



Town of Concord  
Historic District Commission  
141 Keyes Road, Concord, MA 01742  
Tel: (978) 318-3299 Fax: (978) 318-3291  
Web Site: www.concordma.gov

## Application for a Certificate of Appropriateness

Application Fee - \$25.00

Date: 8/30/23

Property Address: 1 Sudbury Rd Map#: \_\_\_\_\_ Parcel #: \_\_\_\_\_

Historic District: Main St Year Built: 1850

Pursuant to Section 7 of Chapter 345 of the Acts of Massachusetts, 1960, this application is hereby made for the issuance of a Certificate of Appropriateness for all items checked and described below:

- |   |                                     |                                     |                                     |
|---|-------------------------------------|-------------------------------------|-------------------------------------|
| <input type="checkbox"/> New Construction | <input type="checkbox"/> Demolition | <input type="checkbox"/> Painting   | <input type="checkbox"/> Re-roofing |
| <input type="checkbox"/> Addition         | <input type="checkbox"/> Removal    | <input type="checkbox"/> Alteration | <input type="checkbox"/> Re-siding  |

Sign (Note: Signs must also comply with the Concord Sign Bylaw)

Other, specify: Gutter Addition

Description of proposed work: (attach additional pages if necessary)

Supply and install 3 new gutter runs with  
4 new downspouts.

I, the Applicant, certify that I have read the Application Documents and have consulted the Historic Districts Commission Design Guidelines and will conform to all applicable provisions and conditions.

Property Owner/Applicant: Su-en Wong Telephone: 978 502 2381

Address: 1 Sudbury Rd Email: grady.vincent@adamsbeasley.com

Signature of Property Owner: Su-en Wong

Owner's representative: Grady Vincent Telephone: 978 502 2381

Address: 25 Bedford Rd Email: Grady.Vincent@adamsbeasley.com

Signature of Representative: Grady Vincent

**Architect:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **Email:** \_\_\_\_\_  
**Contractor:** Adams & Beasley **Telephone:** 978 254 5641  
**Address:** 25 Bedford Rd, Carlisle **Email:** grady.vincent@adamsbeasley.com

**Information to be submitted with Application:**

Two copies of the following information should be attached to the submitted application:

- Project Narrative
- Scaled drawings of exterior elevations of the existing and proposed conditions (showing all exterior features accurately and completely)
- Site Plan – Showing trees to be removed, if any
- Photographs of existing conditions, as seen from a public way (printed on standard 8 ½ x 11 paper)
- List of exterior materials and colors
- Manufacturer specifications for new materials (i.e. windows and doors)
- Complete New Construction Checklist (if project consists of an addition or new construction)

**Information to be submitted with Sign Applications:**

Two copies of the following information should be attached to the submitted application:

- Scaled drawings of proposed sign(s) including thickness of sign, edge detail, specifications for materials, colors, and typeface to be used (1/2" = 1' minimum)
- Actual samples of sign materials, with sample of paint color and proposed finishes
- Photographs or elevation drawings of building which include a mockup of exact location and scale of proposed sign (printed on standard 8 ½ x 11 paper)
- Details and specifications for proposed brackets/hangers, colors, installation methods, light fixtures, etc.
- Lighting plan, if applicable

**Additional materials to be submitted with all Applications:**

- Signed Responsibility for Payment form for Legal Notices posted in the Concord Journal
- Electronic copy of Application and supporting documentation on a flash drive or emailed to Town Staff
- Application Fee: Cash or check payable to the Town of Concord

**For Town Use Only**

<b>Date Received:</b>	<b>Received by:</b>
<b>Date of Public Hearing (s):</b>	
<b>Commission Actions:</b>	<input type="checkbox"/> <b>Approved</b> <input type="checkbox"/> <b>Disapproved</b>
<b>Certificate No:</b>	<b>Date of Certificate:</b>