

## Town of Washington | Architectural Review Board

### Meeting Minutes | October 16, 2023

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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:*** ARB Member Ryan Crabbe

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

***Approval of Agenda:*** D. Mitchell made a motion to approve the agenda with the modification that Item #2 be corrected to read: Request of the Inn at Little Washington to replace five windows at the Tavern Shop, 423 Main Street. W. Kerr seconded the motion. The motion was approved unanimously.

***Approval of Minutes:*** D. Mitchell moved to approve the July 17, 2023, August 21, 2023, and September 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.

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

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

#### **Item #1: Request of The Inn at Little Washington to Modify the Certificate of Appropriateness for Cook's Cottage, 360 Main Street.**

- a. Zoning Administrator Review: S. Gyurisin said there were no zoning issues with this project. He reported that the COA modification is due to project revisions necessary to meet fire code standards, to address the footer foundation, and to address property line issues.
- b. Applicant Presentation: William Lester from The Inn at Little Washington described the following changes:
  - **South Wall Windows:** Two windows on the South wall of the stair enclosure/addition are being eliminated to address the one-hour fire-rated standard; the Inn felt alternative windows that would meet the code were architecturally inappropriate.
  - **Property Line Adjustment:** The property line runs diagonally so the building was pushed back 6 inches from the property line, which also ensures the new roof eave will not overhang the property line.
  - **Foundation:** The new addition will be built on a slab-on-grade and the exterior of the foundation wall will mimic that of the adjacent Parsonage building.
  - **Entry Door:** The entry door will be recessed under the porch roof to allow for a covered entry.
- c. Citizen Comments: There were no citizen comments.
- d. ARB Review and Member Discussion: D. Mitchell gave positive comments on the proposed changes. W. Kerr asked for clarification on the foundation changes. D. Mitchell moved to approve the application as submitted. W. Kerr seconded the motion, which passed unanimously.

**Item #2: Request by The Inn at Little Washington to Replace Five Windows at 423 Main Street.**

- a. Zoning Administrator Review: S. Gyurisin said there were no zoning issues with the proposed application.
- b. Applicant Presentation: Willaim Lester of The Inn at Little Washington said that while making repairs to rotted siding on its Tavern Shop building, it was discovered that five windows had rotted. The Inn is proposing to replace the windows with Andersen clad windows over a wood frame.
- c. Citizen Comments: There were no citizen comments.
- d. ARB Review and Member Discussion: D. Mitchell asked for clarification on the specific location of the windows (the east side that borders the rose alley). W. Kerr clarified that the ARB's pending approval was for windows replacement only and that siding approval was not a part of the application. N. Edwards asked if the windows were repairable as promoted in the Design Guidelines and it was confirmed that the windows are beyond repair and inoperable. D. Mitchell made a motion to approve the application as submitted. N. Edwards seconded the motion. The motion passed unanimously.

***Closing Comments and Adjournment:***

D. Harris made a motion to adjourn, and D. Mitchell seconded the motion. D. Harris adjourned the meeting at 7:15 p.m. The next regularly scheduled meeting is November 13, 2023.

Respectfully submitted,  
Nanette Edwards, ARB Secretary