



Glen Spieth
Joan Cooley
Bethene Campbell
Christina Manetti

REGULAR MEETING AGENDA

LANDMARKS & HERITAGE ADVISORY BOARD

THURSDAY March 24, 2022 AGENDA

6:00 PM Virtual Hybrid Meeting – American Lake Conference Room

Until further notice, residents can also virtually attend Landmark and Heritage Advisory Board (LHAB) meetings by watching them live on the city's YouTube channel:
<https://www.youtube.com/user/cityoflakewoodwa>. Those who do not have access to YouTube can call in to listen by telephone at +1(253) 215- 8782 and by entering Webinar ID: 884 8681 4441 #

To participate in Public Comment and/or Public Testimony:

Public Comments and Public Testimony on Public Hearings will be accepted by mail, email or by live virtual comment. Send comments by mail or email to Karen Devereaux, LHAB Clerk, at 6000 Main Street SW Lakewood, WA 98499 or <mailto:kdevereaux@cityoflakewood.us>. Comments received up to one hour before the meeting will be provided to the Landmarks and Heritage Advisory Board electronically.

Virtual Comments: If you would like to provide live Public Comments or Public Testimony during the meeting, you will need to join the Zoom meeting as an attendee by calling by telephone Dial +1(253) 215- 8782 and enter webinar ID: 884 8681 4441 #, or by visiting <https://us06web.zoom.us/j/89608751493>

By Phone: For those participating by calling in by telephone (+1(253) 215- 8782 and enter webinar ID 884 8681 4441 #), the Chair will call on you during the Public Comment and/or Public Hearings portions of the agenda. When you are unmuted please provide your name and city of residence. Each speaker will be allowed (3) three minutes to speak during the Public Comment and at each Public Hearing.

By ZOOM: For those using the ZOOM link <https://us06web.zoom.us/j/88486814441>), upon entering the meeting, please enter your name or other chosen identifier. Use the "Raise Hand" feature to be called upon by the Chair during the Public Comments and/or Public Hearings portions of the agenda. When you are unmuted, please provide your name and city of residence. Each speaker will be allowed (3) three minutes to speak during the Public Comment and at each Public Hearing.

Outside of Public Comments and Public Hearings, all attendees on ZOOM will continue to have the ability to virtually raise your hand for the duration of the meeting. You will not be acknowledged and your microphone will remain muted except for when you are called upon.

1. **Call to Order**
2. **Meeting Protocol**
 - a. Roll Call
 - b. Acceptance/Changes to Agenda
 - c. Approval of Minutes from February 22, 2022 Joint PRAB Meeting
 - d. Announcements
3. **Public Comments**

None
4. **Public Hearings**

None

5. **Reports by Historic Preservation Officer or Staff**
6. **Unfinished Business**
 - Driving Tour Map Update
7. **New Business**
8. **Next Meeting Scheduled** for April 28, 2022 virtual hybrid ZOOM access
9. **Adjournment**

Members please contact Karen Devereaux at kdevereaux@cityoflakewood.us or 983-7767 by Tuesday prior to the meeting, if you are unable to attend. It is important to establish in advance whether or not there will be a quorum. Thank you.



**JOINT MEETING OF THE LANDMARKS AND HERITAGE ADVISORY BOARD AND
PARKS AND RECREATION BOARD**

Tuesday, February 22, 2022 Meeting Minutes
ZOOM Meeting
6000 Main Street SW
Lakewood, WA 98499

**“The mission of the City of Lakewood Landmarks and Heritage Advisory Board
is to preserve, protect and promote the unique heritage and
historic resources of the City of Lakewood”**

CALL TO ORDER

Mr. Jason Gerwen, PRAB Chair called the joint meeting to order at 5:30 PM.

MEETING PROTOCOL

Roll Call

Landmarks & Heritage Advisory Board Members Present: Glen Spieth, Chair; Christina Manetti, Vice Chair; Joan Cooley, and Beth Campbell

Landmarks & Heritage Advisory Board Members Excused: None

Landmarks & Heritage Advisory Board Members Absent: None

Council Liaison to LHAB: Councilmember Paul Bocchi (present)

Parks & Recreation Advisory Board Members Present: Jason Gerwen, Chair; Vitto Jacobazzi, Vice-Chair; Sylvia Allen, Michael Lacadie, and Fred Ramey

Council Liaison to PRAB: Don Anderson

Staff Present: Courtney Brunell, Planning Manager; Mary Dodsworth, Parks & Recreation Director; and Karen Devereaux, Administrative Assistant; Nicolette York, Office Assistant

Acceptance/Changes to Agenda: *None*

Approval of Minutes

The minutes of the meeting held on January 27, 2021 were approved as corrected by voice vote, M/S/C Cooley/Manetti. Motion to approve the minutes passed unanimously, 3-0. (Beth Campbell arrived after the vote was taken.)

Announcements: None

PUBLIC COMMENTS: None

PUBLIC HEARINGS: None

REPORTS BY HISTORIC PRESERVATION OFFICER OR STAFF: None

UNFINISHED BUSINESS: None

NEW BUSINESS

Update to City Naming Policy – Resolution No. 2016-18

Ms. Mary Dodsworth explained in 2021 the City received a request to rename a City facility. City Council had requested the LHAB members be involved in assisting Parks and Recreation Advisory Board (PRAB) in their review of policies pertaining to renaming local City facilities. After processing the application and facilitating the review process the Council provided feedback and asked the PRAB to review and clarify process and make recommendations for future use. PRAB members provided documents containing the updates they made based on the comments and suggestions from Council. LHAB members reviewed the Resolution No. 2016-18, as well as the application instructions for naming/renaming City parks, streets or public facilities and the process.

Members discussed options for reaching broad community support of any renaming requests and preferred requiring a petition with a certain percentage of approving signatures to consider the request. Members felt using as many platforms as possible to notify residents within a certain distance around any park, street or public facility under consideration of renaming with emphasis on more advertising, public notice sign placement, City webpage, mailing flyers, and a petition providing a certain number of signatures, as well as holding a public hearing prior to forwarding a clearly written recommendation to City Council was the best approach.

Park Touring Map Partnership Discussion

Ms. Courtney Brunell explained that the last update to the LHAB Driving Tour Map of Lakewood was in 2016. It has been distributed to the 4th grade students in the Clover Park School District. LHAB is going to be updating the map to show the historic street name sign project recently completed. Members discussed the idea of adding the local parks and lakes to the map in the next update. Ms. Brunell explained LHAB is exploring making the map virtual on line. The group discussed acknowledging the native presence throughout the area by including the Nisqually Tribe and asking if they would have something to add to the map. Ms. Dodsworth is going to approach tribe members at a future meeting and will provide what feedback she is given.

Next Meeting The regular monthly meeting is set for Thursday, January 27, 2022 at 6:00 p.m.

Meeting Adjourned at 6:45 p.m.

02/22/202

Glen Spieth, Chair

Landmarks & Heritage Advisory Board

02/22/2022

Karen Devereaux, Recording Secretary to
the Landmarks & Heritage Advisory Board



TO: Landmarks and Heritage Advisory Board

FROM: Courtney Brunell, Planning Manager

DATE: March 24th, 2022

SUBJECT: Lakewood Touring Map

Background:

The City currently publishes a driving tour map for different residents and Clover Park School District. The map has not been comprehensively updated since 2015.

The Landmarks and Heritage Advisory Board has recommended changes including:

1. Update the map to highlight the historic streets program
2. Address updates for Boatman-Ainsworth house & Lakewood History Museum
3. Add City Parks

During the February 22, 2022 joint Parks and Rec Advisory Board and Landmarks and Heritage Advisory Board Meeting the additional change was recommended:

1. Update the timeline to include additional Nisqually Tribe historic events
2. Add language focused on Nisqually cultural heritage

Update:

On March 14, 2022 the City of Lakewood and Nisqually Tribe held a partnership charrette to discuss a variety of upcoming projects at City Parks. During the meeting, staff introduced the touring map to request their involvement. They have provided the City with a contact and are interested in updating the timeline and providing a brief narrative to include as part of the map update.

Additionally, the design team that created the original map has provided a cost estimate for the scope of work described above. The estimate is attached.

Next Steps:

1. Continue discussions with Nisqually Tribe. At this point, this does not have a definitive timeline. Staff will provide an update at each Landmarks and Heritage Advisory Board meeting.
2. Once completed, bring suggested edits to the board for review and approval.
3. Staff will forward all approved changes onto the graphic designer and receive a proof for final LHAB approval.
4. Once approved, the map will be updated and re-printed for future distribution.

Attachments

Estimate from Winsett Creative



Winsett Creative LLC
1401 D Street
Lynden, WA 98264 US
(360) 388-5335
joli@winsettcreative.com
winsettcreative.com

Estimate 1080

ADDRESS

Courtney Brunell
City of Lakewood
6000 Main Street SW
Lakewood, WA 98499

DATE
03/12/2022

TOTAL
\$500.00

ACTIVITY	ACTIVITY	QTY	RATE	AMOUNT
Graphic Design	Lakewood Touring Map Brochure – Updates to content and map to include a walking tour and historic streets driving tour.	5	100.00	500.00

Estimate includes 2 rounds of proofing/changes. Further
rounds will be charged in 1/4-hour increments at \$100/hr.

TOTAL

\$500.00

THANK YOU.

Accepted By

Accepted Date