

ORDINANCE NO. 1349

CITY OF LACEY

AN ORDINANCE RELATING TO THE LACEY HISTORICAL COMMISSION,
AMENDING SECTIONS 2.42.020, 2.42.030, 2.42.050, 2.42.055 AND 2.42.060 OF THE
LACEY MUNICIPAL CODE AND ADOPTING A SUMMARY FOR PUBLICATION.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LACEY,
WASHINGTON, as follows:

Section 1. Section 2.42.020 of the Lacey Municipal Code is hereby amended to
read as follows:

2.42.020 Membership--Terms.

A. The commission shall consist of seven general members and one youth member who reside in the city of Lacey or reside in Lacey's Urban Growth Management Area, except as outlined in Section 2.42.020 D. Commissioners shall be appointed by the mayor and confirmed by the city council. Terms for general members shall be for three years. General membership on the commission shall be limited to two full consecutive terms except as provided in Section 2.42.020D. If there are no applicants for a vacant position one (1) month prior to the expiration of term, the incumbent may be re-appointed to an additional three (3) year term by the mayor with the approval of the city council.

The youth member shall be between the ages of 16 and 18 (when appointed), enrolled as a Junior or Senior in the North Thurston School District; or enrolled in private school or homeschooled in Lacey or Lacey's Urban Growth Management Area. The youth member shall be appointed to serve for a term of one year. The youth member shall be limited to one appointed term. Except as outlined in this paragraph and in Section 2.42.060, the youth member shall have the same rights and responsibilities of the general members.

- B. The commission members shall not receive any salary or other compensation for services rendered on the commission, but necessary expenses actually incurred and within the budget as set by the annual budget ordinance shall be paid.
- C. Vacancies occurring otherwise than through the expiration of terms shall be filled for the unexpired terms. Members may be removed, after public hearing, by the mayor with the approval of the city council, for inefficiency, neglect of duty or malfeasance in office. The members shall be selected without respect to political affiliations. ~~The general and youth members shall be selected without respect to political affiliations.~~

The general Commissioners may request the resignation of a general and/or youth member who has three (3) or more unexcused absences at regular meetings in a calendar year.

- D. General membership on the commission shall always include at least two professionals who have experience in evaluating historic resources and are selected from among the disciplines of history, architecture, architectural history, historic preservation, planning, cultural anthropology, archaeology, cultural geography, or American studies. The commission action that would otherwise be valid shall not be rendered invalid by the temporary vacancy of one or both of the professional positions unless the commission action is related to meeting certified local government (CLG) responsibilities cited in the certification agreement between the mayor of Lacey and the state historic preservation officer. ~~Furthermore, exception to the residency requirement of general commission members may be granted by the~~ The mayor and city council, in order to obtain representatives from these disciplines, may make appointments despite the residency and term limit requirements of Section 2.42.020A.

Section 2. Section 2.42.030 of the Lacey Municipal Code is hereby amended to read as follows:

2.42.030 Officers--Records.

- A. The commission shall select its own chairperson from within its membership and may create such other offices as it may deem necessary and shall adopt all necessary rules for the transaction of its business and the keeping of its own records. A recording secretary shall also be appointed *from within its membership or from among City of Lacey staff.*
- B. An accurate record shall be kept of the proceedings of all meetings, including all motions, resolutions and transactions, findings and determinations. These records shall be public and a copy thereof shall be transmitted to the city clerk after each meeting.
- C. An accurate record of all items of historical relevance donated to the city and the location of those belonging to private citizens shall be maintained as an active, up-to-date reference file.
- D. The City Manager shall identify staff to assist the Commission in fulfilling its duties outlined in Section 2.42.050.

Section 3. Section 2.42.050 of the Lacey Municipal Code is hereby amended to read as follows:

2.42.050 Powers and duties. The historical commission shall have the power and it shall be its duty, subject to such rules and regulations as may from time to time be prescribed by ordinance:

A. To adopt such bylaws, rules and regulations for its own guidance and for the government of the commission as it deems expedient;

B. To adopt policies & procedures for the operation of the Lacey Museum and related activities;

BC. To have the supervision, **in partnership with the Museum Curator**, of all property of the city or loaned to the city which is of historical relevance, including **artifacts, collections**, photographs, slides, news clippings, literature and any other pertinent matter, inclusive of rooms or buildings constructed, leased or set apart therefor;

CD. To accept such gifts of money or property for historical preservation and historical purposes as are approved by the city council and as it deems expedient and allow for said items to become available from the **Museum records**;

DE. **To work in partnership with a local historical society within the community, and provide leadership as necessary;**

EF. To be advisory to the city council in its determination of historically relevant matters of consideration in the city planning process;

FG. To provide and make available for public use **through the Lacey Museum**, historical **services and** information about the city, to any agency, council, organization or person requesting such;

GH. To determine and develop, **in partnership with the Museum Curator**, an ongoing method of collecting and maintaining information of historical relevance of the continuing history of the city;

HI. To **conduct research and** initiate publication of **any significant findings of such research**;

IJ. To encourage donations of historically related materials to the **city**;

JK. To disseminate historical information to **the public and** local news media (Ord. 531 §1 (part), 1979);

KL. To form ad hoc committees consisting of commissioners, members of the Lacey Historical Society and citizens of Lacey, whose membership, roles, duties & responsibilities shall be approved by the Commission.

Section 4. Section 2.42.055 of the Lacey Municipal Code is hereby amended to read as follows:

2.42.055 Additional powers and duties. A major responsibility of the historical commission is to identify and actively encourage the conservation of the city's historic resources by

initiating and maintaining a register of historic places and reviewing proposed changes to register properties; to raise community awareness of the city's history and historic resources; and to serve, along with the Lacey Museum, as the city's primary resource in matters of history, historic planning and preservation.

In carrying out these responsibilities, the historical commission shall engage in the following:

- A. Conduct and maintain a comprehensive inventory of historic resources within the boundaries of the city and known as Lacey historic inventory; publicize and periodically update inventory results. Properties listed on the inventory shall be recorded on official zoning records with an "HI" (for historic inventory designation). This designation shall not change or modify the underlying zone classification;
- B. Initiate and maintain the Lacey register of historic places. This official register shall be compiled of buildings, structures, sites, objects, and districts identified by the commission as having historic significance worthy of recognition by the city and encouragement of efforts by owners to maintain, rehabilitate, and preserve properties;
- C. Review nominations to the Lacey register of historic places according to criteria in Section 16.53.030(A), and adopt standards in its rules to be used to guide this review;
- D. Review proposals to construct, change, alter, modify, remodel, move, demolish, and significantly affect properties or districts on the register as provided in Section 16.53.030, and adopt standards in its rules to be used to guide this review and the issuance of a certificate of appropriateness;
- E. Conduct a review and provide comment, in conjunction with city staff, on all land use applications for approvals, permits, environmental review, and other similar documents pertaining to the historic inventory or adjacent properties;
- F. Conduct all commission meetings in compliance with RCW Chapter 42.30, Open Public Meetings Act, to provide for adequate public participation and adopt standards in its rules to guide this action;
- G. Participate in, promote and conduct public information, educational and interpretive programs pertaining to historic resources;
- H. Provide information to the public on methods of maintaining the rehabilitated historic properties. This may take the form of pamphlets, newsletters, workshops, or similar activities;
- I. Officially recognize excellence in the rehabilitation of historic buildings, structures, sites and districts, and new construction in historic areas, and encourage appropriate measures for such recognition;
- J. Be informed about and provide information to the public and city departments on incentives for preservation of historic resources including legislation, regulations, and codes which encourage the use and adaptive reuse of historic properties;
- K. Submit nominations to the state and national registers of historic places;

- L. Investigate and report to the city council on the use of various federal, state, local, or private funding sources available to promote historic resource acquisition and preservation in the city;
- M. Establish liaison support, communication, and cooperation with federal, state, and other local government entities Native American groups and/or sovereign nations which will further historic preservation objectives, including public education, within the Lacey area;
- N. Review and comment to the city council on land use, housing and redevelopment, municipal improvement, and other types of planning and programs undertaken by any agency of the city, other neighboring communities, the county, the state, or federal government as they relate to historic resources of the city;
- O. Serve as the local review board for the purpose of recommending approval for special property tax valuation per RCW Chapter 84.26 and Chapter 221, Laws of 1986, and request the city to enter into an agreement with the property owner for the duration of the special valuation, during which time the review board monitors the property for continued qualifications for the special valuation per requirements of RCW Chapter 84.26 and Chapter 221, Laws of 1986.

Section 5. Section 2.42.060 of the Lacey Municipal Code is hereby amended to read as follows:

2.42.060 Quorum. A majority of the general members of the historical commission shall constitute a quorum for the transaction of business. The youth commissioner shall not be included in the count to constitute a quorum. Any action taken by a majority of those present when those present constitute a quorum, at any regular or special meeting of the historical commission, shall be deemed and taken as the action of the commission.

Section 6. The Summary attached hereto is hereby approved for publication.

PASSED BY THE CITY COUNCIL OF THE CITY OF LACEY,
 WASHINGTON, at a regularly-called meeting thereof, held this 8th day of
 July, 2010.

CITY COUNCIL

By: Mary Don-acting
Mayor

Approved as to form:

[Signature]
City Attorney

Attest:

Carol Little
City Clerk