



# Meeting Minutes - Draft

## Heritage Commission

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Heritage Commission  
Contact: Marygrace Goddu  
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**Monday, November 1, 2021**

**12:00 PM**

**On Site - 1606 Columbia Street**

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### Heritage Review Committee

#### 1. CALL TO ORDER

Commissioner Miller called the meeting to order at 12:06 p.m.

#### 1.a ROLL CALL

**Present:** 2 - Chair Holly Davies and Commissioner Sheila Swalling

**Excused:** 3 - Commissioner Jessica Hull, Commissioner Kenneth House and Commissioner Gary Stedman

#### OTHERS PRESENT

Historic Preservation Officer Marygrace Goddu  
Homeowners Keith and Sharon Aubry  
Phillips Design Contractor Ben Phillips

#### 2. APPROVAL OF AGENDA

The was approved.

#### 3. PUBLIC COMMENT

Mr. and Ms. Aubry shared their plans and reasons for the desired alterations. The west side of the home's second floor is very dark and windowless, they currently use it for office space. The addition will open a view North, to the Capitol Campus and introduce natural lighting.

Mr. Phillips provided detailed plans for the addition that will fully replicate the materials and design details in the existing window at this elevation, with the only difference being the use of double-paned glass.

#### 4. BUSINESS ITEMS

- 4.a [21-1048](#) Review Permit #21-4868, 1606 Columbia St. SW, Proposed Window Addition

**Attachments:** [Photos](#)

[21-4868 PLANS](#)

[Checklist](#)

Ms. Goddu provided information regarding the permit review for 1606 Columbia Street.

Commissioner Swalling asked about maintaining symmetry of the window placement by setting a single window on each side of the existing, rather than adding only to the North, noting that as proposed the new windows may crowd the roof line. She noted that she did not have a serious objection.

Commissioner Miller noted that the windows on the south elevation are not symmetrical.

Commissioner Davies pointed out the asymmetry in the home's design.

All Commissioner's agreed that symmetry is not a character-defining feature of the home and that the addition at a side elevation will not have an overall negative impact on the home.

**Commissioner Davies moved, seconded by Commissioner Swalling to recommend the approval of the proposed addition by the Building Official as long as the new windows replicate the existing set on the second floor north elevation exactly in their material and design (except for the use of doubled-paned glass).**

## 5. ADJOURNMENT

The meeting adjourned at 12:21 p.m.