

**18.12.055 Heritage Commission Powers and Duties**

A. The major responsibilities of the Heritage Commission are: to identify and actively encourage the preservation of Olympia's historic resources by maintaining, updating, and expanding the Olympia Heritage Register and reviewing proposed changes to Heritage Register properties; to raise community awareness of Olympia's history and historic resources; and to serve as the City's primary resource in matters of history, historic planning and preservation.

In carrying out these responsibilities the Heritage Commission shall engage in the following:

1. Educate property owners about the importance of rehabilitating, preserving, and maintaining the properties or objects.
2. Initiate and review periodic surveys of historic properties in Olympia to help identify buildings of historical significance to the community.
3. Maintain a Heritage Register according to criteria and procedures stated in Sections 18.12.080 and 18.12.085. This Heritage Register shall list buildings, structures, districts, sites and objects identified by the Heritage Commission as having historic significance worthy of recognition and protection by the City.
4. Consider the establishment or expansion of Historic Districts (see OMC 18.12.085.C).
5. Review and make recommendations to the City Council on applications for Special Valuation Tax (see OMC 3.60).
6. Review proposals and applications to construct, change, alter, modify, remodel, remove or significantly affect properties or districts on the Heritage Register properties, as provided OMC 18.12.090 and 18.12.100. Such review shall be for the purpose of providing recommendations on the impacts of the proposed action to the identified historic resource. All recommendations shall be consistent with the Design Review Criteria and SEPA Mitigation. The City agency or body charged with acting on such a permit or document shall forward a copy of the final decision to the Heritage Commission.
7. Make recommendations to the City Council to be used in the land use and permitting process to guide this review.
8. Participate in, promote and conduct public information, educational and interpretive programs pertaining to historic and archaeological resources.
9. Provide information to the public on methods of maintaining and rehabilitating historic properties. This may take the form of pamphlets, newsletters, workshops or similar activities.
10. Recognize excellence in the rehabilitation of historic objects, buildings, structures, sites and districts, and new construction in historic areas; and encourage appropriate measures for such recognition.
11. Be informed about and provide information to the public on incentives for preservation of historic resources, including legislation, regulations and codes which encourage the use and adaptive reuse of historic properties.
12. Make recommendations to the City Council on nominations to the Washington Heritage Register and National Register of Historic Places.

13. Investigate and report to the City Council on the use of various federal, state, local or private funding sources available to promote historic, archaeological, and cultural resources in the City.
14. Provide liaison support, communication, and cooperation with federal, state and other local governmental entities which will further historic preservation objectives, including public education, within the Olympia area.
15. Review and provide recommendations to the City Council on the conduct of land use, housing and redevelopment, municipal improvement, and other types of planning and programs undertaken by any agency of the City, other neighboring cities and towns, the County, the state or federal governments, as they relate to historic and archaeological resources within the City.
16. Conduct all Heritage Commission meetings in compliance with RCW Chapter 42.30, the Open Public Meetings Act, to provide for public participation and adopt standards to guide this action.
17. Coordinate as appropriate with City departments and other heritage organizations.
18. Perform any other functions designated to the Commission by the City Council.

(Ord. 7011 §1, 2016; Ord. 6491 §8, 2007).