



City of Bristol
Historic District Commission

REGULAR MEETING — WEDNESDAY, JUNE 24, 2026
CITY HALL — COUNCIL CHAMBERS — FIRST FLOOR
111 NORTH MAIN STREET
5:00 PM

INFORMATION TO ACCESS THIS MEETING

Zoom Meeting link:

<https://bristolct-gov.zoom.us/j/87398089170?pwd=1idedKiwr6kcfRtrLsWDOhsGKeMdgr.1>

Meeting Number:

873 9808 9170

Meeting Password:

123456

Join by phone:

1-929-205-6099

AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Public Participation
4. Public Hearings
 - a. Application #2026-06-01 - Request for a Certificate of Appropriateness for the installation of: 1. three divided-light windows over the existing passageway; 2. cedar clapboard siding over the existing passageway; 3. Two - 9' ft. x 7' ft. carriage-style garage doors and 4. associated exterior trim and finish work necessary for these improvements at 5 Oakland Street; Assessor's Map 25A, Lot 74; Daniel Morocho, owner/applicant.
5. Approval of Minutes
 - a. Regular Meeting — May 27, 2026
6. Staff Reports
 - a. Resignation - J. St. John
7. Adjournment

REMINDER: The next regular meeting of the Historic District Commission is Wednesday, July 22, 2026

Application
#2026-06-01

5 Oakland St.

**BRISTOL HISTORIC DISTRICT COMMISSION
CITY OF BRISTOL, CONNECTICUT
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS**

APPLICATION NO. **2026-06-01**
DATE FILED: **6/11/26**

The undersigned Applicant hereby applies for approval of a Certificate of Appropriateness for the proposed work described below:

Address of the Property: 5 Oakland St., Bristol, CT, 06010

Assessor's Map No.: 25A Assessor's Lot No.(s): 74 Est. Value of Proposed Work: \$30,000

Nature of Proposed Work (check all that apply):

- | | | |
|--|---|--|
| ☐ New Construction/Installation | ☐ Roof | ☐ Fence |
| ☒ Addition/Renovation | ☒ Windows/Doors | ☒ Siding |
| ☒ Alteration/Replacement | ☐ Porch/Deck | ☐ Other |
| ☐ Demolition/Removal | | |

Proposed Work Will Be Done On: ☒ Main Building ☐ Accessory Structure ☐ Other (including land)

Brief Description of Proposed Work: (attach additional sheet if needed) Please see additional sheet.

Has this property been subject to Historic District approval before?

☒ Yes ☐ No

Has the work being proposed on this application already been started and/or completed?

☒ Yes ☐ No

APPLICANT (If more than one, list each separately)

CHECK ONE: ☒ owner ☐ other:

Name: Daniel Morocho

Address: 5 Oakland St.

City: Bristol

State: CT

Zip: 06010

Telephone No.: (860)839-6440

E-Mail: _____

Signature: _____

Signature (Printed/Typed): Daniel Morocho

OWNER(S) OF RECORD (If other than Applicant; if more than one, list each separately)

Name: _____

Address: _____

City: _____

State: _____

Zip: _____

Telephone No.: _____

E-Mail: _____

Signature: _____

Signature (Printed/Typed): _____

For Office Use Only

Date of Public Hearing: _____

Building Permit Required? ☐ Yes ☐ No

Date of Commission Decision: _____

Decision: ☐ Approved ☐ With Conditions ☐ See Attached
☐ Denied ☐ With Modifications
☐ Withdrawn

Signed: _____

Chairman/Secretary, Bristol Historic District Commission

Date

THIS APPLICATION MUST BE FILED BY 12 NOON ON THE DEADLINE DAY FOR APPLICATION SUBMISSION – NO EXCEPTIONS!

**CITY OF BRISTOL, CONNECTICUT
SUPPLEMENTARY INFORMATION**

For Office Use Only
APPLICATION NO. **2026-06-01**

Address or location of property: 5 Oakland St., Bristol, CT, 06010

ADDITIONAL INFORMATION/COMMENTS (click inside the box below and begin typing)

I recently purchased the property at 5 Oakland Street and discovered that an addition previously permitted under Historic Building Permit HB-05-1132 (2005) had not been fully completed.

My goal is to complete and restore the existing structure while preserving the historic character of the property and maintaining compatibility with the surrounding Historic District. The objective of this application is not to alter the historic character of the property, but rather to complete an existing unfinished addition using exterior materials and architectural details that are compatible with the original residence and surrounding neighborhood.

I am working cooperatively with the City of Bristol Building Department and Historic District Commission to ensure that all exterior improvements comply with applicable Historic District requirements. Supporting photographs, drawings, and material information will be provided for Commission review. The proposed work is intended to improve the appearance, safety, and long-term preservation of the property while respecting its historic significance within the district

ADDITIONAL APPLICANT

Name: _____ CHECK ONE: ☐ owner ☐ other: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No.: _____ E-Mail: _____

Signature: _____ Signature – (Printed/Typed) _____

ADDITIONAL OWNER(S) OF RECORD

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No.: _____ E-Mail: _____

Signature: _____ Signature – (Printed/Typed) _____

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No.: _____ E-Mail: _____

Signature: _____ Signature – (Printed/Typed) _____

(OPTIONAL) SEND COPIES OF ALL CORRESPONDENCE TO:

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No.: _____ E-Mail: _____

**CITY OF BRISTOL, CONNECTICUT
SUPPLEMENTARY INFORMATION**

For Office Use Only
APPLICATION NO. **2026-06-01**

Address or location of property: 5 Oakland St., Bristol, CT, 06010

ADDITIONAL INFORMATION/COMMENTS (click inside the box below and begin typing)

The proposed work includes completion of the exterior of the existing connecting passageway, including cedar lap siding and trim to cover the exposed Tyvek-wrapped exterior, while retaining the three recently installed divided-light windows. The existing garage doors will be replaced with carriage-house style overhead doors compatible with the historic character of the property.

ADDITIONAL APPLICANT

Name: _____ CHECK ONE: ☐ owner ☐ other: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No.: _____ E-Mail: _____

Signature: _____ Signature – (Printed/Typed) _____

ADDITIONAL OWNER(S) OF RECORD

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No.: _____ E-Mail: _____

Signature: _____ Signature – (Printed/Typed) _____

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No.: _____ E-Mail: _____

Signature: _____ Signature – (Printed/Typed) _____

(OPTIONAL) SEND COPIES OF ALL CORRESPONDENCE TO:

Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Telephone No.: _____ E-Mail: _____

Description of Work

Brief Description of Proposed Work:

- Install three divided-light windows in the existing enclosed passageway connecting the original residence and the existing addition.
- Install cedar clapboard siding over the exposed Tyvek-wrapped exterior of the existing passageway to complete the unfinished exterior and match the historic character of
- Install two 9' × 7' carriage-style garage doors compatible with the historic appearance of the property.
- Complete associated exterior trim and finish work necessary for these improvements.

Supporting Materials – 5 Oakland Street

Existing Property Photographs

Unfinished Addition Photographs

Proposed Garage Door Product Information

LP SmartSide Cedar Lap Product Information

... / [Garage Doors](#) / [Clopay Garage Doors](#)

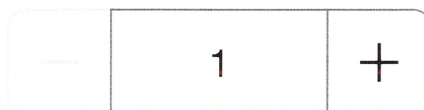
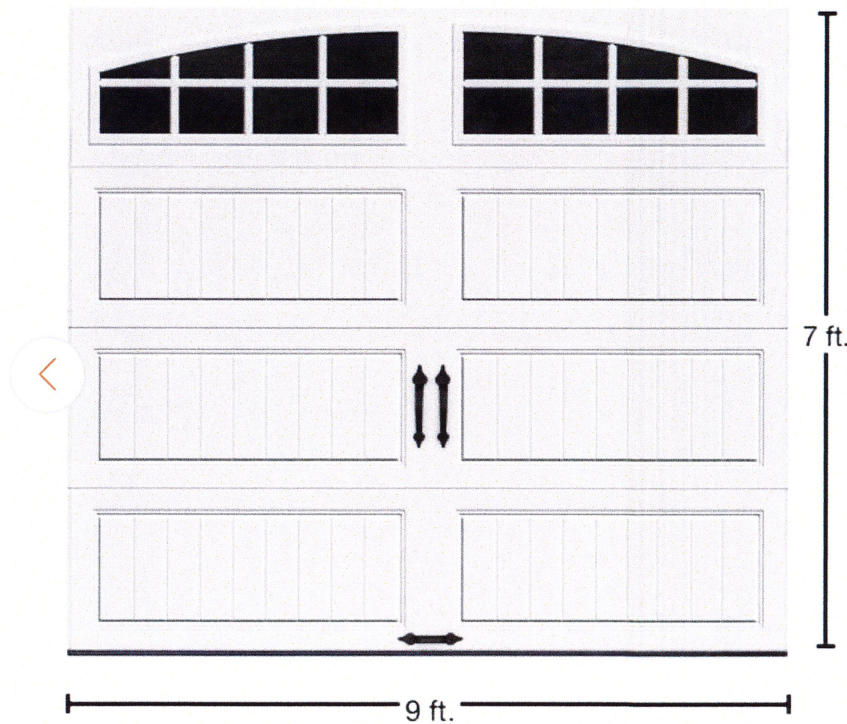
Exclusive



[Shop Clopay](#)

**Gallery Steel Long Panel 9 ft x 7 ft
Insulated 6.5 R-Value White
Garage Door with Arch Windows**

★★★★★ (39) Questions & Answers (73)



Add to Cart











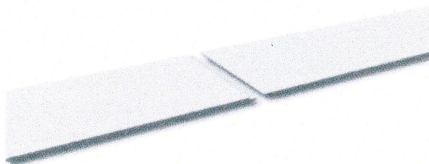
Featured: LP® SmartSide® ExpertFinish® Lap shown in Cedar Texture Snowscape White

Featured: LP® SmartSide® Ex

HOLDS UP. STANDS OUT.

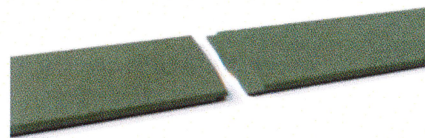
LAP SIDING

Create the look you want with a versatile selection of LP® SmartSide® ExpertFinish® products. Engineered to help stand up to many weather conditions, LP SmartSide Lap Siding is a natural, durable choice for structures in most regions. Plus, it's a great companion cladding for structures partially finished in stucco, stone or brick.



**LP SMARTSIDE EXPERTFINISH
CEDAR TEXTURE LAP JOINT SIDING**

Shown in ExpertFinish color Snowscape White



**LP SMARTSIDE EXPERTFINISH
BRUSHED SMOOTH LAP JOINT SIDING**

Shown in ExpertFinish color Garden Sage

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CEDA**

Application Submission Requirements – Adopted 5-3-12
Bristol Historic District Commission
www.bristolct.gov/hdc

	Demolition & Removal	New Construction	Additions & Alterations	Site Improvements [see Note 1]
SUPPORTING MATERIALS				
Photograph(s) of the existing building/structure (or property, if vacant); photos should be taken at several angles from the adjoining street	M	M	M	M
Close-up photograph(s) of each existing building or site feature proposed to be altered	M		M	M
Manufacturer's product literature for each proposed pre-fabricated feature or material (windows, roof shingles, doors, fences, bricks, etc.); literature should contain a photograph or illustration		M	M	M
Property map; survey map if required by the Building Dept. for the project	M	M	M	M
Architectural drawings (drawn to scale) of all proposed facades, indicating finish material, dimensions, color, and style of each proposed feature		M	M	
Historic photographs of the property <i>[see Note 3]</i>	D		D	D
A written report, prepared and signed by an engineer licensed in Connecticut, regarding the structural condition of the building/structure; such report shall include an explanation of any practical difficulty or hardship which would preclude preservation/rehabilitation of the building/structure	D			
Perspective drawing(s) or equivalent three-dimensional graphic illustration(s) of the proposed building/structure		D		
Photograph(s) of the buildings/structures located immediately adjacent to the subject property; photos should be taken from the adjoining street		M	D	D

NOTES:

- (1) Site improvements include fences, walls, driveways, walkways, etc.
- (2) M = Mandatory (required by the Commission); D = Discretionary (may be required by the Commission).
- (3) Potential sources of historic photographs include the [Bristol Historical Society](#) and the [Bristol Room at the Bristol Public Library](#).

Various Maps: GIS Google and Applicant



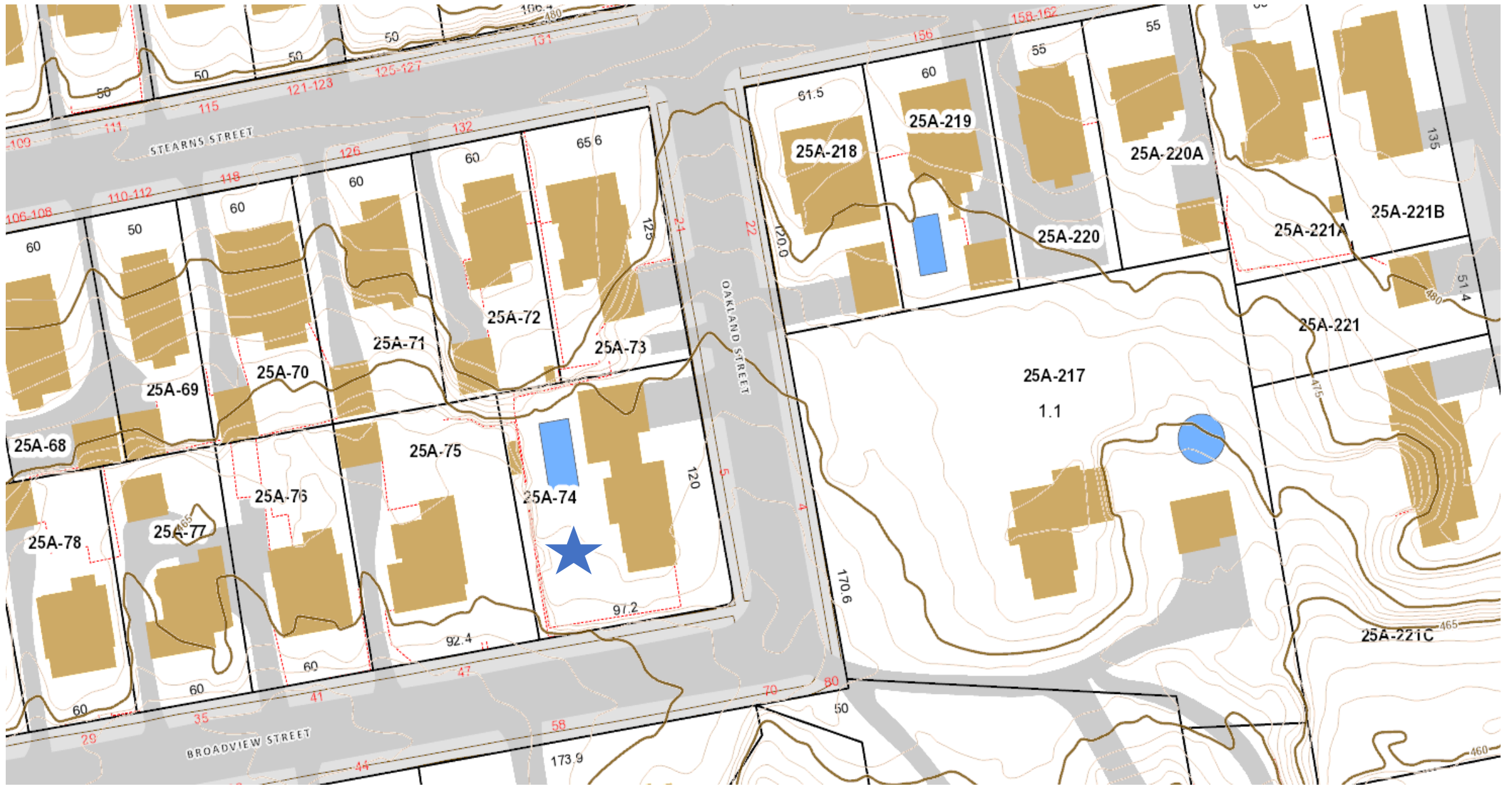
5 Oakland Street – Location
Map 25A, Lot 74



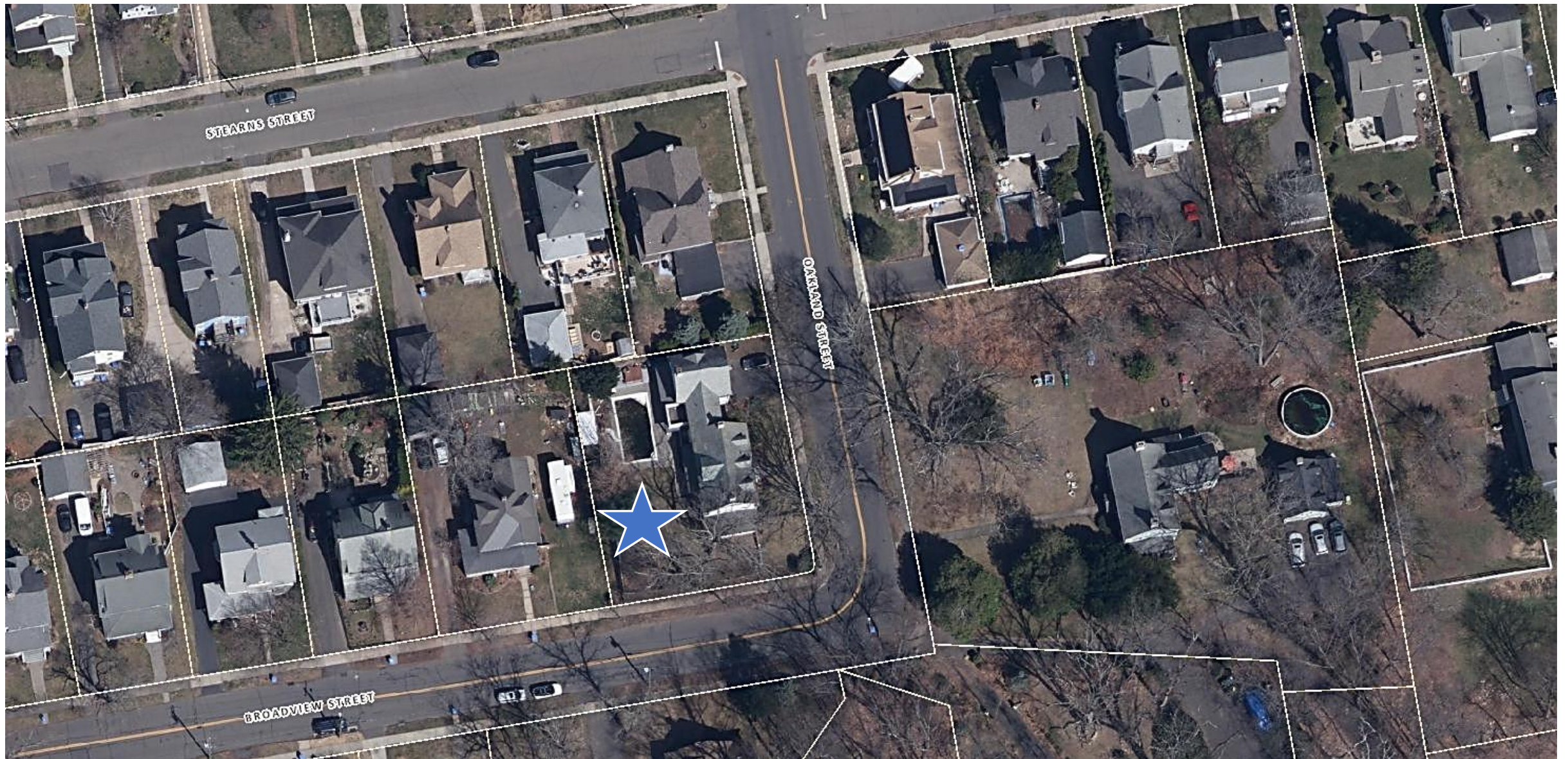
5 Oakland Street – Overlook Historic District
Map 25A, Lot 74



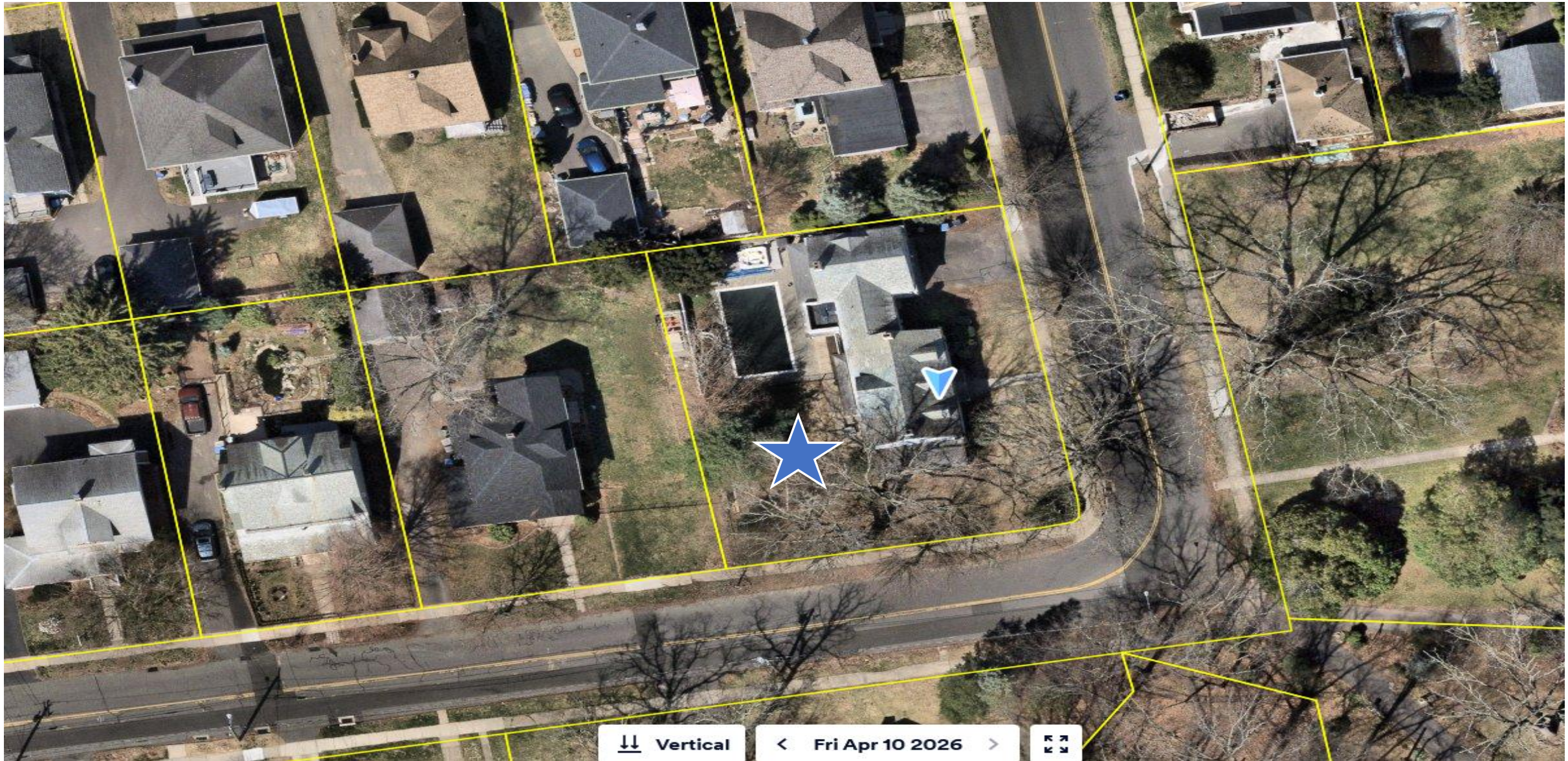
5 Oakland Street – Floodplain/Wetlands
Map 25A, Lot 74



5 Oakland Street – Topography
Map 25A, Lot 74



5 Oakland Street – 2023 Aerial
Map 25A, Lot 74



5 Oakland Street – 2026 Aerial
Map 25A, Lot 74



5 Oakland Street – 2024 Streetside
Map 25A, Lot 74

**BRISTOL HISTORIC DISTRICT COMMISSION
MINUTES
REGULAR MEETING OF MONDAY MAY 27, 2026**

By: Chair Collins

Time: 5:00 P.M.

Place: City Hall

ROLL CALL:

MEMBERS:	NAME	PRESENT	ABSENT
REGULAR MEMBERS:		X	
	Andrew E. Collins, Chair	X	
	Karen Stevens, Vice-Chair	X	
	Colleen Nicaastro		X
	Jennifer St. John	X	
	Alicia M. Jennings	X	
ALTERNATE MEMBERS:			
	Greg Hartmann	X	
	Jason M. Messier	X	
STAFF:	Robert M. Flanagan, AICP, City Planner	X	

1. Call to Order

Per the order of Chairman Collins, the meeting was called to order at 5:00 P.M. and led all present in the Pledge of Allegiance.

2. Public Participation

There was no Public Participation.

3. Public Hearings

- a. Application #2026-05-01 - Request for a Certificate of Appropriateness for the installation of roof-mounted solar (16 panels) at 156 Stearns Street; Assessor's Map 25A, Lot 219; James Proch, owner; Trinity Solar, LLC, applicant.

Chairman Collins designated regular Commissioners St. John, Jennings Stevens and Collins with alternate Commissioner Hartmann to vote on Application #2026-05-01.

The Commission received the following items in their electronic packets:

- a. application #2026-05-01 (5 pages)
- b. location & aerial maps (6 pages)
- c. street view (applicant) from 2026 (8 pages)
- d. solar contract and homeowner authorization (9 Pages)
- e. plans (6 pages)
- f. specifications of Q. Peak DUO BLK (5 pages)

Mackenzie Lyons, Agent, of Trinity Solar, LLC, 7 McKee Place, representing the applicant, James Proch, 156 Stearns St., property owner. The applicant was not present at the meeting, and Commissioner Jennings recused herself as she is a direct, boundary line neighbor to the applicant.

Ms. Lyons presented the Commission with two options for the placement of the solar system's electrical boxes. Both options benefit from the presence of bushes next to the home. These bushes would block most of the equipment on the home from being seen from the street view in front of the home. Option #1 was noted to be the most favorable one as the conduit and accompanying wires would mainly be run inside and under the home into both the basement and the attic spaces, respectively.

This option allows for less parts of the system to be visible from the outside of the home. Option #2 would have the conduit and related wiring more on the outside of the home vs. the inside which would potentially make it more visible or noticeable. Ms. Lyons advised that both options include the solar panels being mounted to the back of the home. There would be no solar panels on the front portion of the roof.

The Chair asked if Option #1 with the conduit and wiring inside the house would fall under the Commission's purview. City Planner, Robert Flanagan noted shared that the panels themselves could be seen from the walkways just enough to be of note for the Commission.

It was also noted that Trinity Solar would, as part of the installation, be replacing an existing conduit with a new one. Both Option #1 and Option #2 have the solar panels mounted in the same place on the roof, and new equipment would be going where the existing electrical box is located.

Upon seeing photos of the attic and the roof beams, Vice Chair Stevens asked about the integrity of the beams to hold the weight of the panels. Ms. Lyons confirmed that their engineer had conducted a structural review noting that as they are now is adequate, and support loading measures will be installed for additional stability.

No one else spoke in favor of the application.
No one spoke against the application.

Motion to close the hearing:

By: Vice Chair Stevens

Seconded: Commissioner St. John

For: St. John, Stevens, Collins and alternate Commissioner Hartmann

Against: None.

Abstained: (previously recused, Commissioner Jennings)

All were in favor and the hearing was closed.

Discussion among the Commissioners followed, with comments that the well-prepared application was appreciated, and that it was good to ask about and/or note the execution of a structural review for future solar panel applications. This was the first time they had encountered this piece and felt it was important to consider it going forward. They also agreed that Option #1 was the most acceptable choice to assist with limiting how much of the solar panel set up and pieces could potentially be viewed from the street.

a. Application #2026-05-01 - Request for a Certificate of Appropriateness for the installation of roof-mounted solar (16 panels) at 156 Stearns Street; Assessor's Map 25A, Lot 219; James Proch, owner; Trinity Solar, LLC, applicant, in accordance with the plot plan and information submitted, be APPROVED because of the following reasons:

This Approval is subject to the following conditions:

- 1) Prior to a final Certificate of Occupancy being issued, the Land Use Staff will conduct an inspection to certify compliance with the terms and conditions of the approval.
- 2) Any deviation from the approved plans may require approval of the Commission after staff review and discussion with the Vice Chairman.
- 3) Any transfer or assignment of this permit shall require approval of the Commission.
- 4) This permit may be revoked if the permittee exceeds the conditions or limitations of this permit or has secured the permit through deception or inaccurate information.

By: Vice Chair Stevens

Seconded: alternate Commissioner Hartmann

For: St. John, Stevens, Collins and alternate Commissioner Hartmann

Against: None.

Abstained: (previously recused, Commissioner Jennings)

All were in favor and the application was approved.

Commissioner Jennings rejoined the meeting at this time.

4. Approval of Minutes

- a. Regular Meeting — March 25, 2026

No changes or edit were noted for the meeting minutes of March 25, 2026, regular meeting.

MOTION: Move to approve the minutes of the March 25, 2026, regular meeting as submitted.

By: Vice Chair Stevens

Seconded: alternate Commissioner Hartmann

For: St. John, Jennings, Stevens, Collins and alternate Commissioner Hartmann

Against: None.

Abstained: None.

All were in favor and the Minutes were accepted into the record.

5. Staff Reports

- a. 62 Bradley St. - Chimney Liner

Robert Flanagan reported on an Administratively Approved chimney that had been repurposed from an existing chimney using a chimney liner. The repurposing was done for the gas services. A photo of the chimney was shown to the Commissioners and all were in agreement that it was acceptable.

- b. 5 Broadview St. – Roofing

Robert Flanagan advised the Commission of architectural roofing work that had been Administratively Approved for this home. The city has a Building Department portal where applications are submitted, and the Historic District is tagged as applicable. In those cases, the City Planner completes a preliminary review and communicates with either/or the contractor and homeowner for project completion.

- c. 196 Woodland St. – Windows

This window replacement project includes a large number of windows and it was a project the Commission had previously been presented and approved. The project is done, and an inspection was conducted by the City Planner who was pleased to report that the work is exactly as it had been presented to the Commission in the application.

- d. 5 Oakland St. – Commissioner Inquiry

Vice Chair Stevens and Commissioner Jennings inquired about the activity taking place at 5 Oakland St. They reported that several exterior pieces of the home had been removed and quickly replaced, sometimes all in one day. The City Planner noted no communication from the homeowners and will visit both the home and the city building permit portal to look into permits and related information. He will report back to the Commission with his findings.

At this time the Chair notified the Commission that Commissioner St. John had provided him with a letter of resignation.

Commissioner St. John stated she had been provided an opportunity to serve on a Board of Directors position related to her job and it conflicts with the Historic District Commission's schedule. Commissioner St. John expressed her gratitude for her time on the Commission, feeling she had learned a lot while there, and wished them well. Chair Collins wished her well in return.

MOTION: Move to adjourn at 5:27 P.M.

By: Vice Chair Stevens

Seconded: alternate Commissioner Hartmann

For: St. John, Jennings Stevens and Collins.

Against: None.

Abstained: None.

All were in favor and the meeting adjourned at 5:27pm.

Chairman Collins reminded the Commission the next regular meeting of the Historic District Commission is Wednesday, June 24, 2026.

Respectfully submitted,

Sharon Arsego
Recording Secretary

Andrew E. Collins, Chair

DRAFT

Dear Robert Flanagan, Chairman Andrew Collins and City Clerk,

6/9/26

Please accept this letter as my formal resignation from the Bristol Historic District Commission, effective June 1, 2026.

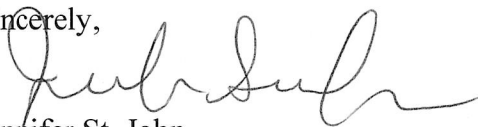
Serving on the Commission has been a meaningful experience, and I am grateful for the opportunity to contribute to the preservation and appreciation of Bristol's historic character alongside such dedicated members of the commission.

Due to a new professional obligation that closely aligns with my work in early childhood, I have found that I am no longer able to dedicate the time and attention necessary to effectively serve in this role. After careful consideration, I believe stepping down from my role as commissioner is the best decision at this time.

I remain appreciative of the work the Commission does for our community and would certainly be open to serving on a different board or commission in the future that may align more closely with my schedule and professional responsibilities.

Thank you again for the opportunity to serve. I wish the Commission continued success in its important work.

Sincerely,



Jennifer St. John

RECEIVED
2026 JUN -9 PM 3:51
TOWN AND CITY CLERK
BRISTOL, CT