



HISTORIC PRESERVATION COMMISSION MEETING AGENDA

**Online via Zoom and In Person at
Tumwater Fire Department
Headquarters, Training Room, 311 Israel
Rd. SW, Tumwater, WA 98501**

**Thursday, October 20, 2022
6:30 PM**

1. Call to Order
2. Roll Call
3. Changes to Agenda
4. Approval of Minutes
 - [a.](#) 04/21/22 Meeting
 - [b.](#) 06/16/2022 Meeting
5. Public Comment
- [6.](#) Partnership Update – Olympia Tumwater Foundation
- [7.](#) Crosby House Projects Update
- [8.](#) Arts and Programs
9. Next Meeting Date - 11/17/2022
10. Adjourn

Meeting Information

The public are welcome to attend in person, by telephone or online via Zoom.

Watch Online

<https://us02web.zoom.us/j/89954528841?pwd=WWxUb25iOVNJemcrNW9YQUN2eHJmUT09>

Listen by Telephone

Call (253) 215-8782, listen for the prompts and enter the Webinar ID 899 5452 8841 and Passcode 458731.

Public Comment

The public may submit comments by sending an email to sklein@ci.tumwater.wa.us, no later than 4:00 p.m. the day of the meeting. Comments are submitted directly to the Commission members and will not be read individually into the record of the meeting.

Post Meeting

Audio of the meeting will be recorded and later available by request, please email CityClerk@ci.tumwater.wa.us

Accommodations

The City of Tumwater takes pride in ensuring that people with disabilities are able to take part in, and benefit from, the range of public programs, services, and activities offered by the City. To request an accommodation or alternate format of communication, please contact the City Clerk by calling (360) 252-5488 or email CityClerk@ci.tumwater.wa.us. For vision or hearing impaired services, please contact the Washington State Relay Services at 7-1-1 or 1-(800)-833-6384. To contact the City's ADA Coordinator directly, call (360) 754-4128 or email ADACoordinator@ci.tumwater.wa.us.

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CONVENE: 6:30 p.m.

PRESENT: Chair David Shipley and Commissioners Jeremy Barclay, Dave Nicandri, Alex Rossiter, Don Trosper, Renee Radclift Sinclair, and Marnie Slakey.

Staff: Parks and Recreation Director Chuck Denney, Communications Manager Ann Cook, Parks and Facilities Manager Stan Osborn, and Capital Projects Manager Don Carney.

Others: Megan Ockerman, Assistant Director, Olympia Tumwater Foundation.

CHANGES TO AGENDA: Election of officers, consideration of a resolution for the Cowlitz Trail, and future meetings were requested for addition to the agenda.

MOTION: **Commissioner Nicandri moved, seconded by Commissioner Sinclair, to amend the agenda as requested. A voice vote approved the motion unanimously.**

ELECTION OF OFFICERS: Chair Shipley invited nominations for Chair of the Commission.

Commissioner Nicandri nominated David Shipley to serve as Chair. Commissioner Slakey seconded the nomination.

No other nominations were offered.

MOTION: **A voice vote of members unanimously elected David Shipley to serve as 2022 Chair of the Historic Preservation Commission.**

Commissioner Rossiter joined the meeting.

Commissioner Nicandri nominated Alex Rossiter to serve as Vice Chair. Commissioner Slakey seconded the nomination.

No other nominations were offered.

MOTION: **A voice vote of members unanimously elected Alex Rossiter to serve as 2022 Vice Chair of the Historic Preservation Commission.**

FUTURE MEETINGS: Director Denney advised of the opportunity to resume in-person meetings or continue meeting virtually in a hybrid format. Members electing to participate virtually can be accommodated. Staff will be contacting members about their respective preference. The next meeting will be configured to accommodate preferences by Commissioners. The next meeting is scheduled on May 19, 2022.

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APPROVAL OF MINUTES: AUGUST 19, 2021:

MOTION: Commissioner Nicandri moved, seconded by Commissioner Trospen, to approve the August 19, 2021 meeting minutes as presented. A voice vote by members unanimously approved the motion.

**APPROVAL OF
MINUTES:
NOVEMBER 18,
2021:** Commissioner Nicandri moved, seconded by Commissioner Sinclair, to approve the November 18, 2021 meeting minutes as presented. A voice vote by members unanimously approved the motion.

**PUBLIC
COMMENT:** There were no public comments.

**MEET & GREET
WITH MAYOR
DEBBIE
SULLIVAN:** Mayor Sullivan commented that some of her goals as the new Mayor included meeting all employees within her first 100 days, which she accomplished in 102 days, as well as meeting with all members of the City's boards and commissions. Her intent is to connect with all members to ensure they become familiar with her as the new Mayor.

Mayor Sullivan shared that she was raised on a horse ranch in Montana and understands and appreciates hard work, the land, the environment, and the animals. In 1986, she moved from Montana to assume a position as a real estate appraiser in Western Washington. She eventually moved to the Phoenix area in the late 1980s working as a property tax support specialist for an international leasing company. After deciding the desert was not to her liking, she returned to Washington. She has lived in Tumwater since 1996. She served 10 years on the Tumwater Planning Commission and eight years on the City Council prior to her election as Mayor. She has been a business owner, was employed by one of the largest corporations in the world; Intel, and worked in state government for 10 years. She understands the needs of small business owners and large corporations and the disconnect that can sometimes occur between business and government. Her husband is a retired Military Police Officer. Her son resides in east Olympia and is the father of three daughters. Her daughter lives in Tumwater with her husband. She invited questions from Commissioners.

Commissioner Nicandri asked whether her family initially settled in the Yellowstone area in 1883. Mayor Sullivan replied that her family settled in Montana in 1886 in the area of the Yellowstone valley near Billings, Montana. When her great-great grandfather homesteaded, the government had moved the Crow Indian Reservation line with her ancestor's property located within the border. The survey was completed incorrectly. It took her family 10 years to complete the homestead. Billings, Montana is a diverse community and is the largest city in the surrounding four states.

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She attended Eastern Montana College, which is now Montana State University Billings.

Chair Shipley asked Mayor Sullivan about her goals for improvements or changes in the City. Mayor Sullivan responded that her first goal is to stabilize the City following COVID-19 as the pandemic has been a struggle for the City. One of the first steps is increasing staffing levels. The City recently hired a Sustainability Coordinator scheduled to begin on May 1, 2022. An Economic Development Manager is scheduled to begin in June 2022. The two new positions will assist in relieving some of the workload of existing staff. Other goals are attracting more businesses and adding more housing.

Commissioner Nicandri noted that the City has only had five mayors in the last 50 years. He referred to the Capitol Lake management project and its close intersection with the Commission's portfolio. He asked about the City's posture with respect to the Capitol Lake decision-making process for any mitigation steps that might enhance City parks and historic interpretive infrastructure within the South Basin of the Capitol Lake system. Mayor Sullivan advised that the City selected the estuary as the preferred long-term management alternative for Capitol Lake. She offered to followup with the Commission on the outcome of a pending meeting of the Capitol Lake Executive Work Group to provide information on the status of the project.

Director Denney offered to provide Mayor Sullivan with Commissioner Nicandri's comments pertaining to potential impacts to the City caused by the long-term management option selected for Capitol Lake.

Commissioner Trosper asked about the Mayor's view and interest in Tumwater's history. Mayor Sullivan noted that her daughter pointed out that she was elected as Tumwater's first woman Mayor. She thanked Commissioner Trosper for providing a tour of the Schmidt House and reviewing the history of the home and surrounding area. Recent efforts by the City include improvements to the historic cemetery with the cleaning of the headstones of the Bush family by a local company in Tenino. Her intent is ensuring any cleaning and restoration efforts of any historic resources are vetted properly and include the oversight of the Commission.

Commissioner Trosper acknowledged new Commissioner Jeremy Barclay and offered to provide him a tour of the Schmidt House.

Chair Shipley asked about the status for converting a hotel near the airport to housing. Mayor Sullivan advised that the proposal is pending a decision until the Port of Olympia receives Federal Aviation Administration (FAA) approval. Conversion of the hotel is dependent upon financing and administrative processes.

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Commissioner Rossiter asked about the proposal for a change to the City's logo. Based on the intent to keep Tumwater's history at the forefront, he understands that the current logo of Michael T. Simmons is important as it represents the historic significance of the City. Mayor Sullivan replied that because Tumwater is representative of many different kinds of history ranging from native tribes to the colonization of the area, her desire is to bridge the different historical facets into one logo representing the entire history of the area. Work has not been initiated on redesigning the logo and no preconceived ideas are under consideration other than staff is working with designers, which will include a public process. The Commission will be involved in any changes to the logo.

Commissioner Nicandri asked about the timing of improvements at the Capitol Boulevard and Trosper Road intersection. Mayor Sullivan said the project is scheduled to begin later in the year as staff is still acquiring right-of-way and completing design. Construction is scheduled to begin later in the summer.

Manager Cook added that some related work will begin near the intersection in late June for Lee Street improvements and other local roads in preparation for the installation of the roundabout at Capitol Boulevard and Trosper Road. Intersection improvements are scheduled in 2023 with an eight month construction window. Traffic in the area will be extremely congested. The City has hired an employee as part of her team to manage all communications about the project and other major projects along Capitol Boulevard because of disruption to businesses and traffic.

Commissioner Barclay asked whether the Mayor has identified any priorities over the next several years the Commission should consider. Mayor Sullivan explained that she has refrained from becoming involved in the activities of the Commission but wants to ensure that when she learns of issues or areas of interest, the information is forwarded to the Commission for consideration.

Chair Shipley asked about plans to address traffic congestion within the Brewery District. Mayor Sullivan reported that with the development of Heritage Distilling, a new road replacing Tumwater Valley Drive is planned for construction to access Capitol Boulevard and the golf course. The City is planning for the E Street extension from Capitol Boulevard to Cleveland Boulevard to relieve traffic congestion in the Brewery District. The long-term project is dependent upon receiving federal grants; however project design is required before applying for grants.

**OLD BREWHOUSE
TOWER
REHABILITATION
PHASE 2:**

Managers Cook and Carney updated members on the status of the Phase 2 Old Brewhouse Tower Rehabilitation project. Since the last update, recent efforts have been in assessing the building's crawlspace. Phase 2 work is seismic reinforcement with efforts ongoing to manage costs of the project. The City recently executed the fourth amendment to the architectural and

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engineering contract covering schematic design, structural engineering, probable construction costs, construction drawings, and project bid documents.

The original consultant agreement executed in July 2018 for \$117,570 was for design of roof repairs, securing buildings openings, and cleaning and restoring exterior bricks. The agreement was amended in July 2019 to extend the term of the agreement. A second amendment in October 2020 for \$194,720 extended the term and added installation and seismic improvements to the foundation, seismic steel framing retrofit design, and new floors where needed. The third contract amendment approved in November 2021 extended the agreement followed by a fourth amendment in response to changes in the Building Code and an increase in hourly rates of the consultants. The City Council approved the fourth amendment and authorized \$323,000 for architectural and engineering services. The current plan is to complete all drawings, initial cost estimates, and present the information to the Council for consideration on next steps. The current estimate for Phase 2 is \$2.5 million for seismic retrofits based on studies completed in 2014, 2015, and 2016. Material costs have increased substantially and the intent is to suspend the project to determine how much work can be completed.

Manager Carney added that the consultant team has managed to minimize salary increases and staff is pleased with the work by the architect and subconsultants.

Manager Cook reviewed overall costs for the Brewhouse Tower Rehabilitation project. Phase 1 work included brick repair and replacement, masonry repair, and roof construction at a cost of \$2,509,987 funded by a \$507,000 state grant, \$370,000 from lodging tax revenue and donations, and \$350,000 from the American Rescue Plan Act of 2021 (ARPA). Initially, Phase 1 was estimated to cost over \$1.2 million. However, additional brick work and an increase in the cost of materials contributed to project costs increasing substantially.

Phase 2 work is anticipated to exceed the estimated cost of \$2.5 million. Currently, funding for Phase 2 includes \$323,000 authorized by the City Council, a state grant of \$507,000, \$100,000 in ARPA funds, and a request for \$2 million in federal grant. The federal funding request is sponsored by Representative Strickland and is from a program funding shovel ready projects. Expenditure of the funds must be completed by the end of 2023 with the City receiving the funds in fall 2022. The project is well-positioned and the funding request has moved forward to the second round of consideration. Representative Strickland has visited the site, as well as the Craft District. As the former mayor of the City of Tacoma, Representative Strickland understands the City's economic development plan and how the brewtower is an important part of the plan to promote economic development activity. She is also acquainted with the work of

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Commissioner Nicandri in his former role who served as the catalyst for redevelopment and revitalization of downtown Tacoma.

Current project work includes completion of geotech work of the crawlspace to identify the type of soil. The City has few elevation drawings for the brewhouse and there is uncertainty as to whether foundation pilings exist. The crawlspace has been difficult to assess because it was full of water. The building foundation includes timber piles below the concrete. The surprise was the depth of the pilings.

Manager Cook shared a series of photographs of the entrance to the crawlspace. The entry is very small with restricted access. Prior to the architects, structural engineers, and geotech entering the site, public works staff accessed the site and spent 18 hours pumping water from the crawlspace. The crawlspace is 14 feet deep. The architect surmised the height was because construction workers at that time attempted to drill down to the hardpan or basalt layer, which is very deep. The workers likely stopped drilling after reaching 14 feet. It appears workers installed timber piles at that depth. The original plans from Milwaukee reflect a lower height crawlspace. However, because of the unknowns associated with the site, the crews on site obviously decided to drill deeper.

Manager Cook said the architect and engineers were pleased to discover drill drawings. Existing timber is from the original construction and likely has been under water. The plan is to recover timber for reuse as part of the interpretive features inside the building. By late June, the architect is scheduled to update existing foundation and section drawings. The structural engineer is completing the preliminary seismic design above grade and working with geotechnicians on the crawl space and below-grade pile design to complete schematic design documentation for completion of the construction cost estimate. The information will be presented to the Council for a decision on next steps.

Manager Carney added that the height of the crawlspace will facilitate the construction of the seismic system enabling more room for workers to install the system. Engineers needed to inspect the crawlspace to identify the flooring system and to identify ways to support the remaining structure using the seismic system.

Manager Cook advised that the Commission will also consider a proposal to access the crawlspace within the building by opening up a section of the floor, which requires a review by the Commission and the Department of Archeology and Historic Preservation.

Chair Shipley asked whether a sump pump would be used to remove water from the crawlspace and whether the building's workers ever reached bedrock or basalt. Manager Cook advised that the geotech work earlier in the year identified bedrock at a depth of 30 feet. It is likely construction

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workers dug with a goal to reach basalt or bedrock and gave up when they reached a depth of 14 feet.

Ms. Ockerman added that based on her research, the workers did not drive piles to the depth of 30 feet.

Chair Shipley inquired about the proposal for opening the first floor for access to the crawlspace. Manager Cook advised that the location and the size of the opening has not been determined but would be of sufficient size to accommodate the work. Access from the exterior opening is not possible and would require additional excavation and disturbance of the ground, which likely could cause damage.

Commissioner Nicandri recommended increasing the intensity of lighting around the old brewhouse at night.

**CROSBY HOUSE
PROJECTS:**

Manager Osborn briefed the Commission on the status of the Crosby House. A Structural Observation & Assessment Report was included in the Commission's agenda packet. The City hired Sargent Engineers to evaluate the structural integrity of the house. In February 2021, the company installed laser levels at multiple locations throughout the house and the foundation. The house is experiencing cracking in walls. In July 2021, the company repeated the testing. The high end of the building is located in the northern area of the living room near the window on the first floor, which was designated as zero. The lowest point of the house is on the southwest corner near the restroom/kitchen area reflecting a measurement of 7.9 inches lower than another area located at a distance of 35 feet. The report reflects settling of the house is occurring by deterioration of wood by insects and the lack of gutters.

Recent work completed on the house included roof and valley repairs above the kitchen. The department received approval to obtain some bids for reroofing the house. Lacking gutters, rainwater infiltrates the foundation. Existing landscaping is not sloped away from the building creating problems. A contractor experienced in working on historic buildings provided an estimate to repair the foundation based on the Structural Observation & Assessment Report. The contractor's estimate for repair is \$60,000. The estimate was provided 18 months ago. With recent escalation in construction costs, the estimate has likely increased to \$90,000 and does not include general contracting, floor joists, wood work, or other appropriate repairs to conform to the rules for an historic building.

Manager Osborn said it is uncertain if it is possible to add gutters to the historic house. Staff plans to work on a new estimate for reroofing the building to conform to historic structure requirements.

Commissioner Slakey asked whether gutters were installed on the Henderson House. Manager Osborn affirmed gutters were installed and

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are original to the house.

Manager Osborn noted that to protect the foundation and essentially the house, the addition of gutters is necessary. Staff plans to obtain designs meeting historic guidelines. Following the installation of gutters, siding repair work could begin followed by collaboration with the Daughters to improve and slope landscaping away from the house.

Commissioner Nicandri suggested staff should visit with officials from the Chief Factor's House at Fort Vancouver for guidance on requirements for installing gutters on an historic structure. Commissioner Trosper suggested also visiting Fort Nisqually or the Bigelow House in Olympia. Manager Osborn advised that he plans to research historic repair requirements and guidelines.

Chair Shipley noted the report was an interesting read as well as startling in terms of the amount of wood rot and termite holes. Manager Osborn replied that after the report was completed, staff hired a pest control company to visit the site and identify and remove insects. Another possibility in the difference between the measurements could be attributed to last year's heat wave causing wood to contract and expand throughout the structure. Prior to his arrival at the City in 2007, the City installed a cement foundation in areas of need, which continue to settle today.

Commissioner Nicandri remarked that the issues would continue to be an ongoing problem and that a contributing factor over time is the building's proximity to the interstate highway system. He was a member of the City Council in the 1970s when the Washington State Department of Transportation (WSDOT)) initiated planning for the freeway alignment through Tumwater. He was surprised to learn of a recent announcement that WSDOT is initiating preplanning for future improvements and rehabilitation of the corridor within the next several years. As he has repeatedly argued relative to the Capitol Lake proposition, the City of Tumwater needs to be extremely aggressive in positioning itself for mitigation support because of impacts caused to City facilities by state projects. Although it would not solve the problem this summer or this decade, if the City presumes that the issues are a long-term commitment for the City, efforts should begin to lay the groundwork during the forthcoming WSDOT planning effort.

Manager Osborn replied that with available information as to the condition of the foundation and estimates for repair, it is possible to permanently secure the foundation, as well as halting deterioration and damage to the building caused by settling through a combination of foundation repairs, roof repairs, and diversion of stormwater. His request to the Commission is for insight, approval, and support to ensure preservation of the historic structure.

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Commissioner Slakey asked for periodic updates on progress to stabilize the Crosby House. Manager Osborn said the first step is seeking funds to budget the repairs. The City's budget cycle begins in January and he plans to submit budget requests to repair the house.

Chair Shipley inquired as to the appropriate type of roofing material. Manager Osborn said roof shingles of the appropriate thickness could stabilize the house for another 30 to 50 years if maintained appropriately. He plans to request funds for siding repair, repainting, and other rehabilitation efforts along with foundation repairs.

Director Denney advised the Commission they would continue to receive periodic updates on the status of efforts to repair the Crosby House.

PARTNERSHIP UPDATE – OLYMPIA TUMWATER FOUNDATION:

Director Denney introduced Megan Ockerman, Assistant Director, Olympia Tumwater Foundation. The City has worked with the Foundation for many years and recently began working with Ms. Ockerman in her new capacity at the Foundation. As staff considers the future use of the Brewmaster's House and how the public will have access, it is important to consider the contents of the house, the historical period of interpretation, and how the house aligns within the larger Historical District, Crosby House, Schmidt House, Brewery Park at Tumwater Falls, and Tumwater Historical Park. The intent is partnering with the Foundation to communicate the Tumwater story more effectively to the community and consider the future of public events to attract visitors to the Historical District.

Ms. Ockerman said she has been hired as the Assistant Director for the Foundation. She previously worked for the Foundation in 2017 after receiving a master's degree from the University of Washington. Her thesis was on the history of the brewery and she did most of the research on the brewery from the archives located in the Schmidt House. After relocating to Portland and working within another industry, she returned to Olympia and began working at the Foundation on a part-time basis as an historian. She has worked closely with Director Denney and Manager Osborn on a series of different projects.

Ms. Ockerman shared information on current efforts for opening the Brewmaster's House to the public. Current efforts include completing the digitalization of historical photos stored in the basement and opening the house to mark the 20th anniversary of the brewery closure. In June 2023, the intent is to open the house with exhibits of the brewery. An executive committee is assisting her in overseeing that project and she is seeking volunteers to join subcommittees for each exhibit. The plan calls for a permanent brewery exhibit in the main parlor and an exhibit in the kitchen depicting the process for brewing beer, exhibits in the upper story on labor and the union, as well as women and minority workers, one exhibit on brewery advertisements, and an exhibit on new breweries. Because the

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Brewmaster's House is not ADA accessible, she plans to provide a virtual option of all exhibits. She invited Commissioners to consider volunteering or sharing information on the opportunity with friends and family.

Ms. Ockerman responded to questions on the timing and number of subcommittee meetings. The frequency of meetings has not been determined but would be dependent upon progress and the type of exhibit. The goal is to open the house by June 2023. She envisions the house to serve as space for collaboration with the community by featuring exhibits by local artists, tribes, or traveling exhibits from different organizations.

Commissioner Nicandri expressed support for the proposal especially for placing an exhibit on the history of brewing in the kitchen of the house. He cited a friend of his son who is a principal brewmaster at the Deschutes Brewery in Bend, Oregon. Twenty years ago he stayed at his apartment as he was brewing beer with big kettles on the stove in his apartment. Ms. Ockerman shared that she and Karen Johnson were exploring items in the basement of the house and discovered an old display case containing dried hops and barley in vials. The kitchen in the Brewmaster's House includes glass cabinets making them a great display case for a hands-on exhibit on brewing. She has been in contact with local brewers as a resource on brewing.

Director Denney reported on the hiring of a part-time Arts Coordinator to oversee all forms of art in the City. As the City pursues increasing the presence of art in the City, the department is working with the Foundation to host an event in fall coinciding with the return of the salmon at the Brewery Park and an arts fair in cooperation with the Foundation and the Department of Fish and Wildlife. The event may include a salmon run between Historical Park and the Brewery Park at Tumwater Falls. Later in the fall in October, the department is sponsoring a Halloween dress up pet/dog parade between the two parks on a section of the new Deschutes Valley Trail.

COWLITZ TRAIL: Director Denney referred to Commissioner Nicandri's draft of a resolution for consideration by the Commission. Should the Commission decide to move forward with a resolution, he recommended drafting a resolution and forwarding the draft for adoption and approval by the City Council as a City resolution.

Commissioner Nicandri referred to his previous comments documented in meeting minutes advocating for placing Tumwater's history on the map in the sense that the City has a significant connection to a major national historic trail. Should the Commission secure approval by Congress to adopt the Cowlitz Trail segment, the advantage to the community would be substantial, as well as to Brewery Park at Tumwater Falls. He has engaged in a series of conversations over the years with numerous individuals with similar interest in pursuing action. His approach is informed by what was

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required in a parallel situation that designated the Lewis and Clark Trail site on the lower Columbia River. This situation is similar because as several historians had determined prior to the bicentennial in the early 2000s, the actual end of the Lewis and Clark Trail was identified to be located in Washington; however the National Parks Service established the end of the trail in Astoria, Oregon at the end of the Columbia River. The same dynamics are in play for the Oregon Trail, which is believed to end in Oregon City but based on extensive research actually extends in many directions one of which terminates at Tumwater Falls. His overall strategy in concert with his colleagues (Don Trosper, Megan Ockerman, Dave Welch, and John Freedman) is to stair step the request by first having the Commission adopt a resolution with the goal of the City Council formally adopting the resolution and forwarding the resolution to the local legislative delegation for adoption by the State Legislature for referral to the state's congressional delegation for official adoption by Congress. He anticipates that those efforts will take many years to complete. The outcome of such designation would result in National Park logos posted along the I-5 corridor directing travelers to the Oregon Trail auto route to the Brewery Park at Tumwater Falls, as well as to other historic sites in Tumwater, such as the Bush Homestead. The Cowlitz Trail segment should be added to the National Historic Trails system. Ms. Ockerman has agreed to research and author an article on the theme and submit it for publication by *Columbia Magazine*.

The Commission discussed next steps for adoption of the resolution by the Council. Commissioner Nicandri added that he recently spoke to Congresswoman Strickland about the issue and she was enthused and understands both the rationale and the cultural and local significance. She confirmed she would be an advocate for the proposal. He cautioned that the process can take years in addition to competing with other designations of other trail segments.

Commissioner Nicandri recommended moving forward and adopting the resolution for Director Denney to forward to the City Council for further dialogue and consideration. Director Denney offered that staff could reformat the resolution to conform to the City's format as well as editing the resolution for accuracy and forwarding the resolution for legal review by the City Attorney. The draft from the City Attorney would be reviewed and approved by the Commission with a recommendation to the Council for approval. He recommended Commissioners could also attend the City Council meeting to speak in support of the resolution.

Commissioner Nicandri added that based on the Lewis and Clark designation, the Commission and City should consider a period of six to eight years before the designation is approved by Congress.

MOTION:

Commissioner Nicandri moved, seconded by Commissioner Rossiter, to adopt and forward the resolution as amended (correcting

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Tumwater Historic Preservation Commission). A voice vote approved the motion unanimously.

**INTRODUCTION
OF JEREMY
BARCLAY:**

Chair Shipley recognized and welcomed new member Jeremy Barclay.

Commissioner Barclay reported he moved to Tumwater/Olympia seven years ago. He is a native of Kansas City near Independence, Missouri. He served on the historic commission in Topeka, Kansas for three years.

Commissioners provided self-introduction and shared information on their respective background.

Director Denney encouraged members to contact him if they are interested in a tour of the homes.

ADJOURNMENT:

Commissioner Barclay moved, seconded by Commissioner Trosper, to adjourn the meeting at 8:22 p.m. A voice vote approved the motion unanimously.

Prepared by Puget Sound Meeting Services, psmsoly@earthlink.net

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MINUTES OF HYBRID MEETING
June 16, 2022 Page 1

CONVENE: 6:30 p.m.

PRESENT: Chair David Shipley and Commissioners Jeremy Barclay, Dave Nicandri, Don Trosper, Renee Radcliff Sinclair, and Marnie Slakey.

Absent: Commissioner Alex Rossiter.

Staff: Parks and Recreation Director Chuck Denney, Parks and Facilities Manager Stan Osborn, Recreation Manager Todd Anderson, and Capital Projects Manager Don Carney.

CHANGES TO AGENDA: A report on the Pioneer Cemetery was added to the agenda.

PUBLIC COMMENT: There were no public comments.

CERTIFICATE OF APPROPRIATENESS – SCHMIDT HOUSE: Sheila Swalling, Swalling Walk Architects, presented the proposed Certificate of Appropriateness for some improvements and additions to the Schmidt House.

The Schmidt House was built in 1904 by Leopold and Johanna Schmidt. The improvements include:

- Construction of a new restroom within the existing carport
- A new ADA lift platform off the terrace
- Installation of ductless HVAC, fire suppression and doors in the basement
- Replace existing sidewalk with new, wider walkway

The project adds an accessible restroom for people with mobility limitations. The goal is to complete the improvements with the least visual impact. Studies were completed on different types of access ramps and areas for placement of the ramp. The Olympia Tumwater Foundation selected the lift option.

Ms. Swalling referred to a site plan of the Schmidt House and surrounding grounds. She identified different areas within the house, the existing three-side covered carport, and the location of the new accessible restroom. The option of including a restroom in the house was not possible because of space limitations to meet required clearances. To the left of the terrace along the side of the house is the location of the lift, which is substantially hidden from views from the front of the house.

Ms. Swalling displayed a view of the carport, a simple structure of three walls and a hip roof constructed after the Schmidt House was

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built. The date of construction is unknown but the carport is more than 50 years old.

Ms. Swalling displayed different elevations depicting current conditions and a new wall enclosing the restroom with the addition of windows to form the new restroom. She referred to a picture of the garden shed to provide more context as to the location of the carport/garage.

Photos of the terrace from all sides were shared. The lift is proposed for placement near the terrace located at the corner end of the house. Overgrown shrubs have affected the terrace structure and would be removed. The existing sidewalk is only two-feet wide. The proposal removes and replaces an existing sidewalk with a five-foot wide sidewalk. Existing rhododendrons would be removed with the lift installed in that location.

Commissioner Radcliff Sinclair asked whether the plants would be discarded or replanted in another location. Ms. Swalling advised that the proposal is to discard the taller cedar-like shrubs, which are not original to the house and replant the smaller rhododendrons in another area on the property.

Commissioner Nicandri asked about the existing width of the diagonal sidewalk that ends at the steps. Ms. Swalling replied that she believes the diagonal sidewalk is five-feet wide. Commissioner Nicandri asked staff to confirm the width as the new sidewalk should match the existing sidewalk width. Ms. Swalling confirmed the proposal includes adding a five-foot wide sidewalk to match the existing sidewalk.

Ms. Swalling pointed out the location of the lift, which extends three inches taller than the top of the existing terrace. The lift is nine inches wide and resembles a column feature extending above the terrace. The structure includes a plexiglass gate rather than a metal gate. The new restroom and the lift are the only two components of the project affecting the Schmidt House visually from the exterior.

Commissioner Nicandri referred to the photograph depicting the house as viewed from the covered carport and the drawing reflecting how the structure would be enclosed with a wall and windows to create a restroom. Although he understands the need to enclose the space to provide a functioning restroom, the view of the carport against the backdrop of the house is the most common vantage point for viewing the house. One of the principles of historic preservation is to draw upon an existing template for any new features or additions. The photograph depicting the covered carport is helpful as it enables a view of the top of the side view of the house with a series of stacked styled

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windows under the gable. The illustration for the carport reflects enclosing the structure with a row of similar-type windows to the left and a wall filling the right side of the structure. He encouraged the team to consider designing the windows to match with the upper story windows on the house and applying a frosting technique to the windows for restroom privacy. The new window treatment should be derived and inspired by the existing window stack on the house.

Chair Shipley agreed and suggested replicating the top trio of the attic windows, as there is insufficient space to replicate the entire set of windows.

As an alternative, Commissioner Nicandri offered that the windows under the gable at the top of the house are both interesting as well as resembling a three-window garage door, which could be replicated on the front of the carport enclosure. Ms. Swalling acknowledged the suggestion but noted the design includes an interior handicap grab bar along the wall. The design would not be conducive to place a windowsill lower as it would pose to be an uncomfortable environment for people using the restroom. Commissioner Nicandri suggested that the shape of the windows at the top of the stack is a better design element for the enclosure. Ms. Swalling responded that placement of the windowsills could be lowered by several inches; however, based on the interior elevation, a horizontal grab bar includes a vertical grab bar as required by code. The design does not afford flexibility to lower the windows beyond a maximum of six inches to provide some context to the window stack under the gable on the house. Commissioner Nicandri clarified that the recommendation is not to adjust the height but to mimic the shape of the windows, as well as the pattern of the siding on the house to the extent possible.

The Commission discussed matching the siding of the new restroom structure with the house siding. Ms. Swalling pointed out that the existing garage siding is different from the siding on the house.

MOTION:

Councilmember Nicandri moved, seconded by Commissioner Trosper, to approve the Certificate of Appropriateness for the proposed project with the following conditions: (1) the new sidewalk and the area around the new lift is the same width as the diagonal sidewalk to the foot of the adjoining stairs, (2) the window treatment on the garage replicates the pattern and glazing of the top portion of the third story window treatment on the same side of the main house, and (3) approval of the lift design as proposed. A voice vote approved the motion unanimously.

**CROSBY HOUSE
PROJECTS:**

Manager Osborn followed up with information in response to questions addressed during the April meeting on regulations applicable to Crosby

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House roof, gutters, and foundation repairs.

Staff inspected the house roof and identified existing wood gutters on the house. However, some gutters on the side of the house were removed when the roof was replaced. The kitchen addition also lacks gutters. The lack of gutters along the remaining areas is contributing to foundation issues. Manager Osborn reported he contacted Marygrace Goddu, with the City of Olympia for some guidance. During their conversations, he learned about the difference between rehabilitation and preservation of historic structures. The proposed repairs are classified as a preservation project.

Manager Osborn referred members to copies of the bids for the roof replacement. The lowest bid was approximately \$110,000 with no major repairs. Based on his conversation with Ms. Goddu, it is possible to install metal gutters as long as they are similar in appearance to the original gutters. Staff proposes to install metal gutters and replace the roof with 1/2" wood roofing shakes. The cost is high because it is based on the quality of the shakes.

Commissioner Slakey inquired about the fire risk of wood shakes. Manager Osborn advised that the shakes are treated.

Manager Osborn reported the major concern of the historic house is repairing the foundation. Staff is working on an estimate to include within the department's budget. Additionally, a separate cost is included to contract with a contractor to work with a foundation contractor for work under the floor joists to adapt to any new structure as part of the foundation work. The budget request includes funding for work on siding repairs, painting, gutters, and landscaping.

Commissioner Slakey asked about the timing of the repairs. Manager Osborn advised that if the budget is approved, the work could be initiated by mid-2023. Repairs to the Crosby House are a top priority at this time.

Commissioner Trosper inquired about any financial support from the Daughters of the Pioneers that use the house. Manager Osborn replied that financial participation by the Daughters is not possible as the organization is struggling financially.

Discussion ensued on the high cost of replacing the roof and recent cost increases in the construction market. The budget request for Crosby House repairs to replace the roof, add gutters, and repair the foundation is approximately \$200,000 and does not include repairs to the siding, painting the house, and landscaping.

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Manager Osborn added that he was recently contacted by a woman who leads a group of girl scouts. The group is seeking a location in Tumwater to start a pollinator/butterfly garden. The garden would require some irrigation. He worked with the Daughters and the girl scout group to coordinate efforts to build the garden on the Crosby property.

The Commission reviewed the status of its budget of which \$20,000 was dedicated to the Old Brewhouse project. It is likely Communications Manager Cook will request the Commission consider allocating its budget next year. Director Denney noted that the Commission has the option of allocating some funds to other projects as well as to the Old Brewhouse project.

Discussion followed on the status of resuming in-person meetings and the status of in-person Council meetings. Director Denney said the Council has elected to conduct hybrid meetings utilizing both virtual and in-person attendance by the Council in the Council Chambers. The video and audio equipment was changed to accommodate broadcasting both in-person and virtually. The system is complicated with all other advisory board and commission meetings held in other locations at the City. Additionally, the City has rescinded the requirement for COVID vaccination effective July 1, 2022 based on the Governor's action to rescind the state of emergency executive order. Commissioners have the option of attending either virtually or in-person.

MOTION:

Councilmember Nicandri moved, seconded by Councilmember Slakey, to endorse the proposed plan for repairs to the Crosby House. A voice vote approved the motion unanimously.

CEMETERY UPDATE:

Director Denney introduced Don Carney, Capital Projects Manager with the Transportation and Engineering Department. Manager Carney updated members on the status of the cemetery project.

Manager Carney reported the City received a grant from the Department of Archaeology and Historic Preservation (DAHP) for improvements to the cemetery. The grant required a survey of the cemetery site by a professional archeologist. The City released a Request for Proposals and contracted with an archeologist to complete the survey. The archeologist proposed the use of ground penetrating radar (GPR) to complete the survey. The perimeter of the cemetery was defined for grant-funded fencing, security, and landscaping at the entrance to the cemetery. The surveying and radar work was completed with the archeologist completing and submitting a report to the City and DAHP.

Staff is completing the design for the fence and front fence features.

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One of the requirements by DAHP is to ensure no fencing components are placed on any areas containing cultural resources.

Manager Carney displayed an illustration of the perimeter of the proposed fencing and security enhancements. The fence type is an aluminum fence resembling a wrought iron fence with brick columns. Near an existing old office building, a 2.5-foot high concrete wall exists. The plan is to add a four-foot chain link fence along the wall to create a 6.5-foot high fence. At the end of the wall, the plan calls for adding chain link fencing around the remaining perimeter of the property. An existing six-foot high chain link fence will remain along a portion of the perimeter. All fencing will be black vinyl coated. At one corner of the perimeter, four headstones exist requiring an adjustment of the fencing perimeter to accommodate the headstones. Another two headstones were identified that are not within the cemetery property; however, DAHP has requested the City include the area within the perimeter of the fence requiring a reconfiguration of the fence line. The City has secured permission from the property owner.

Manager Carney displayed an illustration of the two brick columns at the entry of the property. A small wall is proposed for addition as the grade in a section of that area descends below grade. The short wall will flatten the area for ease of maintenance with mowers. The front of the cemetery will be landscaped recognizing the importance of not disturbing any existing cultural resources as requested by DAHP. The archeologist has authorized disturbing up to 8 inches of soil depth for landscaping.

Currently, a gate exists in the front of the cemetery. The fencing will match the existing gate with the columns slightly taller and wider. The DAHP is reviewing the design submittal. Existing columns will remain in place to avoid disturbing existing cultural resources discovered during the improvements to Littlerock Road.

Chair Shipley asked whether a small parking area would be retained. Manager Carney identified the area of parking. The plan does not call for the removal of the parking area other than improving the site with landscaping. Chair Shipley said the parking area is convenient when visiting the cemetery rather than using the parking area at the Mills and Mills site.

Discussion ensued on the last internment occurring at the cemetery.

Director Denney said improvements to the cemetery will be a multi-phased process. Parking was not included in this project but would be included in a future project. The small parking site is difficult to exit.

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Manager Carney outlined the location of the perimeter fencing. The DAHP has requested no placement of columns on top of any of the burial sites, which proved difficult for placement of the columns due to the number of burial sites. Any areas previously disturbed by the Littlerock Road project can be the site of some of the keystone walls. Unmarked burial sites were identified in a 2008 study. During the road improvement project, the City completed some excavating to determine where burial sites were located to determine how close they would be to the new improved roadway. Recent GPR surveying confirmed the same locations, which verified the original readings as accurate. Much of that area has been disturbed due to the installation of utilities as part of the road improvement project. He identified areas along the perimeter of the cemetery where fencing cannot be placed. Along the rear of the cemetery several headstones are visible. GPR was able to confirm the direction of the burial sites to avoid placement of the fence across those sites. In some areas along the perimeter, the fence line is moved into the Mills and Mills property to ensure the complete burial site is located within the fenced area of the cemetery.

Manager Carney identified burial sites near the perimeter of the fence and explained how fencing was re-positioned as well as the columns to avoid burial sites.

Commissioner Nicandri asked whether the density of grave sites abutting Littlerock Road is typical of the entire cemetery. Manager Carney advised that no GPR work was completed inside the cemetery. Based on the number of headstones within the cemetery, the density of grave sites is much greater along the perimeter.

Chair Shipley commented on the thoroughness of the research and documentation contained within the project design as well as how it is possible to change the fence length between the columns to accommodate grave sites.

Director Denney said GPR surveying work has been an incredible effort. Some future improvements called out in the cemetery master plan may or may not be possible because of the location of grave sites.

Manager Carney reported staff requested an extension of the grant, which is scheduled to expire at the end of June 2022. The full report has been submitted. The next step is receiving feedback from DAHP on the report and whether additional issues need to be addressed. Staff plans to continue working on the cost estimate to ensure the contract can be developed once approval has been obtained.

Commissioner Trosper shared some historical names of people buried in the cemetery. Many of the City's founding pioneers are buried in

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the cemetery.

Commissioner Slakey offered that a dedication of the cemetery following completion of the improvements would be good opportunity to highlight some of the founding pioneers.

OTHER BUSINESS:

Commissioner Nicandri inquired about the status of the Olympia Tumwater Foundation's fundraising efforts for the new visitor center at Brewery Park at Tumwater Falls. Director Denney reported the Foundation has been fundraising and is seeking to be included on the final list for federal funds of approximately \$2 to \$3 million. He recently met with John Freedman and stressed the seriousness of the Commission's action to issue a Certificate of Appropriateness despite some reservations about the proposed design. The Foundation received an award for the building's design. Mr. Freedman said he was not aware of the seriousness of the action and agreed to review the video of the meeting with the Commission.

Commissioner Nicandri suggested that the application for the award either by the architect or the Foundation is an important detail.

Director Denney said Mr. Freedman shared that his impression of the meeting was that the Commission liked the project.

Commissioner Nicandri commented that although the Commission was impressed by the program, he had some reservations about the exterior design. The design is problematic at any number of levels especially because of the underlying zoning.

Commissioner Nicandri asked about the status of the Council considering the Oregon Trail resolution. Director Denney advised that he has not forwarded the request but that it could be considered at its second regular meeting in July.

Commissioner Nicandri noted that Capitol Boulevard/Old Highway 99 is the footprint of the Pacific Coast Highway/Oregon Trail. He asked about the status of the design of the I-5/Trosper Road/Capitol Boulevard Reconfiguration project. Manager Carney reported staff anticipates releasing the invitation to bid notice by early July. The project reconfigures Trosper Road and Capitol Boulevard to accommodate two roundabouts and the construction of a new street, 6th Avenue from Lee Street to Trosper Road. The project includes some improvements along Linda Street. The City's website includes information on the project.

Commissioner Nicandri mentioned the possibility of adding historic signs after the completion of the project citing similar signage in the

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State of California depicting the Old Highway 99 route.

Manager Carney noted that any addition of signs to the project would entail a work order and likely could not be accomplished prior to the release of the bid notice. However, there are typically some changes after the notice is released and whether signage could be included as a change is unknown at that time. He offered to follow up with Engineering Services Manager Bill Lindauer who is in charge of the project.

Commissioner Nicandri described the design of the historical signs located in California. He offered to provide a copy of the sign to staff.

Director Denney updated the Commission on the status of 4th July events. This year, the City is sponsoring the 4th of July Parade with approximately 100 entries with several high school bands. The 4th of July Artesian Festival and the fireworks show will be held open with the fireworks show scheduled to begin at 10:15 p.m. The City anticipates 20,000 people on the driving range at the golf course.

ADJOURNMENT:

Commissioner Nicandri moved, seconded by Commissioner Trosper, to adjourn the meeting at 7:58 p.m. A voice vote approved the motion unanimously.

Prepared by Valerie L. Gow, Recording Secretary/President
Puget Sound Meeting Services, psmsoly@earthlink.net

TO: Historic Preservation Commission
FROM: Chuck Denney, Parks and Recreation Director
DATE: October 20, 2022
SUBJECT: Partnership Update – Olympia Tumwater Foundation

1) Recommended Action:

Information item to update the Commission.

2) Background:

The Olympia Tumwater Foundation (OTF) works in partnership with the City of Tumwater to provide support for historical services, programs, research, and planning. A focus for this work has centered on the Brewmaster's House and the City's historical archive for the last two years.

Progress has been made on the historical archive and photo collections and staff are working on events for public access to the Brewmaster's House in 2023.

New staffing changes at the OTF and in Parks and Recreation will enhance programming beginning in the fall of 2022 with the new Tumwater Falls Festival.

3) Alternatives:

- ☐ Discussion Item – discussion may include alternative uses for the Brewmaster's House, coordination of events at homes within the historic district, investment in equipment for public events and updates to the master plan for Tumwater's historic homes. Staff will be presenting information on events for 2023.
-

4) Attachments:

None

TO: Historic Preservation Commission
FROM: Stan Osborn, Parks and Facilities Manager
DATE: October 20, 2022
SUBJECT: Crosby House Projects Update

1) Recommended Action:

Information item to update the Commission.

2) Background:

During the April 21, 2022 meeting, the Commission asked for an update regarding regulations pertaining to the Crosby House roof, gutters, and foundation repairs. The Commission was updated on the status of projects at the house during the June 16 commission meeting.

Funding requests were submitted for the improvement and repairs in the City's 2023 budget process. The funding has preliminarily been approved and is included in the Mayor's draft 2023/2024 budget. Final City Council approval of the budget is scheduled for December 6, 2022.

3) Alternatives:

Discussion Item

4) Attachments:

A. Budget Request – 2023-2034

Fund:	001 General Fund
Department:	09 Parks & Recreation
Division (e.g. Ops / Admin)	Facilities Maintenance (if applicable, denote "Operations", "Administration", or other division name)
Facility (if applicable)	Crosby House (if applicable, denote facility name)
Schedule F: CAPITAL FACILITY IMPROVEMENTS	

NOTES: This form is to request budgetary consideration for improvements to existing City facilities or to build/acquire new facilities with estimated costs of \$5,000 or more.

Improvement Description and Justification	Expenditure Acct.	2023 Budget Amount	2024 Budget Amount	Funding Source(s)	Executive	
					Funded	Not Funded
Repair/improve foundation to building. In order to preserve this Historical home from further settling/damage, we intend to solidify the foundation from further movement thus allowing us to make needed repairs without risk of failure.	001.09.518.200.48.00	\$ 130,000		Facilities Reserve/CFP	XA	
Replace roof. Existing roof is failing due to improper materials used when last roofed. We intend to replace leaking roof with historically appropriate 1/2 cedar shakes and install approved gutters to help prevent saturated grounds surrounding the building.	001.09.518.200.48.00		\$ 105,000	Facilities Reserve/CFP	XA	
Repair siding and paint. Once roof and foundation are complete, we can repair damage to siding and paint. The building is in need of maintenance.	001.09.518.200.48.00		\$ 35,000	Facilities Reserve/CFP	XA	
Contractor to assist working along side foundation repair co. including materials.	001.09.518.200.48.00	\$ 25,000		Facilities Reserve/CFP	XA	
A & E and contingency	001.09.518.200.48.00	\$ 25,000	\$ 25,000	Facilities Reserve/CFP	XA	
Account Total		\$ 180,000	\$ 165,000			

TO: Historic Preservation Commission
FROM: Todd Anderson, Recreation Manager
DATE: October 20, 2022
SUBJECT: Arts and Programs

1) Recommended Action:

Information item.

2) Background:

Through funding allocated from the Tumwater Metropolitan Parks District, the Parks and Recreation Department has added a new half-time Arts Coordinator and a new Recreation Coordinator. While these positions do not directly work with historical programs or properties, they will create activity and improvements within the City's Historical District. New events and art will attract both local residents and visitors to our historic homes, parks and facilities.

3) Alternatives:

- ☐ Discussion Item. Discussion will include the creation/adoption of a new Tumwater Arts Plan, the creation of an Arts Commission and activities within the Historic District.
-

4) Attachments:

A. None