

**Hollin Hills Design Review Committee
Meeting Minutes
Wednesday, June 4, 2008**

Attendance:

DRC: Mazade, Norton, Robinson, Sydow

CAHH: McNamara, CAHH Board Liaison to the DRC

Observers: None

The meeting of the Hollin Hills Design Review Committee (DRC) was called to order at approximately 7:15 p.m.

PREVIOUS MEETING MINUTES

The committee approved the May 7, 2008 meeting minutes via email and posted them on the Hollin Hills Website prior to the meeting.

DRC ACTIONS

The DRC offered advice on/approved the following projects during the meeting:

- **Gibber Residence, 2203 Martha's Road.** Owners and their architect (Cunningham + Quill Architects, PLLC) presented construction drawings for a freestanding teahouse. The drawings detailed a single square room with windows on three sides. The proposed tea house will be built on the concrete pad of an existing, deteriorating artist studio; use the current electrical connections; have siding, trim and roofing that will match the existing house. Owners indicated that the proposed teahouse meets Fairfax County requirements.

The committee raised questions about the window design and the heaviness of the corner post pieces, suggesting that the design use 2' x 6's instead. The committee also asked about the roof trim.

Decision: Norton moved for conceptual approval; Sydow seconded. Unanimously approved.

Requested Follow-up: The committee asked the architect to send revised detail drawings as pdfs via email, and recommended the owners conduct neighbor notification immediately.

- **McNamara Residence, 2002 Bedford Lane.** Owner discussed a proposal to replace/unify siding and replace windows on an existing front addition.

The committee raised concerns about trim dimensions for the proposed vinyl window replacements.

Decision: Norton moved for final approval of the proposed siding replacement and conceptual approval of the proposed window replacements; Robinson seconded. Unanimously approved.

Requested Follow-up: The committee asked the owner to send a window product cut sheet and digital photographs of the window elevations.

Post-meeting Note: Owner has submitted requested digital photographs.

- **Blanchard Residence, 1809 Paul Spring Road.** Owner did not attend the meeting.

The committee discussed the photographs sent via email by the owner to show location and elevations for a proposed patio and driveway project (originally presented at the May 7, 2008 meeting). The committee determined it required more information and would contact the owner to request a site visit.

Post-meeting Note: Mazade emailed the owner about the need for more information and a site visit.

- **Norton Residence, 7526 Elba Road.** Owner presented drawings for a proposed replacement of an existing wooden gate. The new gate will be constructed with vertical 1" x 1" boards and painted grey to match the house color.

The committee briefly discussed the proposed design.

Decision: Sydow moved for final project approval; Robinson seconded. Unanimously approved pending neighbor notification

Requested Follow-up: Neighbor notification.

Post-meeting Note: Owner sent neighbor notification letter on June 5, 2008.

- **Wilson Residence, 2115 Popkins Lane.** Owner did not attend the meeting.

The Committee reviewed and discussed the owner-submitted detail drawings of the proposed roof replacement project, requested by the committee at the May 7, 2008 meeting.

Decision: Sydow moved for final approval; Mazade seconded. Unanimously approved. Mazade to notify owner.

Post-meeting Note: Mazade notified owner.

OTHER BUSINESS: None discussed.

The meeting was adjourned at approximately 9:15 p.m.

Next meeting: Wed., July 9, 2008, 7:30 p.m.
 Hollin Meadows Elementary School Library