

**Hollin Hills Design Review Committee
Meeting Minutes
Wednesday, January 7, 2009**

Attendance:

Burns, Mazade (Chair), Norton
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 December 3, 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:

- **Larm/Vieta Residence, 7715 Elba Road** – Owner would eventually like to replace his built-up, pitched roof and came to the DRC to seek consultation. He prefers to not construct a built-up roof again and is considering a shingle or membrane roof with a single ridge vent. Owner also discussed issues with current insulation.

The committee indicated that shingles could be used so long as they are uniform in color and have no pattern (they must be planar quality). The DRC also recommended installing a rain and ice-shield over the entire roof, using a low-profile ridge vent and installing box gutters if gutters are to be used.

Decision: None required.

Follow up: The owner is to email the committee with information about their future intentions and return to the committee with specific information/edge detail and samples of any roofing materials they would like to use. Owner may email details to Mazade.

- **Silverstein/Klein Residence, 7718 Elba Road** – Owner presented drawings for expanding and rebuilding a fence that existed on the property when they purchased it. The previous owner had received approval from the existing DRC several years ago and the fence enclosed a portion of the back yard. When the previous owner moved, she removed a portion of the fence on the South side of

the back yard. The current owners wish to replace the fence on the South side of the backyard and install a gate to the back yard between the North corner of their house and an existing shed. The owners indicated that the replacement fence will be made with green farm fencing (3" x 2" metal grid) and be five feet tall. The owners brought a sample of the actual fencing material to the meeting for DRC inspection. Bamboo and other plantings currently hide the existing fence and additional plantings that the owner would install would obscure most sight lines of the new replacement portion of the fence. The neighbors on either side of the house and across the street had sent emails to Mazade indicating their approval of the intended project.

The committee discussed several options for a gate design in reference to types and design of gates found elsewhere in Hollin Hills. The DRC requested that the replacement fence be no higher than four feet to which the owners agreed. The committee suggested that the owners could consider the new piece of fence and gate could be considered akin to a privacy fence.

In reference to the Guidelines, the DRC concluded that an open grid metal fencing material will be used; that any fence posts will be on the inside of the fence; plantings will be used in conjunction with the transparent fencing material to minimize the appearance; there will be no retaining walls; and that due to the contour of the back yard which slopes downward, the fence will be virtually invisible from the street.

Decision: With regard to installation of the fence, the proposed fencing and fence material constitutes an "in-kind replacement" and therefore does not require DRC approval. The committee gave conceptual approval for the addition of a gate on the North side of the property subject to future DRC review and approval.

Follow up: Owner will email photos of possible gate designs to Mazade who will circulate these among the DRC members for review and suggestions. Owner must submit construction drawings of the proposed gate for DRC review.

- **Williams Residence, 7610 Elba Road** – Owner presented construction plans for a proposed tapered roof replacement design, which will include box guttering. Owner received 10 bids on the proposed work. The committee asked about replacing the drip edge and transitions on the front of the house. Owner indicated that the tapering would be behind the drip edge; guttering will be stepped down below the drip edge. The committee told owner that a uniform edge must be maintained.

Decision: Burns moved to approve with submission of edge detail drawings. Norton seconded. Unanimous approval. Neighbor notification.

Follow up: Owner will email edge detail drawings to Mazade.

- **Wilber/White Residence, 7523 Elba Road** – Owner presented conceptual plans for two options of a proposed addition that would add a master bedroom, second child bedroom, art studio, and office space to the existing house. One of the options featured an open porch and a butterfly roof (owner’s preferred design). Owner wants to replace the existing deck and add additional decking. Owner is determining possible easement issues for either design. The committee discussed the design elements of both plans and expressed concerns about the butterfly option as being a bit too “heavy.” The committee told the owner that it liked the pop-up window massing and sloped roof details. The committee also expressed some concern about the art studio facing the street. The design indicated a blank wall; the committee suggested replacing that with a strip of windows. Committee asked about utilities in the art room. Owner said it would have a separate mechanical for AC/heat. The committee suggested that the owner return with a design that integrates the pop-up window massing into a design that does not include a butterfly roof.

Decision: None.

Follow up: Owner to present new conceptual drawings at a future meeting.

INTER-MEETING APPROVALS:

None

OTHER BUSINESS

None.