

**BRISTOL HISTORIC DISTRICT COMMISSION
MINUTES
SPECIAL MEETING OF WEDNESDAY, JUNE 22, 2022**

CALL TO ORDER:

By: Chair Nicasastro

Time: 5:00 P.M.

Place: City Hall

ROLL CALL:

MEMBERS:	NAME	PRESENT	ABSENT
REGULAR MEMBERS:			
	Colleen Nicasastro, Chair	X	
	Karen Stevens Vice Chairman	X	
	Patti Philippon (Secretary)	X	
	Daniel Mike (Recused)		X
	Catherine Norton	X	
ALTERNATE MEMBERS:			
	Mary Beth Mackiewicz	X	
	Bernadette DuTremble		X
	Andrew E. Collins	X	
STAFF:			
	Robert Flanagan, City Planner		X
	Andrew Armstrong, Assistant City Planner	X	

PLEDGE OF ALLEGIANCE:**ADMINISTRATIVE MATTERS:****Approval of Meeting Minutes**

1. December 22, 2021 – Special Meeting
2. May 25, 2022 – Regular Meeting

Motion: Move to approve the minutes of the December 22, 2021, special meeting.

By: STEVENS

Seconded: MACKIEWICZ

For: Philippon, Norton, DuTremble, Stevens and Nicasastro.

Against: None.

Abstained: None.

Motion: Move to approve the minutes of the May 25, 2022, regular meeting.

By: NORTON

Seconded: STEVENS

For: Philippon, Norton, DuTremble, Stevens and Nicasastro.

Against: None.

Abstained: None.

2. Sign posting for public hearing

The public hearing signs were posted as required.

Assistant City Planner Andrew Armstrong noted for the record that Commissioner Daniel Mike has recused himself from the application.

Chair Colleen Nicastro polled the Commissioners to ensure each was either in attendance at the prior public hearing or has listened to the recording in order to be eligible to vote. All Commissioners stated they were eligible and Chair Nicastro then seated Commissioner Collins in place of Commissioner Mike who recused himself.

PUBLIC HEARINGS:

3. Application 2022-05-01 – Request for a Certificate of Appropriateness for a driveway expansion and rear yard patio at 140 Woodland Street; Assessor's Map 25, Lot 131; Craig & Jodie Maro, applicant. (Public Hearing continued from May 25, 2022)

Chair Nicastro asked if there was any public comment and there was none. She then asked the homeowners had any new information or if the Commissioners had any questions.

Jodi Maro, of 140 Woodland Street, the applicant, then spoke to the Commission and explained the sketch and materials provided. She stated they had done some work to the driveway without knowing a Historic District approval was required due to the building department not flagging it during the permit process.

Commissioner Stevens asked if the applicant was foregoing any lawn in the rear. Jodi Maro confirmed that there would not be any lawn.

Commissioner Norton asked if anything is being done to the sidewalk. Jodi Maro responded that at this time they were not proposing any work but they did speak with the City about a future driveway apron and how far a cut into the curb would be allowed. Commissioner Norton stated that was why she asked because it appears that the driveway is being expanded possibly over the existing curb. She asked for further clarification on how the gravel parking area was accessed as it appears you need to come in at an angle due to the existing curb. Craig Maro addressed the question and stated that at the moment they do come in at an angle to park but in the future would like to extend the apron opening to allow a direct approach. At this time he hasn't been able to receive an answer on this but would like to in the future. Commissioner Stevens noted that the extension of the driveway opening would require an additional approval from the City beyond the jurisdiction of the Historic District Commission for the record.

Chair Nicastro asked if there were any questions. There were none. Mr. Maro thanked the Commission.

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

MOTION: To close the public hearing.

By: STEVENS

Seconded: COLLINS

For: Philippon, Norton, Collins, Stevens and Nicastro.

Against: None.

Abstained: None.

The public hearing is closed.

Commissioner Stevens discussed the Commissions prior deliberations regarding driveways on Oakland Street although the situations are different. Stevens noted that because the driveway was not paved it was weighing on her decision.

Chair Nicastro asked if there were any other thoughts or questions. There were none. She clarified with the applicant that the patio and driveway were both part of the application. It was confirmed by the applicant.

Commissioner Collins asked how the driveway is affecting their decisions regarding upholding of the historic character that the Commission is in charge of protecting. Commissioner Stevens responded that the guidelines provide for consideration of driveways though it is less important the structure itself it is an ancillary aspect that contributes. She expanded that the district has challenges and that there are real people living there who may have multiple cars etc. Commissioner Collins noted there

wasn't much guidance on driveways. Commissioner Stevens noted there was not much room for additional parking space on the property and that demolishing the garage would be counterproductive to protecting the Historic character.

There were no additional comments.

MOTION: Move to approve Application 2022-05-01 – Request for a Certificate of Appropriateness for a driveway expansion and rear yard patio at 140 Woodland Street; Assessor's Map 25, Lot 131; Craig & Jodie Maro, applicant, in accordance with the plot plan and information submitted, be approved:

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: STEVENS

Seconded: COLLINS

For: Philippon, Norton, Collins, Stevens and Nicastro.

Against: None.

Abstained: None.

The application is approved.

CORRESPONDENCE:

There was no correspondence.

PUBLIC COMMENT:

There was no public comment.

ADJOURNMENT:

MOTION: Move to adjourn at 5:30 P.M.

By: COLLINS

Seconded: NORTON

For: Philippon, Norton, Nicastro, Collins, and Stevens.

Against: None.

Abstained: None.

The meeting adjourned at 5:30 P.M.

Respectfully submitted,

Andrew Armstrong
Assistant City Planner

Colleen Nicastro, Chair

Patti Philippon, Secretary