

City of Olympia Heritage Review Checklist

*The proposed work should not detrimentally alter, destroy or adversely affect any exterior feature relating to the designation of the property to the Olympia Heritage Register. In the case of construction of a new improvement, building or structure on the site of a Register property, the exterior of such construction will not adversely affect and will be compatible with the external appearance of existing designated improvements, buildings and structures on the site. The **Secretary of the Interior's Standards** for the Treatment of Historic Properties (as amended) shall be the standards which guide the review of Register properties. (OMC 18.12.090(C)(1))*

Standard 1			
Complies ☐	Conflicts ☐	N/A ☐	A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
Justification, Conditions & other Notes:			

Standard 2			
Complies ☐	Conflicts ☐	N/A ☐	The historic character of a property will be retained and preserved. The removal of distinctive materials or alterations of features, spaces, and spatial relationships that characterize a property will be avoided.
Justification, Conditions & other Notes:			

Standard 3			
Complies ☐	Conflicts ☐	N/A ☐	Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
Justification, Conditions & other Notes:			

Standard 4			
Complies ☐	Conflicts ☐	N/A ☐	Changes to a property that have acquired historic significance in their own right will be retained and preserved.
Justification, Conditions & other Notes:			

Standard 5			
Complies ☐	Conflicts ☐	N/A ☐	Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
Justification, Conditions & other Notes:			

Standard 6			
Complies ☐	Conflicts ☐	N/A ☐	Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
Justification, Conditions & other Notes:			

Standard 7			
Complies ☐	Conflicts ☐	N/A ☐	Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
Justification, Conditions & other Notes:			

Standard 8			
Complies ☐	Conflicts ☐	N/A ☐	Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.
Justification, Conditions & other Notes:			

Standard 9			
Complies ☐	Conflicts ☐	N/A ☐	New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
Justification, Conditions & other Notes:			

Standard 10			
Complies ☐	Conflicts ☐	N/A ☐	New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.
Justification, Conditions & other Notes:			