEVICE MOUNTING HEIGHT DETAIL FOR INSTALLATION HEIGHT OF DEVICES IN PROJECT.
12. ALL NEW PANELBOARDS SHALL CONTAIN COPPER BUSSING, BOLT ON CIRCUIT BREAKERS AND FLUSH LOCKABLE TRIM COVER BOLTING TO FRONT OF CAN.
13. PROVIDE UPDATED TYPE WRITTEN PANEL DIRECTORIES FOR ALL PANELS AT PROJECT CLOSE AFFECTED BY REMODEL REGARDLESS IF EXISTING OR NEW PANEL. DIRECTORIES SHALL IDENTIFY/ DESCRIBE LOAD LOCATION. HAND WRITTEN DIRECTORIES ARE NOT ACCEPTABLE.
14. FIRE SEAL ALL CONDUIT PENETRATIONS WITH UL-LISTED FIRE RATED CAULKING MATERIALS / ASSEMBLY. WHERE REQUIRED BY APPLICABLE CODES FIRE SEAL ALL FIRE-RATED MEMBRANE PENETRATIONS.
15. LABEL ALL MOTOR STARTERS, DISCONNECTS AND PANEL BOARDS WITH SELF ADHESIVE BACKED ENGRAVED ACRYLIC LABELS WITH 1/2 INCH HIGH WHITE LETTERS ON A 1-1/2 INCH HIGH BLACK BACKGROUND LABEL.
16. UPON COMPLETION OF WORK, PREPARE A "BROCHURE OF EQUIPMENT" CONTAINING DATA PERTINENT TO EQUIPMENT AND SYSTEMS ON JOB. BINDERS CONTAINING MATERIALS SHALL BE (3) THREE RING BINDERS OF SUFFICIENT NUMBER TO HOLD ALL LITERATURE. CONTAINED IN BINDERS SHALL BE: INSTALLATION, MAINTENANCE, AND OPERATING INSTRUCTIONS FOR EACH PIECE OF EQUIPMENT; PARTS LISTS; WIRING DIAGRAMS; ONE CLEAN COPY OF EACH SHOP DRAWING THAT REFLECTS ANY REQUIRED SHOP DRAWING REVIEW COMMENTS AND LITERATURE SUBMITTAL; RECORD DRAWINGS, ETC.
17. EC SHALL MAINTAIN A CLEAN COPY OF AS-BUILDS ON SITE, NOTING ANY DEVIATIONS FROM PLAN. AT PROJECT CLOSE THE AS-BUILDS SHALL BE GIVEN TO THE ARCHITECT FOR USE IN PRODUCING ELECTRONIC AS-BUILD PLANS OF THE PROJECT.
18. VERIFY ALL EXISTING CONDITIONS THAT AFFECT ELECTRICAL WORK PRIOR TO SUBMITTING ANY PRICING. MAKE ALLOWANCE TO ACCOMMODATE ALL EXISTING CONDITIONS.

POWER DEVICES

	SINGLE POLE SWITCH, SUBSCRIPT INDICATES TYPE: 2 2-POLE 3 3-WAY 4 4-WAY D DIMMER K KEYED LV LOW VOLTAGE MC MOMENTARY CONTACT OS OCCUPANCY SENSOR P PILOT LIGHT T TIMER - 1 HOUR TIMER, MOTOR RATED FOR EXHAUST FANS
	DUPLEX RECEPTACLE SUBSCRIPT INDICATES TYPE: AC ABOVE COUNTER GFCI GROUND FAULT CIRCUIT INTERRUPTER IG ISOLATED GROUND TR TAMPER RESISTANT U USB WP WEATHERPROOF WR WEATHER-RESISTANT FILLED CENTER INDICATES GFCI DEVICE
	DOUBLE DUPLEX RECEPTACLE, SUBSCRIPT ABOVE INDICATE TYPE
	DUPLEX RECEPTACLE IN FLOOR BOX
	DOUBLE DUPLEX RECEPTACLE IN FLOOR BOX
	SIMPLEX RECEPTACLE
	DUPLEX RECEPTACLE, CEILING MOUNTED. DEVICE AND COVER SHALL MATCH CEILING FINISH
	SWITCHED DUPLEX RECEPTACLE, BOX INDICATES DEVICE LOCATED IN FLOOR BOX
	208V SINGLE PHASE RECEPTACLE, CONFIGURATION NOTED ON PLANS
	208V THREE PHASE RECEPTACLE, CONFIGURATION NOTED ON PLANS
	SIMPLEX RECEPTACLE IN FLOOR BOX
	MUSHROOM HEAD PUSH BUTTON
	PHOTO CELL
	WALL MOUNTED CLOCK HANGER/ POWER RECEPTACLE
	CORNER WALL MOUNTED OCCUPANCY SENSOR
	CEILING MOUNTED OCCUPANCY SENSOR, STYLE 1
	CEILING MOUNTED OCCUPANCY SENSOR, STYLE 2
	CEILING MOUNTED OCCUPANCY SENSOR, STYLE 3
	OCCUPANCY SENSOR POWER PACK, BOX INDICATES WALL MOUNTING
	SPECIAL PURPOSE CONNECTION, BRACKET INDICATES WALL MOUNTING, BOX INDICATES FLOOR MOUNTING
	JUNCTION BOX, BRACKET INDICATES WALL MOUNTING, BOX INDICATES FLOOR MOUNTING
	MOTOR CONNECTION
	RELAY
	NON-FUSED DISCONNECT SWITCH
	FUSED DISCONNECT SWITCH
	COMBINATION STARTER/DISCONNECT SWITCH
	CONTACTOR
	MANUAL MOTOR STARTER
	AQUASTAT BY PLUMBING CONTRACTOR, WIRED BY EC.
	VARIABLE FREQUENCY DRIVE
	CO2 DETECTOR BY MC, ROUGH-IN BY EC
	THERMOSTAT BY MC, ROUGH-IN BY EC
	PAD MOUNTED UTILITY TRANSFORMER
	ELECTRICAL PANEL - SEE PANEL SCHEDULES FOR MOUNTING CONFIGURATION

	LAY-IN OR RECESSED LIGHTING FIXTURE
	SURFACE MOUNTED LIGHTING FIXTURE
	DIRECT/ INDIRECT LIGHTING PENDANT MOUNTED FIXTURE.
	SURFACE MOUNTED OR CHAIN HUNG STRIP FIXTURE
	WALL BRACKET LIGHTING FIXTURE
	RECESSED DOWN LIGHT, HALF MOON INDICATES WALL WASH TRIM AND DIRECTION.
	SURFACE MOUNTED CYLINDER FIXTURE
	WALL MOUNTED FIXTURE
	WALL SCONCE FIXTURE
	FILLED CENTER OR SLASH INDICATES FIXTURE IS AN EMERGENCY DEVICE WITH EMERGENCY BATTERY PACK OR CONNECTED TO EMERGENCY POWER.
	EXIT SIGN, BRACKET INDICATES WALL MOUNTING, NUMBER OF FACES AND DIRECTION INDICATED BY FILLED AREAS.
	REMOTE DOUBLE HEAD EGRESS FIXTURE
	SITE GROUND MOUNTED FLOOD FIXTURE
	DOUBLE HEAD WALL MOUNTED BATTERY PACK POWERED EGRESS FIXTURE.
	SQUARE HEAD POLE MOUNTED SITE LIGHT FIXTURE.
	ROUND HEAD POLE MOUNTED SITE LIGHT FIXTURE.

A	AMP(S)	LTS	LIGHT
ACCU	AIR CONDITIONING CONDENSING UNIT	LW	LIGHT WHITE
ACU	AIR CONDITIONING UNIT		
ADJ	ADJUSTABLE	MC	MECHANICAL CONTRACTOR
ADMIN	ADMINISTRATION	MCA	MINIMUM CIRCUIT AMPS
AFG	ABOVE FINISH GRADE	MCB	MAIN CIRCUIT BREAKER
AHU	AIR HANDLING UNIT	MDP	MAIN DISTRIBUTION PANEL
ALUM	ALUMINUM	MECH	MECHANICAL
AMP	AMPERE(S)	MFA	MINIMUM FEEDER AMPACITY
APPL	APPLIANCE	MFG	MANUFACTURER
APPROX	APPROXIMATE	MIN	MINIMUM
ATS	AUTOMATIC TRANSFER SWITCH	MLO	MAIN LUGS ONLY
BLDG	BUILDING	MOC	MOMENTARY CONTACT
BRK	BREAKER	MOCOP	MAXIMUM OVERCURRENT
BTU/HR	BRITISH THERMAL UNIT/HOURL	MP	MAIN PANEL
C	CONDUIT	MTD	MOUNTED
CB	CIRCUIT BREAKER		
CCT	CIRCUIT	NIC	NOT IN CONTRACT
CCTV	CLOSED CIRCUIT TELEVISION	NO	NUMBER
CUH	CABINET UNIT HEATER		
CFM	CUBIC FEET PER MINUTE	OCP	OVERCURRENT PROTECTION
COM	COMMUNICATION	OFF	OFFICE
COMM	COMMISARY	OH	OVERHEAD
COMP	COMPRESSOR		
COND	CONDENSER	P	PHASE
CONTR	CONTRACTOR	PNL	PANEL
CU	COPPER	PREP	PREPARATION
CTV	CABLE TELEVISION	PROD	PRODUCE
CW	COOL WATER	P/I	PROVIDE & INSTALL
CPI	COLD WATER PUMP		
		RA	REMOTE ANNUNCIATOR
DIA	DIAMETER	RAF	RETURN AIR FAN
DISC	DISCONNECT	REC	RECEIVABLE
DPS	DOOR POWER SUPPLY	RECP	RECEPTS
DWG	DRAWING	REF	REFRIGERATOR
		REFR	REFRIGERANT
EC	ELECTRICAL CONTRACTOR	REQD	REQUIRED
EF	EXHAUST FAN	RM	ROOM
ELEC	ELECTRIC	RMS	ROOM(S)
EMD	ESTIMATED MAXIMUM DEMAND	RR	RESTROOMS
EMER	EMERGENCY	RAP	RAPID START
ENGR	ENGINEER	SDP	SUB DISTRIBUTION PANEL
ETC	ETCETERA	SER	SERVICE
EWC	ELECTRIC WATER COOLER	SF	SUPPLY FAN
EXT	EXTERIOR	SH	SHEET
FA	FIRE ALARM	SNT	SOLID NEUTRAL
FAC	FACILITY	SP	SPLIT
FACP	FIRE ALARM CONTROL PANEL	SPCS	SPECIFICATIONS
FX	FIXTURE	SPST	SWITCH, SINGLE POLE-
FLA	FULL LOAD AMPS	ST	SINGLE THROW
FT	FOOT	STD	STANDARD
		STL	STEEL
GC	GENERAL CONTRACTOR	STOR	STORAGE
GFCI	GROUND FAULT CIRCUIT INTERRUPTER	SW	SWITCH
GFI	GROUND FAULT INTERRUPTER		
		TBD	TELEPHONE BACK BOARD
HP	HORSEPOWER	TV	TELEVISION
HP5	HIGH PRESSURE SODIUM	TYP	TYPICAL
HID	HIGH INTENSITY DISCHARGE		
HT	HEIGHT	UG	UNDERGROUND
HTRS	HEATERS	UGE	UNDERGROUND ELECTRICAL
UH	HOT WATER	UGT	UNDERGROUND TELEPHONE
HWH	HOT WATER HEATER	UH	UNIT HEATER
HWP	HOT WATER PUMP		
HZ	HERTZ	V	VOLT(S)
		VA	VOLT AMPERES
INC	INCORPORATED	VEST	VESTIBULE
J-BOX	JUNCTION BOX	W	WIRE
KHZ	KILOHERTZ	W	WATT(S)
KIT	KITCHEN	W/	WITH
KVA	KILOVOLT AMPERE(S)	WM	WATT MISER
KW	KILOWATT(S)	XFMR	TRANSFORMER

Diagram illustrating the vertical clearance requirements for various ceiling-mounted devices, measured from the Finished Floor to the bottom of the device.

Devices and their minimum clearances (from Finished Floor to bottom of device):

- BOD (Backsplash Obstruction Device): 1'-6"
- TOD (Traffic Obstruction Device): 36"
- COB (Control Panel): 44"
- CO2 (Control Panel): 48"
- F (Control Panel): 54"
- T (Control Panel): 74" TO TOP OF TRIM
- B (Control Panel): 80" MINIMUM TO BOTTOM

Additional requirements:

- AC = MINIMUM 4" ABOVE BACKSPASH TO BOTTOM OF DEVICE.
- 84" ABOVE BOTTOM OF DEVICE OR BELOW CEILING, WHICHEVER IS LOWER.

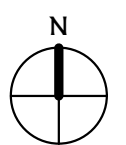
EO.0	ELECTRICAL COVER SHEET
EI.0	ELECTRICAL SITE PLAN - OVERALL
EI.1	ELECTRICAL SITE PLAN - ENLARGED
EI.2	ELECTRICAL LIGHTING PHOTOMETRIC PLAN
EI.3	LUMINAIRE CUTSHEETS

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 406-549-4160
 ACE PROJECT # 26MS6336

ELECTRICAL COVER SHEET

COA REVIEW



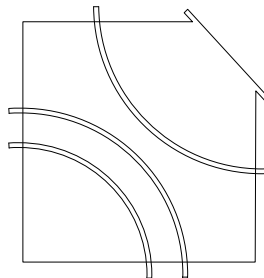
1
E1.0

ELECTRICAL SITE PLAN - OVERALL
1" = 20'-0"

ELECTRICAL POWER GENERAL NOTES	
A	REFER TO CIVIL PLANS FOR ADDITIONAL INFORMATION ON DEVICE LOCATIONS, DIMENSIONS, ETC. CAREFULLY EXAMINE CIVIL PLANS AND ELEVATIONS FOR INFORMATION THAT AFFECTS ELECTRICAL WORK. NOTIFY ENGINEER IMMEDIATELY OF ANY DISCREPANCIES BETWEEN CIVIL AND ELECTRICAL PLANS.
B	ALL DARK ITEMS ARE NEW, UNLESS NOTED OTHERWISE. ALL SHADED ITEMS ARE EXISTING TO REMAIN.

ELECTRICAL KEYNOTES	
1	SEE SHEET E1.1 - ELECTRICAL SITE PLAN - ENLARGED FOR CONTINUATION OF CONDUIT AND ADDITIONAL INFORMATION.
2	PROPOSED CONDUIT ROUTING. CONTRACTOR SHALL FIELD VERIFY AND MODIFY AS NECESSARY. TYPICAL OF ALL CONDUIT ROUTING SHOWN ON PLAN.

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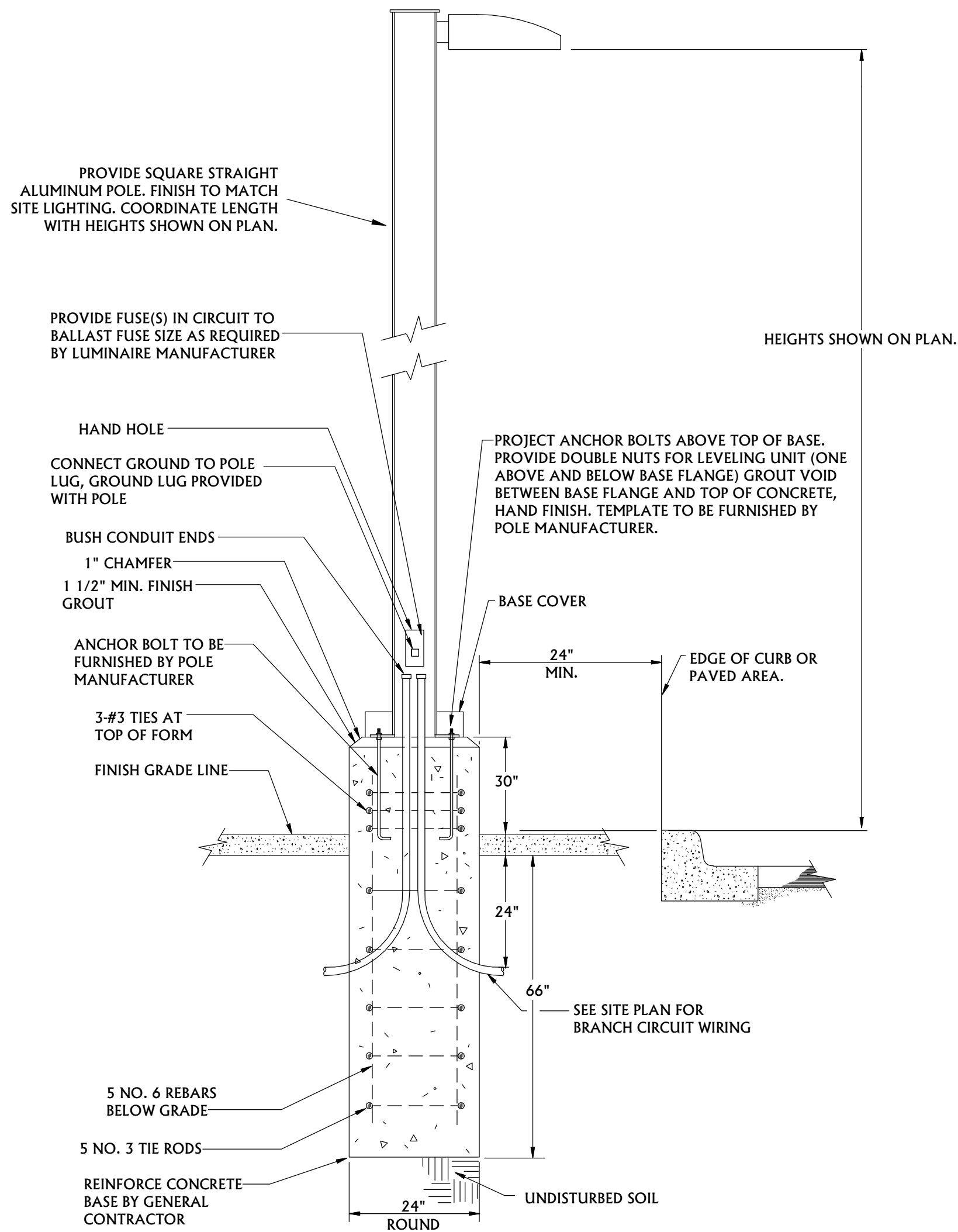
PROJECT NUMBER
133025
DATE
08/28/2026

ELECTRICAL SITE PLAN - OVERALL

E1.0

ELECTRICAL POWER GENERAL NOTES	
A	REFER TO CIVIL PLANS FOR ADDITIONAL INFORMATION ON DEVICE LOCATIONS, DIMENSIONS, ETC. CAREFULLY EXAMINE CIVIL PLANS AND ELEVATIONS FOR INFORMATION THAT AFFECTS ELECTRICAL WORK. NOTIFY ENGINEER IMMEDIATELY OF ANY DISCREPANCIES BETWEEN CIVIL AND ELECTRICAL PLANS.
B	ALL DARK ITEMS ARE NEW, UNLESS NOTED OTHERWISE. ALL SHADED ITEMS ARE EXISTING TO REMAIN.

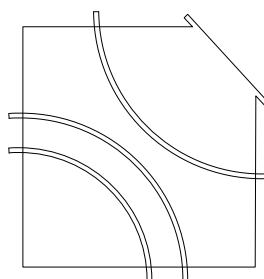
ELECTRICAL KEYNOTES	
1	PROPOSED CONDUIT ROUTING. CONTRACTOR SHALL FIELD VERIFY AND MODIFY AS NECESSARY. TYPICAL OF ALL CONDUIT ROUTING SHOWN ON PLAN.
2	PROVIDE 24"x18"x24"-IN-GRADE OUTDOOR RATED HAND HOLE.
3	SEE SHEET E1.0 - ELECTRICAL SITE PLAN - OVERALL FOR CONTINUATION OF CONDUIT.



2 POLE BASE DETAIL

NOT TO SCALE

IICA



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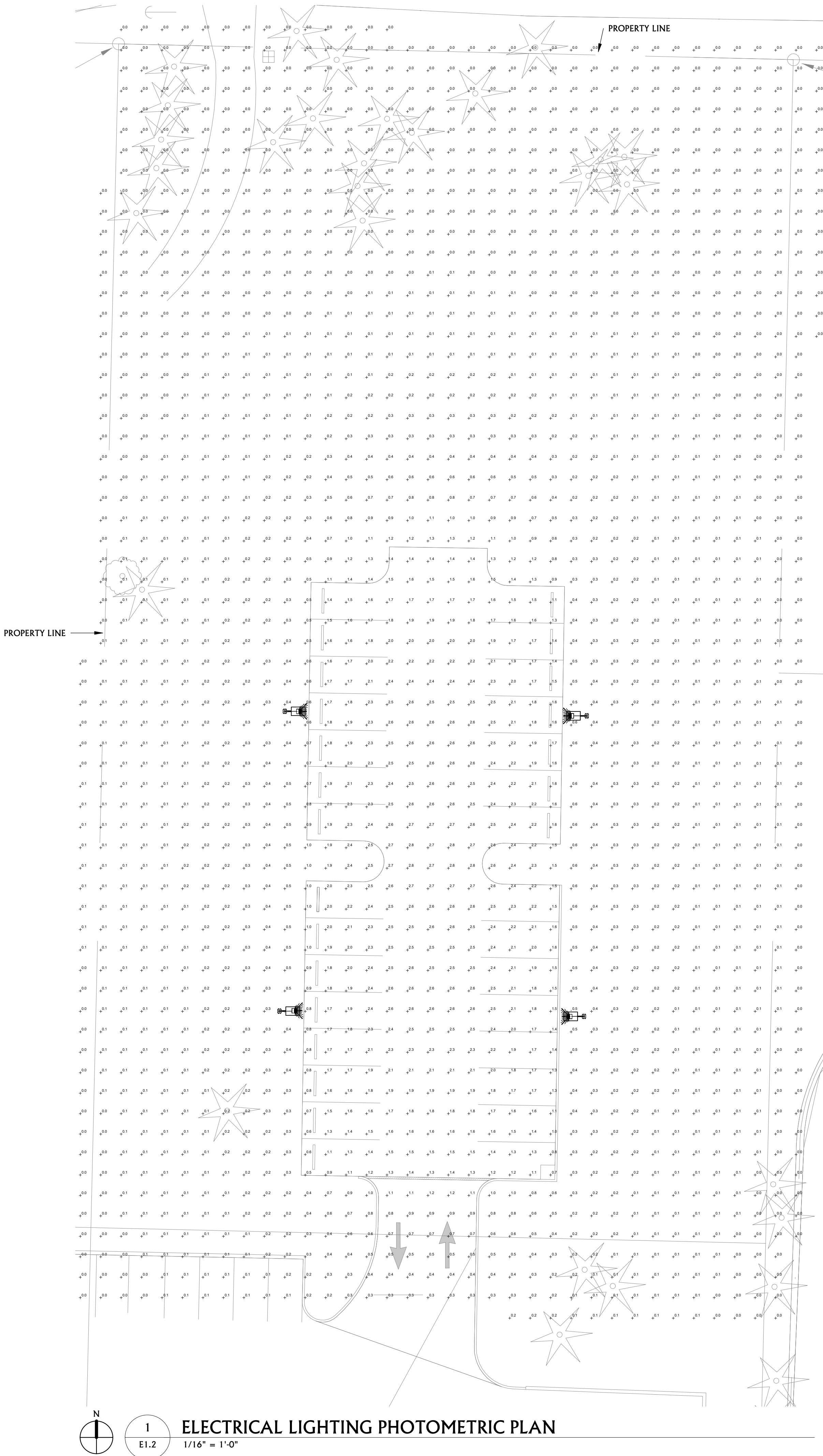


PROJECT NUMBER
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DATE
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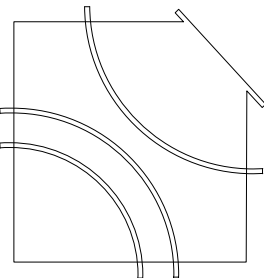
**ELECTRICAL SITE PLAN
ENLARGED**

E1.1



LIGHTING ALLOWANCE SUMMARY	
NOTE: 2024 INTERNATIONAL ENERGY CONSERVATION CODE (IECC) USED FOR CALCULATIONS BELOW.	
LIGHTING ZONE (IECC TABLE C405.5.2(1)):	1
BASE SITE ALLOWANCE (IECC TABLE C405.5.2(2)):	160 W
PARKING AREA, EXTERIOR ALLOWANCE (IECC TABLE C405.5.2(2)):	0.015 W/SQ. FT.
TOTAL PARKING AREA:	8,200 SQ. FT.
EXTERIOR AREA ALLOWANCE (TOTAL PARKING AREA x AREA ALLOWANCE):	123 W
TOTAL LIGHTING ALLOWANCE (BASE ALLOWANCE + AREA ALLOWANCE):	283 W
TOTAL NUMBER OF LUMINAIRES:	4
LUMINAIRE WATTAGE (EACH):	68 W
TOTAL PROPOSED WATTAGE (# OF LUMINAIRES x WATTAGE):	272 W
THE TOTAL PROPOSED WATTAGE IS 272 W, WHICH IS LESS THAN THE IECC LIGHTING ALLOWANCE OF 283 W.	

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**ELECTRICAL LIGHTING
PHOTOMETRIC PLAN**

E1.2

COA REVIEW



Plant Legend		
Symbol	Common	Botanical
	Baccharis barberry	Baccharis humboldtii "Baccharis"
8	Bald hip Rose, Little Wild Rose	Rosa gymnocarpa
	Japanese Shield Fern	Dryopteris erythrosora
14	Leyland Cypress	xCupressocyparis leylandii
	Pratinclt Rose	Rosa pratincola
8		

LEGEND: SITE LAYOUT

81 LINEAR DIMENSION
PROPOSED CURVE RADIUS DIMENSION

PROPOSED FLUSH CONDITION

0 25 40

GRAPHIC SCALE

5

C202

Planting SITE LAYOUT PLAN

DATES OF ISSUANCE

09/16/2026



STATUS
CONSTRUCTION
DRAWINGS

WHIDBEY GRAVEL PARKING

WHIDBEYHEALTH MEDICAL CENTER
101 N Main St, Coupeville, WA 98239

PROJECT

133025

212 OVERLOOK CIRCLE, SUITE 109
BROOKWOOD, TN 37615-3707
615.370.7944 OFFICE
615.370.1273 FAX
WWW.JNGRAMCIVIL.COM

INGRAM CIVIL
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SEPA¹ Environmental Checklist

Purpose of checklist

Governmental agencies use this checklist to help determine whether the environmental impacts of your proposal are significant. This information is also helpful to determine if available avoidance, minimization, or compensatory mitigation measures will address the probable significant impacts or if an environmental impact statement will be prepared to further analyze the proposal.

Instructions for applicants

This environmental checklist asks you to describe some basic information about your proposal. Please answer each question accurately and carefully, to the best of your knowledge. You may need to consult with an agency specialist or private consultant for some questions. **You may use “not applicable” or “does not apply” only when you can explain why it does not apply and not when the answer is unknown.** You may also attach or incorporate by reference additional studies reports. Complete and accurate answers to these questions often avoid delays with the SEPA process as well as later in the decision-making process.

The checklist questions apply to **all parts of your proposal**, even if you plan to do them over a period of time or on different parcels of land. Attach any additional information that will help describe your proposal or its environmental effects. The agency to which you submit this checklist may ask you to explain your answers or provide additional information reasonably related to determining if there may be significant adverse impact.

Instructions for lead agencies

Please adjust the format of this template as needed. Additional information may be necessary to evaluate the existing environment, all interrelated aspects of the proposal and an analysis of adverse impacts. The checklist is considered the first but not necessarily the only source of information needed to make an adequate threshold determination. Once a threshold determination is made, the lead agency is responsible for the completeness and accuracy of the checklist and other supporting documents.

Use of checklist for nonproject proposals

For nonproject proposals (such as ordinances, regulations, plans and programs), complete the applicable parts of sections A and B, plus the Supplemental Sheet for Nonproject Actions (Part D). Please completely answer all questions that apply and note that the words "project," "applicant," and "property or site" should be read as "proposal," "proponent," and "affected geographic area," respectively. The lead agency may exclude (for non-projects) questions in “Part B: Environmental Elements” that do not contribute meaningfully to the analysis of the proposal.

¹ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/Checklist-guidance>

A. Background

[Find help answering background questions](#)²

1. Name of proposed project, if applicable:

Whidbey Paved Parking

2. Name of applicant:

Ingram Civil Engineering Group (Contact Person: Max Mouret, E.I.)

3. Address and phone number of applicant and contact person:

212 Overlook Cir, Brentwood, TN 37027; 615-370-7964 x 112

4. Date checklist prepared:

September 22, 2026

5. Agency requesting checklist:

Town of Coupeville Planning Department

6. Proposed timing of schedule (including phasing, if applicable):

December 2026

7. Do you have any plans for future additions, expansion, or further activity related to or connected with this proposal? If yes, explain.

Yes, the Hospital has plans to expand upon this proposal in the future by adding a structure for EMS vehicle storage and parking.

8. List any environmental information you know about that has been prepared, or will be prepared, directly related to this proposal.

There was a geotechnical report prepared by Certerra Geotest dated April 24, 2025.

9. Do you know whether applications are pending for governmental approvals of other proposals directly affecting the property covered by your proposal? If yes, explain.

No

10. List any government approvals or permits that will be needed for your proposal, if known.

Town of Coupeville Stormwater Permit. LNI Electrical permit

² <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-A-Background>

- 11. Give brief, complete description of your proposal, including the proposed uses and the size of the project and site. There are several questions later in this checklist that ask you to describe certain aspects of your proposal. You do not need to repeat those answers on this page. (Lead agencies may modify this form to include additional specific information on project description.)**

This proposal includes a proposed 30 parking space asphalt paved parking lot for staff parking use only. There is proposed grading work and a small, proposed storm system, which connects back to an existing system on the adjacent hospital property.

- 12. Location of the proposal. Give sufficient information for a person to understand the precise location of your proposed project, including a street address, if any, and section, township, and range, if known. If a proposal would occur over a range of area, provide the range or boundaries of the site(s). Provide a legal description, site plan, vicinity map, and topographic map, if reasonably available. While you should submit any plans required by the agency, you are not required to duplicate maps or detailed plans submitted with any permit applications related to this checklist.**

This proposal is located on the campus of the WhidbeyHealth Medical Center; located at: 101 N Main St, Coupeville, WA 98239. The project site is an existing un-developed parcel to the northeast of the main hospital. See attached survey, as well as parking lot design plans.

B.Environmental Elements

1. Earth

[Find help answering earth questions](#)³

- a. General description of the site:**

Circle or highlight one: Flat, rolling, hilly, steep slopes, mountainous, other:

- b. What is the steepest slope on the site (approximate percent slope)?**

Approximately 20% slope on existing site. Up to 33% slope on proposed site.

³ <https://ecology.wa.gov/regulations-permits/sepa/environmental-review/sepa-guidance/sepa-checklist-guidance/sepa-checklist-section-b-environmental-elements/environmental-elements-earth>

- c. **What general types of soils are found on the site (for example, clay, sand, gravel, peat, muck)? If you know the classification of agricultural soils, specify them, and note any agricultural land of long-term commercial significance and whether the proposal results in removing any of these soils.**

The soil encountered on the site is silty sand with scattered cobbles, gravelly sand with cobbles, and weathered and non-weathered Ice-Marginal Moraine and Glaciomarine Drift deposits.

- d. **Are there surface indications or history of unstable soils in the immediate vicinity? If so, describe.**

No

- e. **Describe the purpose, type, total area, and approximate quantities and total affected area of any filling, excavation, and grading proposed. Indicate source of fill.**

The proposed project is a net CUT project. There is anticipated roughly 1,280 CY of net cut for this project. No offsite fill anticipated.

- f. **Could erosion occur because of clearing, construction, or use? If so, generally describe.**

Yes, erosion could possibly occur during the construction of the proposal. We have included various forms of erosion prevention and sediment control in the design plans. It is possible that while the site is being rough graded, the soil could erode. In this proposal, sedimentation barriers are provided along the extremities of the disturbed area to minimize sediment runoff.

- g. **About what percent of the site will be covered with impervious surfaces after project construction (for example, asphalt or buildings)?**

Approximately 19.50%

- h. **Proposed measures to reduce or control erosion, or other impacts to the earth, if any.**

Sedimentation barriers, tree protection zones, stormwater drain inlet protection devices, a temporary construction entrance, rip-rap outlet protection, rolled erosion control products, and a filter ring around the proposed headwall inlet structure.

2. Air

[Find help answering air questions](#)⁴

- a. **What types of emissions to the air would result from the proposal during construction, operation, and maintenance when the project is completed? If any, generally describe and give approximate quantities if known.**

Asphalt preparation and painting/surface coating

- b. **Are there any off-site sources of emissions or odor that may affect your proposal? If so, generally describe.**

No

- c. **Proposed measures to reduce or control emissions or other impacts to air, if any:**

None proposed.

3. Water

[Find help answering water questions](#)⁵

- a. **Surface:**

[Find help answering surface water questions](#)⁶

1. **Is there any surface water body on or in the immediate vicinity of the site (including year-round and seasonal streams, saltwater, lakes, ponds, wetlands)? If yes, describe type and provide names. If appropriate, state what stream or river it flows into.**

No

2. **Will the project require any work over, in, or adjacent to (within 200 feet) the described waters? If yes, please describe and attach available plans.**

No

⁴ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-Air>

⁵ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-3-Water>

⁶ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-3-Water/Environmental-elements-Surface-water>

3. Estimate the amount of fill and dredge material that would be placed in or removed from surface water or wetlands and indicate the area of the site that would be affected. Indicate the source of fill material.

None expected with proposal.

4. Will the proposal require surface water withdrawals or diversions? Give a general description, purpose, and approximate quantities if known.

No

5. Does the proposal lie within a 100-year floodplain? If so, note location on the site plan.

No

6. Does the proposal involve any discharges of waste materials to surface waters? If so, describe the type of waste and anticipated volume of discharge.

The proposal discharges stormwater that falls on the site. This water is collected and is piped into the existing detention pond on the adjacent hospital property. From this pond, the stormwater continues as it was in the existing condition.

b. Ground:

[Find help answering ground water questions](#)⁷

1. Will groundwater be withdrawn from a well for drinking water or other purposes? If so, give a general description of the well, proposed uses and approximate quantities withdrawn from the well. Will water be discharged to groundwater? Give a general description, purpose, and approximate quantities if known.

No

2. Describe waste material that will be discharged into the ground from septic tanks or other sources, if any (domestic sewage; industrial, containing the following chemicals...; agricultural; etc.). Describe the general size of the system, the number of such systems, the number of houses to be served (if applicable), or the number of animals or humans the system(s) are expected to serve.

None expected with proposal.

⁷ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-3-Water/Environmental-elements-Groundwater>

c. Water Runoff (including stormwater):

- 1. Describe the source of runoff (including storm water) and method of collection and disposal, if any (include quantities, if known). Where will this water flow? Will this water flow into other waters? If so, describe.**

The source of runoff is rainwater which runs across the site. This water is collected via a proposed storm system, including curb inlets, and a proposed grass swale that flows into an inlet headwall. This proposed storm system connects to an existing system on adjacent hospital property. This existing system flows into an existing wet detention pond. This wet detention pond is used for both water quality control and quantity control. This detention pond attenuates the post developed peak discharge to below pre developed peak discharge flows. From this detention pond, the water continues to flow into downstream existing stormwater infrastructure.

- 2. Could waste materials enter ground or surface waters? If so, generally describe.**

This proposal does not intend on having any material storage or manufacturing associated with it. This proposal is for a parking lot to serve hospital staff only. No waste is expected to be generated from the site.

- 3. Does the proposal alter or otherwise affect drainage patterns in the vicinity of the site? If so, describe.**

The proposal does not significantly affect pre-developed drainage patterns for the site. The stormwater runoff generally goes to the same outfalls, with the post-developed flows being lesser than the pre-developed flows.

- d. Proposed measures to reduce or control surface, ground, and runoff water, and drainage pattern impacts, if any:**

The proposal generally keeps similar drainage areas for the site flowing to the same outfalls in the post-developed condition, as they were in the pre-developed condition.

4. Plants

[Find help answering plants questions](#)

- a. Check the types of vegetation found on the site:**

- ☒ **deciduous tree: alder, maple, aspen, other**
- ☒ **evergreen tree: fir, cedar, pine, other**
- ☒ **shrubs**
- ☒ **grass**
- ☐ **pasture**
- ☐ **crop or grain**
- ☐ **orchards, vineyards, or other permanent crops.**

- ☐ wet soil plants: cattail, buttercup, bullrush, skunk cabbage, other
- ☐ water plants: water lily, eelgrass, milfoil, other
- ☐ other types of vegetation

b. What kind and amount of vegetation will be removed or altered?

The proposal includes clearing and grubbing in the proposed development area on site. There are also 13 trees to be removed. Of these 13, 2 trees are fir, 3 trees are maple, and the remaining 8 trees are pine.

c. List threatened and endangered species known to be on or near the site.

None known

d. Proposed landscaping, use of native plants, or other measures to preserve or enhance vegetation on the site, if any.

This proposal does not include proposed landscaping.

e. List all noxious weeds and invasive species known to be on or near the site.

None known

5. Animals

[Find help answering animal questions](#)⁸

a. List any birds and other animals that have been observed on or near the site or are known to be on or near the site.

Examples include:

- Birds: hawk, heron, eagle, songbirds, other:
- Mammals: deer, bear, elk, beaver, other:
- Fish: bass, salmon, trout, herring, shellfish, other:

Deer/songbirds

b. List any threatened and endangered species known to be on or near the site.

None known

c. Is the site part of a migration route? If so, explain.

Unknown

⁸ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-5-Animals>

- d. **Proposed measures to preserve or enhance wildlife, if any.**

No proposed measures other than efforts to minimize disturbance of land.

- e. **List any invasive animal species known to be on or near the site.**

None known

6. Energy and natural resources

[Find help answering energy and natural resource questions](#)⁹

- a. **What kinds of energy (electric, natural gas, oil, wood stove, solar) will be used to meet the completed project's energy needs? Describe whether it will be used for heating, manufacturing, etc.**

Electric will be used for this proposal to provide power to 3 required, proposed EV parking spaces on adjacent hospital property as well as parking lot lighting.

- b. **Would your project affect the potential use of solar energy by adjacent properties? If so, generally describe.**

No expected impact from this proposal.

- c. **What kinds of energy conservation features are included in the plans of this proposal? List other proposed measures to reduce or control energy impacts, if any.**

3 proposed EV parking spaces provided as a part of this proposal.

7. Environmental health

[Health Find help with answering environmental health questions](#)¹⁰

- a. **Are there any environmental health hazards, including exposure to toxic chemicals, risk of fire and explosion, spill, or hazardous waste, that could occur because of this proposal? If so, describe.**

None expected in this proposal.

1. **Describe any known or possible contamination at the site from present or past uses.**

None known

2. **Describe existing hazardous chemicals/conditions that might affect project development and design. This includes underground hazardous liquid and gas transmission pipelines located within the project area and in the vicinity.**

None known

⁹ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-6-Energy-natural-resou>

¹⁰ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-7-Environmental-health>

3. Describe any toxic or hazardous chemicals that might be stored, used, or produced during the project's development or construction, or at any time during the operating life of the project.

None known

4. Describe special emergency services that might be required.

None known

5. Proposed measures to reduce or control environmental health hazards, if any.

None known

b. Noise

1. What types of noise exist in the area which may affect your project (for example: traffic, equipment, operation, other)?

Traffic and existing facility generators

2. What types and levels of noise would be created by or associated with the project on a short-term or a long-term basis (for example: traffic, construction, operation, other)? Indicate what hours noise would come from the site)?

This proposal will have a short term noise increase during construction, then post construction the noise should return to existing noise levels, as this is a small, staff-only parking lot, which should generate very little additional noise. Noise during construction would likely occur from morning to afternoon but cease at nighttime. Noise post construction would likely occur throughout the day, as staff will be coming and going during shift changes, staff breaks, and other reasons.

3. Proposed measures to reduce or control noise impacts, if any:

None proposed with this proposal.

8. Land and shoreline use

[Find help answering land and shoreline use questions](https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-8-Land-shoreline-use)¹¹

- a. What is the current use of the site and adjacent properties? Will the proposal affect current land uses on nearby or adjacent properties? If so, describe.

The current, pre-proposal land use of the site is vacant; the existing site is undeveloped. The proposed use is parking to support hospital staff on the adjacent property. Adjacent property uses include medical and residential. The proposal should have little impact on adjacent properties.

¹¹ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-8-Land-shoreline-use>

- b. Has the project site been used as working farmlands or working forest lands? If so, describe. How much agricultural or forest land of long-term commercial significance will be converted to other uses because of the proposal, if any? If resource lands have not been designated, how many acres in farmland or forest land tax status will be converted to nonfarm or nonforest use?

No

1. Will the proposal affect or be affected by surrounding working farm or forest land normal business operations, such as oversize equipment access, the application of pesticides, tilling, and harvesting? If so, how?

No

- c. Describe any structures on the site.

None

- d. Will any structures be demolished? If so, what?

No

- e. What is the current zoning classification of the site?

High Density Residential

- f. What is the current comprehensive plan designation of the site?

Civic

- g. If applicable, what is the current shoreline master program designation of the site?

High Density Residential

- h. Has any part of the site been classified as a critical area by the city or county? If so, specify.

No

- i. Approximately how many people would reside or work in the completed project?

None would work or reside in completed project.

- j. Approximately how many people would the completed project displace?

No people would be displaced as a part of the proposal.

- k. Proposed measures to avoid or reduce displacement impacts, if any.

Not applicable

- l. Proposed measures to ensure the proposal is compatible with existing and projected land uses and plans, if any.

None proposed.

- m. Proposed measures to reduce or control impacts to agricultural and forest lands of long-term commercial significance, if any:**

None proposed, no agricultural uses adjacent to site.

9. Housing

[Find help answering housing questions](#)¹²

- a. Approximately how many units would be provided, if any? Indicate whether high, middle, or low-income housing.**

No proposed housing units are part of this proposal.

- b. Approximately how many units, if any, would be eliminated? Indicate whether high, middle, or low-income housing.**

No housing units are to be removed as a part of this proposal.

- c. Proposed measures to reduce or control housing impacts, if any:**

None, not applicable.

10. Aesthetics

[Find help answering aesthetics questions](#)¹³

- a. What is the tallest height of any proposed structure(s), not including antennas; what is the principal exterior building material(s) proposed?**

There are future plans for an emergency services building to be constructed on this site.

- b. What views in the immediate vicinity would be altered or obstructed?**

The existing site is forested, this view would be altered.

- c. Proposed measures to reduce or control aesthetic impacts, if any:**

None proposed with this proposal.

¹² <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-9-Housing>

¹³ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-10-Aesthetics>

11. Light and glare

[Find help answering light and glare questions](#)¹⁴

- a. What type of light or glare will the proposal produce? What time of day would it mainly occur?

Reflections from vehicles, vehicle headlights, security/parking lot lighting in parking area. These lights would be visible at nighttime.

- b. Could light or glare from the finished project be a safety hazard or interfere with views?

No

- c. What existing off-site sources of light or glare may affect your proposal?

None

- d. Proposed measures to reduce or control light and glare impacts, if any:

None

12. Recreation

[Find help answering recreation questions](#)

- a. What designated and informal recreational opportunities are in the immediate vicinity?

None in immediate vicinity

- b. Would the proposed project displace any existing recreational uses? If so, describe.

No

- c. Proposed measures to reduce or control impacts on recreation, including recreation opportunities to be provided by the project or applicant, if any:

None, as there are no proposed recreation opportunities in immediate vicinity.

13. Historic and cultural preservation

[Find help answering historic and cultural preservation questions](#)¹⁵

- a. Are there any buildings, structures, or sites, located on or near the site that are over 45 years old listed in or eligible for listing in national, state, or local preservation registers? If so, specifically describe.

No

¹⁴ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-11-Light-glare>

¹⁵ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-13-Historic-cultural-p>

- b. Are there any landmarks, features, or other evidence of Indian or historic use or occupation? This may include human burials or old cemeteries. Are there any material evidence, artifacts, or areas of cultural importance on or near the site? Please list any professional studies conducted at the site to identify such resources.

No

- c. Describe the methods used to assess the potential impacts to cultural and historic resources on or near the project site. Examples include consultation with tribes and the department of archeology and historic preservation, archaeological surveys, historic maps, GIS data, etc.

Island County GIS was reviewed; no critical areas or historic areas present on the site.

- d. Proposed measures to avoid, minimize, or compensate for loss, changes to, and disturbance to resources. Please include plans for the above and any permits that may be required.

Not applicable

14. Transportation

[Find help with answering transportation questions](#)¹⁶

- a. Identify public streets and highways serving the site or affected geographic area and describe proposed access to the existing street system. Show on site plans, if any.

The site is only accessible at this time via internal site drives from adjacent hospital parcel. Users would enter and exit ultimately from North Main Street.

- b. Is the site or affected geographic area currently served by public transit? If so, generally describe. If not, what is the approximate distance to the nearest transit stop?

No. The adjacent hospital parcel is, this distance is approximately 1,300 linear feet from the adjacent public transportation access.

- c. Will the proposal require any new or improvements to existing roads, streets, pedestrian, bicycle, or state transportation facilities, not including driveways? If so, generally describe (indicate whether public or private).

No

- d. Will the project or proposal use (or occur in the immediate vicinity of) water, rail, or air transportation? If so, generally describe.

No

¹⁶ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-B-Environmental-elements/Environmental-elements-14-Transportation>

- e. **How many vehicular trips per day would be generated by the completed project or proposal? If known, indicate when peak volumes would occur and what percentage of the volume would be trucks (such as commercial and nonpassenger vehicles). What data or transportation models were used to make these estimates?**

No additional trips expected to main hospital campus; the proposal is a staff only parking lot addition for the hospital. These are not additional trips to the adjacent hospital parcel; these people would have parked elsewhere on the adjacent hospital parcel.

- f. **Will the proposal interfere with, affect, or be affected by the movement of agricultural and forest products on roads or streets in the area? If so, generally describe.**

No

- g. **Proposed measures to reduce or control transportation impacts, if any:**

None, not applicable

15. Public services

[Find help answering public service questions¹⁷](#)

- a. **Would the project result in an increased need for public services (for example: fire protection, police protection, public transit, health care, schools, other)? If so, generally describe.**

No

- b. **Proposed measures to reduce or control direct impacts on public services, if any.**

Not applicable

16. Utilities

[Find help answering utilities questions¹⁸](#)

- a. **Circle utilities currently available at the site: electricity, natural gas, water, refuse service, telephone, sanitary sewer, septic system, other:**

¹⁷ <https://ecology.wa.gov/regulations-permits/sepa/environmental-review/sepa-guidance/sepa-checklist-guidance/sepa-checklist-section-b-environmental-elements/environmental-elements-15-public-services>

¹⁸ <https://ecology.wa.gov/regulations-permits/sepa/environmental-review/sepa-guidance/sepa-checklist-guidance/sepa-checklist-section-b-environmental-elements/environmental-elements-16-utilities>

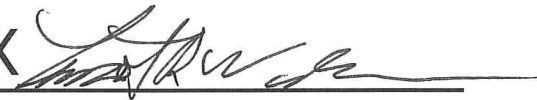
- b. Describe the utilities that are proposed for the project, the utility providing the service, and the general construction activities on the site or in the immediate vicinity which might be needed.

The proposed utility for the project is an electric service line continuation from an existing electric service in the site. This electric service is being utilized to provide power to proposed parking lot lighting fixtures. There is also a proposed electric service extension from existing being provided on the adjacent hospital parcel for the proposed EV parking spaces.

C. Signature

[Find help about who should sign](#)¹⁹

The above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

X 

Type name of signee: *Timothy R. Walcher*
Position and agency/organization: *Executive Director / Whidbey Health Medical Center*
Date submitted: *9/22/26*

¹⁹ <https://ecology.wa.gov/Regulations-Permits/SEPA/Environmental-review/SEPA-guidance/SEPA-checklist-guidance/SEPA-Checklist-Section-C-Signature>

D. Supplemental sheet for nonproject actions

[Find help for the nonproject actions worksheet²⁰](#)

Do not use this section for project actions.

Because these questions are very general, it may be helpful to read them in conjunction with the list of the elements of the environment.

When answering these questions, be aware of the extent the proposal, or the types of activities likely to result from the proposal, would affect the item at a greater intensity or at a faster rate than if the proposal were not implemented. Respond briefly and in general terms.

1. **How would the proposal be likely to increase discharge to water; emissions to air; production, storage, or release of toxic or hazardous substances; or production of noise?**

- **Proposed measures to avoid or reduce such increases are:**

2. **How would the proposal be likely to affect plants, animals, fish, or marine life?**

- **Proposed measures to protect or conserve plants, animals, fish, or marine life are:**

3. **How would the proposal be likely to deplete energy or natural resources?**

- **Proposed measures to protect or conserve energy and natural resources are:**

4. **How would the proposal be likely to use or affect environmentally sensitive areas or areas designated (or eligible or under study) for governmental protection, such as parks, wilderness, wild and scenic rivers, threatened or endangered species habitat, historic or cultural sites, wetlands, floodplains, or prime farmlands?**

- **Proposed measures to protect such resources or to avoid or reduce impacts are:**

5. **How would the proposal be likely to affect land and shoreline use, including whether it would allow or encourage land or shoreline uses incompatible with existing plans?**

²⁰ <https://ecology.wa.gov/regulations-permits/sepa/environmental-review/sepa-guidance/sepa-checklist-guidance/sepa-checklist-section-d-non-project-actions>

- **Proposed measures to avoid or reduce shoreline and land use impacts are:**

6. How would the proposal be likely to increase demands on transportation or public services and utilities?

- **Proposed measures to reduce or respond to such demand(s) are:**

7. Identify, if possible, whether the proposal may conflict with local, state, or federal laws or requirements for the protection of the environment.



TOWN OF COUPEVILLE

4 NE SEVENTH STREET COUPEVILLE, WASHINGTON 98239 TEL (360) 678-4461

State Environmental Policy Act Determination of NonSignificance

Date of Issuance: 9/25/2026

Lead Agency: Town of Coupeville

Agency Contact: Josh Pitts, planner@townofcoupeville.org, 360.678.4461 ext. 103

Lead Agency File Number: COA-26-029

Description of Proposal: The applicant, WhidbeyHealth, proposing to develop a new parking facility on a parcel located between NE Third Street and the WhidbeyHealth campus. The facility will provide parking for up to thirty (30) vehicles and will be used by WhidbeyHealth staff.

Applicant: WhidbeyHealth

Location of Proposal: R13233-176-4930

The lead agency for this proposal has determined that it does not have a probable significant adverse impact on the environment. An environmental impact statement is not required under RCW [43.21C.030](#)(2)(c). This decision was made after review of a completed environmental checklist and other information on file with the lead agency.

This information is available at: <https://townofcoupeville.org/legal-notice/>

- ☐ There is no comment period for this DNS.
- ☐ This DNS is issued after using the optional process in WAC [197-11-355](#). There is no further comment period on the DNS.
- ☒ This DNS is issued under WAC [197-11-340](#)(2); the lead agency will not act on this proposal for 14 days from the date of issuance. **Comments must be submitted by: October 8, 2026.**

Responsible Official: Josh Pitts
Position/Title: Planning Director
Address: 4 NE Seventh Street, Coupeville, WA 98239
Phone: 360.678.4461 ext. 103
Email: planner@townofcoupeville.org

X

Responsible Official

Signature Date: 9/24/2026



EBEY'S LANDING HISTORICAL REVIEW COMMITTEE

Level B Project Findings

Project Review

Reviewed to the Ebey's Landing National Historical Reserve Design Guidelines by the Historic Review Committee, comprised of Island County (Island County Code 17.04.A) the Town of Coupeville (Coupeville Town Code 16.13) and Ebey's Landing National Historical Reserve.

Applicant: WADSWORTH HEALTH COA Number: COA-26-030

Contact Info: WADSWORTH HEALTH / TIM WALDORF

Site Address: 300 STREET 1/E/IDISMAN Parcel Number: R13233-176-4930

Project Description:

PARKING FACILITY FOR STAFF, 42 LIGHTS

Date Reviewed: 9/17/26 Site Visit Conducted: ☐ Yes ☒ No

Committee Findings

Ebey's Reserve Historic Review Committee has reviewed the project and offers the following determination:

☒ No objection to issuance of the Certificate of Appropriateness (COA)

☐ Conditional approval (see details below)

☐ Meeting with applicant requested

☐ Denial of COA (see details below)

☐ Additional information required

Comments/Conditions:

HRC Initials:

[Signature] *[Signature]* *[Signature]*



TOWN OF COUPEVILLE

4 NE SEVENTH STREET □ COUPEVILLE, WASHINGTON 98239 TEL (360) 678-4461

The Town of Coupeville Historic Preservation Commission will hold a public hearing on Thursday, October 8, 2026, at 9:00 a.m. to consider COA-26-029. The applicant, WhidbeyHealth, is requesting a Certificate of Appropriateness (COA) to develop a new parking facility on a parcel located between NE Third Street and the WhidbeyHealth campus. The facility will provide parking for up to thirty (30) vehicles and will be used by WhidbeyHealth staff. Written comments regarding the COA must be submitted to the Community Planning Director no later than October 7, 2026, at 4:30 p.m.

The Town of Coupeville has also issued a Determination of Nonsignificance (DNS) under the State Environmental Policy Act (SEPA) for the proposed project. The DNS is issued under WAC 197-11-340(2) and is subject to a 14-day public comment period. Comments on the SEPA DNS must be submitted to the Community Planning Director no later than October 8, 2026. The Town will not act on the proposal until the SEPA comment period has concluded.

SUBJECT:	The applicant, WhidbeyHealth, is requesting a COA to develop a new staff parking facility.
APPLICANT:	Timothy Waldner / WhidbeyHealth Eathan Haug / A.C.E. Inc.
ADDRESS:	101 N Main Street
PARCEL NO:	R13233-176-4930
ZONING:	Civic
Join Zoom Meeting: https://zoom.us/j/91304102115?pwd=ajlTWjJxODdRbUd3cXNwQXY2QkQ2UT09 Meeting ID: 913 0410 2115 Passcode: 509725 Dial by your location +1 (253) 215-8782, Meeting ID: 913 0410 2115 Passcode: 50972	

This notice is issued in accordance with Section 16.06.040(B) of Coupeville Development Regulations. The public is cordially invited to attend this hearing by phone or virtual meeting, or to submit written comments in advance of the public hearing. Written comments should be sent to the Coupeville Planning Department, 4 NE Seventh St, Coupeville, WA, 98239, or by email to planner@townofcoupeville.org. If you have comments or questions, please contact Josh Pitts, Planning Director, at 360-678-4461 ext. 103. Information related to this application is on the Town's website at <https://townofcoupeville.org/> and on file at Town Hall.



Town of Coupeville

4 NE Seventh • Coupeville, WA 98239
360.678.4461 • www.townofcoupeville.org

September 25, 2026

RE: NOTICE OF PUBLIC HEARING AND SEPA DETERMINATION OF NONSIGNIFICANCE

Dear Property Owner:

The Town of Coupeville is providing notice of a pending land use application for property located within 300 feet of your property. The Town of Coupeville Historic Preservation Commission will hold a public hearing on Thursday, October 8, 2026, at 9:00 a.m. to consider COA-26-029.

The applicant, WhidbeyHealth, requests a Certificate of Appropriateness (COA) to develop a new parking facility on a parcel between NE Third Street and the WhidbeyHealth campus. The facility will provide parking for up to thirty (30) vehicles and will be used by WhidbeyHealth staff.

SUBJECT:	The applicant, WhidbeyHealth, is requesting a COA to develop a new staff parking facility.
APPLICANT:	Timothy Waldner / WhidbeyHealth Eathan Haug / A.C.E. Inc.
ADDRESS:	101 N Main Street
PARCEL NO:	R13233-176-4930
ZONING:	Civic

The Town of Coupeville has also issued a Determination of Nonsignificance (DNS) under the State Environmental Policy Act (SEPA) for the proposed project. The DNS is issued under WAC 197-11-340(2) and is subject to a 14-day public comment period.

Comments regarding the SEPA DNS must be submitted to the Community Planning Director no later than October 8, 2026. The Town will not act on the proposal until the SEPA comment period has concluded.

Comments regarding the COA must be submitted to the Community Planning Director no later than October 7, 2026, at 4:30 p.m.

Copies of the COA application, SEPA environmental checklist, DNS, and related project materials are available for review on the Town's website at <https://townofcoupeville.org/> and on file at Town Hall.

The Historic Preservation Commission's public hearing will be held virtually. The public is invited to attend and provide comments regarding the proposed COA.

Join Zoom Meeting:

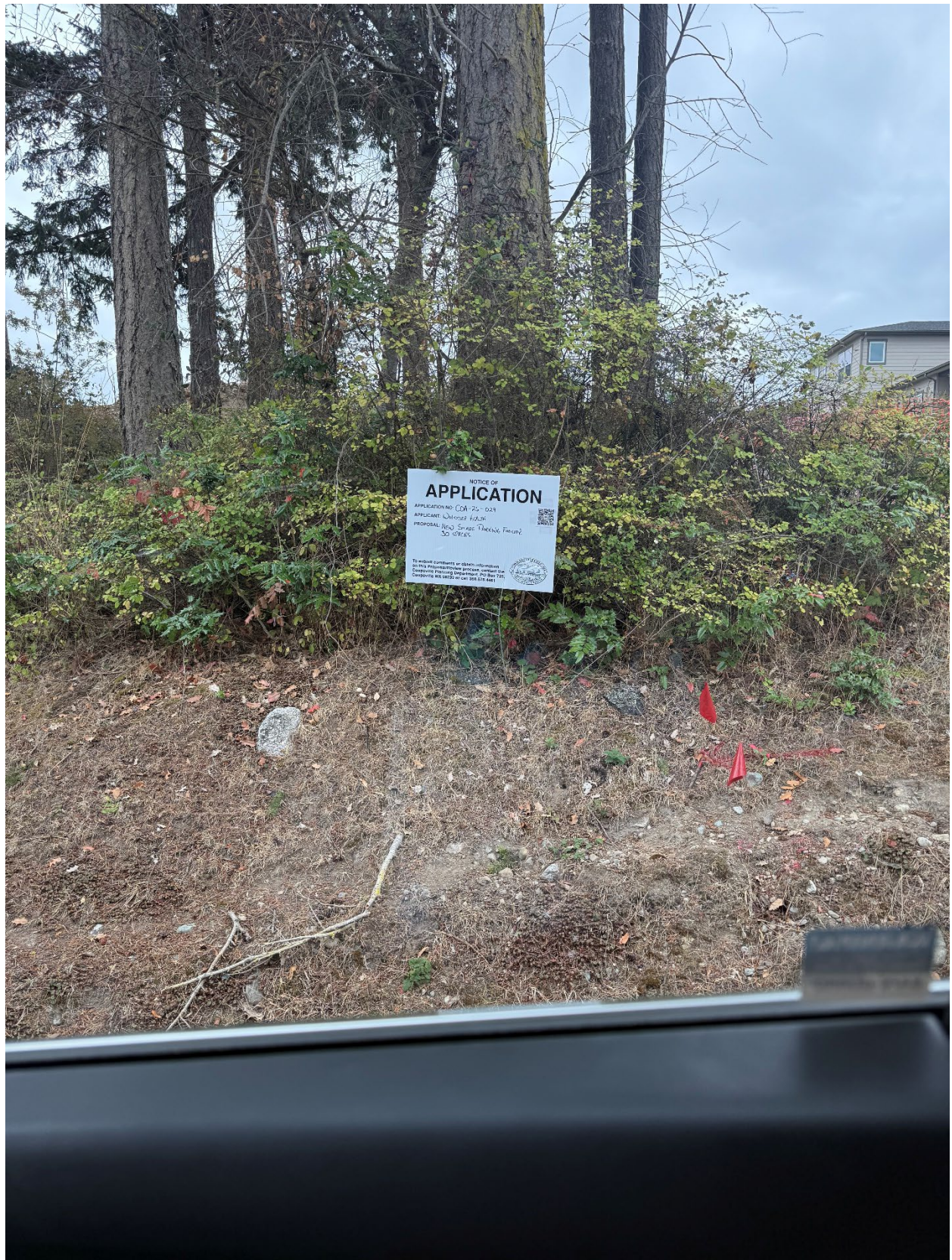
<https://zoom.us/j/91304102115?pwd=ajlTWjJxODdRbUd3cXNwQXY2QkQ2UT09>

- Meeting ID: 913 0410 2115 Passcode: 509725 Dial by your location +1 (253) 215-8782,
- Meeting ID: 913 0410 2115 Passcode: 50972

If you have questions regarding this application or the SEPA determination, please contact the Town of Coupeville Community Planning Director.

Sincerely,

Josh Pitts
Community Planning Director
Town of Coupeville





Notice of Application & DNS

The Town of Coupeville has received an application for the following project that may be of interest to you. You are invited to comment on this proposed project.

Application Number: COA-26-029. Applicant: WhidbeyHealth Project Location: The project site is south of NE 3rd St. on Island County parcel number R13233-176-4930 and associated with 101 N Main St. Project Description: The Town of Coupeville has issued a DNS under the SEPA for COA-26-029, WhidbeyHealth Parking Facility. The proposed project would develop a new parking facility providing up to 30 parking spaces for WhidbeyHealth staff. Public Comments: The DNS is subject to a 14-day public comment period. Written comments on the DNS must be submitted to the Town of Coupeville Community Planning Director by October 9, 2026. The project is also scheduled for a public hearing before the Town of Coupeville HPC on October 8, 2026, at 9:00 a.m. for consideration of the requested Certificate of Appropriateness. Written comments on the COA must be submitted to the Town of Coupeville Community Planning Director by October 7, 2026. You can submit

written comments to the
Town Hall (4 NE Sev-
enth St., Coupeville, WA
98239) or email them to
planner@townofcoupeville.org.
Legal#: WNT1036903
Published: The Whidbey
News Times
September 26, 2026



Ebey's Landing National Historical Reserve
Certificate of Appropriateness
James and Lisa Cox
26535 SR20
EBY-26-044

Level A or B (Review requested)
Level C (Decision requested)
Level C (Recommendation requested)
Jurisdiction: Island County

X

I – PROJECT SUMMARY and BACKGROUND

Property owners James and Lisa Cox request a Certificate of Appropriateness (COA) to construct an addition to their existing house. This addition consists of a 1,650 sf great room expansion located at the back of the house. The project site and surrounding area is located within Ebey's Review Area 1. The residential addition will require a Level C Certificate of Appropriateness as listed in ICC 17.04A.110.

Notice was published in the Whidbey News Times on September 26, 2026. The public comment was September 30, 2026 to October 14, 2026. A sign was posted on the property by September 30, 2026. The County did not receive any public comments regarding the proposal.

II – PERMIT DATA

Building or Land Use Permit Type	Certificate of Appropriateness
Application Number	EBY-26-044
Application Date	September 01, 2026
Applicant/Owner	James and Lisa Cox

III – SITE DATA

Address	26535 SR20			
Location	COUPEVILLE, WA 98239			
Parcel Number(s)	S8060-00-48001-0			
Size of parcel(s)	1.34 acres			
Historic Structure?	Yes		No	X
Proximity to Historic Structures?	Yes		No	X
Zoning Designation	Rural (R)			
Critical Areas/Overlays?	Yes		No	X

Shoreline Jurisdiction?	Yes		No	X
NPS Easements?	Yes		No	X

IV – STAFF CONTACTS

Title	Name	Phone	E-mail
Current Use Planner	Jon Frias	(360)678-7822	j.frias@islandcountywa.gov

V – DISCUSSION

Existing Conditions:

The subject parcel is within Coupeville and can be accessed from State Route 20. Nearly all of the surrounding parcels within this area are developed with residential structures to some extent. The site, with respect to the Reserve, is located within design review area 1.

Proposed Work/Development:

The applicants propose to construct an addition to their existing house. The addition will be located at the back of the existing residence and will consist of a great room. The proposed addition uses the same materials as the existing house, with design and configuration of the current structure being preserved through this expansion. The existing and proposed house use cedar panel and slate siding, white vinyl windows, and composite roofing.

HRC Meeting:

On September 17, 2026, the Historic Reserve Committee (HRC) convened to discuss this project and the impacts the proposed work will have on the historic landscape. The HRC had no objections to the issuance of the COA.

After review of the project, staff finds that the proposal meets the design guidelines.

VI – APPLICABLE DESIGN GUIDELINES

A. SECRETARY OF THE INTERIOR'S STANDARDS

The Secretary of the Interior's Standards apply:	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 4.3 – Additions

Guiding Principles:

- For both historic and non-historic buildings, additions should be in keeping with both the character of the building itself and the surrounding neighborhood or setting. Older additions that have taken on significance of their own should be considered for preservation

4.3.1 – Additions to All Buildings

Guideline	Staff Analysis
4.3.1.1	<i>Before beginning work on any building, identify the building's characteristics and its character-defining features. Even on a non-historic building, it is usually better to retain the distinctive features of the building.</i> <u>Finding:</u> The front façade of the house is the site's character-defining features. The proposed addition will not negatively impact the front of the house as the proposed construction will be located aft of the house, mostly away from the public view.
4.3.1.2	<i>Additions to any building within 100 feet of an historic building must not obscure the view of the historic building from the street and must not overwhelm the historic building in massing, scale, size, height or color.</i> <u>Finding:</u> The subject house is not located within proximity to any historic structures. The proposed addition will have not affect at all to the visibility of historic structures and houses.
4.3.1.3	<i>Do not imitate a historic style or period of architecture in designing a new addition to a historic building. An addition should be designed and constructed to be recognized as a product of its own time, distinguishable from and congruous with the historic building. There are many different ways of making this subtle but important distinction from old to new construction. Some of the more common techniques include a subtle change in material, changes in setbacks between the existing building and addition, the use of different architectural style elements, and creating a jog in the foundation. Use similar materials as those found on the original building but differentiate old from new. Consider use of windows or cladding materials that are slightly different in design or detailing to create a distinction from the historic building.</i> <u>Finding:</u> The proposed addition will not imitate any periods of historic architecture as the design of the addition reflects more modern architectural eras.
4.3.1.4	<i>The overall design of an addition should be in keeping with the design of the primary structure. Keep the size of the addition small in relation to the main structure.</i> <u>Finding:</u> The proposed addition is taller than the existing house. This is acceptable as the addition will be located behind the existing part of the house. From the from façade of the house, the addition would be visible, but the juxtaposition of the addition will give the addition the illusion of a smaller structure.
4.3.1.5	<i>Recognize and respect the existing pattern along the street, such as building spacing, setbacks, height, size, and massing.</i> <u>Finding:</u> The proposed addition will have no affect on the existing patterns along the street as the addition will be located behind the house.
4.3.1.6	<i>Pay careful attention to make the rooflines and roof pitch of the old and new sections compatible. Gable or shed roofs are generally appropriate; flat roofs are usually inappropriate except in areas where they are already an established pattern.</i>

	<u>Finding:</u> The existing house uses an open gable style roofline as well as the proposed addition. This is an appropriate roofline in the Reserve.
4.3.1.7	<i>Orient the new addition to the primary building.</i> <u>Finding:</u> The proposed addition will be located behind the primary building.
4.3.1.9	<i>Use windows visible from the public right-of-way that are compatible with those of the original building. Also use a consistent wall-to-window ratio.</i> <u>Finding:</u> The windows that will be visible along SR 20 look very similar to the windows of the existing windows.
4.3.1.10	<i>Use building materials that are compatible with the original building and its surroundings.</i> <u>Finding:</u> The building materials of the original house and the addition are the same material as each other and will be indistinguishable.

CHAPTER 4.5 – Site Development

Guiding Principles:

- Careful initial planning of a building site is vital to preserving the Reserve’s natural and historic character (particularly the sense of open space) while meeting the property owner’s needs. Consider the setting of the lot and its surroundings when making siting decisions. Collectively, landforms and features (hills, valleys, streams, wooded hilltops and ridgelines, and open fields) help define the context of historic resources and provide the Reserve’s character.
- New development should be designed to be consistent with the character of the area and to retain the distinctive features of the setting. Elements of an area’s character— such as building mass, height, scale, roof shape, roof pitch, building materials, and proportions between doors and windows— should be maintained.
- Distinctive features of an area— such as proximity to the street, views to historic structures, water and/or landscapes, and significant open spaces— shall be preserved

4.5.1 – Rural Settings

Guideline	Staff Analysis
4.5.1.1	<i>Site development should be designed to reflect the natural conditions of the site, including topography and existing vegetation. Consider the prominence of your building site and evaluate how new construction will affect the view of existing open land from the public right (s)-of-way. Every effort should be made to avoid locating new construction in the middle of fields, on hill and ridge tops, or where it would be silhouetted against the sky.</i> <u>Finding:</u> The subject parcel is flat with a little bit of vegetative screening at the parcel’s rear and west boundary. The existing vegetation allows for the proposed addition to have little impact on silhouette on the land against the sky.

4.5.1.2	<i>Plan the site layout (including buildings, roads, and other elements) to preserve scenic vistas, historical patterns of development, natural and historic landscape features (such as hills, trees, ponds, hedgerows, woodlands, or open fields), and visual relationships.</i> <u>Finding:</u> The layout of the addition will continue the historic patterns of development and will ensure that the natural and historic landscape is preserved.
4.5.1.6	<i>Retain historic viewsheds to and from historic buildings and structures.</i> <u>Finding:</u> The site of proposed work is not located near any historic structures or resources; thus, there will be no impact to the views to and from historic viewsheds.

CHAPTER 4.6 – New Construction

Guiding Principles:

- 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 in to its site.
- 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.
- Accessory structures should be designed to be compatible with the primary building and the setting
- Accessory structures should be designed to be compatible with the primary building and the setting

4.6.1 – Architectural Character

Guideline	Staff Analysis
4.6.1.3	<i>Building materials should be similar to materials of the surrounding neighborhood or use other characteristics such as scale, form, architectural detailing, etc. to establish compatibility.</i> <u>Finding:</u> The materials proposed in the addition are materials that are compatible and commonly seen within the Reserve.
4.6.1.4	<i>Buildings in wooded areas that are substantially and permanently screened from the road by trees may have greater flexibility in massing, scale, and materials.</i> <u>Finding:</u> The site of the proposed work is located adjacent to vegetated areas. While this does not entirely screen the addition from the road view, they create a softer atmosphere in which the addition does not stand out in its setting.
4.6.1.5	<i>Buildings should be designed to be compatible with their surroundings in material, scale, mass, size and form. Those that seek to stand out from the surroundings are discouraged. Use simplified interpretations of architectural features that are common to historic buildings in the Reserve. Buildings or structures that are inconsistent with form or shape throughout the Reserve are not permitted in Review Area 1.</i> <u>Finding:</u>

	The proposed addition will be compatible with its surroundings as its form, mass, and materials will still be similar to the surrounding houses in the area. The features of the addition are simplified architectural forms that are seen throughout the Reserve
4.6.1.6	<i>New buildings shall acknowledge and reinforce the characteristics of the existing development pattern within the neighborhood or setting. Modular, prefabricated, and manufactured buildings may be placed in the Reserve if they conform to the Guidelines. It is recommended that a purchaser check the Guidelines and the available options before purchasing the building or materials.</i> <u>Finding:</u> The proposed addition reinforces the historic patterns of development of the setting. The addition will not stand out from its neighboring structures as the addition will be located behind the original part of the house.
4.6.1.7	<i>Wood is preferred as the primary exterior material, but fiber cement products may also be used. Metal in dark, non-reflective colors may be used in small amounts. Minimize the exterior use of bare concrete, aluminum or vinyl siding, stucco, or synthetic materials. Concrete blocks may be used only as a foundation material. Stone may be used in small amounts if it has a historically appropriate appearance.</i> <u>Finding:</u> The addition will use wood for the siding. The proposed windows, doors, and roof will use materials that are identical to the existing house and are all materials that are compatible with the Reserve and the site's setting.

4.6.4 – New Residential Construction

Guideline	Staff Analysis
4.6.4.2	<i>New buildings should reflect the architectural character of surrounding buildings in the following ways:</i> <i>Similar proportions, scale, and roofline;</i> <i>Complementary architectural style and exterior finish materials;</i> <i>Complementary patterns and proportions of windows;</i> <i>Similar entry configuration and relationship to the street;</i> <i>Complementary architectural details or features without imitating historic features.</i> <u>Finding:</u> The addition reflects the character of the surrounding buildings in the above ways and will have little to no impact on the historic landscape or patterns of development.
4.6.4.3	<i>Building shapes should be compatible to historic residential structures in the Reserve.</i> <u>Finding:</u> The proposed addition will give the existing house an L-type shape, which is commonly seen in residential structures within the Reserve.
4.6.4.6	<i>Use gable and hipped roofs as primary roof forms. Avoid massing and building shapes that are inconsistent with those found in the Reserve. Avoid flat roofs except on small additions.</i> <u>Finding:</u> The proposed addition uses an open gable roof, which is a recommended roof form in the Reserve.

4.6.4.13	<i>Wood windows are preferred on buildings</i> <u>Finding:</u> The addition will use vinyl windows, which is the most common in this neighborhood setting and commonly seen throughout the Reserve.
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VII – MOTION

Based on the record developed to date, including application materials and finding application to EBY-26-044 to be consistent with the Ebey’s Landing National Historic Reserve Design Guidelines, I move to granting a Certificate of Appropriateness.

VIII – CONDITIONS

There are no Conditions of Approval associated with the issuance of this Certificate of Appropriateness.

IX – 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. EBY-26-044:

1. An application was submitted for a Certificate of Appropriateness on September 01, 2026 for a residential addition to the existing single-family residence.
2. The site is within Review Area 1 of Ebey’s Landing National Historical Reserve and is classified as Residential Addition, requiring action on a Certificate of Appropriateness by the County Planner, following consultation with the Reserve Committee.
3. On September 17, 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 Guidelines in Chapter 4.3 – Additions, this project aligns with the design guidelines as the proposed addition is juxtaposed at the back of the existing house and will not take any spotlight away from the house’s front façade.
5. In accordance with guidelines in Chapter 4.5 – Site Development, this project aligns with the design guidelines as the addition reflects and reinforces the historic landscape and patterns of development.
6. In accordance with guidelines in Chapter 4.6 – New Construction, this project aligns with the design guidelines as the proposed addition will use materials and design features that are commonly seen in the neighborhoods setting as well as Reserve.
7. After review of the proposed application and consideration of public comment and staff’s recommendation, staff finds the application CONSISTENT with the applicable Ebey’s Landing National Historical Reserve Design Guidelines subject to conditions.

8. **PER ICC 16.19.185** – The construction, use, work, or activity authorized by this permit shall be commenced within one year of the effective date of this permit. The effective date of this permit shall be the date of the last required permit and approval that authorize the development to proceed, including all administrative and legal actions that may ensue. Island County may authorize a single extension for a period not to exceed one year based on reasonable factors, if a request for extension has been filed before the expiration date and notice of the proposed extension is given to parties of record and the department.

X – APPEAL PROCESS

Should you wish to appeal this decision, please familiarize yourself with the above note code requirements pertaining to type of appeal process applicable to this decision. The exact language of Section 16.19 ICC can be found on the County’s website; hard copies are available from the Planning Department.

The Historic Reserve Committee’s decision regarding a Certificate of Appropriateness may be appealed in conformance with the administrative appeal procedures set forth in Island County Code 16.19.190. Specifically, the following appeal procedures apply:

If appealed, Level C certificates are to be appealed consistent with Type II decisions pursuant to section 16.19.190.B.

XI – DECISION OR RECOMMENDATION

The Certificate of Appropriateness is Approved, signed this _____ day of _____, 2026.

HPC Approval _____ Date _____

Jon Frias, Current Use Planner
Island County Planning & Community Development

Date

Attachments:

- A. Site plan and elevations approved 10/XX/2026
- B. Historic Reserve Committee Findings, dated September 17, 2026
- C. Application Materials
- D. Inadvertent Archaeological and Historic Resources Discovery Plan for Island County

Does your project involve an historic property?

☐ Yes ☒ No

If yes, which Historic Property:

Is the property within 100 feet of a historic building?

☐ Yes ☒ No

Is there a conservation Easement on the property?

☐ Yes ☒ No

Description of proposed work:

Add a additional 1650sqft appr great room to Northwood East section of current structure/house

Existing Materials:

Doors:

Wood / Metal

Windows:

White Vinyl

Deck / Railing:

N/a

Stairs / Ramp:

N/a

Siding:

Cedar panel and slat

Roofing:

Composite

Fencing:

Welded wire fencing

Proposed Materials:

Doors:

Wood / Metal

Windows:

White Vinyl

Deck / Railing:

N/a

Stairs / Ramp:

N/a

Siding:

Cedar panel and slat

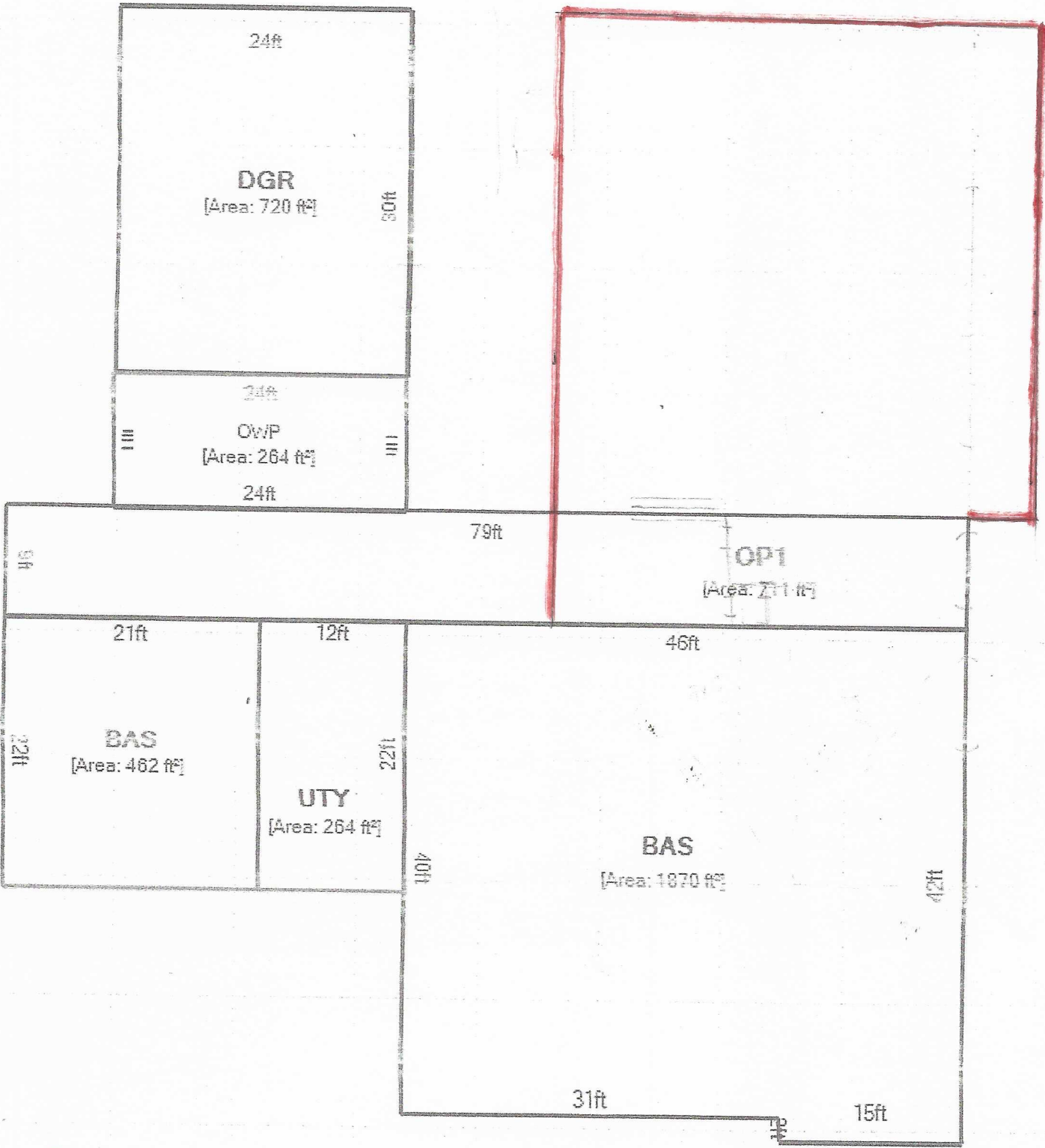
Roofing:

Composite

Fencing:

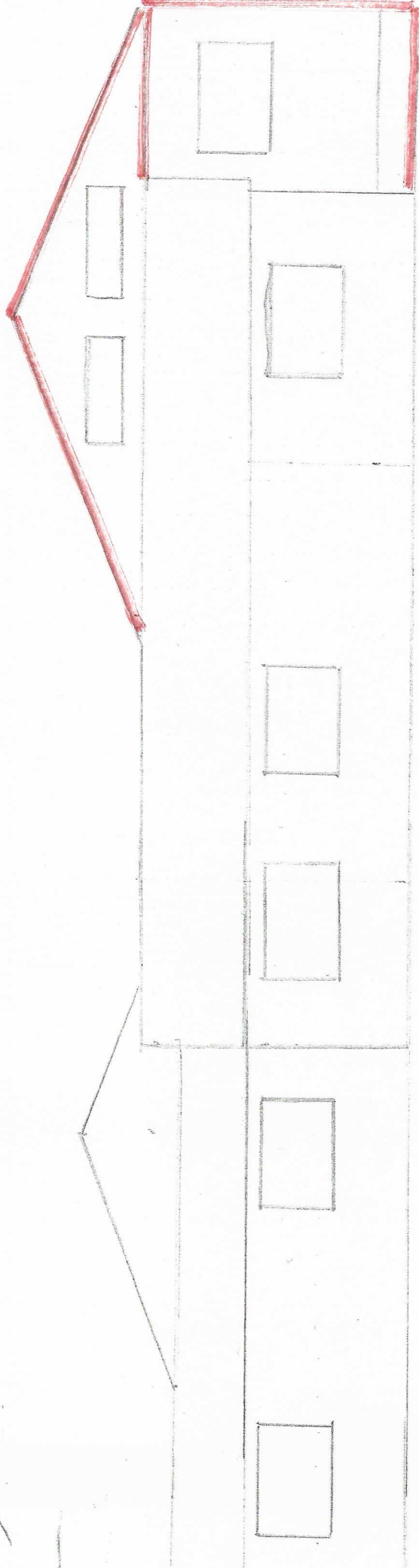
Welded wire fencing but no new installed

All statements, answers, and information provided as part of this submittal are complete, true, and accurate to the best of my knowledge and belief. I understand that if I provide incomplete and/or incorrect information, this will cause a delay in the review process.

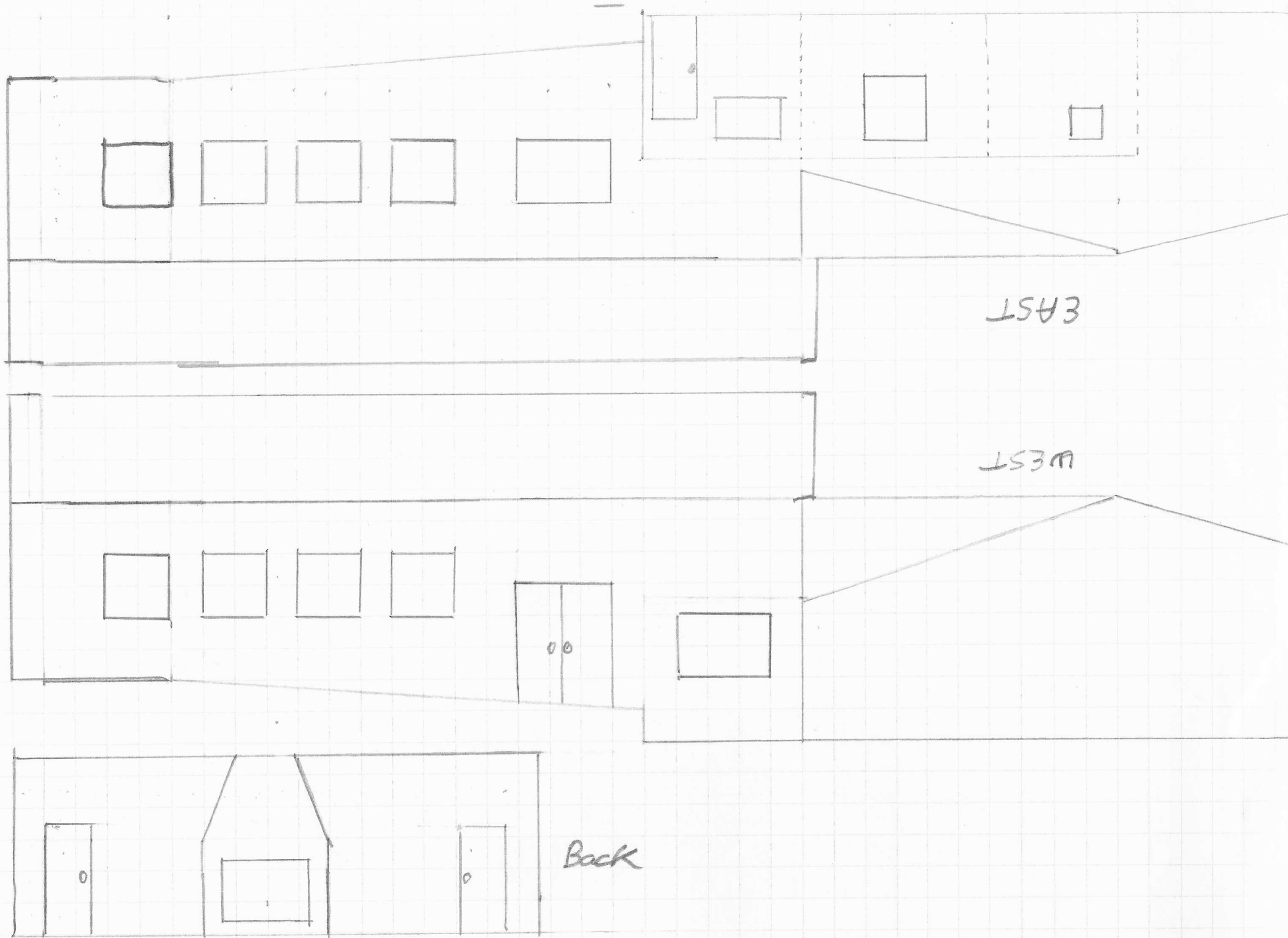


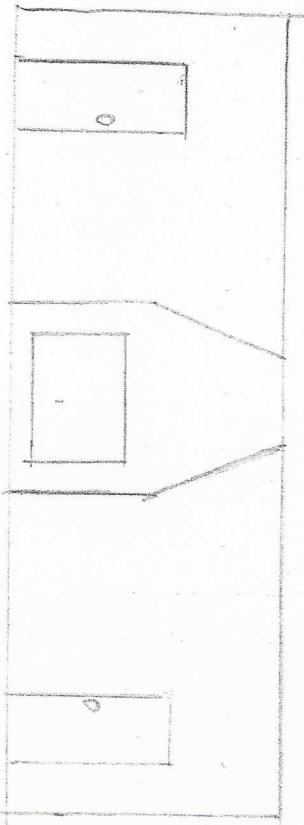
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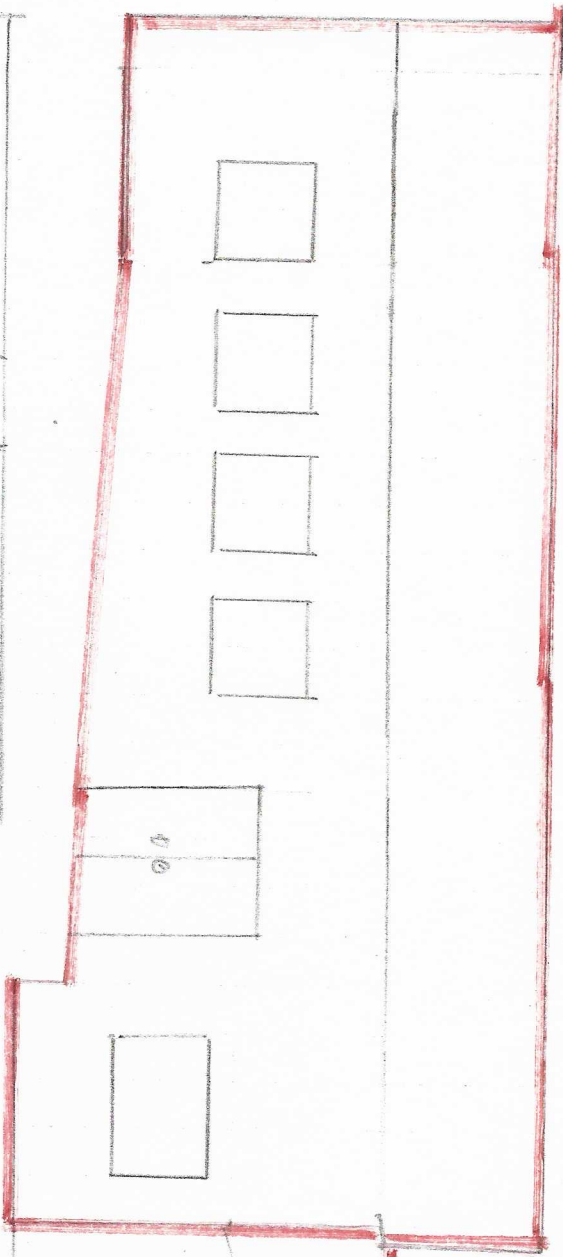


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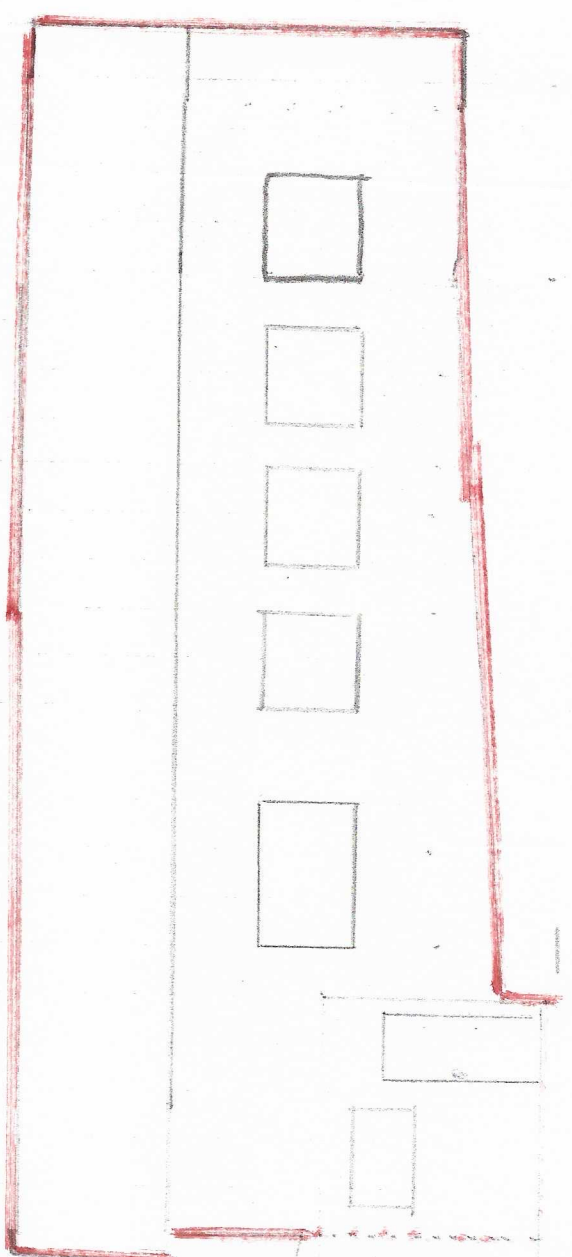




Back



WEST



EAST

