



DEPARTMENT OF
**PLANNING AND
DEVELOPMENT
REVIEW**

Commission of Architectural Review
Certificate of Appropriateness Application
900 E. Broad Street, Room 510
Richmond, VA 23219
804-646-6569

Property (location of work)

Property Address: 3009 E Broad Street Richmond VA 23223

Current Zoning: _____

Historic District: St John's Church

Application is submitted for: (check one)

- ☒ Alteration
☐ Demolition
☐ New Construction

Project Description (attach additional sheets if needed):

Renovation of an existing 2nd story deck to a screened in porch with roof. The existing 2nd story deck is over an existing deck. Existing footers are substantial enough for new roof system. Please refer to the engineer's report.

Applicant/Contact Person: David Moore

Company: Moore Done LLC

Mailing Address: _____

City: Richmond State: VA Zip Code: 23231

Telephone: _____

Email: _____

Billing Contact? Yes Applicant Type (owner, architect, etc.): Contractor

Property Owner: Will Prater

If Business Entity, name and title of authorized signee: _____

Mailing Address: _____

City: Richmond State: VA Zip Code: 23223

Telephone: _____

Email: _____

Billing Contact? No

****Owner must sign at the bottom of this page****

Acknowledgement of Responsibility

Compliance: If granted, you agree to comply with all conditions of the certificate of appropriateness (COA). Revisions to approved work require staff review and may require a new application and approval from the Commission of Architectural Review (CAR). Failure to comply with the conditions of the COA may result in project delays or legal action. The COA is valid for one (1) year and may be extended for an additional year, upon written request and payment of associated fee.

Requirements: A complete application includes all applicable information requested on checklists available on the CAR website to provide a complete and accurate description of existing and proposed conditions, as well as payments of the application fee. Applications proposing major new construction, including additions, should meet with staff to review the application and requirements prior to submitting. Owner contact information and signature is required. Late or incomplete applications will not be considered.

Zoning Requirements: Prior to Commission review, it is the responsibility of the applicant to determine if zoning approval is required. Application materials should be prepared in compliance with zoning.

Property Owner Signature: _____

Date: 7/13/2026

C. E. Duncan & Associates, Inc.

2609 Rocky Oak Road
Powhatan, Virginia 23139
(804) 598-8240

April 10, 2026

Moore Done LLC
1134 Bickerstaff Road
Henrico, VA 23231

RE: 3009 East Broad Street
Porch Roof

Dear Sir,

This letter is to confirm that existing porch posts and footing are adequate to support the loads for a new 2nd level roof. The structure is currently a 2 story deck bearing upon 6"x6" posts and footings. No additional reinforcing is required.

This evaluation is based upon a visual inspection of the area of concern only; no other area or feature of construction was observed or considered. A whole home inspection was not performed. There is no warranty, either implied or explicit, with this evaluation. In recognition of the relative risks and benefits to both you and my firm, the risks have been allocated such that you agree, to the fullest extent permitted by law, as a condition of any reliance by you on this report, to limit my and my firm's liability for any and all damages to the amount of my firm's fee.

Sincerely,



Carl E. Duncan, P.E., L.S.

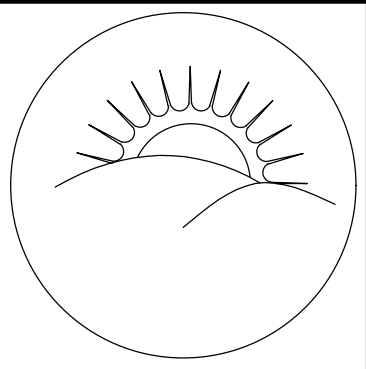


PRECISION BUILDING PLANS — ASSUMES NO RESPONSIBILITY FOR ANY DAMAGES, INCLUDING STRUCTURAL FAILURES DUE TO ANY DEFICIENCIES, OMISSIONS OR ERRORS IN THE DESIGNS OR BLUEPRINTS. ALL PLANS MUST BE REVIEW AND APPROVED BY LICENSED ENGINEER, LICENSED CONTRACTOR AND OR LOCAL BUILDING DEPT.

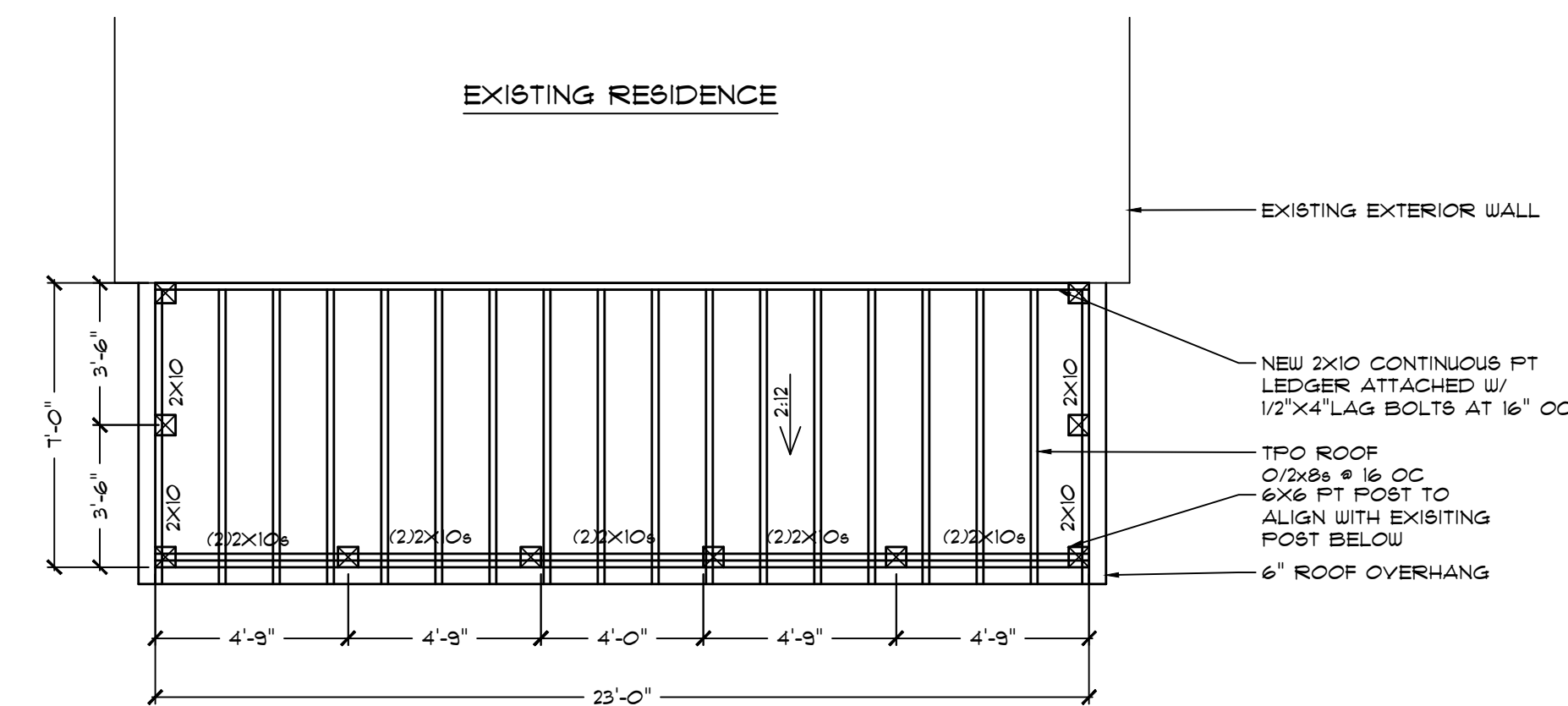
A NEW UPPER SCREENED PORCH ROOF FOR:

3009 E. BROAD ST.

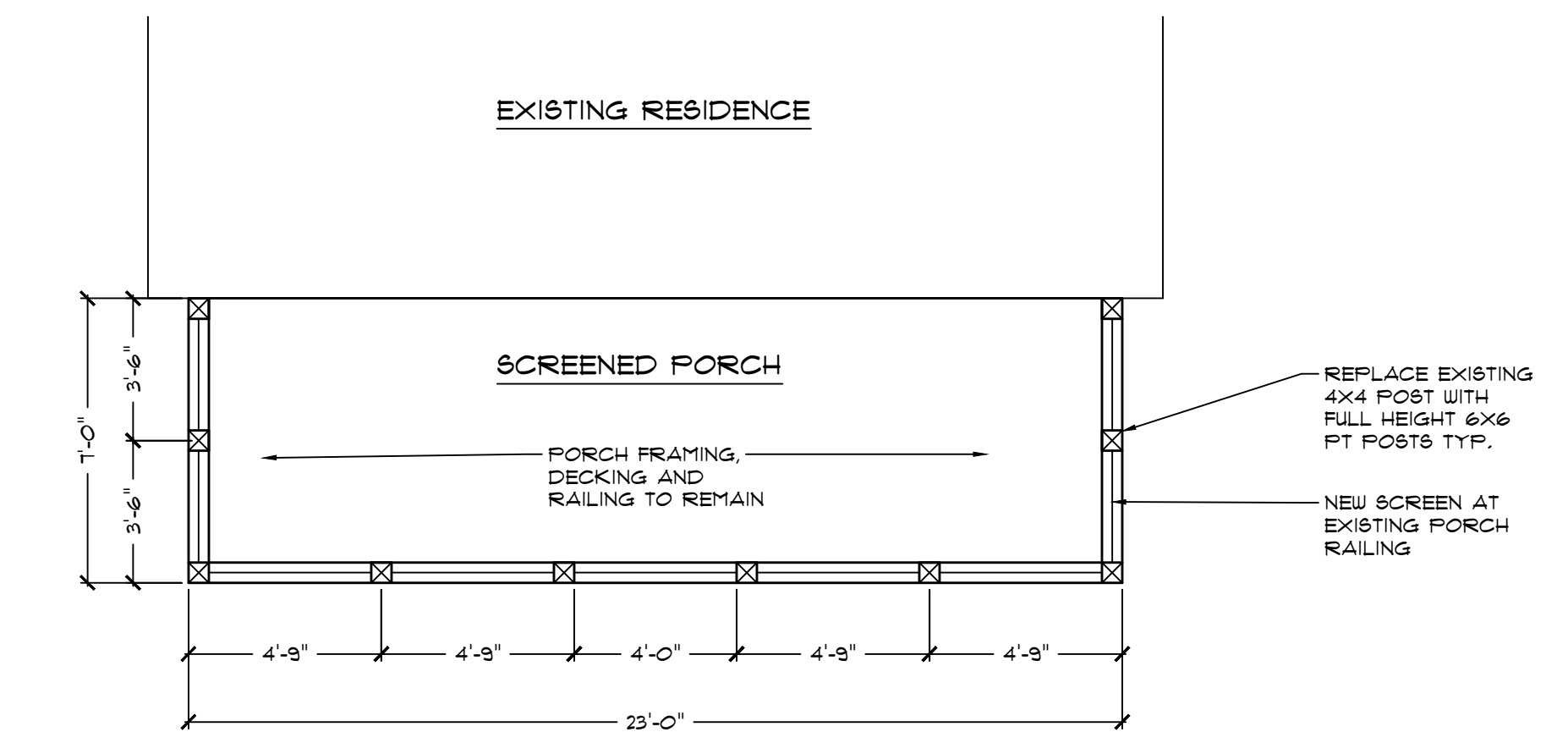
RICHMOND, VIRGINIA



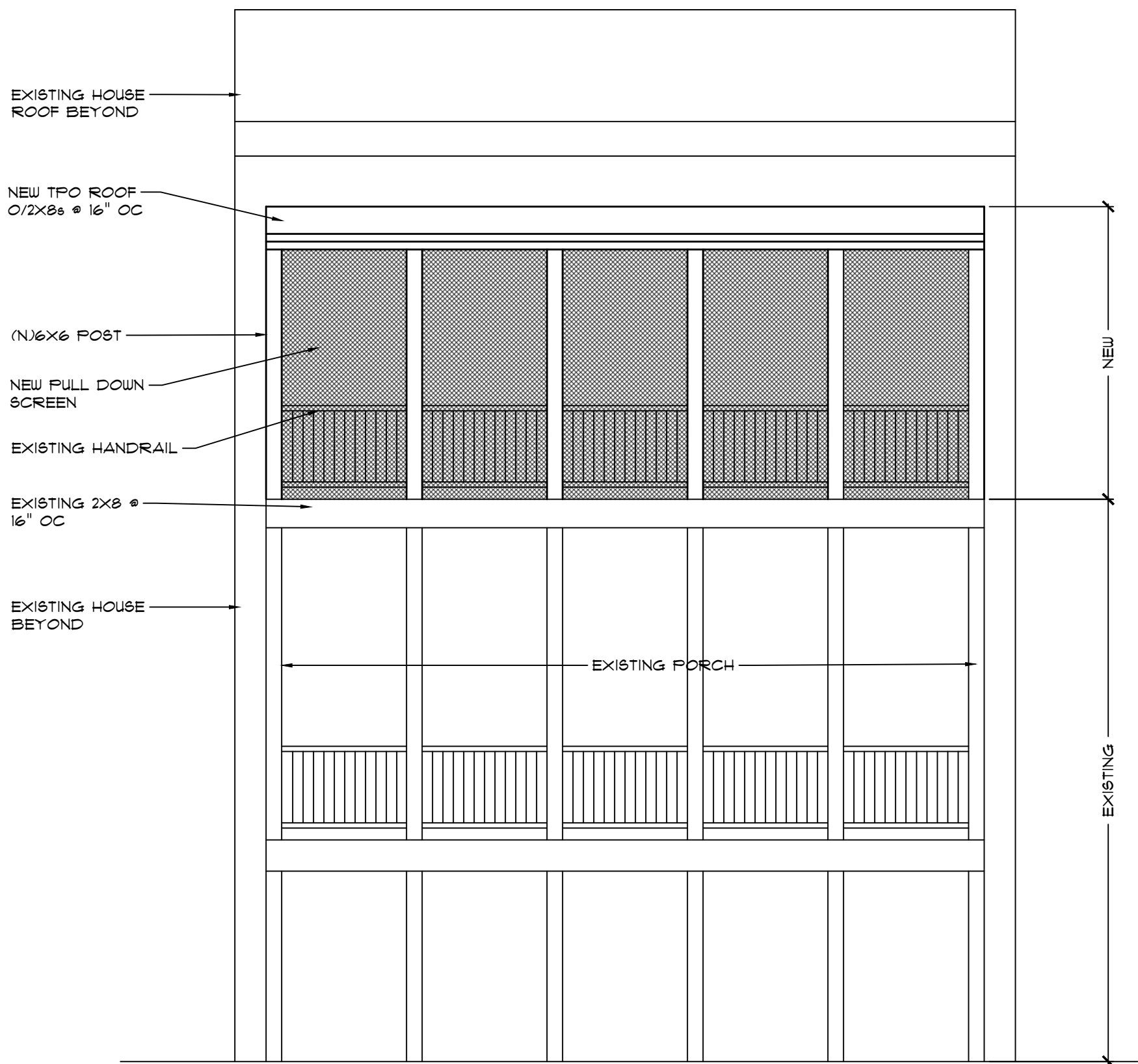
Precision Building Plans
Shade Whitney
(530) 434-1666
Precisionbuildingplans@gmail.com



ROOF FRAMING PLAN SCALE: 1/4" = 1' - 0"



FLOOR PLAN SCALE: 1/4" = 1' - 0"



REAR ELEVATION SCALE: 1/4" = 1' - 0"

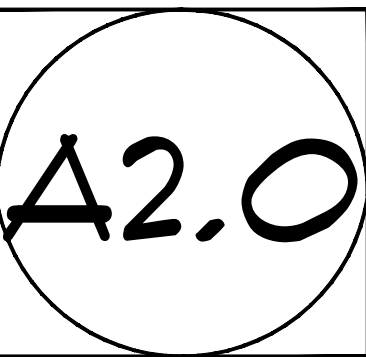
SCREENED PORCH FLOOR PLAN, ROOF FRAMING AND ELEVATION

A SCREENED PORCH ROOF FOR:
3009 E. BROAD ST.
RICHMOND VA 23223

MAY 1, 2026

PERMIT SET

Drawn By:
S.WHITNEY



SIDE WALK

Front

MAIN
HOUSE

Property
Line

Property
Line

REAR

SCREENED
PORCH

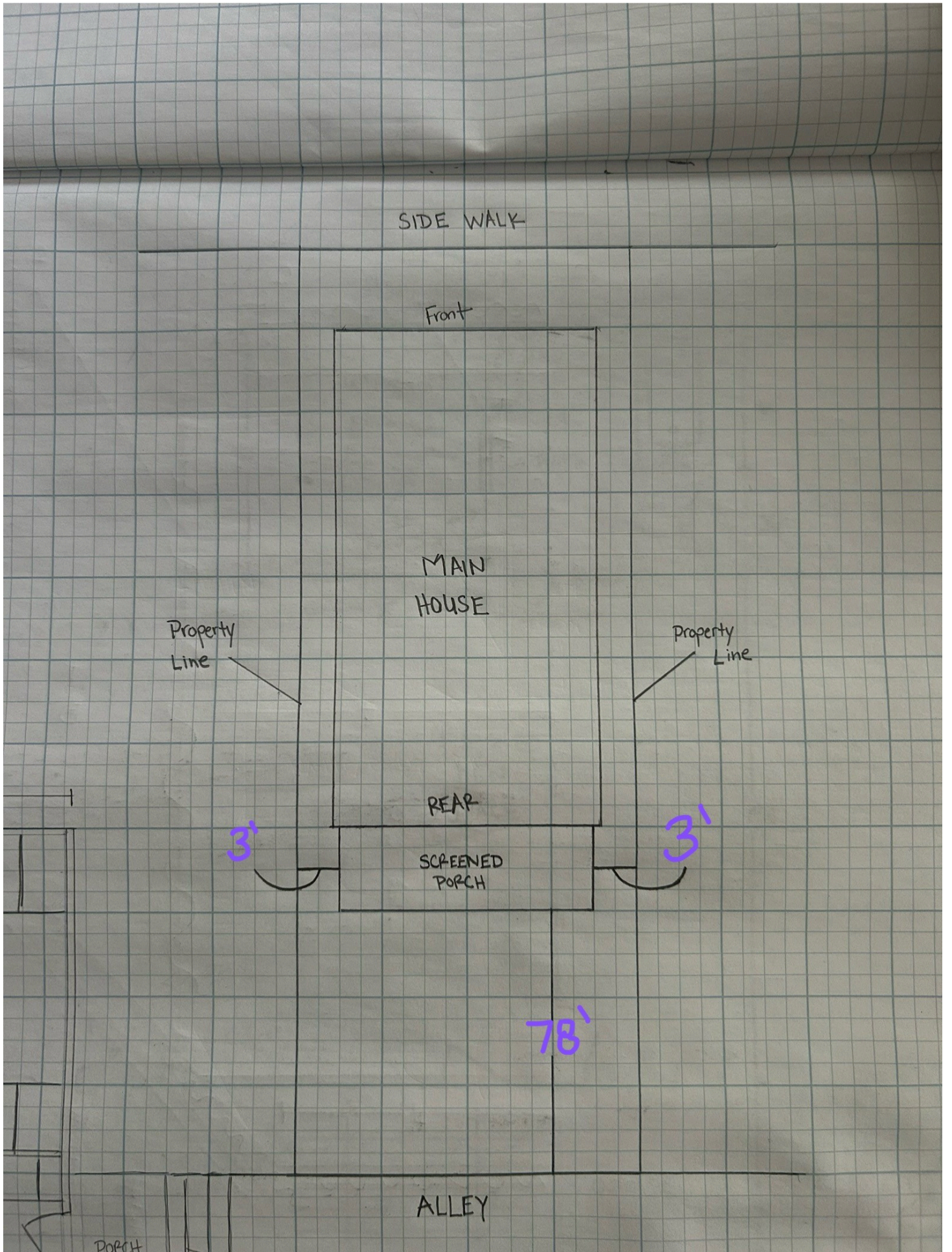
3'

3'

78'

ALLEY

PORCH







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