

Hollin Hills Design Review Committee
January 13, 2010
7:30 p.m.
Hollin Meadows Elementary School Library
2310 Nordok Place

In Attendance:

Noel Mazade (Chair) John Burns, Derek Norton, Michael Winstanley, Sharon Sydow
CAHH Board Liaison: Jay Pascoe

Observers: Barbara Wickham, Al Seligmann

The Hollin Hills Design Review Committee (DRC) met on Wednesday, January 13, 2010 at the Hollin Meadows Elementary School Library and called to order at approximately 7:30 p.m.

PREVIOUS MEETING MINUTES

The DRC approved the December 2009 meeting minutes via email and posted them on the Hollin Hills web site after the meeting.

DRC ACTIONS

The DRC reviewed projects for the following properties:

- **Hession/Olexy Residence, 7325 Rebecca.** The owner presented drawings requesting approval to install two windows in a solid wall as part of an interior renovation. The homeowners stated they intend to match existing trim on the windows on the same elevations. The two new windows cannot be seen from the street.

Decision: Norton moved for approval of the project ensuring that all trim on the elevation match. Winstanley seconded. Unanimous approval.

- **Beebe Residence, 7311 Stafford Road.** Robert Fina, who is handling the work, presented final construction drawings and reference pictures for two wheelchair ramps to be installed at the driveway and front porch areas of the home. The ramps would have a low profile and no handrails. A black rough material would be placed on top of the ramps for traction. Both ramps can be removed when no longer needed.

Decision: Burns moved for final approval of the project as presented. Sydow seconded. Unanimous approval.

- **Kinzer Residence, 2105 Paul Spring Road.** Owner presented drawings and reference pictures for approval to enclose an existing front porch. The front door of the home would be moved forward creating a 4 x 5 ft interior entryway to the home. There is a transom above the door that will be moved as well. The plan called for an existing window on the side elevation to be extended for 3 ft. The committee

suggested extending the window the full 4 ft of the enclosure to mimic the other existing windows on the elevation. Owner also presented drawings of a shed to replace a current structure on the property. Originally thought to be an in-kind replacement, the current structure was deemed unsalvageable and therefore would not be consider an in-kind replacement. The new shed will be of the same footprint, size, scope and materials as the current. The owner notified the committee of his intent to re-glaze and or replace existing windows on the residence. All current opening casement style windows will be replaced with awning windows and all fixed windows would be re-glazed. Finally a request to remove portions of an existing fence and replace with a screen fence was presented. The committee suggested the use of plantings in lieu of the fence. Both the homeowner and the neighbor would prefer a portion of the fence to remain for privacy and noise control.

Decision: Burns moved to grant conceptual approval with the following stipulations:

1. Plate of property denoting current placement of residence, shed and fence.
 2. Revised plans for the enclosed porch showing side and front elevations with revisions noted by the committee.
 3. Presentation of design and material of new fence.
 4. List of all windows to be re-glazed and those that will be replaced
 5. Cut sheet of new awning windows and details of how they will be installed.
- Second by Norton. Conceptual approval unanimous.

Kinzer Residence, 2100 Pickwick. Homeowner stated desire to re-glaze or replace all windows on residence in the same manner as homeowners residence at 2105 Paul Spring Road.

Decision: Burns moved to grant conceptual approval with final approval to be granted via email upon submission of cut sheets of the replacement windows and details of how they will be installed. Sydow seconded. Conceptual approval unanimous.

O'Rourke Residence, 7405 Ricard Lane. Neither Vivian Walton or the contractor Mr. Hoskins were present at the meeting on 1-13-10. Two neighbors, Ms. Barbara Wickham and Mr. Al Seligmann, both of whom received letters of neighbor notification were present. Mr. Seligmann specifically questioned the material being used on the project and whether placing it horizontally was within guidelines. It was pointed out that several homes in HH were originally built with horizontal siding and still exist, but that by all recollection the DRC had never approved a change from vertical to horizontal siding. Burns raised the concern that placing horizontal siding on the home would change the appearance to that of a ranch style home. He also raised the concern that no plans had been submitted as to where the siding would be applied or where it would stop. Burns made a motion that due to inadequate information provided the DRC would not move forward in consideration of the project. Norton mentioned he has received an email from the contractor that did provide more details, but after reading the email it was still determined that there was insufficient details and the motion carried.

Decision: Burns amended his motion to include a list of what the DRC would require from the homeowner to further the project. 1. Elevations showing trim selection and clear intent of the use of the horizontal siding. Whether it would be placed over existing cinder block or extend flush to the cinder block. They would also need to provide details of how the siding would abut existing planes – such as windows, etc. A cut sheet of the material. The committee would notify the resident.

Reading Residence, 2311 Glasgow. Sydow excused herself from the discussion as she is a friend of the homeowner. Resident, who was accompanied by the architect, Rebecca Bostick, is seeking conceptual approval to enclose a current carport attached to the home. The current configuration of the home was designed and constructed in 1964 and interiors do not work for current resident. Enclosing the carport would allow for remodeling of the interior spaces. The carport has a storage shed at the back which would remain, but the doors would be moved to rear of the structure. Preliminary plans were presented to the committee on the project. Neighborhood notification has been made. Resident at 2312 Glasgow called Noel Mazade rather than to the resident. Neighbor noted he has no objection to the project except as they related to an apparent street parking dispute. Noel did notify Mr. Reading of the call and stated that as the DRC had no current preview over street parking the committee would not consider the matter in the approval process. Mazade just wanted to make the homeowner aware for the concern.

Decision: Burns moved for conceptual approval with required detailed plans to be submitted when completed before final approval. Norton second. Conceptual approval unanimous by remaining committee members.

Seikel/Roberts Residence, 7318 Rippon Road. This residence is considering a driveway replacement. The project was on the agenda and an agenda was sent to homeowners, but they did not show for the meeting. Information on suitable materials for the driveway were sent to the homeowner by Norton before the meeting. If the homeowner elects to use one of the suggested materials final approval by the committee will be granted via email. This request was tabled until further notice from the residence.

INTER-MEETING APPROVALS

None

OTHER BUSINESS

The DRC discussed the need to schedule another working session to review/discuss the draft SDRC subcommittee reports. Committee members scheduled a session for Wednesday, January 27, 2010 at 7:30 p.m., at the home of Noel Mazade.

The meeting adjourned at approximately 9 p.m. The next meeting is scheduled for Wednesday, February 10, 2010, 7:30 p.m., at the Hollin Meadows Elementary School Library.

Go to www.hollinhills.org/drc/mtgNotes/2010/DRCMM011310.pdf to see the full set of notes.

Please Note: All homeowners seeking DRC approval for a proposed project must submit their application *at least seven days prior* to the next scheduled DRC meeting in order to be included on that meeting's agenda.

-- Jay Pascoe, DRC Liaison