

**Hollin Hills Design Review Committee  
Meeting Minutes  
Wednesday, November 5, 2008**

Attendance:

DRC: Burns, Mazade (Chair), Norton, Robinson, Sydow  
CAHH Board Liaison: McNamara  
Observers: None

The meeting of the Hollin Hills Design Review Committee (DRC) was held at the Hollin Meadows Elementary School Library and called to order at approximately 7:40 p.m.

PREVIOUS MEETING MINUTES

The committee approved the October 1, 2008 meeting minutes via email and posted them on the Hollin Hills Website prior to the meeting.

DRC ACTIONS

The DRC reviewed projects for the following properties:

- **Hesh-Margry Residence, 2109 Paul Spring Road** – Owner presented photographs and drawings to show three areas on the side of his house where he wants to build up landscaping to divert water runoff. Owner plans to hold the raised areas in place using 3/16” steel edging (material often used in sculpture).

Decision: Burns moved to approve as described, but requested a drawing of the raised areas on a plat of the owner’s property. Seconded by Robinson.  
Unanimous approval.

Follow up: Owner to email the plat to Mazade. Owner to complete neighbor notification.

**Roberts-Seikel Residence, 7318 Rippon Road** – Owner discussed options for replacing an existing roof, including using shingles. The committee told owner she could replace the roof with tar and pebble without further committee action. The committee encouraged the owner to select a shingle that creates a uniform color and cautioned the owner about the possible need for a membrane to prevent water wicking. The committee also encouraged the owner to replace existing gutters with traditional Hollin Hills box gutters.

Decision: None.

Follow up: Owner to present a plan to committee if not an in-kind (tar and pebble) replacement.

- **McLees Residence, 1901 Paul Spring** – Owner presented conceptual drawings for landscaping and a replacement deck to be constructed with composite materials. The landscaping is designed to divert water runoff. The deck will be elevated enough for water to flow under the deck. The committee asked the owner about the elevation and the need for a railing.

Decision: Robinson moved for conceptual approval. Burns seconded. Unanimous approval.

Follow up: Owner is to provide committee with a copy of design on the property plat, a list decking materials, and an edge detail elevation of the deck.

- **Leonard Residence, 2109 Popkins Lane** – Owner attended meeting to discuss cut sheets on shingles and a photo of a low-profile roof vent to be used on a roof replacement. Owner noted that the shingles were the same as those currently on a house on Stafford Road.

Decision: Sydow moved for committee approval; Robinson seconded. Unanimous approval.

Follow up: Neighbor notification.

- **Klein-Lardner Residence, 2200 Martha's Road** – Owner presented construction drawings for a proposed greenhouse. The committee determined that issues raised on the conceptual drawings had been addressed.

Decision: Burns moved for committee approval; Sydow seconded. Unanimous approval.

Follow up: Neighbor notification.

- **Johnson Residence, 7404 Rebecca Drive** – Owner submitted construction drawings for a dog run connected to a deck. Committee discussed the drawings and found them to be insufficient. The committee will contact the owner to request more detailed drawings showing elevations and location on the owner's plat.

Decision: Committee did not approve, needs more detailed drawings before it can make a decision.

Follow up: Mazade to contact owner.

- **Gibber Residence, 2203 Martha's Road** – The committee reviewed construction drawings submitted by the owner just prior to the meeting. Owner did not attend. The committee reviewed the drawings and remains concerned about the heaviness of the window framing and corner design – items the committee previously asked the owner to address.

Decision: Committee did not approve, needs the owner to explain how the committee's issues were addressed in the construction drawings.

Follow up: Mazade to contact owner.

- **Unger Residence, 2005 Paul Spring Road.** Owner sent cut sheets on replacement windows to the committee via email prior to the meeting. Owner described where the windows will be in the email, but did not provide photos or elevation drawings.

Decision: The committee did not approve, needs photos or elevation drawings showing exact location of the windows.

Follow up: McNamara to contact the owner and offer to photograph the windows in question.

- **2106 Martha's Road.** New owner sent photographs showing the location of a proposed front-of-house bump-out. The committee discussed the photographs and the proposed renovation, concluding that the desired outcome was structurally and aesthetically possible.

Decision: Norton moved that the committee give conceptual approval; Robinson seconded.

Follow up: Mazade to contact the owner to request construction drawings that show elevations and how the design will closely match what is there.

#### INTER-MEETING APPROVALS

None.

#### OTHER BUSINESS:

The committee discussed a Fairfax County Special Variance Permit brought to its attention prior to the meeting. The permit pertains to the location of a carport previously given conceptual approval by the committee. The committee is concerned about how close the structure will be to the street and that the owner never received committee approval of construction drawings. Burns will follow up with the county zoning office to get more information and report back to the committee.

