



Meeting Agenda

Heritage Commission

City Hall
601 4th Avenue E
Olympia, WA 98501

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

Wednesday, March 27, 2019

6:30 PM

Room 207

1. CALL TO ORDER

1.A ROLL CALL

2. APPROVAL OF AGENDA

3. APPROVAL OF MINUTES

3.A [19-0287](#) Approval of February 27, 2019 Heritage Commission Meeting Minutes

Attachments: [Minutes](#)

4. PUBLIC COMMENT

During this portion of the meeting, citizens 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 [19-0288](#) Olympia Arts & Heritage Alliance (AHA) Organizational Overview

6.B [19-0296](#) Recognition of Outgoing Commissioners

7. REPORTS

7.A [19-0293](#) Policy and Program Recommendations to City Council

1.a Promote & Oversee Olympia Heritage Register

Staff update

OHC Retreat May 8, 2019

1.b Review and Recommend Revisions to Heritage-Related City Code

No report

1.c Evaluate Special Valuation Applications

No report

- 1.d *Nominate Historic Preservation Award Recipient(s)*
Outreach Committee update

7.B [19-0294](#) Policy and Program Recommendations to City Staff

- 2.a *Conduct Heritage Review for Building Permit Applications for Register and Historic District Properties*
Heritage Review Committee update
- 2.b *Develop Public Guidance for Heritage Review and Best Practices in Historic Preservation*
Guidance for wood windows
Heritage Display at ArtsWalk
- 2.c *Conduct Design Review of Land Use Applications for Register and Historic District Properties*
No report
- 2.d *Review and Provide Historic Preservation Input on City Projects. Develop Familiarity with Regulatory and Budgetary Framework Relevant to Olympia Heritage.*
Study session with General Government Committee
Update on Downtown Design Guidelines
- 2.e *Support the Protection of Archaeology and other Cultural Resources.*

7.C [19-0295](#) Additional Heritage Program Activities

- 3.a *Conduct and Collaborate on Historic Preservation Outreach*
Neighborhood window workshops
Other Heritage Month Activities
- 3.b *Pursue and Enhance Partnerships and Integration with regional historic organizations, other City Advisory Boards, and Advocacy Groups.*
See Business Items
Staff report
- 3.c *Contribute to Programs and Activities to Enhance Historic Downtown Olympia*
ArCH Update

8. OTHER TOPICS

9. ADJOURNMENT

Upcoming

March 27	General Government Meeting with Commission chairs
March 28	Jane LaClergue farewell from Design Review Board
May	OPOP Olympia Design in Architecture Month
May 8	OHC Retreat

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.



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

Heritage Commission

Approval of February 27, 2019 Heritage Commission Meeting Minutes

Agenda Date: 3/27/2019
Agenda Item Number: 3.A
File Number: 19-0287

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

Title

Approval of February 27, 2019 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, February 27, 2019

6:30 PM

Room 207

1. CALL TO ORDER

Vice Chair Walker called the meeting to order at 6:30 p.m.

1.A ROLL CALL

Commissioner Davies arrived at 8:10 p.m.

Present: 8 - Chair Kat Kelly, Commissioner Holly Davies, Commissioner Dwayne Harkness, Commissioner Benjamin Helle, Commissioner Audrey Henley, Commissioner Maurice Major, Commissioner Garner Miller and Commissioner Sheila Swalling

Absent: 1 - Commissioner Rachel Newmann

OTHERS PRESENT

City of Olympia Community Planning and Development staff:

Senior Planner Marygrace Goddu
Program and Planning Supervisor Sophie Stimson

Lacey Museum Curator Erin Quinn Valcho
Lacey Historical Commissioner Sarah Thirtyacre

2. APPROVAL OF AGENDA

The agenda was approved.

3. APPROVAL OF MINUTES

3.A [19-0069](#) Approval of December 5, 2018 Heritage Commission Meeting Minutes

The December 5, 2018 minutes were approved.

4. PUBLIC COMMENT - None

5. ANNOUNCEMENTS

Ms. Walker announced this is her last meeting due to her relocation to Seattle. She

thanked the Commission and urged creation of a position on the committee specifically for Native American Tribal representation, reflecting on the City as a historic gathering place for Washington's Tribes throughout the Sound.

6. BUSINESS ITEMS

6.A [19-0198](#) Franklin & Legion Pedestrian Improvement Project Public Art Component Presentation

Ms. Stimson provided a flyer and discussed the progress on the Downtown street strategy.

6.B [19-0199](#) Informational Presentation on the Lacey History Museum

Ms. Erin Quinn Valcho, gave a presentation on the history of the Lacey Museum and the new property to serve as both a civic center and museum.

6.C [19-0200](#) Consider 2019 Applicants for Heritage Commission Vacancies

Discussed the Subcommittee's candidate recommendation.

Commissioner Major moved, seconded by Commissioner Henley to forward the names of four candidates for consideration to the General Government Committee. The motion carried by the following vote:

Aye: 8 - Chair Kelly, Commissioner Davies, Commissioner Harkness, Commissioner Helle, Commissioner Henley, Commissioner Major, Commissioner Swalling and Vann

Absent: 1 - Commissioner Newmann

Abstained: 1 - Commissioner Miller

6.D [19-0201](#) Heritage Commission 2019 Work Plan

Commissioners discussed the draft 2019 Work Plan.

Commissioner Kelly moved, seconded by Commissioner Davies to recommend approval of the 2019 Workplan as amended for consideration by General Government Committee. The motion passed unanimously.

7. REPORTS

Ms. Goddu and Commissioners reported on outside meetings attended.

8. OTHER TOPICS

Commissioners discussed ideas for the Olympia Heritage Month theme.

Commissioner Swalling moved, seconded by Commissioner Kelly to adopt

Historic Windows as the theme for 2019 focus. The motion passed unanimously.

9. ADJOURNMENT

The meeting adjourned at 9:45 p.m.



Heritage Commission
Olympia Arts & Heritage Alliance (AHA)
Organizational Overview

Agenda Date: 3/27/2019
Agenda Item Number: 6.A
File Number: 19-0288

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

Title

Olympia Arts & Heritage Alliance (AHA) Organizational Overview

Recommended Action

Not referred to a committee.

Report

Issue:

Whether to hear a presentation by the Olympia Arts & Heritage Alliance.

Staff Contact:

Marygrace Goddu, Historic Preservation Officer, Community Planning & Development, 360.753.8031

Presenter(s):

Shanna Stevenson, AHA Founding Board Member

Background and Analysis:

Ms. Stevenson will offer an informational presentation on the Olympia AHA, vision, goals, and organization.

Neighborhood/Community Interests (if known):

N/A

Options:

Information only, no action requested.

Financial Impact:

N/A

Attachments:

None.



Heritage Commission

Recognition of Outgoing Commissioners

Agenda Date: 3/27/2019
Agenda Item Number: 6.B
File Number: 19-0296

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

Title

Recognition of Outgoing Commissioners

Recommended Action

Committee Recommendation:

Not referred to a committee.

City Manager Recommendation:

No action requested.

Report

Issue:

Whether to recognize outgoing Commissioners.

Staff Contact:

Marygrace Goddu, Historic Preservation Officer, 360.753.8031

Presenter(s):

N/A

Background and Analysis:

Outgoing Commissioners will be acknowledged for their service.

Attachments:

None.



Heritage Commission

Policy and Program Recommendations to City Council

Agenda Date: 3/27/2019
Agenda Item Number: 7.A
File Number: 19-0293

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

Title

Policy and Program Recommendations to City Council

Recommended Action

Discussion of work plan components.

Report

Issue:

- 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)

Staff Contact:

Marygrace Goddu, Historic Preservation Officer, 360.753.8031



Heritage Commission

Policy and Program Recommendations to City Staff

Agenda Date: 3/27/2019
Agenda Item Number: 7.B
File Number: 19-0294

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

Title

Policy and Program Recommendations to City Staff

Recommended Action

Discussion of work plan components.

Report

Issue:

- 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.d Review and Provide Historic Preservation Input on City Projects. Develop Familiarity with Regulatory and Budgetary Framework Relevant to Olympia Heritage.
- 2.e Support the Protection of Archaeology and other Cultural Resources

Staff Contact:

Marygrace Goddu, Historic Preservation Officer, 360.753.8031



Heritage Commission

Additional Heritage Program Activities

Agenda Date: 3/27/2019
Agenda Item Number: 7.C
File Number: 19-0295

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

Title

Additional Heritage Program Activities

Recommended Action

Discussion of work plan components.

Report

Issue:

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

Staff Contact:

Marygrace Goddu, Historic Preservation Officer, 360.753.8031