



## Historic District Commission

### Meeting Minutes

11/23/2021

7:00 PM

Online, Town Hall, 472 Main St, Acton, MA 01720

**Present:** David Honn (DH), Art Leavens (AL), Anita Rogers (AR), Ron Regan (RR), Zach Taillefer (ZT), David Shoemaker (DS), Barbara Rhines (BR) Cultural Resource Planner.

**Absent:** Fran Arsenault (FA) BOS liaison

### Opening:

Chair David Honn opened the meeting at 7:00 pm and read the “remote meeting notice” due to COVID-19.

### 1. Regular Business

#### A. Citizen's Concerns; miscellaneous Committee business –

1. Robert Heaney, 8 Concord Road; tests connection in preparation for upcoming meeting on Dec 14. DH: invites photos, site plan, etc. for the next meeting. One-half hour allocated in the future Agenda.
2. Linda van Emburgh, Acton Congregational Church. Asks what materials for the meeting on the 14<sup>th</sup>. Photos, drawings, etc. DH goes over the standard approach to applications. Notes that early participation – before the Application – is very welcome.
3. AL: Ron has posted the revised proposal for abutters notices. This amendment to the HDC Rules and Regulations. Sec. 3.2.5, will be brought to the meeting on December 14 for discussion, public comment, and possible approval. DH: Let's send to Kristen to have Town Counsel to take a look for any difficulties. AL: The only change is to bring our practice into line with the requirement for owners of adjoining properties to be informed.
4. BR: asked about Notices of Waivers for applications prior to adoption of the proposed amendment of the Rules and Regulations. DH recommends only adjoining properties. AL offers to create the Notices of Waivers for any such applications, and will send the final form from AL.
5. BR: 282 Central is also a sign request, coming soon. ZT sent the usual information. AL: Proposes to send Notices of Waiver to adjoining properties now to get the process going. DH: we consider across the street as adjoining. BR to send out the Notices of Waiver, and AL will take care of preparing them.



6. 25-27 School St. DH: Construction started but now has been dormant for some months. Building has lost weather integrity. DH will speak with Building Inspector to ensure that health and safety are maintained.
7. 446 Main: ZT asks if DH took a look at the work there which is taking place without HDC approval. It appears to be a replacement in kind of some wood trim and roof shingles. HDC will discuss a letter to ensure the owners are aware of the HDC regulations. AR: In past situations where actions are taken without HDC application and approval, HDC has asked for retroactive application, and presentation at a meeting. Consensus that this is appropriate in this case. BR will look at the homeowner letter, tune it, and send to DH. DS: If there is room on the 14 December, it would be best that we schedule a slot that soon. AR: asks about the clarity of the 'ordinary maintenance' clause in the Bylaws. AL thinks that without more information, applying this exception to the ongoing work is too vague at present. If the homeowner would file an application for a CNA or COA, it will be clarified. But re-roofing is clearly a large enough action to require an application.

- B. Approval of Meeting Minutes – DS makes a motion to approve the minutes from November 09; RR second, DH takes a roll call vote: RR – Y, DS – Y, AL – Y; DH – Y, AR – Y; ZT – Y; the motion passes.
- C. Review Project Tracking Spreadsheet – Up to date. DS notes that the spreadsheet is now on Google Sheets, and BR is handling the issuing of Application numbers.

## **2. New/Special Business [or other applicable agenda items]**

- A. 7:15 #2128 – 74 Nagog Hill Road Additions/Renovations. Open and Continue Public Hearing to 14 December 2021 for 74 Nagog Hill Road, Additions/Renovations. DH reads the official announcement to open the meeting. DH moves to continue the Public Hearing, to continue on December 14. AL Seconds. RR – Y, DS – Y, AL – Y; DH – Y, AR – Y; ZT – Y; the motion passes.
- B. 7:30 Chair Update on Planning Board Meeting of 16 November 2021. DH: AL addressed the situation for replacing buildings on their original position. DH and AL visited the Planning Board, and AL presented the proposal; it was received very well. The change was approved unanimously. A public hearing on the proposed amendment will be held by the Planning board in March or April. It will come to Town Meeting in May.

## **3. Consent Items**

None

### **1. Adjournment**



At 19:41, AL makes a motion to adjourn the meeting, AR seconds. DH takes a roll call vote: DS – Y, RR – Y, ZT – Y, AR – Y, DH – Y, AL - Y; the motion passes.

### **Documents and Exhibits Used During this Meeting**

- Announcement of Public Hearing for 74 Nagog Hill Road