



Meeting Agenda

Heritage Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Heritage Commission
Contact: Marygrace Goddu
(360) 753-8031

Wednesday, April 28, 2021

6:00 PM

via Zoom

Link: [https://us02web.zoom.us/j/81291223693?](https://us02web.zoom.us/j/81291223693?pwd=cDdZckRZamh1aJpTk4vaWdGRmRBdz09)
[pwd=cDdZckRZamh1aJpTk4vaWdGRmRBdz09](https://us02web.zoom.us/j/81291223693?pwd=cDdZckRZamh1aJpTk4vaWdGRmRBdz09)

1. CALL TO ORDER

1.A ROLL CALL

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

3.A [21-0409](#) Approval of March 24,2021 Heritage Commission Meeting Minutes

Attachments: [Minutes](#)

4. PUBLIC COMMENT

During this portion of the meeting, community members may address the Advisory Committee or Commission regarding items related to City business, including items on the Agenda. In order for the Committee or Commission to maintain impartiality and the appearance of fairness in upcoming matters and to comply with Public Disclosure Law for political campaigns, speakers will not be permitted to make public comments before the Committee or Commission in these two areas: (1) on agenda items for which the Committee or Commission either held a Public Hearing in the last 45 days, or will hold a Public Hearing within 45 days, or (2) where the speaker promotes or opposes a candidate for public office or a ballot measure.

5. ANNOUNCEMENTS

6. BUSINESS ITEMS

6.A [21-0399](#) Review of proposal for Historic Marker

Attachments: [Draft Policy 4-16-21](#)
[Draft Text](#)
[Images](#)
[NPS Standard Sign](#)
[Proposed site](#)

6.B [21-0398](#) Heritage Month Planning

7. COMMITTEE REPORTS**7.A Marketing & Outreach Committee****7.B Policy, Ordinance and Guidance
Policy Ordinance & Guidance Committee****7.C Survey & Designation Committee****7.D Heritage Review Committee****8. OTHER TOPICS****8.A Staff Report****9. ADJOURNMENT****Upcoming****Accommodations**

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City Hall
601 4th Avenue E.
Olympia, WA 98501
360-753-8244

Heritage Commission

Approval of March 24,2021 Heritage Commission Meeting Minutes

Agenda Date: 4/28/2021
Agenda Item Number: 3.A
File Number:21-0409

Type: minutes **Version:** 1 **Status:** In Committee

Title

Approval of March 24,2021 Heritage Commission Meeting Minutes



Meeting Minutes - Draft

Heritage Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

Heritage Commission
Contact: Marygrace Goddu
(360) 753-8031

Wednesday, March 24, 2021

6:00 PM

Via Zoom

1. CALL TO ORDER

Chair Davies called the meeting to order at 6:00 p.m.

1.A ROLL CALL

Present: 10 - Chair Holly Davies, Commissioner Jessica Bieber, Commissioner Audrey Henley, Commissioner Kenneth House, Commissioner Garner Miller, Commissioner Andrea Pareigis, Commissioner Susan Rohrer, Commissioner Stephen Scott, Commissioner Gary Stedman and Commissioner Sheila Swalling

OTHERS PRESENT

Cit of Olympia Community Planning and Development Staff:
Preservation Officer Marygrace Goddu

Washington Trust for Historic Preservation Executive Director Chris Moore
South Sound Maritime Heritage Association Founding member Chuck Fowler
Local Maritime Historian Erich Ebel

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

[21-0281](#) Approval of February 24, 2021 Heritage Commission Meeting Minutes

Attachments: [Minutes 022421 Draft](#)

Commissioner Stedman should be noted as "Present" at the February meeting.

The minutes were approved as amended.

4. PUBLIC COMMENT - None

5. ANNOUNCEMENTS

Ms. Goddu made announcements that the Legislature is beginning to wrap up: the Senate budget came out which includes proviso language proposed by the South Capitol Neighborhood to help ensure comprehensive campus planning is part of the design development for proposed construction projects. It also requires historic preservation expertise is included to help guide a study to be commissioned on potential for preserving the Pritchard Library or renovating it. The House budget is not yet available.

Language providing Olympia with priority opportunity for acquisition of the Olympia Armory was included in the Senate budget, but no funding was included to accompany the language, nor in the local projects appropriations via the Dept of Commerce.

The City is continuing to work on a federal funding grant application for improvements to the Armory building.

The Third Thirty oral history series is hosting a Story Circle on Sunday at 4:00 p.m. This can be reviewed online at Windowseat Media's website.

6. BUSINESS ITEMS

[21-0282](#) Informational Briefing on the Maritime Washington National Heritage Area (MWNHA)

Attachments: [MW-NHA-One-Pager](#)

Executive Director Chris Moore provided a briefing on the designation of a national maritime heritage area that includes all of the Puget Sound and most of the Washington State coastline.

The Olympia Heritage Commission is invited to join with other interested local "anchor" organizations in promoting public participation and hosting events. A workshop will be held for Thurston and Pierce Counties on April 29, 5-7 p.m. via ZOOM.

Mr. Fowler shared a presentation on the activities of the South Sound Maritime Association, including restoration and future display of the Tugboat Parthia, collaboration with Erich Ebel on a book of Washington's maritime history, and the emerging project to promote and educate about the WNMHA.

The information was received.

[21-0285](#) City Comprehensive Plan Amendments

Attachments: [Community Values and Vision \(002\)](#)

[B. ValuesandVision PROPOSED REVISIONS \(002\)](#)

Ms. Goddu shared with commissioners that Council members Jim Cooper, Dani Madrone, and Y  n Hu  nh have requested Heritage Commission feedback on proposed language changes for their consideration before submitting a formal application to amend the City Comprehensive Plan. The committee determined that the Policy Ordinance and Guidance Committee will review the documents provided and offer feedback.

[21-0283](#) Review of Draft Guidance on Solar Installations

Attachments: [Guidelines for Solar Installations DRAFT #3](#)

Commissioner Swalling moved, seconded by Commissioner Scott to approve the Guidance for Solar Installations be approved as written. The motion passed unanimously.

[21-0284](#) Discussion of SOI Standards

Attachments: [SOI Standards for New Construction](#)

[Spokane-New-Construction-Evaluation-Criteria](#)

[Differentiated - Compatible article](#)

[ADUs and Accessory Structures Handout 12232020](#)

Ms. Goddu introduced the concern, highlighted by the rapidly increasing interest in construction of Accessory Dwelling Units (ADUs), for consistency in application of the SOI Standards for New Construction which include inherently conflicting direction for new construction to be “compatible” with original structure, yet “differentiated” from it. The topic was referred to the Heritage Review Committee for further consideration.

7. COMMITTEE REPORTS

7.a Heritage Review Committee

Chair Miller updated the commission on a recent ADU approval at 301 Maple Park.

7.b Marketing and Outreach Committee

Commissioners Henley, Rohrer, and Pareigis updated the Commission:
The committee will be hosting a virtual booth at the Lacey Cultural Fair on March 27th at 10:00 a.m. to 6:00 p.m.

Commissioners are invited to contribute to "Historic Olympia" social media website that offers information on Olympia History, Heritage, and related events and stories.

The Committee will be helping to promote the continued sharing of the Hotel Olympia History performance.

Heritage Month activities are being planned, for virtual program and awards. The theme for Heritage Month 2021 will be Heritage Diversity.

2021 efforts to include: continued work on the Women of Olympia series, 2021 Heritage Awards, support for the heritage component of our Art Crossings, collaboration on an ArCH and Equity Speaker Series with the Arts Commission, and focus on research and development of a 4th Avenue East Historic District that will celebrate the history and development of this vibrant corridor.

7.c Policy, Ordinance & Guidance Committee - None**7.d Survey & Designation Committee**

Commissioner Bieber shared work underway in preparation to apply for a 2021 grant from the Department of Archaeology and Historic Preservation, to support downtown historic designation. The boundaries of a new or expanded district are also a point of discussion and strategic consideration.

An additional grant application is being developed to request funding to commission a professional historic structure report on the former City Hall building on Plum Street, which is threatened by demolition to create a new location for the Thurston County Courthouse complex.

8. OTHER TOPICS

Chair Davies shared highlights of information from the General government Committee about this coming year's work plan.

9. ADJOURNMENT

The meeting adjourned at 8:17 p.m.



Heritage Commission

Review of proposal for Historic Marker

Agenda Date: 4/28/2021
Agenda Item Number: 6.A
File Number: 21-0399

Type: recommendation **Version:** 1 **Status:** In Committee

Title

Review of proposal for Historic Marker

Recommended Action

Move to recommend approval of the proposed marker for Howard Point to the Director of CPD.

Report Issue:

Whether to approve a proposal developed by local citizens and historians for the creation of a marker identifying Howard Point and sharing the history of the Howard Family.

Staff Contact:

Marygrace Goddu, Historic Preservation Officer, Community Planning & Development, 360.480.0923

Presenter(s):

Shanna Stevenson, local historian.

Background and Analysis:

In 2018, the State Board of Geographic Names re-established "Howard Point" as the official name for a point of land along East Bay Drive that juts westward into East Bay across from Swantown Marina. This point of land was named for the Howard Family, who owned that property and additional lands along East Bay after 1850, where they farmed and had a home. The name was in use through the early 1900s and then disappeared from official maps.

A history-minded group of local citizens that includes Ed Echtle, Shanna Stevenson and Thelma Jackson worked to document the historic name and bring it to the attention of the Naming Board, and they have subsequently developed a proposal for a historic marker to identify the Point and share its history.

The marker is proposed for placement in City right-of-way on East Bay Drive just south of the pedestrian crosswalk to Glass Avenue.

The City has developed a draft policy for reviewing and approving proposals for heritage interpretive installations on City property. The Howard Point installation proposal offers an opportunity to test the draft approval process. Commission input on the draft policy is welcomed.

The draft approval process calls for the size, design, and placement of an installation to be carefully considered by an internal group of city staff representing public works, transportation, planning, and engineering disciplines. The Historic Preservation Officer is designated as the primary point of contact and is also responsible for gathering the input and recommendation of the Heritage Commission, with particular focus on the proposed educational content.

The Heritage Commission is asked to provide input and a recommendation regarding approval, which will be included in the considerations of the staff review panel and forwarded to the Director of Community Planning & Development. The Director will make a recommendation to the City Manager for final approval. The City Manager may approve or may seek City Council approval if they feel it is merited. A copy of the draft review and approval process is attached.

The proposed language for the Howard Point marker is also attached for the Commission's review and approval, and a representative of the proposing group is available to discuss the research and source materials that support the proposed text.

The proposing group has secured a Thurston County Heritage grant to support fabrication of the interpretive sign, and the City of Olympia has offered to install the sign pending approval of the site, design, and narrative and graphic content.

Neighborhood/Community Interests (if known):

East Bay Neighborhood, Downtown Neighborhood; general community interest.

Options:

1. Recommend approval.
2. Offer input or suggested edits and recommend approval.
3. Do not recommend approval.

Financial Impact:

N/A

Attachments:

Draft Review Policy

Proposed text

Graphics

Location

City of Olympia Policy

Heritage Interpretive Installations and Displays

BACKGROUND: The Department of Community Planning & Development (CPD) protects and enhances quality of life, sustainability, and safety through our plans, regulations, and programs, including design review and guidance.

PURPOSE: To establish a process for thoughtful review of requests for permanent or long-term heritage interpretive installations on City property and City rights-of-way outside of City parks, to ensure consistency with City planning, public works, and relevant codes, and provide for thoughtful consideration of the nature of each proposal and the various options available.

AUTHORITY: Policy of CP&D, and the Olympia City Council.

1.0 Policy:

- 1.1 Proposals for heritage interpretive installations will be evaluated by CPD for appropriateness, compatibility, and contribution to telling an important story.
- 1.2 City design guidelines applicable to the proposed location may consider nearby landscape and architectural design in addition to interpretive content, to ensure site-appropriate design.
- 1.3 Proposals that include artwork will be referred to the Olympia Arts Commission's process for Gifts of Art.
- 1.4 Proposals for installations in City parks will be referred to the Parks Department.

2.0 Procedure

- 2.1 The City Historic Preservation Officer will serve as the primary point of contact for individuals or entities interested in placing heritage interpretive installations on City property.
- 2.2 To facilitate City consideration of proposals, applicants should be prepared to provide a site map, design detail including content, technical specifications, narrative addressing the criteria in section 2.5 (a – k) below, and a proposed timeline. When proposed for location in City right-of-way, the applicant shall seek a right-of-way permit and submit the same information through the City's permit portal.
- 2.3 A Review Panel shall be convened to review the proposed interpretive addition. The panel shall include members representing CPD Planning, Engineering, and Building; City Public Works, a Transportation planner,

and the Historic Preservation Officer, who shall engage the Olympia Heritage Commission for review and represent their input.

2.4 The Review Panel reviews each proposal to determine the suitability of the interpretive addition based on City planning and code requirements, and the criteria outlined below (2.5). The Preservation Officer will work with the applicant as needed to encourage submission of information to satisfactorily address these criteria and enable the Review Panel to reach a recommendation regarding a proposed interpretive amenity.

2.5 The Review Panel shall consider relevant code restrictions and city planning guidance and shall apply the following criteria in reviewing each application.

2.5 (a) **Historic Content**

Does the proposal provide an enriching experience that reveals and celebrates the values of our city, while broadening understanding of Olympia's culture and heritage?

Does the proposal honor individuals or events of lasting significance to Olympia?

Does the information come from a reliable source, and is it well researched, balanced and complete?

2.5 (b) **Aesthetic Quality**

If a display is proposed, does the proposal have strong aesthetic merit? Is it professionally designed, does it meet or complement the design and material choices of the location?

Does the design complement the design of nearby built structures and surrounding environment?

2.5 (c) **Proposed Location**

What is the relationship between the interpretive display, its content, and its proposed site?

Is the interpretive display adequately scaled for the proposed site?

Does the site present any special obstacles?

Does the proposal preserve important views?

2.5 (d) **Donor Restrictions/Requests**

Are restrictions/requests clearly identified? If accepted, can the expectations be met?

2.5 (e) **Technical Feasibility**

Can the interpretive display be built and installed as proposed?

Are adequate professional resources identified to do the work?

Is the proposal consistent with organizing principles and policies

of applicable design guidelines and any other governing documents?

2.5 (f)

Technical Specifications

The proposing entity must provide scale drawings for review and/or model(s) consisting of a site plan and elevation describing the following:

1. Surrounding site conditions if applicable
2. Dimensions
3. Materials
4. Colors
5. Electrical, plumbing, or other utility requirements
6. Construction and installation method

Panel may require additional support material depending on the nature of the proposed installation.

2.5 (g)

Budget

It is assumed the cost of the interpretive display and delivery to the site shall be paid for by the proposing entity.

Costs for site preparation and installation will be estimated by CPD and may also be the responsibility of the proposing entity.

2.5 (h)

Durability

Will the material last? How long is the material expected to last in a public, non-archival exhibition setting?

What age have other works in the same material(s) attained?

Is the work suitable for its location? For example, what effect will sunlight, saltwater, wind, and other elements potentially have on the structure?

Are seismic considerations relevant?

2.5 (i)

Vandalism and Safety

Is the proposed interpretive display prone to vandalism or a safety hazard at the proposed site?

Will the display have a graffiti-resistant coating or can one be easily applied?

2.5 (j)

Maintenance and Preservation

Are there unusual or ongoing costs?

Is the work removable if necessary?

2.5 (k)

Timeline

Has a realistic timeline been presented that includes permit review if needed?

3.0 Acceptance of Proposal of Interpretive Installation

- 3.1 The Review Panel makes a recommendation to the CPD Director regarding each proposed interpretive display. The recommendation will be presented to the City Manager for formal acceptance or rejection of the proposal. If the proposed installation will have substantial community impact, the City Manager, at their discretion, may forward the proposal to the Olympia City Council for review and approval.
- 3.2 For each proposal, the CPD Director or designee shall communicate an acknowledgment of acceptance or rejection on behalf of the City.
- 3.3 CPD will manage the development of accepted proposals.
- 3.4 Depending on the nature of the accepted proposal, the applicant may be required to enter into an agreement with the City.
- 3.5 Installed displays will become property of the City and maintained and/or relocated and/or removed per the established practice of the Public Works Department.

CPD Director _____ Date _____

Howard Point-An Olympia Black History Landmark

4202021

Alexander and Rebecca (Groundage) Howard emigrated from Massachusetts to Olympia in the late 1850s, just a few years after the town's founding. The Howards were among the earliest Black residents of Olympia and Washington Territory.

Shortly after their arrival they took over management of the Pacific House Hotel, built in early 1854 at Capitol Way and State Avenue. Under Rebecca's leadership, the Pacific House (and later Restaurant) achieved acclaim as a fine, well-run establishment comparable with restaurants and hotels in San Francisco. President Hayes visited Pacific House and spoke from the balcony in 1880.

Image: Ad for Pacific House and Restaurant, May 16, 1860, *Pioneer & Democrat Newspaper* or *Pacific Coast Business Directory* 1867.

Caption for Pacific House Image:

In its heyday, the Pacific House served as the informal headquarters of the Republican Party during legislative sessions. Rebecca's reputation as a successful, no-nonsense businesswoman commanded respect and empowered her to challenge anyone, even legislators, who dared call her "Aunt Becky" without her permission. [Pacific House, 1902. WSHS C2015.0.88.]

As their business blossomed, the Howards purchased the northern half of the Calvin Hale land claim along East Bay, including the point of shoreline that locals commonly called "Howard Point" into the 1900s.

The Howards' adopted Frank, the son of Native American Julia Pat-Ke-Nim and Hudson's Bay settler Thomas Glasgow, later became a businessman in his own right with interests in Olympia, Seattle and on the east coast. He married Lillian Howard in 1881 and they helped manage the Pacific House for a time.

Caption for Frank and Lillian images: Frank Howard Image from the *Olympia Tribune*, 1891 and Lillian Howard Image courtesy of the Howard Family.

The Howards continued to invest in real estate and eventually retired to their farm on Howard Point after accumulating a modest fortune. Rebecca passed away in 1881; Alexander in 1890. The land was later sold.

Over time, the place name “Howard Point,” associated with their property, fell out of common use. In 2017 community history supporters petitioned the US Board of Geographic Names to designate Howard Point as an official place name, approved in late 2019. Howard Point is one of very few place names in Washington named in honor of early Black pioneers.

Caption: Map showing Howard Point from Whitham and Page’s Map of Olympia and Surroundings, 1890, Washington State Archives.

Sources :

Adapted from Blackpast entry for Rebecca Howard
<https://www.blackpast.org/africanamerican-history/howard-rebecca-groundage-1827-1881/>

“Destruction of a Landmark,” *Washington Standard*, September 5, 1902.

Ladd Allison, “The Respectable Aunt Becky,” July 15, 1977, privately published.

Rev. Thomas Edwin Jessett, M. A., Rector, “St John’s Church of Olympia (1853-1941).

Marjorie Queen, “The Probate Records of Mrs. Rebecca H. Howard 1862-1883,” privately published.

“Rebecca Howard died last Sunday,” *Washington Standard*, July 15, 1881, p 2.

Washington Standard, October 15, 1880, pg. 6

File presented by the Board of Geographic Names, compiled by Edward Echtle.

Reviewers: Dr. Thelma Jackson, Edward Echte, Dr. Terrall Bryan (descendant of Howard Family), Esther Mumford, Shanna Stevenson and Marygrace Jennings.

Funded by a Thurston County Heritage Grant to the Olympia Arts & Heritage Alliance, 2021 with in-kind support from the City of Olympia.

DRAFT



Pacific Hotel and Restaurant,

FORMERLY PACIFIC HOUSE,

OLYMPIA, W. T.

THE UNDERSIGNED HAVING LEASED, FOR a number of years, the above well known and deservedly popular house, wishes to inform her former patrons of the Restaurant, and the traveling community in general, that having THOROUGHLY RENOVATED the establishment, and furnished the same with entirely new Furniture from basement to garret, she is now prepared to entertain guests in greater comfort and in a more accommodating manner than can be done by any other house in the place.

The house will be kept on the Restaurant principle, MEALS AT ALL HOURS, DAY OR NIGHT.

Having leased the Cottage next door, formerly occupied by Dr. Warton, a large number can be accommodated with lodging, good, clean beds, and well ventilated rooms.

Give her a call and assure yourselves of the truth of the above.

o10

REBECCA HOWARD.

PACIFIC HOTEL AND RESTAURANT, OLYMPIA, W. T.

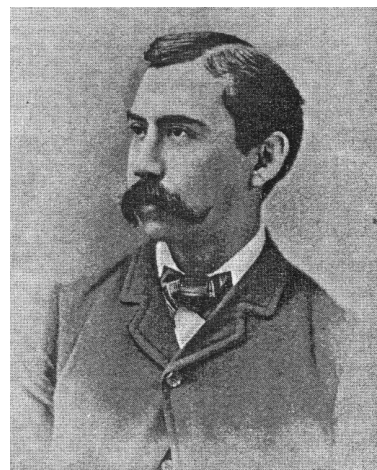
The above well known and popular House, having been thoroughly renovated and newly furnished, is now prepared to entertain Guests in greater comfort, and in a more accommodating manner, than can be done by any other House in the place. The House will be conducted on the

Restaurant Principle.

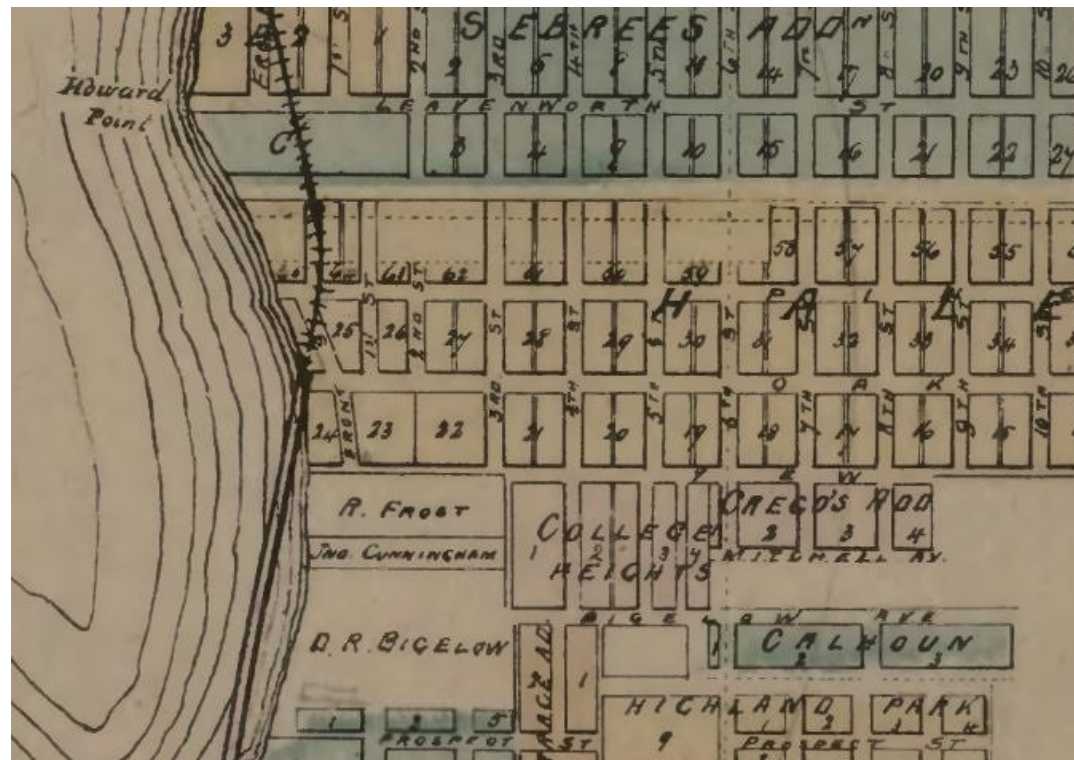
Meals after 8 o'clock, EXTRA. An adjoining Cottage has been leased and refitted, where a large number can be accommodated with lodging, good clean beds, and well-ventilated rooms.

 CALL AND ASSURE YOURSELVES OF THE TRUTH OF THE ABOVE.

Mrs. REBECCA HOWARD, Proprietress.



FRANK A. HOWARD.





TRADITIONAL LOW PROFILE



Heritage Commission

Heritage Month Planning

Agenda Date: 4/28/2021
Agenda Item Number: 6.B
File Number: 21-0398

Type: discussion **Version:** 1 **Status:** In Committee

Title

Heritage Month Planning

Recommended Action

Discuss Plans for Heritage Month.

Report

Issue:

Discuss plans for May 2021 Heritage Month, including proclamation and 2021 Heritage Awards for City Council consideration on May 4, and heritage month events.

Staff Contact:

Marygrace Goddu, Historic Preservation Officer, Community Planning & Development, 360.480.0923

Presenter(s):

Marketing & Outreach Committee

Background and Analysis:

Preparations have been made for City Council's consideration of the 2021 Heritage Awards on May 4th, and adoption of a proclamation declaring May as Heritage Month. The Commission will discuss supporting and hosting additional events and activities for the month.

Neighborhood/Community Interests (if known):

Of general community interest.

Options:

Discussion

Financial Impact:

Cost of Heritage Month activities will be minimal.

Attachments:

Draft Proclamation