

Hollin Hills Design Review Committee
Nov. 11, 2009
7:30 p.m.
Mazade Residence, 7800 Elba Road

Attendance:

John Burns, Noel Mazade (Chair), Derek Norton, Sharon Sydow
CAHH Board Liaison: Chris McNamara

Observer: None

The meeting of the Hollin Hills Design Review Committee (DRC) was held at Noel Mazade's house, 7800 Elba Road, and called to order at approximately 7:30 p.m.

PREVIOUS MEETING MINUTES

The DRC approved the Oct. 14, 2009 meeting minutes via email and posted them on the Hollin Hills Website after the meeting.

DRC ACTIONS

The DRC reviewed projects for the following properties:

- **Sinaiko Residence, 2216 Glasgow Rd.** The DRC reviewed a proposal to install a white TPO membrane roof sent via e-mail to Mazade.

Decision: After discussing the project, the committee concluded that, because of the amount of roof visible to neighboring houses, the plastic and unnatural character of the membrane roofing material would not meet the harmony and conformity standards.

Follow Up: Mazade will contact the owner via email to notify him of the decision. In addition, the email will detail the DRC's alternative recommendations: 1) replacing the roof in kind with the traditional Hollin Hills built-up roof, or 2) using square-tab shingles in a color that approximates the built-up roof coloring (light to medium grey). The in-kind built up roof replacement would not require further DRC approval. The DRC would need to examine a sample of the exact shingle to be installed by the roofer prior to voting on approval, if the owner chooses that approach.

- **Mattox/Wexler Residence, 7307 Stafford Road.** The DRC discussed findings from a site visit to determine if construction/renovations were going according to the approved plans. The visit discovered some inconsistencies related to windows and doors.

Follow Up: Mazade will contact the owners to ensure that the contractors are completing the work according to DRC approved plans.

INTER-MEETING APPROVALS

None.

OTHER BUSINESS

The DRC entered into closed session to discuss the SDRC Architecture and Process Subcommittee reports.

The meeting adjourned at approximately 9:40 p.m. The next meeting is scheduled for Wed., December 9, 2009, 7:30 p.m., at the Hollin Meadows Elementary School Library.