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TOWN OF ACTON, MA
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**TOWN OF ACTON
HISTORIC DISTRICT COMMISSION
472 Main Street, Acton, MA 01720**

RE: APPLICATION 2526

Pursuant to Chapter 40C of the General Laws of Massachusetts and the Historic Districts Bylaw of the Town of Acton, the Acton Historic District Commission hereby issues a

DENIAL OF CERTIFICATE OF APPROPRIATENESS
For certain work described in the Application 2526 requiring approval.

Applicant: Lisa Millett Telephone: 617-669-3525
Address: 106 Main Street, Acton, MA 01720 Email: lisamillett@gmail.com
Location of Work: 106 Main Street, Acton, MA District: Center West South

Description of Proposed Work: Install Gate and Railings at exterior stairs.

Findings:

1. The current installation of the wood railing and gate that have been installed at 106 Main Street do not meet the minimum safety requirements of this type of installation and therefore can not be approved by the Commission until the requirements of the Building Department have also been met.

Denial of Application for Certificate of Appropriateness:

Recommendation:

Alter the railings and guards to meet the code required height and spacing per the Acton Building Department. The HDC recommends additional horizontal boards that decrease the spacing between them to less than 4" or (instead) the installation of vertical balusters like the stair balusters if they are installed on the BACK side of the horizontal railing that faces the street. Wood railing/ guard is to be painted when the installation is complete.

Application received July 16,2025
Certificate denied by HDC Vote (4-0)

Public Hearing: NA
Date August 12, 2025

Copies to: Town Clerk, Applicant, Building Commissioner, Planning Board, Board of Selects, HDC file

Anita Rogers

Date: September 10, 2025

Anita Rogers, Vice-Chair

2025 JUL 15 AM 9:50

Application # 2526

**TOWN OF ACTON
HISTORIC DISTRICT COMMISSION
472 Main Street, Acton, MA 01720**

APPLICATION FOR CERTIFICATE

This information will be publicly posted on the Town of Acton website docushare.

Pursuant to Ch. 40C of the General Laws of Massachusetts, application is hereby made for issuance of the following Certificate for work within a Local Historic District (please check one):

Cert. of Appropriateness (Building Alteration/Sign/Fence/Change of Ownership) Fee: \$10

Cert. of Appropriateness (Building Addition other than deck/New Bldg/Demolition) Fee: \$50

Cert. of Hardship (for either category of Appropriateness) Fee: \$10 or \$50 (as appropriate)

Cert. of Non-Applicability No Fee

Fees waived for non-profit or municipal applicants.

Applicant: LISA MILLETT

Telephone: 617-669-3525

Address: 106 MAIN STREET
ACTON MA 01720

E-mail: lisamillett@gmail.com

Property owner and address:

Contact information: 617 669 3525

(if different from applicant)

Location of Work:

106 No. MAIN ST Street

District: Center West South

Description of Work: (See website Instructions regarding information that is here required)

REPLACE ROTTEN DECK AREA - BUILD GATE & 3 RAIL FENCE
FENCE WITH PINE & PAINT TO MATCH HOUSE TRIM.
SEE DRAWING ATTACHED + PHOTO

The undersigned hereby certifies that the information on this application and any plans submitted herewith are correct, and constitute a complete description of the work proposed. By my signature below, I acknowledge that this application and all its data will be publicly posted on the Town of Acton website docushare.

Signature of applicant

L. Millett

Date:

7/12/25

Application received by

for HDC Date:

COA approved/CNA issued by

for HDC Date:

A. Diagram(s) or sketch(es) of the proposed work:

-- for some minor alterations such as doors, windows, and lighting fixtures, one sketch showing the proposed location on the building or property, along with a manufacturer's information page, is usually sufficient;

-- for all new construction, including an addition to an existing building, please submit views drawn to scale (1/4"=1') of all visible exterior elevations, applicable floor plans, along with explanatory notes, sections, and details of architectural trim, door and window types, etc. Include a plot plan, showing the existing building(s) and the location of the new construction;

-- for a sign, please submit a scale drawing of the proposed design, a representation of the lettering style, information on materials to be used, and a sketch of the sign's position on the building. For a free-standing sign, a plot plan, showing proposed location of the sign, with all distances from the building and lot lines, must be provided;

B. Photographs of the existing conditions. Photos taken with your phones are fine; if you do not have access to a camera, let us know and we will take a photograph;

C. Any additional drawings, diagrams, photos, product samples, and specifications requested by the Commission.

4. Date, sign, and fill in all requested information on the application form. The date of the filing of an application shall be the date on which a copy of such application is received by the office of the Town Clerk.

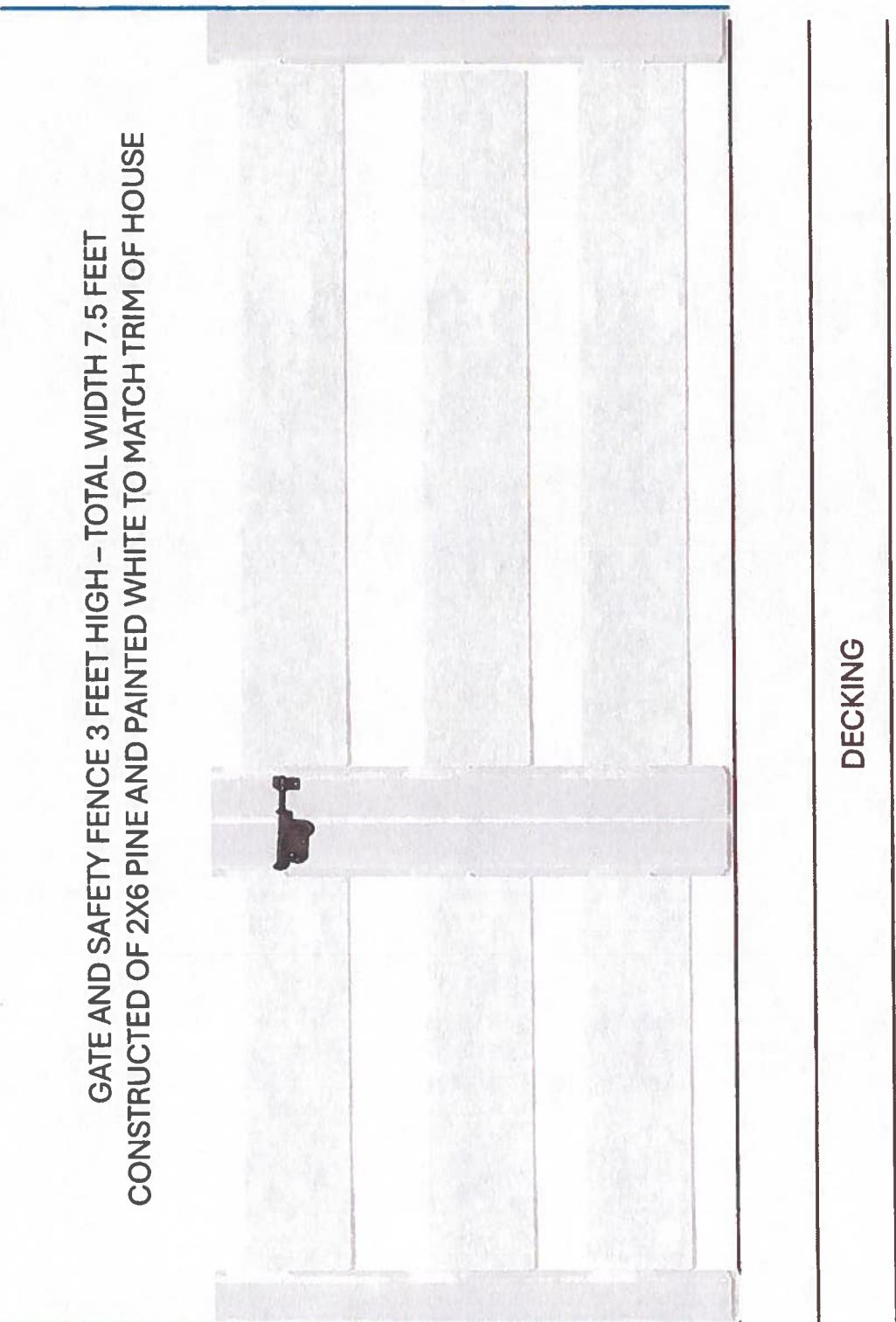
5. Mail or deliver two copies of the full application to the Town Clerk at Town Hall, 472 Main St., Acton. With the exception of municipal or non-profit applicants, an application fee, payable to the Town of Acton, is required for a Certificate of Appropriateness or a Certificate of Hardship, as follows: Alterations (new windows, doors, roofing, decks, fencing, signs, etc.) or Change of Ownership: \$10; Additions that increase the building's square footage (including attached garages), New buildings, Demolitions: \$50. No fee is required for a Certificate of Non-applicability. In addition to the application fee, if a Public Hearing is held on an application, the applicant will be billed for the Legal Notice.

III. COMMISSION REVIEW OF APPLICATIONS

The Commission may appoint one or more of its members to initially screen applications to informally determine whether any application includes and/or is submitted with sufficient information upon which the Commission may conduct its review. Within 14 days following the first filing of an application, the Commission or its appointee/s may determine that insufficient

issuance of a Certificate or disapproval, file a written request with the Commission for a review by a person or persons of competence and experience in such matters, acting as arbitrator and designated by the Metropolitan Area Planning Council.

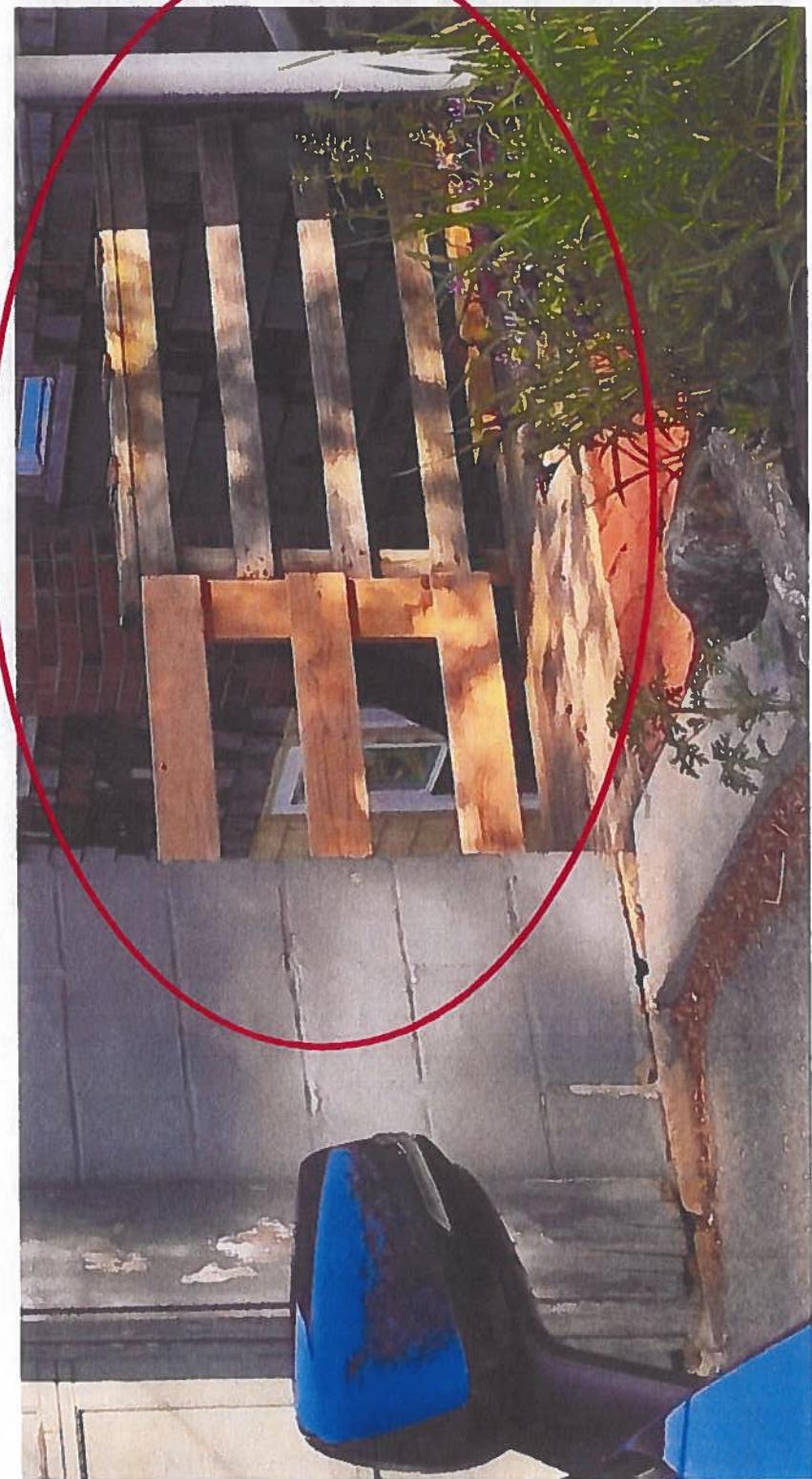
GATE AND SAFETY FENCE 3 FEET HIGH - TOTAL WIDTH 7.5 FEET
CONSTRUCTED OF 2X6 PINE AND PAINTED WHITE TO MATCH TRIM OF HOUSE



GARAGE

DECKING

HOUSE













From: [Lisa Millett](#)
To: [Barbara Rhines](#)
Subject: Re: FW: Agenda and Zoom Link for HDC Meeting 8.12.25
Date: Monday, August 25, 2025 9:47:59 AM

EXTERNAL EMAIL * Caution is Advised *

Hi Barbara,

Thank you for sending through the latest information. While I was waiting to hear back my contractor had been to the house and attached the gate for the purposes of me being able to take some photographs (see attached). We have not painted the fence and gate yet as we have been on hold pending a decision. The rail materials are 2x6 so they measure 5.5 inches in height each and the gap between them is 9 inches. The hinges are shown in the photograph. I have opted for a very simple design in keeping with the origin of the house being the blacksmiths shop (the fence is very similar to what was there before when I bought the house) and is styled like a New England horse paddock fence . The gate and fence will be painted white to match the house trim.

I am traveling today out of state for work and will be with business clients for a dinner tomorrow evening so I may not be able to join the meeting. Perhaps you would be able to text me at [610-555-1234](#) if you have any urgent questions and I can make my excuses and briefly jump on the call with you.

Best,
Lisa



