

**BRISTOL HISTORIC DISTRICT COMMISSION
MINUTES
REGULAR MEETING OF WEDNESDAY JUNE 25, 2025
DRAFT MINUTES**

By: Chairman Collins

Time: 5:10 P.M.

Place: City Hall
Council Chambers
111 North Main Street
First Floor

MEMBERS:	NAME	PRESENT	ABSENT
REGULAR MEMBERS:			
	Andrew E. Collins, Chairman	X	
	Colleen Nicastro		X
	Karen Stevens Vice Chairman	X	
	Patti Philippon (Secretary)		X
	Jennifer St. John	X	
ALTERNATE MEMBERS:			
	Keith David Elder		X
	Alicia M. Jennings	Zoom	
	Daphnee Delgado	Zoom	
STAFF:			
	Andrew Armstrong, Assistant City Planner	X	

1. Call to Order

Per the order of Chairman Collins, the meeting was called to order at 5:10 P.M.

Chairman Collins reminded the Commission the next Regular Meeting was on Wednesday July 23, 2025.

2. Public Participation

There was no public participation.

3. Approval of Minutes

a. Regular Meeting – March 26, 2025

Chairman Collins designated himself, regular Commissioners Stevens and St. John with alternate Commissioners Jennings and Delgado to vote on the March 26, 2025, regular minutes.

Motion: Move to approve the minutes of the March 26, 2025, regular meeting, as amended with Commissioner St. John listed as a Regular Member, and under Old Business, the correct address is 17 Broadview Street.

By: Commissioner Stevens

Seconded: Commissioner St. John

For: Collins, Stevens, St. John, Jennings and Delgado

Against: None.

Abstained: None.

4. Public Hearings

- a. Application #2025-06-01 – Request for a Certificate of Appropriateness for an ADA ramp at 196 Woodland Street; Assessor's Map 25, Lot 110/40-1; Eugene Klimaszewski, applicant.

Chair Collins designated himself, regular Commissions, St. John and Stevens with alternate Commissioners Jennings and Delgado to vote on Application #2025-06-01.

- a. application form
- b. location map
- c. two photographs of proposed ADA entrance
- d. railing specifications (14 Pgs.)
- e. ramp specifications (with railing information (5 Pgs.)

Applicant Eugene Klimaszewski of Woodland Suites, LLC, 196 Woodland St., Bristol spoke about a City of Bristol Building Department requirement for an ADA accessible ramp at 196 Woodland Street. The Building Department has approved a side entrance as the location for the ramp. This location doesn't immediately face the road, though the ramp will be visible to a degree based on the nature of it. Ramp options were presented and discussed.

Options included a black and metal temporary ramp that would be secured to the pavement and ramp up straight into the building entrance door. Another option is a concrete platform running along side the building with a platform for entering the building. With the second option there are railings similar to those on a deck, with a step or steps attached for a second and direct entrance into the building. Black is the preferable color option overall to match the existing building trim color.

Additional discussion covered the options that allow straight entrance into the building vs. entrance from the side to a platform, railings and steps. The least expensive and less awkward entrance would be a direct line into the building vs. implementing a ramp along the side of the building and then adding a platform and a step for entrance into the doorway.

No one else spoke in favor of the application.

No one spoke against the application.

The hearing is closed.

By: Commissioner Stevens

Seconded: Commissioner St. John

For: Collins, Stevens, St. John, Jennings and Delgado

Against: None.

Abstained: None.

Chairman Collins designated himself, regular Commissioners Stevens and St. John with alternate Commissioners Jennings and Delgado to vote on the application.

Discussion among the Commission Members continued with the question of longevity for the temporary ramp being put in place as a permanent option vs. the concrete. The ramp will still be visible to some though the side of the house it is being proposed for is a private road without as much traffic as a public one. Because the ramp is required by the city, the Commission's vote is more to the type of ramp, aesthetics and quality of it in an effort to make it stand out less rather than the historical aspects of the ramp itself.

The consensus was that because the ramp is intended to remain and isn't being put in place for one tenant but rather for all to have access to the building, the Commission opted for the more permanent and substantial concrete option with black railings. While the temporary ramp is solid enough, the look of the concrete option would be more appealing, and a direct entrance to the building vs. alongside of it was also decided. That will allow for the easiest and most direct route to the entrance door.

There were no further comments or questions on the application.

MOTION: Move to approve Application #2025-06-01 – Request for a Certificate of Appropriateness for an ADA ramp at 196 Woodland Street; Assessor's Map 25, Lot 110/40-1; Eugene Klimaszewski, 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 the 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: Commissioner St. John

Seconded: Commissioner Stevens

For: Collins, Stevens, St. John, Jennings and Delgado

Against: None.

Abstained: None.

The application is approved. The Commission thanks the applicant

5. Adjournment

MOTION: Move to adjourn at 5:39 P.M.

By: Commissioner St. John

Seconded: Commissioner Stevens

For: Collins, Stevens, St. John, Jennings and Delgado

Against: None.

Abstained: None.

The meeting adjourned at 5:39 P.M.

Respectfully submitted,

Sharon Arsego
Recording Secretary

Andrew E. Collins, Chairman

Patti Philippon, Secretary