



# Meeting Minutes

## Heritage Commission

City Hall  
601 4th Avenue E  
Olympia, WA 98501  
Contact: Michelle Sadlier  
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**Wednesday, April 26, 2017**

**6:30 PM**

**Room 207**

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**1. CALL TO ORDER**

Chair Davies called the meeting to order at 6:34 p.m.

**1.A ROLL CALL**

**Present:** 9 - Chair Holly Davies, Vice Chair Dwayne Harkness, Commissioner Tamara Hayes, Commissioner Benjamin Helle, Commissioner Kat Kelly, Commissioner Garner Miller, Commissioner Sheila Swalling, Commissioner Stephen Austin and Commissioner Suzanna Pratt

**Excused:** 2 - Commissioner Rachel Newmann and Commissioner Nicholas Vann

**OTHERS PRESENT**

City of Olympia Historic Preservation Officer Michelle Sadlier  
Office Specialist/Minutes Recorder Stacey Rodell  
Arts Commission Liaison Marygrace Jennings

**2. APPROVAL OF AGENDA**

The agenda was approved.

**3. APPROVAL OF MINUTES**

**3.A** [17-0449](#) Approval of March 22, 2017 Olympia Heritage Commission Meeting Minutes

The minutes were approved.

**4. PUBLIC COMMENT - None**

**5. ANNOUNCEMENTS**

Ms. Jennings announced the consultants for the Arts Commission-supported Gateways project will be at the Harbor House this Saturday to speak to the public about the project.

Ms. Jennings stated there will some digging work being done by Capitol Lake for the stormwater drainage system for the 1063 Building downtown (11th & Capitol Way). The local tribes have been notified.

Commissioner Helle announced the WA State Archives month theme may be "Strange Washington".

## 6. BUSINESS ITEMS

### 6.A [17-0450](#) Introduction to Cultural Resource Management

Ms. Sadlier provided a brief overview of regulations that address the protection of cultural resources, including Section 106 of the National Historic Preservation Act and the State Environmental Policy Act (SEPA). She noted that for all, the key questions are:

1. What resources do you have in the project area that may be of tribal interest, prehistoric or historic archaeology, or buildings and structures that are 45/50 years old or older?
2. What kinds of impacts might your project have on these resources?
3. How are you going to avoid those impacts or mitigate against unavoidable impacts to known resources?
4. How are you going to avoid impacts to resources discovered during construction?

Commissioner Kelly addressed the technical side of cultural resource management. Some of the points discussed included:

1. Methods of conducting archaeological surveys and testing &
2. Examples of cultural artifacts and features

**The information was received.**

### 6.B [17-0451](#) Update on Preservation Month: Olympia Oysters - This Place Matters

**This business item was discussed during business item 7.C.**

### 6.C [17-0452](#) Election of Heritage Commission Officers

Ms. Sadlier reviewed the roles of the Chair and Vice Chair. Commissioner Kelly expressed interest in the Chair position. Commissioner Austin expressed his interest in the Vice Chair position.

**Commissioner Hayes moved, seconded by Commissioner Swalling, to appointment Commissioner Kelly as Chair of the Olympia Heritage Commission. The motion passed unanimously.**

**Commissioner Miller moved, seconded by Commissioner Kelly, to appointment Commissioner Austin as Vice Chair of the Olympia Heritage Commission. The motion passed unanimously.**

## 7. REPORTS

**7.A Downtown Committee - None****7.B Heritage Review Committee**

Commissioner Miller and Vice Chair Harkness reported on a proposed project located in the Ward Building that the Committee approved with conditions.

**7.C Outreach Committee**

Commissioner Helle reported on a recent Committee meeting about Historic Preservation Month and the chosen theme of Olympia Oysters. They discussed possible activities for the month-long celebration. They also discussed planning for 2018 Historic Preservation Month.

**7.D Policy & Ordinance Committee - None****7.E Preservation Award Committee**

The Committee will start planning in June for Preservation Awards.

**7.F Survey & Inventory Committee**

The Committee will be meeting soon to discuss the Downtown inventory survey.

**7.G Staff**

Ms. Sadlier reported she will now have a formal inspection role for projects that have conditions from the Heritage Review Committee to ensure the conditions have been appropriately addressed before the applicant receives a Certificate of Occupancy.

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

The meeting adjourned at 8:51 p.m.