

## Town of Washington | Architectural Review Board

### Meeting Minutes | January 22, 2024

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#### ***Present:***

Nanette Edwards (ARB Member, Secretary)

Deb Harris (ARB Member, Chair)

Wesley Kerr (ARB Member, Vice Chair)

Drew Mitchell (ARB Member)

Steve Gyurisin (Zoning Administrator)

***Absent:*** Ryan Crabbe (ARB Member)

***Call to Order:*** D. Harris called the meeting to order at 6:15 p.m.

***Approval of Agenda:*** D. Mitchell made a motion to approve the Agenda, W. Kerr seconded the motion, which passed unanimously.

***Approval of Minutes:*** D. Mitchell moved to approve the December 18, 2023, Minutes, W. Kerr seconded the motion, which passed unanimously.

#### ***Zoning Administrator's Report:***

- Zoning Administrator Steve Gyurisin provided a written summary of existing project activities, which included Rush River Commons, The Inn at Little Washington, and the Washington Post Office. He reported he had met with the building inspector to discuss the review of the former packing shed, 360 Porter Street, but that they did not conduct the site tour.

#### ***Old Business:***

1. Request by Edward Fletcher, E. Fletcher Construction on Behalf of Thornton Matheson for a Certificate of Appropriateness for Improvement to the Home at 558 Gay Street. The proposed improvements are the addition of a breezeway and attached garage. The item was tabled at the December 18, 2023, ARB meeting for discussion at the January 2024 meeting. Note: The owner had requested that this item be tabled until the February 2024 ARB meeting. D. Harris reported that a lengthy email detailing collected comments from ARB members was sent to the homeowner after the December meeting. D. Harris made a motion to table the discussion until the February meeting as requested by the owner; W. Kerr seconded the motion, which passed unanimously.

#### ***New Business:***

##### **Item #1: Election of Architectural Review Board Officers: Chair, Vice Chair and Secretary for 2024.**

- D. Mitchell made a motion to retain the 2023 slate of officers for 2024: Chair – Deb Harris; Vice Chair – Wesley Kerr; Secretary – Nanette Edwards. W. Kerr seconded the motion, which passed unanimously.

##### **Item #2: 2024 Architectural Review Board Meeting Dates, Times, Application and Agenda Cut-Off Dates.**

- D. Mitchell made a motion to accept the schedule of monthly ARB meetings, which meet the third Monday of each month, 7:00 p.m. at Town Hall, noting the exception for the February meeting which will be held on Tuesday, February 20, 2024, since the Presidents' Day holiday falls on Monday, February 19<sup>th</sup>. D. Harris seconded the motion, which passed unanimously.

**Item #3: Request by Jonathan Monroe, Huntly Design Office, on Behalf of Caroline Anstey for a Certification of Appropriates for a Mudroom, Library and Enclosed Porch Extension at 510 Main Street.**

- a) Zoning Administrator Review: S. Gyurisin said the proposed project met zoning requirements.
- b) Applicant Presentation: On behalf of the owner Caroline Anstey, Project Manager J. Monroe said the project will include enclosing an existing porch to be used as interior space; reconstruction of the existing shed located on the north side of the property to be used as a mudroom and utility area (within the same footprint of the current shed); and construction of a new addition to house a library that will connect to the newly enclosed porch on one side and mudroom on the other. Exterior materials will include painted wood lap siding, and the roof will be a standing seam copper roof. The garden side of the enclosed porch would use folding contemporary doors that open onto the back garden and will not be visible from the street.
- c) Citizen Comments: There were no citizen comments.
- d) ARB Review and Member Discussion: D. Mitchell made favorable remarks on the design and commented on the use of contemporary folding doors. W. Kerr questioned the use of stucco on the addition's chimney remarking that it differed from the stone used on the "Old Jail" chimney. Mr. Monroe explained stucco was intentionally selected so that the new chimney would not compete with the historic jail's stone chimney and that the chimney on the original house is also stuccoed. D. Harris made an inquiry regarding materials. N. Edwards asked about realignment of the shed and was told that due to the shed's current framing and foundation issues the shed would be rebuilt on its original footprint only using reclaimed materials if viable. D. Mitchell made a motion to approve the application as submitted; W. Kerr seconded the motion, which passed unanimously.

**Item #4, Request by Rush River Commons Project Manager Stephen Plescow to Discuss Sign Package.**

Stephen Plescow said the sign package for Rush River Commons is still in the discussion stage, but he provided a preliminary concept of Rush River signage for the site entry, buildings, and directional signs. He also gave a heads up that the ARB may expect a materials design change for the guardrails on some of the residential units.

***Closing Comments and Adjournment:***

D. Harris made a motion to adjourn, and W. Kerr seconded the motion. D. Harris adjourned the meeting at 6:48 p.m. The next regularly scheduled meeting will be held Tuesday, February 20, 2024, due to the Presidents' Day holiday falling on Monday, February 19<sup>th</sup>.

Respectfully submitted,  
Nanette Edwards, ARB Secretary