

Town of Washington | Architectural Review Board

Meeting Minutes | May 18, 2026

Present:

Wesley Kerr (ARB Member, Chair)
Dwight McNeill (ARB Member, Vice Chair)
Ryan Crabbe (ARB Member, Secretary)
Drew Mitchell (ARB Member)
Fred Catlin (ARB Member)

Call to Order

W. Kerr called the meeting to order at 7:00 p.m.

Proposal to Approve Agenda

W. Kerr called for a motion to approve the meeting agenda. A motion was made and seconded. The motion passed unanimously.

Approval of Prior Meeting Minutes

The Board reviewed the May 18, 2026 meeting minutes. A motion to approve the minutes was made and seconded. The motion passed unanimously.

Zoning Administrator Report

The Zoning Administrator did not provide formal comments for the meeting.

Old Business

Item #1: Amendment to Previously Tabled COA — Detached Garage / ADU 515 Mount Salem Avenue

a) Applicant Presentation: The applicant returned with revisions responsive to ARB feedback from the prior meeting. Changes included replacing previously proposed HardiePlank siding with wood siding, replacing composite windows with wood windows, and changing the previously proposed third-story gable window to a vent. The revised siding would be painted to match the existing house and maintain a similar reveal.

b) Public Comment: A new property owner spoke in support of the project, noting appreciation for the Board's thoughtful review and enthusiasm for the property.

c) ARB Review and Member Discussion: Members expressed appreciation for the applicant's responsiveness to prior feedback. Board discussion focused on the successful

incorporation of requested changes.

F. Catlin motioned to approve the amended certificate of appropriateness. D. Mitchell seconded the motion. The motion passed unanimously (4-0-1) among voting members (D. McNeill recused).

New Business

Item #2: Amendment to Previously Approved COA — Inn at Little Washington Spa Plan 305 and 309 Middle Street

a) Applicant Presentation: Applicant presented amendments reducing the previously approved spa footprint from approximately 16,700 square feet to 6,500 square feet by relocating spa functions into the existing Blue House and Courtyard House structures, connected by a small connector. Previously approved exterior architecture would remain materially unchanged except for the connector.

b) Public Comment: John Fox Sullivan supported the project's reduction in scale.

c) ARB Review and Member Discussion: Board discussion focused on limited elevations and the connector's architectural treatment. There was discussion whether the ARB's approval was required on the amended previously approved COA.

D. Mitchell motioned to approve the amendment as submitted. R. Crabbe seconded the motion. During discussion, F. Catlin stated his support was contingent upon the proposed connector maintaining architectural styling consistent with the connector previously approved by the Board. F. Catlin and W. Kerr discussed whether such a condition was necessary. The motion passed 4-1-0, with F. Catlin recorded as opposed.

Item #3: Amendment to Previously Approved COA — Parsonage 360 Main Street

a) Applicant Presentation: Applicant proposed replacing a previously approved copper roof element with a standing seam metal roof matching the existing roof.

b) Public Comment: W. Kerr opened the floor for public comment. No members of the public offered comments during the meeting.

c) ARB Review and Member Discussion: Discussion focused on whether the proposed roof material would be pre-finished and on the preservation of the mature tree adjacent to the renovation. The applicant confirmed its commitment to preserving the tree, consistent with representations made during the project's initial ARB application and informed by consultation with an arborist.

D. Mitchell motioned to approve the application as submitted. F. Catlin seconded the motion. A motion to approve the amendment passed unanimously, 5-0-0.

Item #4: Certificate of Appropriateness for 24 Harris Hollow Road, fencing and exterior revitalization

a) Applicant Presentation: The applicant presented a renovation proposal including repainting trim and stucco, replacement windows, dark bronze gutters, new fencing, and a small trash enclosure. Proposed replacement windows would maintain the home's existing 6-over-1 configuration while improving energy efficiency.

b) Public Comment: W. Kerr opened the floor for public comment. No members of the public offered comments during the meeting.

c) ARB Review and Member Discussion: Discussion focused primarily on the proposed replacement windows and their alignment with historic district guidelines. Members discussed balancing preservation of original materials with energy efficiency and modern performance needs. Given the home's setback and limited visibility from the street, members generally expressed support for the proposal.

R. Crabbe motioned to approve the application as submitted. D. Mitchell seconded the motion. The motion passed unanimously 5-0-0.

Item #5: Certificate of Appropriateness, Town of Washington — Utility Shed at Water Treatment Plant

a) Applicant Presentation: No applicant was present due to illness. Materials submitted proposed construction of a utility shed at the Town's water treatment facility. The structure was described as a prefabricated utility building with metal siding intended for operational use.

b) Public Comment: W. Kerr opened the floor for public comment. No members of the public offered comments during the meeting.

c) ARB Review and Member Discussion: Discussion focused on the lack of sufficient information regarding the shed's exact placement, visibility from adjacent properties and public roads, and whether screening or landscaping would be provided. While members acknowledged greater flexibility may be appropriate for a utility structure, the Board agreed additional information was needed before taking action.

The application was tabled.

Public Comment

Mary Anthony, resident of the Town, addressed the Board regarding the future of the town library. She expressed opposition to the proposed relocation of the library and advocated for preserving and renovating the existing historic library, citing architectural significance, financial concerns, and community character.

Adjournment

W. Kerr motioned to adjourn the meeting. A motion was seconded. The meeting was adjourned at 7:53pm.

The next regularly scheduled ARB meeting will be held in June 15, 2026.