



Meeting Minutes - Draft

Heritage Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Michelle Sadlier
360.753.8031

Wednesday, October 26, 2016

6:30 PM

Room 207

1. CALL TO ORDER

Chair Davies called the meeting to order at 6:30 p.m.

1.A ROLL CALL

Commissioner McLain arrived after the roll call was taken.

Present: 7 - Chair Holly Davies, Vice Chair Dwayne Harkness, Commissioner Benjamin Helle, Commissioner Patricia McLain, Commissioner Rachel Newmann, Commissioner Sheila Swalling and Commissioner Nicholas Vann

Excused: 3 - Commissioner Tamara Hayes, Commissioner Kat Kelly and Commissioner Garner Miller

OTHERS PRESENT

City of Olympia Historic Preservation Officer, Michelle Sadlier
Community Planning and Development:
Senior Planner, Joyce Phillips
Senior Planner, Stacey Ray
Office Specialist/Minute Recorder, Stacey Rodell

2. APPROVAL OF AGENDA

It was suggested that Ms. Phillips be added to the agenda under Item 5.

The agenda was approved as amended.

3. APPROVAL OF MINUTES

3.A [16-1156](#) Approval of September 28, 2016 Olympia Heritage Commission Meeting Minutes

The minutes were approved.

4. PUBLIC COMMENT - None

5. ANNOUNCEMENTS

Ms. Phillips indicated Olympia will be updating its sign code. She indicated it would

be helpful to have a Heritage Commissioner on the Sign Code Update Advisory Committee. She urged those interested please inform Ms. Sadlier.

6. BUSINESS ITEMS

6.A [16-1174](#) Action Plan Briefing

Ms. Ray provided an overview of the Action Plan framework. She reviewed the following:

- Annual Cycle
- Community Indicators - Outcome, Strategies and Actions for:
 - Community Safety & Health
 - Downtown
 - Economy
 - Environment
 - Neighborhoods

The discussion was completed.

6.B [16-1074](#) Review of 2016 Heritage Commission Work Plan

Ms. Sadlier and the Commission reviewed the 2016 Heritage Commission work plan and its progress to date.

The discussion was completed.

6.C [16-1157](#) Downtown Strategy: Deciding on Whether to Comment on Consultant's Draft Heritage Recommendations

The Downtown Strategy consultant team is due to release their draft recommendations at the October 29, 2016 public open house. To provide a Heritage Commission response, the Commission agreed that members of the Downtown Committee would meet after the open house and would discuss how they would like to comment on the draft recommendations. They will write up a draft comment letter and will submit it to Ms. Sadlier by November 21, 2016 so she can include it in the November 30, 2016 Commission packet.

At that meeting the full Commission will review and finalize the letter to be submitted to City Council for its consideration. Ms. Sadlier will submit the approved letter to Chair Davies for her signature and then submit it in time for the Council's December 6, 2016 meeting.

The discussion was completed.

7. REPORTS

7.A Downtown Committee

Discussed during Item 6.C.

7.B Heritage Review Committee

There are three Register applications which have been reviewed by the Committee: Old School Pizzeria building, Dumpster Values building, and house in the South Capitol neighborhood. They have been reviewed and approved by the Committee and will come to the full Commission for final review at a public hearing, most likely at the November 30, 2016 meeting.

Ms. Sadlier reported that the Heritage Review Committee is due to consider a special valuation application for the Stoecker House (1701 4th Ave E). There will also be a discussion of the potential for Michael Chun's project (213 18th Ave SW) to be considered for the special valuation program in the future.

7.C Outreach Committee - None

7.D Policy & Ordinance Committee

Discussed during Item 6.C.

7.E Preservation Award Committee

Ms. Sadlier announced November 15, 2016 is the tentative date for City Council's presentation of the preservation awards to:

1. Thurston-Lewis-Mason County Central Labor Council (TLMCCCLC)
2. Sean Kirby - Trena & Leo Belsito House - 408 27th Avenue SE

Nominations for The Squaxin Island Tribe and The Nisqually Tribe are currently under review by the City's Executive department to ensure appropriate protocol is followed with respect to the City Council's relationship with the Tribes.

7.F Survey & Inventory Committee

Chair Davies reported that the selection committee for the Downtown Survey project will be meeting on October 28, 2016 to rank the four finalist consultants for the project.

7.G Staff

Ms. Sadlier reported on preliminary figures on current and future Downtown housing projects prepared by Community Planning & Development Director Keith Stahley.

Ms. Sadlier reminded subcommittees that when they meet, to make sure to take notes and then pass them on to her so she can keep a record of meeting minutes.

8. OTHER TOPICS - None

9. ADJOURNMENT

The meeting adjourned at 8:50 p.m.