



# Meeting Minutes

## Heritage Commission

City Hall  
601 4th Avenue E  
Olympia, WA 98501  
Contact: Michelle Sadlier  
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**Wednesday, January 24, 2018**

**6:30 PM**

**Room 207**

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### **CALL TO ORDER**

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

### **1.A ROLL CALL**

**Present:** 9 - Chair Kat Kelly, Commissioner Holly Davies, Commissioner Dwayne Harkness, Commissioner Benjamin Helle, Commissioner Garner Miller, Commissioner Rachel Newmann, Commissioner Suzanna Pratt, Commissioner Sheila Swalling and Commissioner Nicholas Vann

**Excused:** 2 - Vice Chair Stephen Austin and Commissioner Tamara Hayes

### **OTHERS PRESENT**

Councilmember/Council Liaison Renata Rollins  
Assistant City Manager Jay Burney  
Historic Preservation Officer/Staff Liaison Michelle Sadlier

### **2. APPROVAL OF AGENDA**

The agenda was approved.

### **3. APPROVAL OF MINUTES**

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

The minutes were approved.

**3.B** [18-0092](#) Approval of December 20, 2017 Olympia Heritage Commission Meeting Minutes

The minutes were approved.

### **4. PUBLIC COMMENT - None**

### **5. ANNOUNCEMENTS**

Ms. Sadlier indicated the new City Council Liaison is Councilmember Renata Rollins.  
Ms. Sadlier discussed scheduling a February Heritage Commission meeting since the

retreat which has traditionally been held in February has been postponed until the summer to allow for a possible collaboration with the Thurston County Historic Commission.

## **6. BUSINESS ITEMS**

### **6.A [18-0093](#) Update on Arts, Cultures and Heritage (ArCH) Project**

Mr. Burney provided an update on the Arts, Cultures and Heritage (ArCH) project. Commissioner Helle has been representing the Heritage Commission at resource committee meetings for this project.

#### **The information was received.**

### **6.B [18-0094](#) PUBLIC HEARING & DETERMINATION 1: Nomination of the Howard C. & Minnie Y. Lucas House (420 Carlyon Ave SE) for Listing on the Olympia Heritage Register (#17-3717)**

Ms. Sadlier presented an overview via a PowerPoint presentation of the nomination to place the Howard C. & Minnie Y. Lucas House, located at 420 Carlyon Ave SE, on the Olympia Heritage Register. Ms. Sadlier recommended approval of the property.

Chair Kelly opened the public hearing. Ms. McGhee, applicant and owner of the property, spoke on behalf of her proposal. There being no additional oral public testimony, Chair Kelly closed the public hearing and deliberation of the Commission was opened.

In addition to recommending approval of the application, the Commission suggested the name be simplified to: Howard & Minnie Lucas House.

**Commissioner Davies moved, seconded by Commissioner Miller, to recommend the Howard & Minnie Lucas House, located at 420 Carlyon Ave SE, be added to the Olympia Heritage Register under the designation Criterion A, B, C, D and E (OMC 18.12.080). The motion passed unanimously.**

### **6.C [18-0097](#) PUBLIC HEARING & DETERMINATION 2: Nomination of the Elizabeth P. & Ralph B. Lee House (118 19th Ave SW) for Individual Listing on the Olympia Heritage Register (#17-4541)**

Ms. Sadlier presented an overview via a PowerPoint presentation of the nomination to place the Elizabeth P. & Ralph B. Lee House, located at 118 19th Ave SW, on the Olympia Heritage Register. Ms. Sadlier recommended approval of the property.

Chair Kelly opened the public hearing. Mrs. Doss, applicant and owner of the property, spoke on behalf of her proposal. There being no additional oral public testimony, Chair Kelly closed the public hearing and deliberation of the Commission was opened.

In addition to recommending approval of the application, the Commission suggested the name be simplified to: Elizabeth & Ralph Lee House.

**Commissioner Davies moved, seconded by Commissioner Vann, to recommend the Elizabeth & Ralph Lee House, located at 118 19th Ave SW be added to the Olympia Heritage Register under the designation Criterion B, D and E (OMC 18.12.080). The motion passed unanimously.**

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

Ms. Sadlier reviewed the updated version of the draft 2018 Heritage Commission Work Plan. There was a proposed change from meeting nine times per year to ten times per year, adding a meeting date in February.

**Commissioner Davies moved, seconded by Commissioner Swalling, to approve the proposed 2018 Heritage Commission Work Plan as amended and forward it on to the General Government Committee for review. The motion passed unanimously.**

**7.     REPORTS**

**7.A     Heritage Review Committee**

This item was discussed earlier in the meeting.

**7.B     Outreach Committee**

Ms. Sadlier indicated a need for more members on this Committee. Transportation History is the theme this year for Historic Preservation Month. She will schedule a meeting soon.

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

No report at this time.

**7.D     Survey & Inventory Committee**

Ms. Sadlier is working on the preliminary edit of the second draft of the Downtown Historic Property Survey.

**7.E     Staff**

Ms. Sadlier indicated the City did not receive the \$5,000 grant from Thurston County for the Priest Point Park survey. She also reviewed the staff work plan she has recently developed for her position as Historic Preservation Officer.

**8.     OTHER TOPICS**

Commissioner Vann announced the registration for the Revitalize Washington conference is now open and will be held in Port Townsend. He and Ms. Sadlier will be

presenters at this conference.

**9. ADJOURNMENT**

The meeting adjourned at 9:05 p.m.