

## Town of Washington | Architectural Review Board

### Meeting Minutes | November 20, 2023

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

Ryan Crabbe (ARB Member)  
Nanette Edwards (ARB Member, Secretary)  
Deb Harris (ARB Member, Chair)  
Wesley Kerr (ARB Member, Vice Chair)  
Drew Mitchell (ARB Member)  
Steve Gyurisin (Zoning Administrator)

***Call to Order:*** D. Harris called the meeting to order at 7:00 p.m.

***Approval of Agenda:*** D. Harris proposed that Item #3, proposed construction of a fence at 309 Wheeler Street, be postponed to a future meeting. D. Mitchell made a motion to approve the postponement, W. Kerr seconded, and the motion was approved unanimously. Two Agenda corrections were identified: correcting the Agenda date and correcting the address in Item #2 from 338 Gay Street to 558 Gay Street. D. Mitchell made a motion to approve the Agenda as corrected; W. Kerr seconded the motion, which passed unanimously.

***Approval of Minutes:*** D. Mitchell moved to approve the October 16, 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. S. Gyurisin said COAs for projects approved at the November ARB meeting would be issued soon.

***Old Business:*** No old business was discussed.

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

#### **Item #1: Request of the Theatre of Washington, VA, LLC to replace its two existing signs, 291 Gay Street.**

- Zoning Administrator Review:** S. Gyurisin said there were no zoning issues with this project, describing it as a simple replacement to update signs.
- Applicant Presentation:** Nancy Raines from the Theatre of Washington said she is updating two signs to change the name from RAAC Theatre to Little Washington Theatre, as well as changing the graphics and lettering. **The Hanging Sign** (42" x 30" x 1/2", the exact size of the existing sign), will be made of wood, double-sided and will hang on the existing bracket with new hardware. **The Wall Sign** (36" x 24"), will be made of wood, will be oval instead of rectangular, and its dimensions will be slightly smaller than the existing sign.
- Citizen Comments:** There were no citizen comments.
- ARB Review and Member Discussion:** D. Mitchell gave positive comments on the proposed changes. W. Kerr commented on the graphics. D. Mitchell moved to approve the application as submitted. R. Crabbe seconded the motion, which passed unanimously.

**Item #2: Request by Edward Fletcher, E. Fletcher Construction for Improvements to the Home of Thornton Matheson, 558 Gay Street.**

- a. Zoning Administrator Review: S. Gyurisin said there were no zoning issues with the proposed application, and that the project met all setback requirements. He mentioned other subdivision items related to the project would require discussion at other Town boards.
- b. Applicant Presentation: On behalf of the homeowner, Edward Fletcher described four proposed improvements:
  1. On the South side of the house: To extend an existing first floor bump-out addition to the second floor.
  2. On the South side of the house: To add to/expand back porch to wraparound three sides of the house.
  3. East, North, South side of house: To adjust existing windows and add new windows.
  4. On the North side of the house (street side): Add a single car garage attached via a connecting mudroom to the house.
- c. Citizen Comments: There were no citizen comments.
- d. ARB Review and Member Discussion: N. Edwards said she felt the incorporation of an attached garage seemed incompatible with the Design Guidelines, noting the town has evolved as a collection of detached buildings with open space between. She noted that historically, carriage houses/early garages were detached buildings and that starting in the early 20<sup>th</sup> century breezeways were used to connect the garage to the house. She added that while the proposed design of the garage and its swinging sectional door appeared compatible with the home's architectural design, she did not think the enclosed mudroom connector/attached garage fit the town's historic setting. D. Harris asked if other configurations of the garage were explored and if so, were there other garage design options they could present to the ARB. After a lengthy discussion among ARB members, E. Fletcher, and homeowner T. Matheson, D. Harris asked if E. Fletcher could bring to a future ARB meeting other mudroom/garage design options that would be more in keeping with other buildings in the town, and that incorporated the design specifics that are needed to apply for approval. E. Fletcher was agreeable. R. Crabbe made a motion to approve the first three proposed improvements: addition to the bump-out, expansion of the porch, and adjustment and addition of windows. W. Kerr seconded the motion, which passed unanimously. The proposed addition of the mudroom and single car garage will be reconsidered by the ARB at a later date, pending a modified application.

***Closing Comments and Adjournment:***

D. Harris made a motion to adjourn, and W. Kerr seconded the motion. D. Harris adjourned the meeting at 7:39 p.m. The next regularly scheduled meeting is December 18, 2023.

Respectfully submitted,  
Nanette Edwards, ARB Secretary