



# Meeting Minutes

## Heritage Commission

City Hall  
601 4th Avenue E  
Olympia, WA 98501

Contact: Michelle Sadlier  
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**Wednesday, December 20, 2017**

**6:30 PM**

**Council Chambers**

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### Special Meeting

#### 1. CALL TO ORDER

Chair Kelly called the meeting to order 6:37 p.m.

#### 1.A ROLL CALL

**Present:** 4 - Chair Kat Kelly, Commissioner Benjamin Helle, Commissioner Sheila Swalling and Commissioner Nicholas Vann

**Excused:** 6 - Vice Chair Stephen Austin, Commissioner Holly Davies, Commissioner Dwayne Harkness, Commissioner Tamara Hayes, Commissioner Garner Miller and Commissioner Rachel Newmann

**Absent:** 1 - Commissioner Suzanna Pratt

#### OTHERS PRESENT

Community Planning and Development staff:  
Director Keith Stahley  
Senior Planner Amy Buckler  
Historic Preservation Officer Michelle Sadlier  
Artifacts Consulting, Inc. Architectural Historian Susan Johnson (via WebEx)

#### 2. APPROVAL OF AGENDA

There was no quorum present, so it was agreed to only discuss Item 6A. All other items will be postponed to the next meeting January 24, 2018.

#### 3. APPROVAL OF MINUTES

**3.A** [17-1219](#) Approval of October 25, 2017 Olympia Heritage Commission Meeting Minutes

**The minutes were postponed.**

#### 4. PUBLIC COMMENT - None

#### 5. ANNOUNCEMENTS - None

**6. BUSINESS ITEMS****6.A**     [17-1220](#)            PRESENTATION: Results of the Reconnaissance-Level Architectural History Survey of Downtown Olympia

Ms. Johnson presented the results of the Reconnaissance-Level Architectural History Survey of Downtown Olympia via WebEx/PowerPoint presentation. A copy of the presentation can be found in the meeting details on the City's website.

**The report was received.**

**6.B**     [17-1221](#)            Preparing 2018 Heritage Commission Work Plan: Part 2

**The discussion was postponed.**

**7. REPORTS****7.A     Heritage Review Committee**

This item was postponed.

**7.B     Outreach Committee**

This item was postponed.

**7.C     Policy, Ordinance & Guidance Committee (working title)**

This item was postponed.

**7.D     Survey & Inventory Committee**

This item was postponed.

**7.E     Staff**

This item was postponed.

**8. OTHER TOPICS - None****9. ADJOURNMENT**

The meeting adjourned 7:47 p.m.