

Town of Washington | Architectural Review Board

Meeting Minutes | September 18, 2023

Present:

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

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

Approval of Agenda: N. Edwards made a motion to approve the agenda. W. Kerr seconded the motion. The motion was approved unanimously.

Approval of Minutes: There were no minutes to approve.

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: Election of Secretary. D. Harris nominated N. Edwards as ARB Secretary to replace David McKnight who retired from the ARB board. W. Kerr seconded the motion. The nomination was approved unanimously via roll call vote by all present ARB members.

Item #2: Request by The Inn at Little Washington to Amend the Certificate of Appropriateness for the Gate located behind Patty O's Café and Bakery on vacant Lot 134 between the gravel parking lot and the rear of 106 Piedmont Avenue. As built, the owner deemed the gate to be unnecessary, so the fence panel was built in a way that could open for emergency services if necessary.

- Zoning Administrator Review:** S. Gyurisin said there were no zoning issues with this project. He reminded the ARB board that it was the board members' responsibility to review that the gate design meets ARB Design Guidelines, and that the function of the gate would be reviewed as part of a new site plan application, which would then go on to the Planning Commission for review.
- Applicant Presentation:** William Lester from The Inn at Little Washington explained the reason for the modified gate was to allow emergency vehicle ingress/egress to the property behind Patty O's. The gate is currently locked and not being used for vehicular access.
- Citizen Comments:** Three letters were received addressing the proposed function of the gate:
 - 1) Joan Platt, 78 Piedmont Avenue
 - 2) Bradley Schneider and Wendy Murdoch, 152 Piedmont Avenue
 - 3) Patrick O'Connell, The Inn at Little Washington
- ARB Review and Member Discussion:** D. Harris noted that she will pass on information to the Planning Commission that the gate will be used for emergency vehicle use only and will not be used by commercial vehicles. N. Edwards inquired whether the application should include pertinent documentation from the Washington Fire Department, and proposed signage for the gate. S. Gyurisin said he would contact the fire department and should any

signage on the gate require ARB approval that would be submitted in a future application. R. Crabbe made a motion to approve the modified design application as submitted. W. Kerr seconded the motion. The motion passed unanimously.

Item #3: Handrail Installation, Gay Street Inn, 160 Gay Street

- a. Zoning Administrator Review: S. Gyurisin said there were no zoning issues with the proposed application.
- b. Applicant Presentation: D. Harris recused herself from the board to present the Gay Street Inn's application to install two wrought iron handrails to improve guest safety while navigating the existing entrance stairs between Gay Street and the sidewalk, and the entry step to the Inn's front porch.
- c. Citizen Comments: There were no citizen comments.
- d. ARB Review and Member Discussion: There was no discussion. N. Edwards made a motion to approve the application as submitted. R. Crabbe seconded the motion. The motion passed unanimously.

Item #4 Rush River Commons, Food Pantry and Office Window Style Modifications

- a. Zoning Administrator Review: S. Gyurisin said that it is normal to see minor changes on a project of this scale, that there were no zoning issues, and that the modifications did not impact on any permits or approvals.
- b. Applicant Presentation: On behalf of Rush River Commons, Steve Plescow explained that due to conflicts with the interior layout and the floor design required to accommodate the Food Pantry business operations they are modifying the type and placement of windows on the Food Pantry's East and North elevations; and modifying the placement of three doors on the retail portion of the office building.
- c. Citizen Comments: There were no citizen comments.
- d. ARB Review and Member Discussion: There was no discussion. W. Kerr made a motion to approve the application as submitted, and D. Harris seconded the motion. The motion passed unanimously.

Closing Comments and Adjournment:

D. Harris made a motion to adjourn, and R. Crabbe seconded the motion. D. Harris adjourned the meeting at 7:39 p.m.

Respectfully submitted,
Nanette Edwards, ARB Secretary