



# Commission of Architectural Review SUBMISSION APPLICATION

City of Richmond, Room 510 – City Hall  
900 East Broad Street, Richmond, Virginia 23219  
PHONE: (804) 646-6335 FAX: (804) 646-5789

## 12 COPIES OF SUPPORTING DOCUMENTATION ARE REQUIRED FOR PROCESSING YOUR SUBMISSION

LOCATION OF WORK: 307 N 29th Street DATE: 11/18/2015

OWNER'S NAME: Karen Sherry & Alan Braddock TEL NO.: 718-219-9557

AND ADDRESS: 307 N 29th Street EMAIL: kasherry@hotmail.com

CITY, STATE AND ZIPCODE: Richmond, VA 23223

ARCHITECT/CONTRACTOR'S NAME: Saunders Roofing TEL. NO.: 804-353-9919

AND ADDRESS: 1803 West Marshall Street EMAIL: general@saundersroofing.com

CITY, STATE AND ZIPCODE: Richmond, VA 23220

Would you like to receive your staff report via email? Yes ☒ No ☐

## REQUEST FOR CONCEPTUAL REVIEW

☐ I hereby request Conceptual Review under the provisions of Chapter 114, Article IX, Division 4, Section 114-930.6(d) of the Richmond City Code for the proposal outlined below in accordance with materials accompanying this application. I understand that conceptual review is advisory only.

## APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

☒ I hereby make application for the issuance of a certificate under the provisions of Chapter 114, Article IX, Division 4 (Old and Historic Districts) of the Richmond City Code for the proposal outlined below in accordance with plans and specifications accompanying this application.

## DETAILED DESCRIPTION OF PROPOSED WORK (Required):

### STATE HOW THE DESIGN REVIEW GUIDELINES INFORM THE DESIGN OF THE WORK

**PROPOSED.** (Include additional sheets of description if necessary, and **12 copies** of artwork helpful in describing the project. The 12 copies are not required if the project is being reviewed for an administrative approval. See instruction sheet for requirements.)

We purchased this house in September 2015 and learned during the inspection process that the roof of our front porch needs repair work. We had Graham Aston of Saunders Roofing inspect the roof and propose treatment. The porch roof is currently made of a snap-lock metal roofing system. (We believe that the current roof was installed in 2006 during a rehabilitation of the entire house; we do not have any documentation about this.) Saunders Roofing determined that the metal roofing panels were not installed properly and do not provide water tight conditions -- the seams at the eave, hips, and joint are not properly sealed and flashed, creating the potential for water damage to the structure of our house. (see additional sheet for complete description)

Signature of Owner or Authorized Agent: X. 

Name of Owner or Authorized Agent (please print legibly): Karen Sherry

(Space below for staff use only)

Received by Commission RECEIVED

APPLICATION NO. \_\_\_\_\_

DATE NOV 23 2015

SCHEDULED FOR \_\_\_\_\_

**Note: CAR reviews all applications on a case-by-case basis.**

Revised 10-02-2014

Commission of Architectural Review  
SUBMISSION APPLICATION

**Detailed Description of Proposed Work**

For: 307 N 29th Street, Richmond  
Owners: Karen Sherry & Alan Braddock

We purchased this house in September 2015 and learned during the inspection process that the roof of our front porch needs repair work. We had Graham Aston of Saunders Roofing inspect the roof and propose treatment. The porch roof is currently made of a snap-lock metal roofing system. (We believe that the current roof was installed in 2006 during a rehabilitation of the entire house; we do not have any documentation about this.) Saunders Roofing determined that the metal roofing panels were not installed properly and do not provide water tight conditions -- the seams at the eave, hips, and joint are not properly sealed and flashed, creating the potential for water damage to the structure of our house. Furthermore, the porch roof has a low pitch (1 in 12 inches) and Saunders Roofing feels that the snap-lock metal system is not suitable for low-pitch areas.

Saunders Roofing has proposed repair work that involves replacing the snap-lock metal roof system with a modified bitumen roof membrane with a granulated surface. (This is the same material that covers about 70% of the main roof of the house.) This bitumen roof membrane is better-suited for low-pitch areas.

We are seeking approval for this proposal to replace the roofing material on our front porch.

Several photographs of the house and porch roof are attached. The house is on ground raised above street level, so it is virtually impossible to see the porch roofing material from the vantage point of the street. We have included a detail of the porch roof taken from above, from an upstairs window of the house.



Figs. 1 & 2: Photographs of house from street



Fig. 3: Photograph of porch roof from upstairs window (showing snap-lock metal roofing)

