



Meeting Agenda

Heritage Commission

City Hall
601 4th Avenue E
Olympia, WA 98501
Contact: Michelle Sadlier
360.753.8031

Wednesday, May 31, 2017

5:15 PM

City Council Chambers

Heritage Review Committee Meeting

1. CALL TO ORDER

1.A ROLL CALL

2. APPROVAL OF MINUTES

- 2.A [17-0596](#) Approval of April 17, 2017 Olympia Heritage Commission Heritage Review Committee Meeting Minutes

Attachments: [Draft HRC Meeting Minutes 4 17 2017](#)

- 2.B [17-0597](#) Approval of May 1, 2017 Olympia Heritage Commission Heritage Review Committee Meeting Minutes

Attachments: [Draft HRC Meeting Minutes 5 1 2017](#)

3. BUSINESS ITEMS

- 3.A [17-0598](#) Review of Draft Comment Letter on Proposed Comprehensive Planning Amendment: Downgrade Maple Park Drive Southeast's Street Classification

4. OTHER TOPICS

If time permits, the Committee will review some potential administrative items, possibly to include plans to develop formal standards on window and door replacements, and the potential to develop a contractor/craftsperson list to be made available to the public.

5. ADJOURNMENT

Accommodations

The City of Olympia is committed to the non-discriminatory treatment of all persons in employment and the delivery of services and resources. If you require accommodation for your attendance at the City Advisory Committee meeting, please contact the Advisory Committee staff liaison (contact number in the upper right corner of the agenda) at least 48 hours in advance of the meeting. For hearing impaired, please contact us by dialing the Washington State Relay Service at 7-1-1 or 1.800.833.6384.

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

Heritage Commission

Approval of April 17, 2017 Olympia Heritage Commission Heritage Review Committee Meeting Minutes

Agenda Date: 5/31/2017
Agenda Item Number: 2.A
File Number: 17-0596

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

Title

Approval of April 17, 2017 Olympia Heritage Commission Heritage Review Committee Meeting Minutes

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Meeting Minutes - Draft

Heritage Commission

City Hall
601 4th Avenue E
Olympia, WA 98501
Contact: Michelle Sadlier
360.753.8031

Monday, April 17, 2017

12:00 PM

Room 207

Heritage Review Committee Meeting

1. CALL TO ORDER

Michelle Sadlier called the meeting to order at 12:20 p.m.

1.A ROLL CALL

Present: 3 - Vice Chair Dwayne Harkness, Commissioner Garner Miller and Commissioner Nicholas Vann

Excused: 2 - Chair Holly Davies and Commissioner Sheila Swalling

OTHERS PRESENT

Michelle Sadlier, Community Planning and Development Historic Preservation Officer
Cari Hornbein, Community Planning and Development Senior Planner
Tom Rieger, Thomas Architecture Studio

2. BUSINESS ITEMS

2.A [17-0415](#) LAND USE APPLICATION REVIEW (#17-0777): Ward Building, 317 4th Avenue E, Annie's Artist Studios

Mr. Rieger gave an overview of the proposed project at the former Montgomery Ward building, located at 317 4th Avenue East. This project would result in retaining the restaurant space and providing a mix of working and living artist studios. This proposal is linked to the new building proposed for the parking lot to the rear of the Ward Building (which is being reviewed by the Design Review Board).

Some of the proposed exterior alterations are:

- Reconfiguration entrance to basement, second, and third floors to accommodate accessible entrance
- Installation of new metal siding on the south elevation
- Removal of existing canopy and installation of new canopy on north elevation
- Cleaning and repairing bricks as needed
- Addition of new window openings on the south and east elevations

Issues discussed included:

- Concerns over the proposed removal of the mosaic at the 4th Avenue entrance

that accesses the upper floors. The Committee concluded that this removal would violate Standard 2 ("The removal of distinctive materials or alterations of features...that characterize a property will be avoided") and Standard 5 ("Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved"). The Committee acknowledged the importance of providing appropriate access to the building. It was also noted that the other front entrance was similarly altered at some point in the past.

Condition Recommended: The applicant will submit a proposed mitigation strategy with the building permit application to be reviewed and approved by the Committee or City Historic Preservation Officer (HPO) prior to removal of the mosaic and bulkhead tiles. Examples of mitigation could include appropriately recording and documenting the existing mosaic and tile, and/or replicating the mosaic in the interior of the building, possibly with modern materials.

- Questions over the proposed masonry cleaning and repair (Standard 7: "Chemical or physical treatment, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used").

Condition Recommended: The applicant will submit specifications on the proposed treatment with the building permit application for review and approval by the Committee or HPO prior to undertaking cleaning.

- The repair and retention of upper-floor windows was noted as meeting heritage review standards. Specifications for new window and door units were discussed (Standard 9: "New work will be...compatible with the historic materials [and] features...to protect the integrity of the property and its environment").

Condition Recommended: Window and door details will be included as part of the building permit application for review and approval by the Committee or HPO prior to installation.

Commissioner Vann motioned, seconded by Commissioner Harkness, to approve the application subject to the following conditions be addressed with building permit application:

- **Applicant will return with proposed mitigation for the removal of mosaic and tile in the alcove entrance**
- **Specifications for masonry cleaning and repair will be reviewed**
- **Window and door details will be reviewed**

The motion was approved unanimously.

3. ADJOURNMENT

The meeting was adjourned at 1:28 p.m.

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City Hall
601 4th Avenue E.
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360-753-8244

Heritage Commission

Approval of May 1, 2017 Olympia Heritage Commission Heritage Review Committee Meeting Minutes

Agenda Date: 5/31/2017
Agenda Item Number: 2.B
File Number: 17-0597

Type: minutes Version: 1 Status: In Committee

Title

Approval of May 1, 2017 Olympia Heritage Commission Heritage Review Committee Meeting
Minutes

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Meeting Minutes - Draft

Heritage Commission

Attachment 1

City Hall
601 4th Avenue E
Olympia, WA 98501

Contact: Michelle Sadlier
360.753.8031

Monday, May 1, 2017

12:00 PM

Room 207

Heritage Review Committee Meeting

1. CALL TO ORDER

Chair Davies called the meeting to order at 12:04 p.m.

1.A ROLL CALL

Present: 4 - Commissioner Holly Davies, Commissioner Garner Miller,
Commissioner Sheila Swalling and Commissioner Nicholas Vann

Excused: 1 - Commissioner Dwayne Harkness

OTHERS PRESENT

Community Planning and Development Staff:
Historic Preservation Officer Michelle Sadlier
Senior Planner Joyce Phillips
Minutes Recorder/Office Specialist Stacey Rodell

Public Works Staff:
Transportation Engineering and Planning Manager Randy Wesselman

Member of the Public:
Rachel Newmann

Note: Ms. Newmann is a serving member of the Heritage Commission but not a member of the Heritage Review Committee. She indicated that she was attending the meeting to observe only.

2. BUSINESS ITEMS

2.A [17-0475](#) Review of Proposed Comprehensive Plan Amendment: Downgrade Maple Park Drive Southeast's Street Classification

Ms. Phillips presented a review of a proposed Comprehensive Plan Amendment: Downgrade Maple Park Drive Southeast's Street Classification. She reviewed the following via PowerPoint presentation:

Review Process

- Preliminary Proposal Steps
 - Proposals solicited - due date November 14, 2016

- Staff review of proposals per OMC 18.59.020
- Council screening to establish final docket/set application deadline
- Final Application Review Steps
 - Applications due - April 3, 2017
 - Notice of Application, State Agency Review- April/May/June
 - Environmental & other review by staff - May/June
 - Planning Commission review and public hearing - Summer
 - City Council review and decision - before December 31

Screening Criteria

- Summary of Olympia Municipal Code 18.59.020
 - Consistent with State and Federal laws?
 - Time to analyze any potential adverse environmental impacts?
 - Time to analyze any capital improvements and/or maintenance revenue needed?
 - Conflict with other provisions of the Comprehensive Plan?
 - Time to analyze any other significant amendments if needed?
 - If previously reviewed, did applicant identify reasons to review again?

Final Review & Evaluation Criteria

- Summary of Olympia Municipal Code 18.59.040
 - Does the amendment maintain consistency with other plan elements or development regulations?
 - Is the proposed amendment or rezone consistent with the goals of the Comprehensive Plan?
 - Is the proposed amendment or revision consistent with the county-wide planning policies?
 - Does the proposed amendment or rezone comply with the requirements of the Growth Management Act?

#3 - S. Capitol Neighborhood

- The South Capitol Neighborhood Association is requesting a Transportation 2030 map amendment to remove the Major Collector designation from Maple Park Drive SE, between Capitol Way and Jefferson Street. This street is somewhat unique because it serves as the boundary between part of the State's Capitol Campus and the South Capitol Neighborhood.

Ms. Sadler reviewed the following via a PowerPoint presentation:

Proposal Overview:

- "Downgrade" of street classification for Maple Park Drive Southeast from Major Collector Street
- Application references historic district as factor to consider
- Application does not include proposed development

Factors for Heritage Review Committee consideration:

- Street classifications have different development standards
- Possible lower-intensity classifications:
 - Neighborhood Collector Street

- Local Access Street
- South Capitol Neighborhood Historic District's Streets:
 - Mostly Local Access
 - Capitol Way = Arterial (highest intensity of traffic)
- Maple Park (not right-of-way) = Contributing

Key Questions:

- Is the proposed change in street classification itself a factor in heritage review under OMC 18.12.090?
- If so, does the proposed change in street classification comply with heritage review standards under OMC 18.12.090?

Mr. Wesselman explained the difference between the development standards for a commercial collector street, a major collector street and a neighborhood collector street. He noted that the State Department of Enterprise Services (DES) manages Maple Park which is the section of the street that runs down the middle. There are plans to update the street lights to more energy efficient lighting. The City has asked DES to consider the City's lighting standards for major collector streets. These higher light levels on the street are a concern of the residents in this area and this is the reason the residents are proposing this Comprehensive Plan Amendment to downgrade the street classification.

Ms. Sadlier reminded the Committee that the City does not have the authority to conduct heritage review on the Capitol Campus, which includes Maple Park itself but not the roadway. Mr. Wesselman noted that the City of Olympia, which manages the right-of-way itself, has recently upgraded Maple Park Drive and does not have any plans to alter the roadway in the foreseeable future.

Committee members asked questions of the staff present at the meeting and held a discussion on whether the proposal itself would comply or conflict with the U.S. Secretary of the Interior's Standards. While it was acknowledged that a change in street classification could ultimately result in alterations which may impact the character of the historic district, the proposed Comprehensive Plan Amendment to change the street classification would not in itself alter the historic environment.

Based on the discussion, Ms. Sadlier will write up a letter of recommendation with the Heritage Review Committee's concerns. The letter will acknowledge that the Committee was consulted on this amendment. The Committee will meet to review the recommendation letter prior to submission to Ms. Phillips for inclusion with her staff reports for the Planning Commission public hearing and for the City Council decision. A report on this recommendation will be provided to the full Heritage Commission at a future meeting.

Commissioner Swalling moved, seconded by Commissioner Miller to recommend that the proposed Comprehensive Plan amendment neither complies nor conflicts with the Heritage Review Standards under OMC 18.12.090. The motion was unanimously approved.

3. ADJOURNMENT

The meeting adjourned at 12:58 p.m.



Heritage Commission

Review of Draft Comment Letter on Proposed Comprehensive Planning Amendment: Downgrade Maple Park Drive Southeast's Street Classification

Agenda Date: 5/31/2017
Agenda Item Number: 3.A
File Number: 17-0598

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

Title

Review of Draft Comment Letter on Proposed Comprehensive Planning Amendment: Downgrade Maple Park Drive Southeast's Street Classification

Recommended Action

Move to approve draft letter (as amended) to be submitted as public comment.

Report

Issue:

Whether to approve the draft text proposed by staff in response to the discussion and recommendation at the May 1, 2017 Heritage Review Committee meeting.

Staff Contact:

Michelle Sadlier, Historic Preservation Officer, Community Planning & Development, 360-753-8031

Background and Analysis:

Minutes from the May 1, 2017 meeting will be reviewed and approved earlier in the meeting. Ms. Sadlier will bring a draft version of the Committee's official comment on the application to the meeting for members' review.

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