

MEETING AGENDA

LANDMARKS & HERITAGE ADVISORY BOARD

THURSDAY October 26, 2023 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: #867 4079 5399**

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](tel:+12532158782) and enter webinar ID: [# 867 4079 5399](https://us06web.zoom.us/j/86740795399) or by visiting <https://us06web.zoom.us/j/86740795399>.

By Phone: For those participating by calling in by [telephone \(+1\(253\) 215- 8782](tel:+12532158782) and enter webinar ID [# 867 4079 5399](https://us06web.zoom.us/j/86740795399) 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/86740795399>, 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 July 27, 2023
 - d. Announcements
- 3. Public Comments**
- 4. Public Hearings**

- 5. Reports by Historic Preservation Officer**
 - a. Fort Steilacoom Artifacts Research
 - b. New Staff and Youth Council Assignments
 - c. Lakewood Touring Map Printing
 - d. Historical Property Development Forms and FAQ Sheets Update
 - e. Pierce County Historic Preservation Grant
- 6. Unfinished Business**
 - a. Pierce County Historic Preservation Grant Program
- 7. New Business**
- 8. Next Meeting Scheduled** November 2023 date to be determined
- 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.

 <p>City of Lakewood</p>	<p>LANDMARKS AND HERITAGE ADVISORY BOARD Thursday, July 27, 2023 Meeting Minutes Special Regular and ZOOM Meeting 6000 Main Street SW Lakewood, WA 98499</p> <p>“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”</p>
---	--

CALL TO ORDER

Mr. Glen Spieth, Chair called the meeting to order at 6:05 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

Staff Present: Jessica Olson, Planning Manager and Karen Devereaux, Administrative Assistant

Council Liaison to LHAB: Councilmember Trestin Lauricella (not present, attending a ribbon cutting ceremony)

Acceptance/Changes to Agenda None.

Approval of Minutes

Ms. Christina Manetti noted that she was shown as absent at the last meeting when she in fact was present. Mr. Glen Spieth noted on page 2 under LHAB Work Plan section, the name of the train station needed to be changed from Lakewood to Lakeview Train Station. Recording secretary made these hand written changes.

The minutes of the meeting held on June 22, 2023 were approved with corrections by voice vote, M/S/C Campbell/Cooley. Motion to approve the minutes passed unanimously, 4-0.

Announcements

Western Sate Hospital is getting ready for building demolition. A ground-breaking ceremony is being planned, but no date has been announced.

Confirming that Mr. Josh Kubitz no longer works for the City, Ms. Jessica Olson stated she is looking to fill two associate planner positions quickly and one to help cover the advisory board meetings.

Ms. Olson queried the board of their knowledge around the Lakeside Country Club on American Lake due to an email received by a citizen looking for history. Members have no information to provide.

PUBLIC COMMENTS None. No public in attendance or online.

PUBLIC HEARINGS None.

REPORTS BY HISTORIC PRESERVATION OFFICER OR STAFF

Lakewood Touring Map Printing

Staff received the draft electronic copy of the touring map brochure from the graphic artist. Later in the meeting a review will take place a decision to print and move forward.

Historical Property Development Forms and FAQ Sheet Update

No updates. Staff continues to work on completing the forms and FAQ sheets. The main purpose of the new documents is to make it clearer when a Certificate of Appropriateness application is needed, what is required with the application, and what the board is reviewing.

Masonic Cemetery Update

Ms. Olson provided assessors information on the property adding that through conversations with the Parks Department director they are not interested in taking on the additional responsibility of maintaining the cemetery. Members want to send a letter to the property owners asking them to improve the site.

LHAB Work Plan and 2024 Historic Preservation Grant Planning Reminder -Past Applications Review

Ms. Olson informed members the grant program clerk to alert her when applications became available.

UNFINISHED BUSINESS

Lakewood Touring Map Printing

Members reviewed the draft map brochure and decided it was ready to be printed.

The draft of the touring map brochure was approved as provided by voice vote, M/S/C Campbell/Cooley. Motion to approve the draft map for printing passed unanimously, 4-0.

NEW BUSINESS None.

Next Regular Meeting would be held Thursday, August 24, 2023 at 6:00 p.m.

Meeting Adjourned at 6:43 p.m.

09/28/2023
Glen Spieth, Chair

09/28/2023
Karen Devereaux, Recording Secretary



City of Lakewood

TO: Landmarks and Heritage Advisory Board

FROM: Jessica Olson, Planning Manager

DATE: October 18, 2023

SUBJECT: Reports by Historic Preservation Officer or Staff

Fort Steilacoom Artifacts Research

City staff has been in contact with the on-call consultant and work is being done to check WA State archaeological records for Fort Steilacoom Park based on the conversation at the joint meeting with City Council on September 11.

New Planning Staff and Youth Council Assignments

Current Planning has a new Associate Planner, Billie Stewart has been promoted from her previous position as a Permit Technician. The planners and the Planning Manager will share responsibilities covering LHAB until we are able to assign a more permanent staff contact.

Lakewood Youth Council members Angel Calderon Ramirez, Shyniece Peters, Lui Owejan, and Jhoselyn Valenzuela Mendez have been assigned to LHAB. Staff added the Youth Council members to the notification email for upcoming LHAB meetings and announcements.

Lakewood Touring Map Update:

The final Touring Map Update proof was ok'd for printing on July 27, 2023, however there was a desire to see a hard-copy version printed prior to sending out for print. A large-scale printed copy has been made available for this meeting. Printing date and number of copies to be determined. Adding a note recognizing the Lakewood Historical Society has been requested.

Historical Property Development Forms and FAQ Sheets:

No updates. The forms and FAQ sheets are still in their early stages, once new staff is onboarded we will be able to shift resources to forms and handouts.

Pierce County Historic Preservation Grant

The grant cycle closed October 2. The City was not notified when it opened, so staff put together an application for the 3 historic markers that were previously discussed at LHAB. The application was submitted as a "historic markers program" so LHAB can have more flexibility over implementing the grant funds if awarded. The County Landmarks & Historic Preservation Commission met on October 17 to determine how to go through the application review process and set special meetings to ask questions of applicants and score the projects. The initial meeting is set for November 14 with an option for a second meeting December 5, and attendance by applicants is optional. See County website at <https://www.piercecountywa.gov/8137>.