

## Town of Washington | Architectural Review Board

### Meeting Minutes | January 21, 2025

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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)  
Steve Gyurisin (Zoning Administrator)  
***Absent:*** Drew Mitchell (ARB Member)

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

***Approval of Agenda:*** R. Crabbe made a motion to accept the agenda with the correction of the agenda meeting date and February meeting date; W. Kerr seconded the motion, which passed unanimously.

***Approval of Minutes:*** W. Kerr moved to approve the November 18, 2024, minutes; R. Crabbe seconded the motion, which passed unanimously.

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

- Zoning Administrator Steve Gyurisin supplied a written report that summarized projects. He noted there were no zoning issues with all applications on the night's agenda.

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

##### **Item #1: Review of Neglected Structures.**

S. Gyurisin gave an oral summation of the list of neglected structures in town noting there is no overall trend in any one area. The list included two houses on Warren Avenue near the post office; the old Packing Shed on Porter Street (currently in the work permitting process); and several accessory structures that are not listed as contributing buildings. R. Crabbe asked if the old shed on Wheeler Street was on the list; it is not. W. Kerr asked if the old museum is on the list; it is not. D. Harris requested a written copy of the report.

##### **Item #2: Request for Installation of a Business Sign, Mountain Diva Boutique, 261 Main Street, Suite A.**

Business owner Debra Giordano resubmitted a revised design for a wall-mounted 28-inch by 28-inch square sign that will be made of one-half inch thick Medium Density Overlay (waterproof exterior grade plywood), painted white with round corners to display the name and logo for her business. There were no comments from the ARB. R. Crabbe made a motion to approve the application as submitted; W. Kerr seconded the motion, which passed unanimously.

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

##### **Item #1: Election of 2025 Architectural Review Board Officers: Chair, Vice Chair and Secretary.**

R. Crabbe made a motion to reelect Deborah Harris as Chair; W. Kerr seconded the motion, which passed unanimously. D. Harris made a motion to reelect Wesley Kerr as Vice Chair; R. Crabbe seconded the motion, which passed unanimously. N. Edwards made a motion to elect Ryan Crabbe as Secretary; D. Harris seconded the motion, which passed unanimously.

##### **Item #2: ARB Meeting Dates, Times, Application and Agenda Cut-Off Dates.**

R. Crabbe 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 of the February meeting which will be held on Tuesday, February 18, due to the President's Day holiday. W. Kerr seconded the motion, which passed unanimously.

**Item #3: Request by Caroline Anstey for a Retaining Wall, 510 Main Street.**

- a) Zoning Administrator Review: No comments
- b) Applicant Presentation: As part of a landscape redesign project, homeowner Caroline Anstey wishes to expand a stone wall on Calvert Street to connect it with an existing stone wall that runs along the back of the house. At the corner of Gay and Calvert streets, the current stone wall would be replaced with a new 3-foot-high stone wall topped with a 2-foot decorative fence, a total of 5-feet high. Within the fence run, a 6-foot wide double-gate would be added.
- c) Citizen Comments: None
- d) ARB Review and Member Discussion: W. Kerr asked for clarification on the gate design. R. Crabbe asked if simpler options were considered, since he felt the combination of stone wall and fencing created a more fortified look. Ms. Anstey said she felt the fence design was harmonious to the neighborhood as other houses had used a similar design, and the three-foot height of the wall kept it consistent with the height of her neighbor's wall. N. Edwards made a motion to accept the application as presented; W. Kerr seconded the motion, which passed unanimously.

**Item #4: Request by Black Kettle LLC for Pedestrian Bridges at Rush River Commons, Phase 1.**

- a) Zoning Administrator Review: No comments
- b) Applicant Presentation: Project Manager Stephen Plescow, P.E., described the installation of two pedestrian bridges in the conservation area of Phase One: (1) A nonADA-compliant bridge with a lower profile and not requiring guardrails to be located near the office building. (2) Located off the sidewalk in the center of the project, an ADA-compliant bridge with a higher clearance and safety guardrails constructed of black vinyl-coated, welded wire fabric. Both bridges will be made of Southern yellow pine and allowed to weather naturally.
- c) Citizen Comments: None
- d) ARB Review and Member Discussion: N. Edwards asked for meshing clarification. R. Crabbe made a motion to accept the application as presented; W. Kerr seconded the motion, which passed unanimously.

**Item #5: Request by Wes Kerr for a New Roof, 132 Gay Street.**

- a) Zoning Administrator Review: No comments
- b) Applicant Presentation: Homeowner Wes Kerr recused himself from the ARB to request replacing rotting roof shingles on his porch with metal roofing that matches the rest of the home's roofing. Both roofs will be painted a similar green color.
- c) Citizen Comments: None
- d) ARB Review and Member Discussion: No comments were made. N. Edwards made a motion to approve the application as presented; R. Crabbe seconded the motion, which passed unanimously.

**Item #6: Request by The Inn at Little Washington for New Fencing, 360 Main Street and Gay St.**

- a) Zoning Administrator Review: S. Gyuris reported no zoning issues and said the proposed fence and gates are similar to other fences and gates the Inn has installed in other parts of town.
- b) Applicant Presentation: Chef/Proprietor Patrick O'Connell and Architect Michael Franck described the fence as a simple, 6-foot, pressured-treated wood fence to be painted black that will enclose the current parking lot located behind the Parsonage and next to the Episcopal Church on Gay Street. The Gay Street side will have a double-hung pedestrian entry gate; the fencing facing the Parsonage building will feature a Moon gate.
- c) Citizen Comments: None
- d) ARB Review and Member Discussion: ARB comments focused on exact fence placement, setback from the Gay Street sidewalk, landscaping plans, plans for the lot, and whether any

adjacent neighbors had concerns. Mr. O’Connell and Mr. Franck produced an aerial map and site plan that provided further information, and reported: they had addressed any concerns with the neighbors; the fence would be placed inside the existing tree line on Gay Street with no intention of altering any trees on the property line; evergreen vines will be planted to cover the fence; and there are additional planting areas between the fence and sidewalk. The Inn plans to install a small, oval pool on the lot. W. Kerr moved to accept the application with the inclusion of the aerial photo and site plan; R. Crabbe seconded the motion, which passed unanimously.

**Item #7: Request by The Inn at Little Washington for a New Structure (Spa) at 439-491 Main St.**

- a) Zoning Administrator Review: S. Gyurisin reminded the ARB that this concept design presentation was step 1 before it goes on for review by the Planning Board and Town Council.
- b) Applicant Presentation: Proprietor Patrick O’Connell explained the Inn’s proposed update and relocation of the new spa would eliminate the employee parking lot currently located on the site, thus reducing vehicular traffic in the center of town, and decrease the density across the street that would result if the spa were located there, as indicated in a previous submission. Citing the size and styles of Avon Hall, the Middleton Inn, Mt. Prospect, and Washington School, Architect Michael Franck said the new spa is designed to resemble an older, big home that was converted to a spa. The building, set back from the road and screened by trees and shrubs, will feature a circular entry drive with fountain and garden area with minimal parking spaces, pool areas, spa service rooms, and four guest suites. Proposed building materials are compatible with other buildings in town and will use stucco siding, double hung windows and cedar shake roofing.
- c) Citizen Comments: Resident Caroline Anstey asked about the square footage, building height, and screening of cars viewed from Harris Hollow, and was told the building is approximately 7,000 square feet with a total lot size of approximately 18,000 square feet, is 2.5 stories, and plantings will screen the sides of the building. Resident John Sullivan questioned the four suites and asked about timing, and was told the four guest suites are needed to generate income to help support the spa, and that the Inn hopes to start construction soon.
- d) ARB Review and Member Discussion: W. Kerr questioned the compatibility of the spa design alongside the western style look of the adjacent General Store and was told the Inn plans in future to enhance that building. N. Edwards pointed out the massing and architectural style of the building did not seem compatible with the neighboring buildings. The applicants noted it is in scale with the side of the Inn building on Main Street, and is compatible with the town’s mixture of styles. They restated that they want the spa to look like a simple big house in harmony with others found in town, and to that end its placement on the lot and many of its design elements are intended to diminish the perception of the building size. R. Crabbe wondered if the proposed size of the outdoor pool is adequate for future uses and was told they felt it was appropriate and that an indoor mineral pool is also planned. D. Harris verified that the ARB is reviewing the concept design only and asked if further specifications will be provided; she was told the materials used will be similar to those presented in the Inn’s Expansion plans submitted in 2023, and that the Inn would return to ARB with any design alterations that warrant ARB review. W. Kerr made a motion to approve the concept design as submitted; R. Crabbe seconded the motion, which passed unanimously.

**Public Comments:** None

***Closing Comments and Adjournment:***

D. Harris made a motion to adjourn the meeting at 8:19 p.m. W. Kerr seconded the motion, which passed unanimously. The next scheduled meeting is Tuesday, February 18, 2025, due to the Monday holiday.

Respectfully submitted,  
Nanette Edwards, ARB Secretary