



# Meeting Minutes

## Heritage Commission

City Hall  
601 4th Avenue E  
Olympia, WA 98501  
Contact: Michelle Sadlier  
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**Monday, March 20, 2017**

**12:00 PM**

**On Location**

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### Heritage Review Committee Meeting

**1. CALL TO ORDER**

The meeting was called to order at 12:02 p.m.

**2. ROLL CALL**

**Present:** 5 - Chair Holly Davies, Vice Chair Dwayne Harkness, Commissioner Garner Miller, Commissioner Sheila Swalling and Commissioner Nicholas Vann

**3. BUSINESS ITEMS**

**3.A** [17-0291](#) BUILDING PERMIT APPLICATION REVIEW (#17-0886): 2420 Capitol Way S, Mayne-Guptil Remodel/Addition

Using the U.S. Secretary of the Interior's Standards for Rehabilitation (Standards), the Committee reviewed the proposed details for the project with the owner (Douglas Mayne) and contractor (Brandon Chartrey of Yesterday's Homebuilders). Points discussed:

- Overall the proposed alterations meet the Standards.
- The addition to accommodate the bathrooms is acceptable because it is on a secondary facade with limited visibility from the public right-of-way and results in the limited loss of original materials and features.
- The siding on the new addition will be of the same materials and design as the original, which meets Standard 9.
- All window and door surrounds will be of the same materials and design as the original, which meets Standard 9.
- The retention of most existing windows as proposed meets Standards 2 and 5.
- The Milgard fiberglass and wood windows proposed are acceptable provided they match the proportion, operation, and character of existing windows with one exception.
- The exception is the two proposed new bathroom windows, which will be single-light, vertical casements with no glazing bars. Discussion related to whether these windows would meet Standard 9. Commissioner Swalling indicated that they would not be compatible with the materials and features of the building. Commissioners Davies, Harkness, Miller and Vann pointed to the windows being on the new addition and indicated that the windows would help differentiate the new work from the old.
- Replacing the single, six-over-one sash window to the kitchen with two four-over-one

sash windows is acceptable because it is a minor alteration in keeping with the original fenestration pattern.

- Replacing the master bedroom window with three four-light, fixed windows is acceptable because it is on a secondary elevation with limited visibility from the public right-of-way.
- Retaining the original master bedroom window and relocating it to a new position in bedroom two is acceptable because it is on a secondary facade.
- The details of the selected window and door units can be approved by Ms. Sadler provided they meet the Committee's recommendations.

A number of errors and omissions of information on the plans were noted by the Committee. As discussed with the applicants, the following changes will be made prior to issuing a permit:

- The master bedroom's new exterior doors will be clear with no simulated muntins/grill.
- The two new bathroom windows will be 18' x 4' or closely approximate.
- The inaccuracies on the fenestration of the porch will be corrected.
- All original windows to be retained will be noted on the plans.

The motion to recommend approval of the submitted details with the above modifications was proposed by Commissioner Miller, seconded by Commissioner Vann. Four voted in favor, one against. The motion carried.

**Recommend approval of proposed project details with conditions.**

#### **4. ADJOURNMENT**

The meeting was adjourned at 12:45 p.m.