

OHC Workload Summary by Subcommittee

KEY

#.x 2019 Workplan item

- **2019 workplan deliverables**
- **Future tasks and deliverables (ideas from retreat)**

Heritage Review Committee

Garner (Chair), Sheila, Holly; Rachel (summer alternate), Kat (winter alternate), Ben (alternate)

1.a Promote and provide guidance on applications listing of individual and historic districts on Register; review applications and conduct public hearings on proposed additions; review integrity standards and periods of significance for designation of properties for proposed historic districts.

- *Recommendations to City Council; plaques for individually listed properties*

1.c Review special valuation applications submitted to the City of Olympia via the Thurston County Assessor; make recommendation to City Council for approval or denial of application; monitor properties currently on the program.

- *Recommendations to City Council; ongoing monitoring*

2.a Review and provide timely recommendations on building permit applications for Register and historic district properties; conduct pre-submission guidance meetings with potential applicants.

- *Recommendations to Building Official; public education and outreach*
- *Select Alternates for 2019 committee (complete)*

2.c Work with Design Review Board members on joint committee to review land use applications to Register and historic district properties located within Design Review Districts.

- *Recommendations to Community Planning & Development Director or Hearing Examiner*

- Grant giving program
- Worksheets with BMPs and workshops – multiple topics (overlap with POG 2.b)

Survey & Designation

Holly, Ben, Kat, Mo, Gary

1.a 2019 will be a year of planning, to develop vision, goals and strategy at five and 10-year horizons related to district and individual listings, to thoughtfully set priorities and plans for the decade ahead.

OHC will review completed surveys for Gov Stevens/Carlyon neighborhood, downtown, midcentury, and Priest Point Park, and plan next steps.

- *Vision and strategy for 2020 – 2030*
- *Five year plan for 2020-2024*

2.e Continue to provide technical support to the City relative to the review of cultural resource survey reports.

- *Provide recommendations for Cultural Resources Management Plan for Priest Point Park.*
- Follow up on Completed Studies
- New studies to fit with city's growth plan
- More, and/or expanded historic districts
- Seeking Grants

Policy, Ordinance & Guidance

Kat, Rachel, Holly

1.b Review existing City ordinances and municipal code relevant to treatment of historic properties to identify areas for potential code improvements. With staff support, review and make recommendations on OMC 18.12 (Historic Preservation) and OMC 3.60 (Special Valuation).

- *Recommend amendments to ensure due process when properties are added to Local Register with National Register designation.*
- *Evaluate possible gaps relative to review of City projects (including acquisitions) for potential impacts to historic and cultural resources.*

2.b Develop framework and user-friendly materials to inform and guide maintenance, preservation, and rehabilitation of historic properties.

- *Guidance publication on historic windows*

2.d Review, discuss, and provide input on public works, parks, and other City project and planning work, including the Arts, Cultures, and Heritage (ArCH) initiative, Comprehensive Plan's Annual Action Plan Update, Downtown Design Guidelines, code updates, and Capital Facilities Plan.

- *Continued input and guidance re historic character, for city implementation of elements of the Downtown Strategy*
- Policies to support adaptive re-use
- Consider policy change to balance OHC and DRB votes on JDRB review.
- Explore connecting green building & historic rehab/renovation to need for affordable incubator and creative space

Marketing, Outreach Recruitment & Events (including ArCH)

Ben, Audrey, Kat, Susan, Andrea

1.d Nominate Annual Heritage Award recipient(s) to recognize local excellence in historic preservation and/or compatible new construction, to be presented by City Council. Committee to make recommendations on process improvements.

- *Recommendation to City Council; Preservation Award Certificate(s) for presentation at City Council meeting (Complete)*
- *Process review re award schedule, possible new areas for recognition.*

3.a Organize and conduct activities to champion Olympia's historic places and support programs that encourage public participation in and appreciation of the historic environment. Partner with area organizations such as the Olympia Historical Society & Bigelow House Museum, Olympia Downtown Association, Arts Commission, other citizen advisory boards and community efforts; provide research support.

- *Partner on activities to celebrate Olympia Heritage Month, May 2019. (complete)*
- *Advance planning for Olympia Heritage Month 2020.*
- *Rotate City Hall heritage gallery with ArCH-themed content.*
- *Participate in ArCH Ad Hoc Committee with Arts Commission and Economic Development representative.*

3.b Develop the concept for a regional forum for history and heritage partners to discuss shared interests and goals.

- *Discuss and develop concept with regional history/heritage resources (underway)*
- *Invite other city advisory groups and representatives to a pre-meeting to plan a regional forum.*

3.c Stay informed about the work of other City of Olympia citizen advisory boards, City departments, and downtown partners. Identify and take advantage of opportunities to participate in downtown planning and improvements including implementation of the Downtown Strategy; bring the information and recommendations from the Downtown reconnaissance-level survey to the table to inform and educate.

- *Develop tracking list of active initiatives and plans (2019 focus).*
- ADU's in historic districts – guidance and educational
- Tribal Presence on OHC
- Market our Successes

Summary of OHC Work Plan items

- 1.a. Promote & Oversee Olympia Heritage Register
- 1.b. Review and Recommend Revisions to Heritage-Related City Code
- 1.c. Evaluate Special Valuation Applications
- 1.d. Nominate Historic Preservation Award Recipient(s)

- 2.a. Conduct Heritage Review for Building Permit Applications for Register and Historic District Properties
- 2.b. Develop Public Guidance for Heritage Review and Best Practices in Historic Preservation
- 2.c. Conduct Design Review of Land Use Applications for Register and Historic District Properties
- 2.e. Support the Protection of Archaeology and other Cultural Resources.

- 3.a. Conduct and Collaborate on Historic Preservation Outreach
- 3.b. Pursue and Enhance Partnerships and Integration with regional historic organizations, other City Advisory Boards, and Advocacy Groups.
- 3.c. Contribute to Programs and Activities to Enhance Historic Downtown Olympia