

# *The Town of Washington*

June 19, 2023  
Planning Commission Meeting  
Draft Agenda  
6:00 p.m.

CALL TO ORDER

APPROVAL OF THE AGENDA

MINUTES

Approval of May 22, 2023 meetings minutes

OLD BUSINESS

NEW BUSINESS

a) Review of The Inn at Little Washington Preliminary Site Plan

PUBLIC FORUM

ADJOURNMENT

**Town of Washington  
Planning Commission  
Minutes of the Meeting on May 22, 2023  
Draft**

Present: Caroline Anstey (Chair), Jeanne Kauffmann (Vice Chair), Constance Bruce (Secretary), Drew Beard and David Pennington, and Zoning Administrator Steve Gyurisin

Meeting called to order, 6:58 pm by Chair Anstey

Approval of Agenda: Motion by Constance Bruce, seconded by Jeanne Kauffmann. All voted in favor.

Approval of the minutes of February 13, 2023 meeting: Motion by Drew Beard, seconded by Jeanne Kauffmann. All voted in favor

**Old Business**

No old business

**New Business: a) Discussion of the Town Land Use and Zoning**

Zoning Administrator Steve Gyurisin distributed a packet of documents to the group including his "Site Plan Review" memo from Zoning Administrator to the Reviewing Agencies, and USES PERMITTED BY RIGHT doc which lists the specific 'permitted uses by right' for the Town of Washington.

After giving a brief tutorial on the site planning review process, Gyurisin directed attention to the Inn at Little Washington Expansion Application Estimated/Projected Dates schedule.

The group proposed either Monday, June 19, 7pm or July 10, 6pm for the preliminary plan review meeting. Caroline Anstey requested that Gyurisin first check the meeting date with the Inn to be sure they can have their expansion plan application documents ready for review within two weeks of the PC site plan review meeting.

The group queried about the focus of the preliminary site review meeting and noted that the site plan for the Inn's expansion had been previously made available to the public, both in newspaper and during a presentation event hosted at the Inn.

Gyurisin clarified that site plan applications, not for SUPs, require preliminary site plan review meetings. Preliminary review meetings are important because they include checking that all documents required for the agency reviews are in the application. The County Planning Commission member [NAME?] advised the group that the County PC typically holds a preliminary meeting to determine that project applicants have all their paperwork in order.

Gyurisin directed the group's attention to the document, "Questions related to the ARB submittal regarding the expansion application for The Inn at Little Washington". Caroline Anstey thanked him for the document listing the questions. The group discussed the questions and determined that some

questions had already been answered. It was noted that the "Questions" document should be provided to the Inn before the preliminary plan review meeting.

Further discussion focused on Land Use and Zoning. The group reviewed maps of the town specifying the town zoning districts and perused a document with the list of SUPs approved since 1999 to 2022.

Caroline Anstey asked Gyurisin to look into which ordinances are outdated. Gyurisin advised that he is looking into the tradition of SUPs in the Town and will draft some points to address the many rules and ordinances. Anstey noted the need to follow the 90 day process proposal from the mayor. Gyurisin noted that this should be a mandated policy in the town code.

PC group discussed combining or eliminating zoning designations in some districts, and revising the plan review process to accommodate the review by agencies that have expertise related to water, parking, etc. Other questions discussed by the group: if SUP applications are becoming similar in specific zoning districts in the town, should PC revise zoning regulations? What are the trends with SUP applications? Are there identifiable transition areas? Should PC consider odor among the issues?

Caroline Anstey directed the group to consider present changes to the Town of Washington, such as Rush River Project, the new courthouse, and the Inn expansion. These projects are significant influences to creating the new Comprehensive Plan.

#### **Public Forum**

No public comments

Motion to adjourn the meeting by Drew Beard and seconded by Jeanne Kauffmann. Approved by all. The meeting at 8:30PM.

Minutes prepared by Constance Bruce

## Zoning Administrators Report

To: Town Council  
From: Steve Gyurisin  
Date: Wednesday June 7, 2022  
Subject: May - June 2023 Report

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### Planning

An informal “planning” discussion with the Planning Commission in May at their regular meeting to discuss the direction of the background planning tasks of assembling information and mapping. The informal discussion focused on tasks, Comprehensive Plan policies, existing land uses, uses allowed by right, Special Use Permit uses as well as potential future areas of transition.

### Zoning

Zoning continues with tracking existing project activity and maintaining contact with the developers.

1. Rush River Commons Phase 1 and Leggett Lane Improvements: These include developer driven Third Party Inspection Agreement, Performance Bonding Documents, Conservation Easement and the Leggett Lane Road Maintenance Agreement are the main items being tracked. Additional construction driven site issues and subsequent site inspections are on-going as the developer proceeds with site work. Key item status:

- The Land Trust of Virginia reviewed the easement in April, that document should be finalized soon.
- The 3rd Party Inspection Agreement is complete and authorized.
- The Bonding documents have been approved.
- The Leggett Lane Road Maintenance Agreement is pending action by the developer.

2. Post Office Site Plan: Review of the As-Built Survey information is underway with the developer of the post office site. As-Built Survey has been received. Payment of fee and application is pending from the developer.

3. The Inn at Little Washington:

- Fencing behind Patty-O's is complete. Additional fence panels and gate configuration are subjects of discussion with The Inn.

- Approval of a COA for the Expansion of The Inn as prepared by the design architect occurred in May.
- Preliminary discussion with The Inn's design engineer have taken place in early June for the preparation of a Site Plan using the design "footprint" approved by the ARB. A Preliminary Site Plan will be reviewed by the Planning Commission and Town Council in June and July.

### **Subdivision**

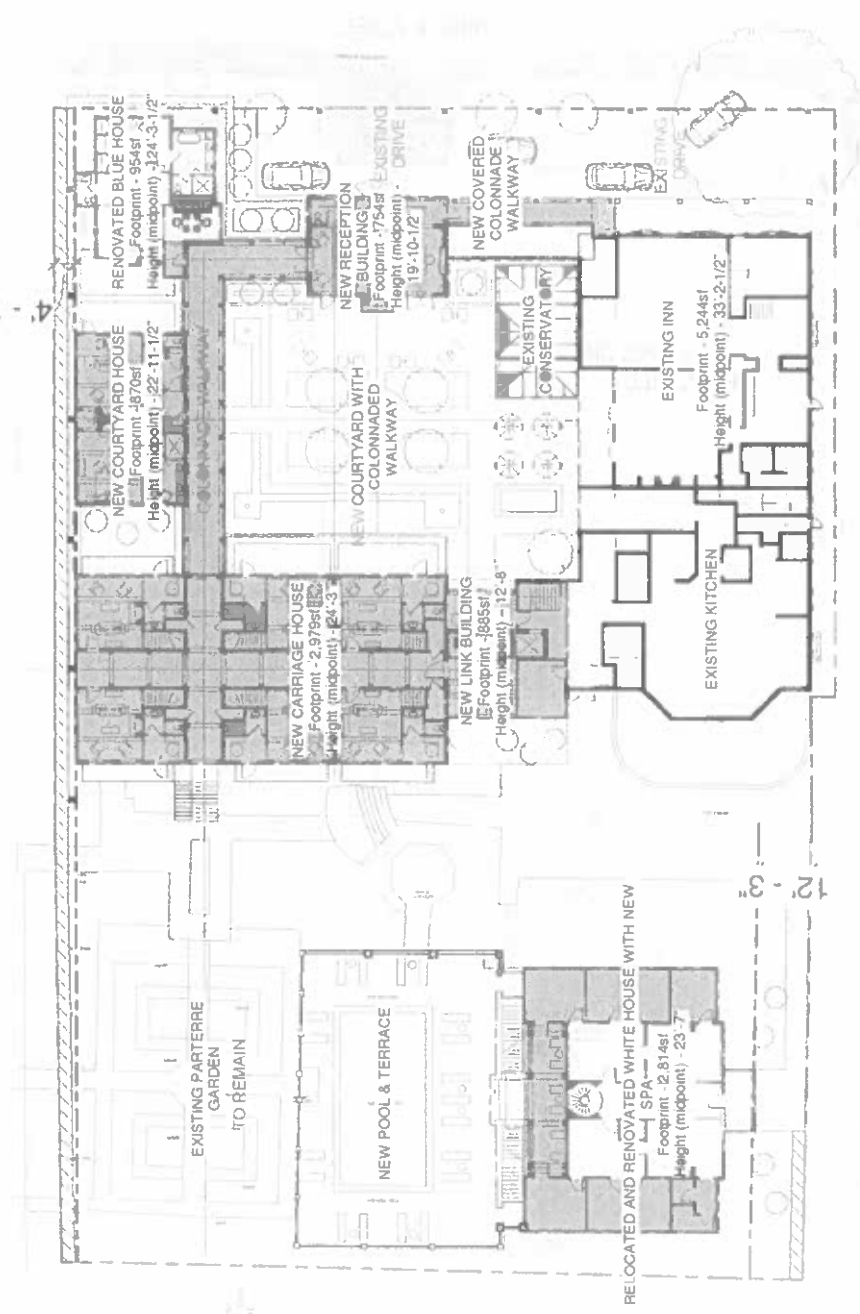
1. Pleasant View Subdivision (Gay and Wheeler): Discussions continue regarding long-term configuration and how the bond for any public improvements might be required. The surveyor is reviewing and considering final future subdivision options and layouts. There has been no activity on this in May or June.

### **Permitting**

A COA from the ARB by The Inn at Little Washington for the Expansion Plans has been issued for additional guest rooms and related improvements to The Inn.

Inquiries have been made for sewer and water availability connections for Rush River Commons Phase 1, The Inn at Little Washington and Avon Hall. Sewer and water applications for connecting have been provided.





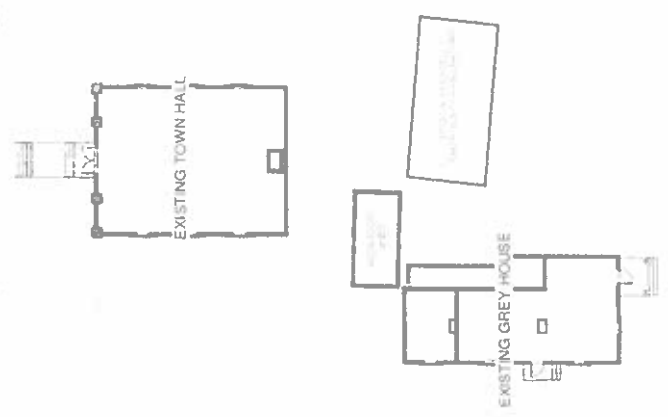
- PROPERTY LINE
- SETBACK LINE
- - - BUILDING OUTLINE
- █ NEW ADDITIONS



# INN AT LITTLE WASHINGTON

Middle & Main Street,  
Washington, VA

SITE PLAN  
MAY 17th, 2023



FRANCK & LOHSEN  
ARCHITECTS



The Town of Washington requires that we provide proof of notification to the Town that we have informed you as an adjoining property owner that the Planning Commission will be meeting to review our Preliminary Site Plan.

This letter is to serve as notification of the meeting.

The meeting will be held at 6:00 p.m. in the Town Hall on June 19<sup>th</sup>, 2023.

Town Hall is located at 485 Gay Street, Washington, Va 22747

Copies of site plan and applications may be found at the Town Office, 567 Mount Salem Avenue, Washington, Va 22747 from 10:00 a.m. to 3:00 p.m., Monday-Friday or by contacting the Town Clerk at (540) 675-3128 or [townofwashington@washington.gov](mailto:townofwashington@washington.gov) for an appointment.

Sincerely,

Alicia Fatula

Project & Design Coordinator

The Inn at Little Washington



Middle and Main Streets, Washington, Virginia 22747  
TEL: (540) 675-3800 FAX: (540) 675-3100  
[www.theinnatlittlewashington.com](http://www.theinnatlittlewashington.com)





The Inn at Little Washington Expansion  
June 19, 2023  
Town of Washington, Virginia Planning Commission

SUMMARY

**Current Status** - The Architectural Review Board (ARB) held a meeting May 15 approving a Certificate of Appropriateness (COA) for expansion of The Inn at Little Washington (The Inn). A copy of the COA as approved is attached.

An application, fee and supportive materials have been submitted for the Preliminary Site Plan and accepted for review.

**Review & Approval Process** - The process of Site Plan review and approval is administrative. The Preliminary Site Plan (Plan) is presented to the Planning Commission (Commission). Questions and comments are taken by the Commission and directed to the applicant and Zoning Administrator. The Plan is then detailed into a final format and provided to a variety of "outside" agencies for review prior to coming back to the Commission as a Final Site Plan. The Commission would then review the Final Site Plan. The Final Site Plan would go to the Town Council.

Following all approvals from the Town the applicant would then apply to the Rappahannock County Building Official for a Building Permit to start site work and construction. Building inspections would be performed by the Building Official.

Sewer and Water connection permits would be issued by the Town.

PROJECT DESCRIPTION

The project consists of an addition to The Inn for guest suites that is planned for the property owned by The Inn as infill on a little over one acre in size with frontage on Main, Middle and Gay Streets. The property is zoned Village Mixed Use (VM) and has water and wastewater service provided by the Town. The expansion includes demolition of the former gallery building with the log cabin portion to be rebuilt at a later time as approved by the ARB, renovation of the Blue House at the corner of Middle and Gay Streets into two guest suites, linking structures to The Inn creating an interior courtyard. A wine cellar, spa, pool, 2023 part of the Plan. The Parterre Garden is to remain with open space and walkways between The Inn as expanded and existing office turned Spa.

Land disturbance appears to be less than the total site due to the existing buildings and gardens. The Final Site Plan will detail all land disturbance for erosion and sediment control.

The Inn owns all properties located in the area of Middle, Main, Gay and Calvert Streets except the Town Hall property.

## PLANNING & ZONING

**Comprehensive Plan** - The expansion is consistent with many of the Town's Comprehensive Plan policies and statements regarding business, visitors, parking, employment, zoning and infill. A summary spreadsheet listing 2017 planning goals and objectives is provided.

**Zoning** - The expansion is part of the current operation of The Inn. The project requires a Site Plan as outlined in the Zoning Ordinance. The Plan will address all aspects of site development.

**Outside Review Agencies** - External agencies reviewing the Plan have been identified. These include the following agencies:

Rappahannock County for building, fire, rescue, erosion and sediment (E&S) control. This includes Culpepper Soil & Water District for E&S.

Virginia Department of Health (VDH) for sewer and water.

Virginia Department of Historic Resources (VDHR) as a historic resource.

Virginia Department of Transportation (VDOT) for drainage if required.

Virginia Department of Environmental Quality (DEQ) for storm water.

**Internal Town Reviews** - Internal reviews will be conducted by the Zoning Administrator, the Town Council Utility Chair, utility contractor ESS and Jonathan Garber, PE, SCI for civil engineering. The Planning Commission reviews the preliminary and final Plans following any outside and internal reviews. Town Council reviews the Plan after a recommendation from the Planning Commission. The Town Attorney would review any easements and supportive documents, development agreements, bond documents and other documents related to the project for Town Council action.

## COMMENTS

Detailed Plan sheets showing the information required in the Zoning, Site Plan, Sewer and Water Ordinance as well as requirements of the reviewing outside agencies shall be provided by the applicants engineer or surveyor.

The Site Plan requirements are listed in summary form below:

- a. Boundary surveying information
- b. Certificate signed by the design engineer or surveyor
- c. Easements, streets, property lines, utilities
- d. Ingress and egress to the site
- e. Location and details of fencing, screening and retaining walls
- f. Off-street parking and loading
- g. Number of floors, floor area, location and height of buildings
- h. Front elevations
- i. Existing and proposed water and wastewater utilities
- j. Provision for adequate disposition of storm water
- k. Provision for adequate control of erosion and sedimentation control
- l. Existing topography
- m. Proposed finished grades
- n. All horizontal dimensions
- o. A landscape plan as required

Items required by the ARB as part of the approved COA will be shown on the detailed Plan. For example, exterior lighting for Dark (Night) Sky fixtures will need to be addressed on the Plan.

#### NEXT STEP

The applicant and their design engineer will develop a detailed Plan suitable for review by the listed outside agencies. Upon completion of reviews the applicant will submit the Final Site Plan.

Jeff Butler  
PO Box 479  
Washington, VA 22747

Clarence Giles  
PO Box 96  
Washington, VA 22747

Thornton Matheson  
4225 Leland Street  
Chevy Chase, MD 20815

George Eatman  
PO Box 203  
Washington, VA 22747

William Moffet  
PO Box 245  
Washington, VA 22747

Dr. Ernest Helms  
PO Box 28  
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McLean, VA 22101

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Jim Abdo  
1416 P St. N.W.,  
2nd Floor  
Washington, DC 20005-3705

Washington Fine Properties  
PO Box 1500  
Middleburg, VA 20118

Robert Ballard  
PO Box 412  
Washington, VA 22747

Rappahannock News  
PO Box 59  
Washington, VA 22747

IntelliDyne, LLS  
3110 Fairview Park Drive  
Suite 100  
Falls Church, VA 22042

Century Link  
PO Box 182575  
Columbus, OH 43218-2575

Gay Street Gallery  
PO Box 460  
Washington, VA 22747

Dr. Jerry Martin  
1407 Nethers Road  
Sperryville, VA 22740

Rappahannock County Dept of Social Services  
PO Box 87  
Washington, VA 22747

Steve Critzer  
417 Warren Ave  
Washington, VA 22747

Joan Platt  
PO Box 74  
Washington, VA 22747

From: **Town of Washington** notification@secureformnotification.com  
Subject: Thank You For Your Payment  
Date: May 23, 2023 at 10:39 AM  
To: William Lester wlester@theinnatlittlewashington.com



## Thank You For Your Payment!

Below is a summary of your transaction

### Payment Details

**Company Name**

The Inn at Little Washington

**Name**

William Lester

**Email**

[wlester@theinnatlittlewashington.com](mailto:wlester@theinnatlittlewashington.com)

### Billing Details

**Phone**

(540) 675-3800

**Billing Address**

PO Box 300  
WASHINGTON, Virginia 22747  
United States  
[Map It](#)

### Order

Product	Qty	Unit Price	Price
Payment Amount	1	\$1,500.00	\$1,500.00
		<b>Subtotal</b>	<b>\$1,500.00</b>
		Convenience Fee	\$45.00
		<b>Total</b>	<b>\$1,545.00</b>

Transaction ID: 1706914701

Questions related to the ARB submittal regarding the expansion application for  
The Inn at Little Washington

Following is a summary of comments and questions related to the recently received request for a Certificate of Appropriateness (COA) for the Architectural Review Board (ARB) to review. The questions and comments are provided under three categories and are in no particular order of priority:

- ARB & Design
- Site Plan
- Process & Meeting Format

Comments and questions are from citizens and board members compiled since distribution of the application and notice of the ARB meeting.

Answers to questions are provided in “Blue” type.

### **ARB & DESIGN**

- Building materials. While the application provided basic information on some of the buildings materials, can the applicant provide additional information on the building materials and size of features be provided, such as roofing, windows, exterior walls, etc

A package of information has been submitted and was reviewed by the design architect for the ARB.

- Details. Can the applicant provide more information on the fixtures throughout, such as the size and materials of the light posts, fences, trellis, decking materials and railings.

These items were presented with the application and reviewed by the design architect.

- Stucco information. The ARB guidelines (Chapter 6, Item 29) state "Synthetic stucco, sometimes called EIFS for exterior finishing systems, does not possess the qualities of texture, finish, appearance, and durability of true masonry stucco, and is not a recommended material for new construction." Can more information be provided on the quality and type of stucco being proposed for use for the exterior building walls?

EIFS is not being used. Masonary stucco is to be used.

- Blue House elevations. The Blue House (corner of Middle and Gay) is built on a wall with hedging and a small tree currently planted on top of the stone wall. Is this wall being removed and the slope graded to allow for the new hedge plantings on Middle and Gay streets?



Questions related to the ARB submittal regarding the expansion application for  
The Inn at Little Washington

The retaining wall is to remain in place. If changed or relocated it may go back to the ARB. The retaining wall will be shown on the Final Site Plan.

- White House renovations. The White House (spa) is currently a "T" shaped building with a Colonial-type rectangle fronting on Main Street with a skinnier, indented addition attached behind it. Is this skinny addition being enveloped by proposed renovations?

Yes. Correct. The extensions are shown on the plan as blue shaded area.

- Style. The architecture looks like a fort or barracks - this is not in keeping with the town, which is primarily brick for the historical buildings and low. It appears, given the fortress design that this will exclude people from the town. How will this impact businesses?

The design architect addressed this with the ARB. While not part of the ARB review, the applicant indicated that the purpose of the expansion is to address the need for more overnight guest stays with the intent of keeping guests for a longer period of time. A positive impact was suggested by the applicant for business.

- Guest Suites. How many rooms does this actually add?

Ten (10) new guest suites will be added with this expansion.

- Architectural Style. The Inn proposes "Stylistically, these two buildings follow the Jeffersonian Palladianism prevalent throughout Virginia and build upon certain elements of The Inn building." Are there other historic buildings in the Jeffersonian Palladianism (JP) style in the ToW? Found examples of JP - Edgemont in Charlottesville, Washington, DC. Westmoreland County (Stratford Hall), Westover Plantation, Charles City County but not in Rapp County. JP is usually red brick construction. Doors weren't steel. Architecture-style is stately, grand and austere which seems out of place in our small quaint Town.

The design architect presented the style and elements addressing the Palladian influence on Jefferson and various elements of the design for the ARB.

- Town of Washington Historic District Design Guidelines (As part of the question above)
  - A. Page 83 #5. The Town has evolved and developed as a collection of detached buildings with open space between them that has been filled with gardens, lawns, orchards, and the like. The Victorian homes on North Gay Street retain their picturesque period settings. At the south end of town, The Maples, Mount Prospect, and The Meadows retain their historic farm settings that began in the mid-eighteenth century.

Questions related to the ARB submittal regarding the expansion application for  
The Inn at Little Washington

Subdivision of large lots and development which serves to permanently change this pattern may be deemed incompatible with the historic development of the village.

- B. Page 84 #15. Varying cornice details, applying a fake wooden corner board, and painting two colors to suggest separate buildings can help break the horizontality of a wider new storefront. Pilasters and piers provide a sense of verticality to lessen broadness. Still, the new building must remain in scale to its surroundings.
  - C. Page 85 #19. The scale of the new construction must conform to the mass of adjacent and surrounding buildings, to the human figure, and the small rural village and not overwhelm them or their character defining architectural features.
  - D. Page 85 #23. Strive for a subtle difference between existing buildings and new construction so that the latter is not a glaring obtrusion into the historic area.
  - E. Page 85 #24. The new style should be respectful of its setting and location, not appealing to a highly modernistic urban appearance, or reflecting an extraordinary geographical context unknown in the village and Piedmont.
- Why is there a picture of a house painted white across the street from the blue house on the corner of Gay St/Middle Street on sheet 2, last picture. The house painted white doesn't appear on the site plan so question may be moot.

#### SITE PLAN

- Parterre garden. Will the existing parterre garden remain open to all?

Yes. A note should be placed on the Final Site Plan.

- Pool and Spa area. Will the pool and pool surround area be fenced?

Yes. A note should be placed on the Final Site Plan and is in the ARB COA.

- Pedestrian pathways. Will the walking paths and sidewalks depicted on Gay Street be on The Inn's private property?

Yes. A note should be placed on the Final Site Plan.

Questions related to the ARB submittal regarding the expansion application for  
The Inn at Little Washington

- Will the paths and sidewalks be open to guests, visitors and residents? Currently there is a walkway from the parking lot of Town Hall to Main Street that is used by guest, visitors and residents as well as Inn staff.

Yes. The owner indicated that the path will remain "open to all". This will be noted on the Final Site Plan.

- Landscaping Gay Street. While the ARB does not have purview over landscaping, in the past the ARB has made recommendations. The ARB would ask that The Inn consider adjusting the landscaping along Gay Street such that it provides more texture and differentiation along the street, similar to the well-designed differentiations provided between the buildings. For example, additional trees or pocket gardens or plantings replacing part of or in addition to the hedges.

Additional landscaping would be shown on the Final Site Plan.

- Landscaping Main Street. Again, while not in the scope of the ARB, if additional landscaping could be considered on the Main Street side of the current Inn building, this might help soften the streetscape now with the main building and the spa frontage.

Additional landscaping would be shown on the Final Site Plan.

- Future meetings. Design items that are not provided in this submittal that may require future ARB review for a COA. Are there any items, like the pool fencing, that will require future ARB review for a COA? Please list if possible.

Any additional items not covered by the COA would need to go to the ARB.

- Loading Area. It appears that an improved loading area is planned between The Inn and the White House for the kitchen. This would keep delivery trucks off of the street. Will this continue as an off-street loading area?

This would be shown and labeled on the Final Site Plan.

- Parking. Will all parking be valet service for guests?

Yes. A note will be provided on the Final Site Plan. Parking calculations will be shown and remote location parking sites will be identified showing the spaces required.

- Site Plan. When will a site plan be prepared and submitted?

Questions related to the ARB submittal regarding the expansion application for  
The Inn at Little Washington

The completion of a Final Site Plan is in the hands of the applicant, the applicants design engineer for production, land surveyor and any outside agency reviews. At this time it is difficult to speculate when a Plan will be submitted.

- Car Parking. Where are all the cars going to go?

Parking is to be valet. Off site in existing parking lots some employee and some for guests. Notes, parking schedule and locations are to be shown on the Final Site Plan.

- Staffing. This will increase staff - where are they going to live, and park?

Off site with shuttle from the Rt. 211 site will accommodate staff and truck deliveries.

- Utilities. What kind of stress will this put on the existing infrastructure in particular sewer and water?

Appropriate utility calculations will be required for the Final Site Plan. Sewer and water connection applications are required. The Plan is reviewed by VDH and the Town's consulting civil engineer.

- Water System. How will the town be able to handle this increase in water consumption?

Appropriate utility calculations will be required for the Final Site Plan. Sewer and water connection applications are required. The Plan is reviewed by VDH and the Town's consulting civil engineer.

- Traffic. What is this going to do with traffic flow? Pedestrians. As it is people walk down the middle of the street in town.

Traffic projections will be provided for the Final Site Plan.

- Traffic. How will the increase in traffic be dealt with?

Traffic projections will be provided for the Final Site Plan. The level of any increase will determine improvements needed for traffic.

- Community. What will this do to the town residents living on the adjoining streets? Noise, light, traffic?

Final Site Plan design should address lighting and traffic.

Questions related to the ARB submittal regarding the expansion application for  
The Inn at Little Washington

- Pool. There seems to be a pool indicated yet we do not have a pool ordinance. - is that correct? When will we have a pool ordinance?

The pool ordinance is complete. Pool details will be shown on the Final Site Plan.

- Community. How will this impact the rest of the town?
- Cabin relocation plans. Last year the ARB approved the dismantling and moving of the historic cabin currently at 355 Middle Street. This was approved to move as an accessory to 492 Main Street, behind Town Hall and near the generator. Accordingly, can more information be provided about where and when this will be moved? It was noted that this could take years to move in discussions (as reflected in previous ARB minutes), but the ARB would like to confirm plans as they stand with this application at this time.

The cabin location is not shown on the Plan. It would have to be shown on a future site plan.

- Town Hall, Generator, Cabin & 492 Main Street in relation to the Main, Middle, Gay & Calvert Street block. Can the architect provide a rendering with the entire block, showing Town Hall, 492 Main, the generator, and the location of the historic cabin (if known).

The entire plan is shown on the drawings for the ARB. The Final Site Plan will have less area but will have a location map for better orientation.

- Zoning ordinance 5-8-2 Bed and Breakfasts and hotels shall provide on the lot parking space for one automobile for each room/unit of accommodation. The Inn's plan states "Guest vehicular access improvements are planned on Middle Street to connect the existing Inn driveway/drop off/valet with the driveway and parking area of the art gallery" but where do the valets, or The Inn's guests park the cars. Will they be shuttled from 211?

Parking calculations and off-site parking lots will be shown on the Final Site Plan.

- Isn't the Blue House Zoned Village Residential - not mixed use? Will the 2023 draft zoning ordinance, once approved, automatically change the use to Village Commercial?

The Blue House was rezoned and a permit acquired for two guest suites. A 2023 draft Zoning Ordinance is not prepared at this date.

Questions related to the ARB submittal regarding the expansion application for  
The Inn at Little Washington

**PROCESS & MEETING COMMENTS & QUESTIONS**

- Receive a detailed presentation about the project. The ARB would like a presentation. A place on the meeting agenda will be provided for the project presentation.

The design architect for The Inn made a presentation for the ARB.

- Do a site walk of the proposed project. Could the ARB have a site visit prior to the meeting?

A site visit was conducted by the ARB.

- Agenda and speaking time. An agenda will be prepared for the meeting indicating the procedure for presentation, comments and ARB deliberation times. A copy of the agenda will be provided prior to the meeting.

The ARB conducted a meeting for The Inn expansion and heard public comment. A COA was issued.

309 - 335 Middle Street

Property Address



03-2023

Application No.

# Certificate of Appropriateness

The Architectural Review Board (ARB) of Washington, Virginia meeting on May 15, 2023

Date

hereby grants to The Inn at Little Washington

Name of Property Owner/Applicant

a Certificate of Appropriateness (CoA) issued for the expansion of The Inn at Little Washington

Summary of Items (such as new standing seam metal painted roof)

## Specifically:

### List Specific Items

Expansion design includes: A new Reception Building (309 - 335 Middle Street); additions and alterations to the existing Blue House (335 Middle Street) for two guest suites; a new 2 story Courtyard House (Gay Street) for 2 guest suites; a new 2 story Carriage House (Gay Street) for 6 guest suites with a lower level wine cellar to serve The Inn; a link building connecting to the existing Inn kitchen, additions, alterations and a location shift to the White House (existing yellow house at 448 Main Street) for a spa, offices retail space and an exterior swimming pool linking the parterre garden. The new buildings will open on to a new interior courtyard that will link all buildings

Materials for the new Reception Building and the Carriage House will be stucco walls, painted steel windows. Roofing for the Reception Building will be cedar shingle. Roofing for the Carriage House will be metal. Stylistically, these two buildings follow the Jeffersonian Palladianism prevalent throughout Virginia and build upon certain elements of The Inn building. The new courtyard house and the additions to the blue and yellow house will be clapboard siding with corner boards, pilasters & cornices, painted metal roofing, and traditional/classical detailing ubiquitous to the existing local vernacular and Virginian architecture in general. Windows and operable shutters to be metal clad. Painted wooden picket fencing will surround the outside swimming pool located between the Yellow House (spa) and existing parterre garden which will remain.

A covered colonnade will link The Inn to the new Reception Building as well as a portion that connects the Reception Building with the Blue House, the new Courtyard House, and the new Stable Building. A stairway will continue from this walkway to the existing Parterre Gardens. All exterior lighting is planned to be night sky friendly.

The improvements planned for the structures recognize the small-town historic charm of Washington and therefore, the overall goal is to maintain and enhance the scale, massing, materials, and character of the established architecture. Preservation and enhance of the streetscape with improvements that exhibit characteristic of a historic rural small town are planned.

The expansion will confirm to the plans and details dated May 1, 2023 by the designers Franck & Lohsen Architects, Inc.

Respectfully granted,

  
Signed and dated by the ARB Chair

Acknowledged,

  
Signed and dated by the Owner/Applicant

Expiration Date: May 15, 2024

Mailing Address: PO Box 300, Washington, VA 22747

Property ID Number: 20A-1-133, 134, 134A & 135

# Town of Washington, Virginia Planning Commission

## 2017 COMPREHENSIVE PLAN GOALS AND OBJECTIVES

TOPIC	GOAL	OBJECTIVE	NOTES
A) Population	Goal: Continue being an attractive destination with a culture of hospitality welcoming to visitors.	Develop priorities for the Town to encourage its culture of hospitality and to welcome new inhabitants.	Residential & Business Relationship
		Address the need for a small increase in population while maintaining the spirit of a small town community and its culture of hospitality.	
B) Businesses & Governmental Agencies	Goal: Build a more diverse mix of residents and businesses while retaining the welcoming spirit of the Town.	Examine current Town zoning and its relationship to residential and business development to identify any possible actions by the Town.	Water & Sewer - Internet
		Build on the Town's high-speed Internet, water and sewer (not present in most of the County) to recruit a larger and more diverse mix residents and businesses to attract visitors and residents and provide more jobs for the local community.	
		Consider the appointment of an economic group/business council, creation of a business development office, and/or the marketing of business opportunities in the Town.	
C) Visitor and/or Resident User-Friendliness	Goal: Work to retain current businesses and examine ways the Town might encourage new businesses.	Encourage State and County offices to stay in the Town.	Infrastructure
		Work with State and County governmental offices to assure Town support for their efforts, including the maintenance and preservation of their many historic buildings in the Town.	
D) Environment of Town & Surrounding Region	Goal: Maintain and enhance a safe, user-friendly Town environment for residents and visitors alike.	Whenever possible, improve the infrastructure of the Town, maintaining street lighting, street signs, sidewalks, and landmark signage.	Parking
		Improve public access to parking and add employee parking where possible.	Parking
		Examine parking options.	Parking
		Consider formalizing event overflow parking with volunteer parking guides and perhaps a parking fee.	Parking
		Improve the signage on Route 211 where possible, including adding lighting.	Plans Incentives & Enforcement
		Use appropriate Town abilities to encourage owners of dilapidated properties along the primary entryway to the Town to improve their historic properties.	



# Town of Washington, Virginia Planning Commission

TOPIC	GOAL	OBJECTIVE	NOTES
	Goal: Recognize and protect the social and economic environment of the Town as an Historic District and the contributing visual qualities of lands adjoining the Town.	<p>Maintain the integrity of the Historic District and the strength of the Architectural Review Board.</p> <p>Work with the County to preserve the character of areas just outside the Historic District.</p> <p>Maintain a balance between residential and business growth.</p>	Residential & Business Relationship
<b>E) Economy &amp; Employment</b>	Goal: While recognizing the economic reality of a very small rural community, seek to build and grow a diverse employment base.	<p>Provide more employment opportunities in the Town and nearby in the County.</p> <p>Balance business development with residential space.</p> <p>Define more specifically the kinds of uses/businesses allowed in the zoning ordinances. Attempt to attract more reasonably priced housing in the Town.</p>	<p>Residential &amp; Business Relationship</p> <p>Business Uses</p>
<b>F) Finance</b>	Goal: Work to optimize and rationalize all Town expenses as much as possible while also striving to grow the population base in the Town to better support water and sewer costs.	<p>Optimize the use of existing Town resources and revenues.</p> <p>Identify alternate revenue sources to ensure the financial stability of the Town. Explore the impact of an increase in population of Town resources.</p>	
<b>G) Natural Features</b>	Goal: Strive to maintain the original grid of streets and lots in the Town while allowing more flexibility in areas visually separate from the Townscape while also working with County government and other interests to protect the open spaces of the County that surround the Town.	<p>Coordinate with County leadership and other interests regarding open space preservation.</p> <p>Maintain the grid of streets and lots existing within the Town/historic district while also allowing flexibility in new development not impacting on that grid.</p>	Grid Street Pattern
<b>H) Land Use</b>	Goal: Assure that the Town and any necessary and appropriate adjustments to its boundaries continue to uphold the basic mix of residential, commercial, agricultural and open spaces valued by residents while also bringing new residents to the Town.	<p>As stated elsewhere, zoning designations need to be clarified to assure residents of continuity in the Town.</p> <p>Seek outside expertise to assist the Town in developing more consistent and coherent zoning designations and definitions.</p>	Zoning Grow to districts - Residential

# Town of Washington, Virginia Planning Commission

TOPIC	GOAL	OBJECTIVE	NOTES
		<p>The Town should undertake a thorough assessment of the impact of the Town growing to 250 residents (the capacity of the sewage treatment system), including any potential impact on the services and administration of the Town, where any boundary adjustments might occur and how such growth would be managed.</p> <p>Consider all adjoining parcels within rational geographic/visual boundaries so that a clear sense of the Town as place is maintained.</p> <p>Lands considered for boundary adjustment should include all three entries from Highway 211, Harris Hollow Road, Piedmont Avenue, and Fodderstack Road to the Rush River.</p>	<p>Grow to 250 residents</p> <p>Sense of Town</p> <p>Boundary Adjustments - Locations Identified</p>
<b>f) Zoning</b>	<p>Goal: Carefully review the Town zoning to assure compatibility with current values and allow some appropriate, controlled growth in the future.</p>	<p>Rationalize the zoning structure so that it makes sense, meets state standards, is accurate and clear, and serves the Town.</p> <p>Encourage a revision of zoning regulations if necessary to encourage population growth and business development in a measured, planned manner.</p> <p>Facilitate future build-out of the Town by assessing and revising the zoning ordinances to focus on in-fill and cluster neighborhood development.</p> <p>Work closely with County officials on any plans for the current "government services" zone and evaluate the utility of adding the current Gay Street buildings to this zone.</p>	<p>Zoning</p> <p>Residential &amp; Business Relationship</p> <p>Zoning</p>
<b>J) Housing</b>	<p>Goal: Create a Town with a strong sense of community built on diverse housing costs; mixed income levels and a welcoming residential population.</p>	<p>Encourage a greater diversity of housing options for prospective and current residents</p> <p>Encourage a diversity of ages.</p> <p>Consider incentives to develop assisted living and other housing options to meet the needs of senior citizens.</p> <p>Explore ways for the Town and its citizens to create a welcoming environment for potential new residents and those that actually move to the Town.</p> <p>Explore reduced water and/or sewer hookup fees for new construction.</p> <p>Work closely with County building inspectors and other officials to assure clear direction for new residents.</p>	<p>Housing</p>
<b>K) Transportation Services</b>	<p>Goal: Work to improve transportation options for Town residents.</p>	<p>The Town should be involved in discussions on County transportation issues. The Town should take steps to ensure that the Town is pedestrian friendly. The Town should develop intelligent, rational parking policies.</p> <p>Consider designated parking spaces or increased public parking.</p> <p>Encourage discussions occur with prospective businesses about developing rational parking solutions.</p> <p>Develop an implementation plan to ensure that this issue is addressed.</p>	<p>Traffic &amp; Parking</p> <p>Parking</p> <p>Parking</p> <p>Parking</p>

# Town of Washington, Virginia Planning Commission

TOPIC	GOAL	OBJECTIVE	NOTES
L) Community Facilities & Services	Goal: Assure that community facilities and services are adequate, timely and responsive.	Assure the town has an adequate water supply	Water Source & infrastructure
		Develop clear alternatives for a new well above the flood plain acceptable to the state EPA.	Water Source
		Begin budget preparations and examine alternative funding sources.	
		Assure all residents are fully informed as this process moves forward. Goal: Coordinate closely with Rappahannock County on all shared services.	
	Coordinate closely with Rappahannock County on all shared services.	Develop consistent quarterly consultation with the county on all shared services.	
		Work with the County on proposed improvements or upgrades.	
		Explore better Town access to the County Park and possible joint development of a tourist rest and information stop at the County Park.	
	Goal: Create and maintain recreational opportunities appropriate to the town and its visitors.	Consider and plan a public trail system throughout the town in cooperation with private property owners.	Pedestrian Walkways
		Encourage use of the trails by visitors through rack cards and other information.	
	Goal: Assure that the town has adequate and dependable staff support.	Develop a clear list of needs and aspirations for town services from both residents and businesses.	
Consider a part-time assistant for the Town Clerk.			
Consider a permanent, half-time maintenance and water-meter reader position. Consider a grant writer on retainer.			
Goal: Develop working relationships among Town leadership and the management of companies and agencies involved with the Town's infrastructure (REC, VDOT, etc.)  Goal: Initiate studies of infrastructure improvements.	Assess the feasibility of placing existing overhead wiring underground.	Infrastructure - Underground Utilities	
	Study means to improve efficiencies of street lighting	Infrastructure - Street Lights	