



City of Bristol
City Council

REVISED AGENDA

Join Zoom Meeting:

<https://bristolct->

[gov.zoom.us/j/83756772336?pwd=LzOF7rbkwiT3ytO6avQMoKmeOssFDK.1](https://bristolct-gov.zoom.us/j/83756772336?pwd=LzOF7rbkwiT3ytO6avQMoKmeOssFDK.1)

Meeting ID: 837 5677 2336 Passcode: 123456

Dial by your Location: +19292056099 (New York)

The regular City Council Meeting will be held on Wednesday, August 12, 2026, at 7:00 PM. in Council Chambers 111 N Main Street, Bristol, CT 06010.

1. Call to Order
2. Approval of Minutes
 - a. Approval of minutes of the regular City Council meeting held on July 14, 2026.
3. Public Participation
4. Announcements
5. Consent Agenda
 - a. To place on file the New Hire Report for July, 2026
 - b. To approve Tax Refunds dated August 4, 2026.
 - c. To place on file a positive referral for a C.G.S. Section 8-24 review for the sale of the property located at Witches Rock Road, Map 8, Lot 6+7+8.
 - d. To place on file a positive referral for a C.G.S. Section 8-24 review for the sale of the property located at Kilmartin Avenue, Map 8, Lot 88.
 - e. To accept funding from Shine Early Learning for \$328,029 to support the work of the Bristol Early Childhood Collaborative through June 30, 2027.
 - f. To approve submission of an application for funds to the CT DECD Municipal Brownfield Remediation Grant Program as a Pass-Through Entity on behalf of the

Cambridge Park Limited Partnership, to authorize the Mayor or Acting Mayor to execute any and all documents associated with the application/grant, and to refer the matter to the Board of Finance for any necessary action.

- g. To authorize the Mayor or Acting Mayor to execute an amendment to the Fiducient Advisors (Fiduciary Investment Advisors) agreement dated January 27, 2020, to appoint Fiducient as Discretionary Investment Manager for the City's voluntary deferred compensation retirement program with MissionSquare and to refer this matter to the Board of Finance and the Corporation Counsel's office for review.
- h. To award Contract 2P26-075 Leasing of Computer Equipment to CCA Financial LLC and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effectuate said contract.
- i. To approve the submission of a grant application in the amount of at least \$1,000 for Operating Expenses to the CT Office of the Arts Supporting Arts Grant Program; to authorize the Mayor or Acting Mayor to execute any and all documents related to this grant, and to refer the matter to the Board of Finance for any necessary action.

6. Reports and Committee Reports

- a. **Ordinance Committee** - To introduce the following amendments to Appendix D Flood Damage Prevention, of the Bristol Code of Ordinances; to set Tuesday, September 1, 2026 at 4:50 p.m., in Meeting Room 1-1, City Hall, First Floor, 111 North Main Street, Bristol, Connecticut for the holding of a Public Hearing by the Ordinance Committee; that the City Clerk publish notice of said Public Hearing and the proposed amendments to the Code of Ordinances as required by City Charter; and to waive the reading of the proposed amendments to the Code of Ordinances to be introduced this date.
- b. **Ordinance Committee** - To adopt amendments to Chapter 23, Ordinance Enforcement By Citation Officers, Section 23-5 Penalties for Offenses, of the Bristol Code of Ordinances, to read as follows; that the City Clerk publish said amendments to the Code of Ordinances, and that they become effective upon the expiration of 14 days from the date of their publication in a newspaper of general circulation in the City of Bristol; and to waive the reading of said ordinance.
- c. **Real Estate Committee** - To reject the offer from JBS Developers, LLC in the amount of \$175,000 in response to the City of Bristol's RFP 2026-059 for the sale of Surplus Property on 81 Church Avenue, Assessor's Map 43, Lot 22; and to direct the Purchasing Agent to reissue another RFP (Request For Proposal) placing public notices and to notify abutting property owners of the city's intention to sell city-owned property known as 81 Church Avenue, Map 43, Lot 22. The asking price in the RFP shall be amended downward to \$300,000.
- d. **Real Estate Committee** - To direct the Purchasing Agent to issue an RFP (Requests For Proposals) placing public notices and to notify abutting property owners of the city's intention to sell city-owned property known as Lot 6+7+8 Witches Rock Road

on Tax Assessor's Map 8. The Purchasing Agent is not to set a minimum price as the Real Estate Committee is requesting to review all offers.

7. Old Business
8. New Business
9. Resignations
10. Appointments
 - a. Board and Commission Appointments
11. Grant
 - a. To approve submission of a grant application in the amount of \$4,250,000 to the CT Department of Energy and Environmental Protection's Outdoor Recreation and Legacy Partnership Program, with a City match of \$2,125,000; to authorize the Mayor or Acting Mayor to execute any and all documents related to this grant, and to refer the matter to the Board of Finance for any necessary action.
12. Contracts
 - a. To award bid package 1.2.1, Demolition & HAZMAT Removal, for the renovation of the Edgewood Pre-K Academy, to American Building Wreckers, in the amount of \$1,673,371.00, and to authorize the Mayor or Acting Mayor to execute any necessary documents.
13. Executive Session
 - a. Discussion of potential acquisition of 116 Marsh Road, Bristol, CT, Assessor's Map 64, Lot 1-1; Marsh Road, Bristol, CT, Assessor's Map 64, Lot 1; Marsh Road, Bristol, CT, Assessor's Map 61, Lot 16-1, and to take any action as necessary.
14. Any other matter to come before said meeting
15. Adjournment
16. Executive Session

Erica Cabiya
Town & City Clerk

July 14, 2026

The regular meeting of the City Council was held on Tuesday, July 14, 2026 in the City Hall Council Chambers, 111 North Main Street at 7:01 p.m. Present: Mayor Zoppo-Sassu; Council Members Dickau, Hahn, Kelley, Rosengren, Seymour, and Tyler.

1. CALL TO ORDER

a. Officers of the Benevolent and Protective Order of Elks (B.P.O.E.), Lodge #1010 of Bristol were presented with a Proclamation in celebration of the Bristol Elks Lodge 120th Anniversary.

2. APPROVAL OF MINUTES

On motion of Council Member Hahn and seconded by Council Member Dickau, it was unanimously voted: To approve the minutes of the regular City Council meeting held on June 9, 2026, and the special meeting held on June 30, 2026.

On motion of Council Member Rosengren and seconded by Council Member Hahn, it was unanimously voted: To move agenda item #12 to this point in the agenda.

On the amended motion of Council Member Tyler and seconded by Council Member Rosengren, it was unanimously voted: That the Bristol City Council formally requests the Bristol Zoning Commission to consider and initiate a text amendment to the Bristol Zoning Regulations to eliminate the 5,001-250,000 gross square footage for data centers within the Industrial (I) and Industrial Park (IP) Zoning Districts, to have all the data center applications be the subject of a special permit, and to be appropriately distanced from other data centers.

3. PUBLIC PARTICIPATION

Daniel Corcoran, 24 Runge Avenue – Mr. Corcoran stated that he is deeply concerned about data centers and that the City should take additional time to consider this matter.

JC, 123 Farmington Avenue – JC expressed concerns regarding the site plan for a proposed data center and the extension of the property boundaries beyond the Pequabuck River. She read from a petition in her possession and stated that outstanding questions must be addressed. She questioned why the site layout still identifies the school as Memorial Boulevard.

Scarlett Fulton, 120 Fox Den Road – Ms. Fulton spoke in opposition to the proposed data center, stating that it would bring blight to the community. Ms. Fulton further stated that data centers, regardless of scale, contribute to the loss of livelihoods, the depletion of potable and fresh water, and the deterioration of viable living conditions. She also posed questions reflecting her concerns.

Sarah Pagano, 52 Irving Street – Ms. Pagano expressed concerns about low-frequency noise generated by the data center and its potential adverse effects on public health.

Laura Carter – 77 Goodwin Street – Ms. Carter spoke via videoconference. Ms. Carter spoke about zoning changes and access to railroads as factors that contribute to the location of potential data centers. She also expressed concern about noise and pollution from small data centers due to the allowable proximity to homes.

July 14, 2026

4. ANNOUNCEMENTS

Council members reported on committees, activities, and events.

Mayor Zoppo-Sassu announced that for the first time in the Giamatti leadership Bristol is going to have a team representing Connecticut in the East Region Tournament.

Mayor Zoppo-Sassu also read a letter from the Mayor of Eijdsden-Margraten in the Netherlands. An American soldier and Bristol native, Sgt. John Quinto is buried there and his grave is cared for by a member of the American Cemetery Adoption Grave Foundation.

5. ADOPTION OF CONSENT CALENDAR

On motion of Council Member Rosengren and seconded by Council Member Hahn, it was unanimously voted: To adopt eight items as part of the Consent Calendar.

a. New Hire Report for June 2026

Communication received from the Human Resources Department.

As part of the Consent Calendar adoption and on motion of Council Member Rosengren and seconded, it was unanimously voted: To place on file the New Hire Report for the month of June, 2026.

b. Tax Refunds in the Amount of \$2,668.79

Request presented from Tax Collector Bednaz.

As part of the Consent Calendar adoption and on motion of Council Member Rosengren and seconded, it was unanimously voted: To approve the Tax Refunds as follows –

Motor Vehicle	\$ 2,668.79
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c. Bristol Senior Center/Department of Aging Services Policies and Procedures Manual

Communication received from Bristol Senior Center Executive Director Krueger.

As part of the Consent Calendar adoption and on motion of Council Member Rosengren and seconded, it was unanimously voted: To approve the Bristol Senior Center/Department of Aging Services revised Policies and Procedures Manual.

d. Contract Amendment with BL Companies for Additional MS4 Permit Services

Communication received from Public Works Director Rogozinski.

As part of the Consent Calendar adoption and on motion of Council Member Rosengren and seconded, it was unanimously voted: To authorize the Mayor or Acting Mayor to execute a contract

July 14, 2026

amendment with BL Companies (PO 22603121) in the amount of \$87,310 for additional engineering services associated with Municipal Separate Storm Sewer System (MS4) permit compliance, including illicit discharge detection and stormwater outfall testing required under the City's MS4 Permit and the U.S. Environmental Protection Agency (EPA) Administrative Order.

e. Contract 2C26-002 Renovations at Beals Community Center – Bristol Burlington Health District Space

Communication received from Public Works Director Rogozinski.

As part of the Consent Calendar adoption and on motion of Council Member Rosengren and seconded, it was unanimously voted: To authorize the Mayor to execute an amendment to Contract 2C26-002, Renovation at the Beals Community Center – Bristol-Burlington Health District Space, with Orlando Annulli & Sons, Inc., in the amount of \$42,495. This amendment will increase the total contract amount from \$2,158,000 to \$2,200,495.

f. Easement Agreement – Eversource Energy, 81 Church Street, Map 43, Lot 22

Communication received from Public Works Director Rogozinski.

As part of the Consent Calendar adoption and on motion of Council Member Rosengren and seconded, it was unanimously voted: To authorize the Mayor to execute any and all documents necessary to establish and formalize a utility easement with Eversource Energy on the City-owned property formerly known as Fire House No. 3, located at 81 Church Street, Map 43, Lot 22.

g. Positive Referral – North Main Street, Map 30, Lot 3

Communication received from Bristol Planning Commission.

As part of the Consent Calendar adoption and on motion of Council Member Rosengren and seconded, it was unanimously voted: To place on file a positive referral from the Planning Commission for a C.G.S. Section 8-24 review of North Main Street, Map 30, Lot 3 for the sale and redevelopment of the Centre Square North Main Street property.

h. Contract 2026-071 NRES Project for Bristol Central and Eastern High Schools

Communication received from Purchasing Agent Haynes.

As part of the Consent Calendar adoption and on motion of Council Member Rosengren and seconded, it was unanimously voted: To award Contract 2026-071 NRES Project for Bristol Central and Eastern High Schools to Greenskies Clean Energy LLC, and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effectuate said contract.

6. REPORTS AND COMMITTEE REPORTS

a. Ordinance Committee

On recommendation of the Ordinance Committee and on motion of Council Member Dickau and seconded by Council Member Tyler, it was unanimously voted: In accordance with

July 14, 2026

Section 41(f) of the Charter of the City of Bristol, to waive the reading of the proposed amendments to Section 23-5 of the Code of Ordinances being introduced this date.

On motion of Council Member Dickau and seconded by Council Member Tyler, it was unanimously voted: To introduce the following amendments to Chapter 23 Ordinance Enforcement by Citation Officers, Section 23-5 Penalties For Offenses of the Bristol Code of Ordinances; to set Tuesday, August 4, 2026 at 4:55 p.m., in Meeting Room 1-1, City Hall, First Floor, 111 North Main Street, Bristol, Connecticut for the holding of a Public Hearing by the Ordinance Committee; that the City Clerk publish notice of said Public Hearing and the proposed amendments to the Code of Ordinances as required by City Charter.

Underscored text is proposed to be added. [Bracketed] text is proposed for deletion.

Sec. 23-5. Penalties for offenses.

Unless otherwise provided, any violation enforceable by citation shall be punishable by a fine of [ninety dollars (\$90.00)] one hundred twenty dollars (\$120.00). Each day a violation continues shall constitute a separate offense. In addition to the fines set forth in this subsection, an additional administrative fee of two dollars (\$2.00) per ten dollars (\$10.00) of the amount of the fine(s) payable hereunder, or any fraction thereof, shall be payable to the city by each person to whom a citation is issued. The initial penalty for any citation not paid or under appeal shall double after fifteen (15) days and triple after thirty (30) days.

b. Ordinance Committee

On recommendation of the Ordinance Committee and on the amended motion proposed by Council Member Tyler and seconded by Council Member Seymour, it was unanimously voted: To adopt additions and amendments to Chapter 4 Animals and Fowl, Section 4-8 Roosters – Penalty of the Bristol Code of Ordinances as amended and to read as follows; that the City Clerk publish said additions and amendments to the Code of Ordinances, and that they become effective upon the expiration of 14 days from the date of their publication in a newspaper of general circulation in the City of Bristol; and to waive the reading of said ordinance.

Underscored text is proposed to be added. [Bracketed] text is proposed for deletion.

Sec. 4-8. Roosters—Penalty.

(a) If a valid and verified noise complaint is received by the [city] Zoning Enforcement Officer, Code Enforcement Officer, Animal Control Officer or police officer regarding any rooster, the city [will] may require [the rooster to wear a noise reduction collar, vocal constriction collar or other noise reduction device or method] removal of the rooster by the property owner. If more than three (3) complaints are received by the city regarding the same rooster the city shall require removal of that rooster.

(b) Any person required to [place a noise reduction collar, vocal constriction collar or other noise reduction device or method on the rooster] remove the rooster who fails to do so after a ten-day period shall be guilty of an infraction and fined fifty dollars (\$50.00) for each day [any rooster is

July 14, 2026

without said noise reduction collar, vocal constriction collar or other noise reduction device or method] a rooster exists on the property.

(c) [If more than three (3) complaints are received by the city regarding the same rooster the city may require removal of that rooster.

(d)] The provisions of this section shall not apply to roosters owned and maintained on premises owned or leased by any farm, charitable, eleemosynary or educational organization.

c. Salary Committee

On recommendation of the Salary Committee and on motion of Council Member Hahn and seconded by Council Member Dickau, it was unanimously voted: To approve, effective and retroactive to July 1, 2026, a three percent (3.00%) salary increase in the Fiscal Year 2026/2027 Non-Bargaining salary schedule including steps and classifications for all regular part-time, appointed, and non-union full-time positions including grant-funded positions not indicated on the salary schedule; excluding Police and Fire Chief, and refer to the Board of Finance.

Human Resources Director Haselkamp provided an explanation for the increase and how it rectifies inequality in how the city approaches increases each year.

On motion of Council Member Rosengren and seconded by Council Member Dickau, it was unanimously voted: To move agenda item #11d. to this point in the agenda because it is a related topic.

Tentative Agreement - Bristol Professionals & Supervisors Association of Nutmeg Independent Labor

Communication received from Human Resources Director Haselkamp.

On motion of Council Member Dickau and seconded by Council Member Seymour, it was unanimously voted: To approve the funding for a tentative agreement reached between the City of Bristol and Bristol Professionals & Supervisors Association of Nutmeg Independent Labor for a three-year contract from July 1, 2026 through June 30, 2029, and refer to the Board of Finance.

7. OLD BUSINESS

a. Chippanee Golf Course – Mayor Zoppo Sassu stated that the last of the due diligence reports are coming in and the City is now weighing whether to hire a third-party management company or use the Parks and Recreation Department to run the course.

b. Vape Shop Referral to Zoning Commission – Mayor Zoppo Sassu provided an update on the Zoning Commission's response to the referral. She encouraged residents to attend the Zoning Commission meetings to voice their concerns about vape shops. Mayor Zoppo Sassu also stated that many laws have changed since the creation of the vape shop ordinance and for that reason she would like the ordinance to stay with the ordinance committee for further review. Mayor Zoppo Sassu and Council members felt that a moratorium on new vape shops would provide time to review new legislation and rework the ordinance.

July 14, 2026

8. NEW BUSINESS

On motion of Council Member Hahn and seconded by Council Member Rosengren, it was unanimously voted: To bring new business from the Public Works Director to the table.

On motion of Council Member Rosengren and seconded by Council Member Hahn, it was unanimously voted: To authorize the Mayor to execute any and all documents necessary to complete the Collins Road Storm Drainage Project in the vicinity of 87 Collins Road. Authorization shall include, but not be limited to, the execution of all required Inland Wetlands and Watercourses permits, Floodplain permits, and any and all documents necessary to obtain approvals and construct the project.

9. RESIGNATIONS

Ryan Carrier – Fair Rent Commission
Connie Cohen – Fair Rent Commission
Sean Moore – Fire Commission

On motion of Council Member Hahn and seconded by Council Member Seymour, it was unanimously voted: To accept the resignations and send letters of thanks to Ryan Carrier and Sean Moore's family.

10. Appointments

a. The following appointments were presented:

Acting Mayor

Susan Tyler – Mayoral Appointment – term to 11/26.

Bristol-Burlington Health District

Thomas O'Brien – Appointment – term to 7/29.

Replaced Robert Wetmore.

Confirming motion by Council Member Dickau.

Motion passed in voice vote.

Fair Rent Commission

Deborah Schur – Appointment representing "Landlords" – term to 5/29.

Replaced Ryan Carrier.

Confirming motion by Council Member Hahn.

Motion passed in voice vote.

Board of Finance

Marie O'Brien – Reappointment – term to 6/30.

Confirming motion by Council Member Dickau.

Motion passed in voice vote.

July 14, 2026

Parking Authority

Eric Bonaiuto – Appointment – term to 4/28.
Replaced Jason Broyles.
Confirming motion by Council Member Dickau.
Motion passed in voice vote.

Planning Commission

Tracey Bacchus – Reappointment – term to 7/31.
Confirming motion by Council Member Seymour.
Motion passed in voice vote.

Zoning Board of Appeals

Liza Salgado-Sirko – Reappointment – term to 7/29.
Confirming motion by Council Member Seymour.
Motion passed in voice vote.

Alfred Radke – Reappointment – term to 7/29.
Confirming motion by Council Member Seymour.
Motion passed in voice vote.

Rory Ghio – Reappointment – term to 7/29.
Confirming motion by Council Member Seymour.
Motion passed in voice vote.

David Pecevich – Reappointment – term to 7/29.
Confirming motion by Council Member Seymour.
Motion passed in voice vote.

Zoning Commission

Peter Caruso – Reappointment as alternate member – term to 6/29
Confirming motion by Council Member Seymour.
Motion passed in voice vote.

11. **CONTRACTS**

a. Contract 2P26-066 Inspection Services for Shrub Road Sidewalks Project

Communication received from Purchasing Agent Haynes.

On motion of Council Member Hahn and seconded by Council Member Rosengren, it was unanimously voted: To award Contract 2P26-066 Inspection Services for Shrub Road Sidewalks Project to Wengell, McDonnell & Costello Inc. in the amount of \$226,494.73, and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effect said contract.

b. Contract 2P26-075 Leasing of Computer Equipment to First American Commercial Bancorp Inc. dba First American Equipment Finance

Communication received from Purchasing Agent Haynes.

July 14, 2026

On motion of Council Member Hahn and seconded by Council Member Rosengren, it was unanimously voted: To award Contract 2P26-075 Leasing of Computer Equipment to First American Commercial Bancorp Inc. dba First American Equipment Finance and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effectuate said contract.

c. Contract 2P26-073 Concessions Services at Rockwell Theater

Communication received from Purchasing Agent Haynes.

On motion of Council Member Seymour and seconded by Council Member Rosengren, it was unanimously voted: To award Contract 2P26-073 Concessions Services at Rockwell Theater to Legacy Hospitality and Entertainment Group, and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effectuate said contract amendment.

12. This item was taken up just before Public Participation item #3.

13. **OTHER BUSINESS** – None.

14. **ADJOURNMENT**

At 8:29 p.m., on motion of Council Member Seymour and seconded by Council Member Dickau, it was unanimously voted: To adjourn.

ATTEST: _____
Erica Cabiya
Town & City Clerk

NEW HIRE REPORT

7/1/2026 TO 7/31/2026

WATER DEPARTMENT

RECEIVED

2026 AUG -5 PM 1:19

TOWN AND CITY CLERK
BRISTOL, CT

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>CITY</u>	<u>HIRE DATE</u>	<u>SALARY</u>		<u>UNION</u>	<u>STATUS</u>	<u>DEPARTMENT</u>	<u>JOB TITLE</u>
NYE	KYLE	NORTH BRANFORD	07/13/2026	\$28.64	PER HOUR	LOCAL 1338	FT	WATER DEPARTMENT	WATER TREATMENT OP MAINT TECH
Total:	1								

CITY DEPARTMENTS

<u>LAST NAME</u>	<u>FIRST NAME</u>	<u>CITY</u>	<u>HIRE DATE</u>	<u>SALARY</u>		<u>UNION</u>	<u>STATUS</u>	<u>DEPARTMENT</u>	<u>JOB TITLE</u>
ADORNO	JENNIFER	BRISTOL	07/20/2026	\$24.45	PER HOUR	LOCAL 233	FT	POLICE DEPARTMENT	PRINCIPAL CLERK
BOI	TYLER	BRISTOL	07/27/2026	\$87342.00		POLICE	FT	POLICE DEPARTMENT	POLICE OFFICER
EMMERT	ELIJAH	BRISTOL	07/14/2026	\$17.59	PER HOUR	NON-BARG	PT	PARK DEPARTMENT	LIFEGUARD
FIELDS	ABIGAIL	BRISTOL	07/06/2026	\$17.59	PER HOUR	NON-BARG	PT	PARK DEPARTMENT	LIFEGUARD
DILEONE	VANESSA	BRISTOL	07/06/2026	\$40.00	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	CERTIFIED NURSE
GUARDA	NICO	BRISTOL	07/01/2026	\$18.54	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	LABORER PARK SEASONAL
MILLS	ASHLEY	GLASTONBURY	07/13/2026	\$35.00	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	FACILITATOR
TOMASI	MARY	BRISTOL	07/02/2026	\$50.00	PER HOUR	NON-BARG	SE	PARK DEPARTMENT	CERTIFIED NURSE
Total:	8								



RECEIVED
2026 AUG -4 AM 11:56
TOWN AND CITY CLERK
BRISTOL, CT



DATE: AUGUST 4, 2026

Tax Collector's Office | 860.584.6270

TO THE HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

I hereby request refunds to the following tax accounts listed below for the reasons stated.

CURRENT LIST YEAR

<u>NAME</u>	<u>LIST NUMBER</u>	<u>SUPPLEMENTAL MOTOR VEHICLE</u>				<u>TOTAL</u>	
		<u>TAX</u>	<u>INT</u>	<u>FEES</u>	<u>TOTAL</u>		
HIGHSMITH, YVETTE	2025-04-0400383	\$ 153.08			\$ 153.08	TOTAL LOSS	
TOTAL		\$ 153.08	\$ -	\$ -	\$ 153.08		

CURRENT LIST YEAR

<u>NAME</u>	<u>LIST NUMBER</u>	<u>MOTOR VEHICLE</u>				<u>TOTAL</u>	
		<u>TAX</u>	<u>INT</u>	<u>FEES</u>	<u>TOTAL</u>		
BENOIT, KRISTINA	2025-03-0303644	\$ 767.68			\$ 767.68	TRAILER EXEMPT	
CODY, LUCY	2025-03-0309223	\$ 281.43			\$ 281.43	OVERPAYMENT	
CARDENAS, HERNANDO	2025-03-0307123	\$ 13.50			\$ 13.50	JUNKED	
DITTMAN, LISA	2025-03-0313100	\$ 10.00			\$ 10.00	OVERPAYMENT	
LARSON, DOUGLAS	2025-03-0325891	\$ 104.75			\$ 104.75	VEHICLE SOLD	
LUTHER, DUSTIN	2025-03-0327858	\$ 70.53			\$ 70.53	VEHICLE SOLD	
MORENO, JUAN	2025-03-0332250	\$ 20.23			\$ 20.23	VEHICLE SOLD	
NYBERG, CHARLES	2025-03-0334213	\$ 12.17			\$ 12.17	VEHICLE SOLD	
NYBERG, CHARLES	2025-03-0334216	\$ 163.83			\$ 163.83	VEHICLE SOLD	
PALMERI, VINCENT	2025-03-0335543	\$ 9.48			\$ 9.48	VEHICLE SOLD	
PRUGLO, IGOR	2025-03-0338230	\$ 310.97			\$ 310.97	OVERPAYMENT	
RIVERA, DARIANA	2025-03-0339737	\$ 25.38			\$ 25.38	VEHICLE SOLD	
TRUSZKOWSKI, JACEK	2025-03-0347953	\$ 84.72			\$ 84.72	ANTIQUE EXEMPTION	
ZIPKE, BRIANNA	2025-03-0351764	\$ 44.99			\$ 44.99	VEHICLE SOLD	
TOTAL		\$ 1,919.66	\$ -	\$ -	\$ 1,919.66		

PRIOR LIST YEAR

<u>NAME</u>	<u>LIST NUMBER</u>	<u>MOTOR VEHICLE</u>				<u>TOTAL</u>	
		<u>TAX</u>	<u>INT</u>	<u>FEES</u>	<u>TOTAL</u>		
BENOIT, KRISTINA	2024-03-0303614	\$ 815.40			\$ 815.40	TRAILER EXEMPT	
CARLSON, CARL	2024-03-0307063	\$ 153.48			\$ 153.48	OVERPAYMENT	
CODY, LUCY	2024-03-0309069	\$ 152.56			\$ 152.56	TOTAL LOSS	
MARTIN, RICHARD	2024-03-0328855	\$ 88.46			\$ 88.46	VEHICLE SOLD	
PATEL, KEVAL	2024-03-0335432	\$ 1,135.65			\$ 1,135.65	RECALL	
TOTAL		\$ 2,345.55	\$ -	\$ -	\$ 2,345.55		

City of Bristol

111 North Main Street
Bristol, CT 06010
www.bristolct.gov

<u>PRIOR LIST YEAR</u>		<u>REAL ESTATE</u>				
<u>NAME</u>	<u>LIST NUMBER</u>	<u>CITY TAX</u>	<u>INT</u>	<u>FEES</u>	<u>TOTAL</u>	<u>REASON</u>
COLLIGAN, WALLACE	2024-01-0104282	\$ 1,454.30			\$ 1,454.30	APA VETERAN EXEMPTIO
HOMEOANSERV	2023-01-0118853	\$ 3,000.91			\$ 3,000.91	OVERPAYMENT
VARLEY, JAY	2024-01-0104205	\$ 1,747.00			\$ 1,747.00	OVERPAYMENT
	TOTAL	\$ 6,202.21	\$ -	\$ -	\$ 6,202.21	

RESPECTFULLY,

ANN V BEDNAZ, CCMC
TAX COLLECTOR
KG



City of Bristol

BRISTOL, CONNECTICUT 06010

Planning Commission

RECEIVED

2026 JUL 29 PM 5:09

TOWN AND CITY CLERK
BRISTOL, CT

DATE: July 28, 2026

TO: City Council (c/o Erica Cabiya, Town and City Clerk)

FROM: Bristol Planning Commission

Re: C.G.S. 8-24 Referral:
Witches Rock Road — Map 8, Lot 6+7+8

The Bristol Planning Commission, at its meeting of July 27, 2026, approved the following motion with respect to the above captioned item:

"To send a positive referral to the City Council for the C.G.S. 8-24 referral for: Witches Rock Road — Map 8, Lot 6+7+8. The Planning Commission finds that the C.G.S. 8-24 referral to sell the property on Witches Rock Road — Map 8, Lot 6+7+8, is generally consistent with the goals and policies of the 2015 Plan of Conservation and Development (POCD), amended to April 1, 2018."

For questions or additional information, please contact:

City Planner – Robert M. Flanagan, AICP – City of Bristol Land Use Office at 860-584-6225.

Cc: Attorney Jeffrey Steeg (via e-mail)



City of Bristol

BRISTOL, CONNECTICUT 06010

Planning Commission

RECEIVED

2026 JUL 29 PM 5:09

TOWN AND CITY CLERK
BRISTOL, CT

DATE: July 28, 2026

TO: City Council (c/o Erica Cabiya, Town and City Clerk)

FROM: Bristol Planning Commission

Re: C.G.S. 8-24 Referral:
Kilmartin Avenue — Map 8, Lot 88

The Bristol Planning Commission, at its meeting of July 27, 2026, approved the following motion with respect to the above captioned item:

*"To send a positive referral to the City Council for the C.G.S. 8-24 referral for:
Kilmartin Avenue — Map 8, Lot 88.*

The Planning Commission finds that the C.G.S. 8-24 referral to sell the property on Kilmartin Avenue — Map 8, Lot 88, is generally consistent with the goals and policies of the 2015 Plan of Conservation and Development (POCD), amended to April 1, 2018.

For questions or additional information, please contact:

City Planner – Robert M. Flanagan, AICP – City of Bristol Land Use Office at 860-584-6225.

Cc: Attorney Jeffrey Steeg (via e-mail)



City of Bristol, Connecticut

**Early Childhood
Collaborative**

City of Bristol
111 N Main Street
Bristol, CT 06010
Tel: (860) 584-6254

August 4, 2026

Erica Cabiya
Town and City Clerk
111 North Main Street
Bristol, CT 06010

RECEIVED
2026 AUG -4 PM 4:26
TOWN AND CITY CLERK
BRISTOL, CT

To Ms. Cabiya:

I am writing regarding funding for this fiscal year for the Early Childhood Collaborative, related to the current Shine Early Learning contract for the period of July 1, 2025 – June 30, 2027.

Please place on the City Council Agenda for August 12, 2026, the following request:

- That the City of Bristol accept funding from Shine Early Learning for \$328,029 to support the work of the Bristol Early Childhood Collaborative through June 30, 2027.

The budget was submitted to the Board of Finance and is attached.

Please let me know if you have questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Donna Osuch".

Donna Osuch
Bristol Early Childhood Collaborative Liaison

cc: Mayor Ellen Zoppo-Sassu

- b. **QE Funds:** A single payment of up to \$28,029.44 ("QE Fund Amount") shall be provided to Subcontractor, contingent on completion of all the following:
- i. Submission of a completed QE application and budget through the process established by Shine;
 - ii. Approval by Shine of proposed QE activities;
 - iii. Receipt by Shine of all required quarterly reports and documentation which the most recent were due on or before April 30, 2026;
 - iv. Full execution of the Amendment; and
 - v. Submission of an invoice by Subcontractor for the QE Fund Amount. The invoice should be submitted once all other contingencies have been completed.
- c. **Parent Ambassador/Emissary Funds**
- i. **Parent Ambassador Funds:** A single payment of Four Hundred Seventy-Five Dollars (\$475) ("Parent Ambassador Amount") shall be provided to Subcontractor, contingent on completion of all of the following:
 1. Full execution of the Amendment; and
 2. Submission of an invoice by Subcontractor for the full Parent Ambassador Amount. The invoice should be submitted once all other contingencies have been completed.
 3. Subcontractor must provide Shine with an updated signed work agreement between Subcontractor and the Parent Ambassador for Shine's records within ninety (90) days of signing the Amendment. Payment of the Parent Ambassador Amount is not contingent on receipt of such work agreements.
 - ii. **Parent Emissary Funds:** Subcontractor is not eligible for Parent Emissary Funds.
- d. **Eligible Total One Time FY26 Payment(s) for Subcontractor:**

Type	Amount
QE Fund Amount	\$28,029.44
Parent Ambassador Amount	\$475
Total	\$28,504.44

5. Payment Schedule FY27

- a. Quarterly payments of up to \$82,007.36 ("FY27 LGP Quarter Amount") shall be made based on the table below.
- b. The FY27 LGP Quarter Amount shall be made up of the following components divided quarterly: (i) LGP Funding; (ii) FY27 Match Funding up to \$50,000.00

("FY27 Match Amount"); and (iii) QE Fund Amount.

- c. Payment of the FY27 LGP Quarter Amount shall be made contingent on the following:
- i. Shine's timely receipt and approval of quarterly programmatic and financial reports based on the reporting deadlines provided in this SOW.
 - ii. Shine's timely receipt and approval of quarterly invoices based on the reporting deadlines provided in this SOW.
 - iii. Receipt by Shine of documentation supporting FY27 Match Funding in accordance with the processes provided by Shine
 - iv. Shine shall provide additional guidelines related to required reports or documentation needed to support QE Funds prior to August 1, 2026.
 - v. Shine will provide additional instructions to LGPs about the invoice process prior to August 1, 2026.

Amount	Payment Condition	On or after
\$82,007.36	Receipt and approval of SFY26 Q4 reports due July 20, 2026	August 1, 2026
\$82,007.36	Receipt and approval of SFY27 Q1 reports due October 20, 2026	November 1, 2026
\$82,007.36	Receipt and approval of SFY27 Q2 reports due January 20, 2027	February 1, 2027
\$82,007.36	Receipt and approval of SFY27 Q3 reports due April 20, 2027	May 1, 2027

6. Payment Procedures

- a. **Quarter Amount:**
- i. The Subcontractor shall make written requests to Shine for the LGP Quarter Amount.
 - ii. Shine shall use reasonable efforts to process payment requests within thirty (30) days from the receipt of the request. Each request for payment will be processed upon confirmation by Shine of Subcontractor's compliance with all of the terms, conditions and covenants of the Agreement. Any payment shall be contingent on satisfactory work progress and sufficient quantity and quality of the work, as determined by Shine.
- b. **One Time FY26 Payment (QE Funds, Parent Ambassador Funds):** Shine shall pay Subcontractor within fourteen (14) calendar days of receipt of the applicable invoice, provided that all contingencies have been met.
- c. Payments requested under this Agreement are subject to OEC funding of the LGP Intermediary contract with Shine. In the event funds for the Agreement are reduced or eliminated by OEC for the LGP Intermediary program, the amount payable by Shine under this Subcontract will be reduced as funding reduction to



**CITY OF BRISTOL
BOARD OF FINANCE AGENDA REQUEST FORM**

To: Board of Finance Commissioners

From: School Readiness
(Requesting Department)

Date: July 16, 2026
(Submission Date)

For the July 28, 2026 Board of Finance Meeting Agenda
(Date of Meeting)

This request is for:
(Please check the type of request and list in whole dollar amounts)

- ☐ Additional Appropriation \$ _____
- ☐ Transfer from Contingency \$ _____
- ☐ Transfer(s) \$ _____
- ☒ Grants \$ 328,029
- ☐ Carry-over(s) \$ _____
- ☐ Other

Approval:

This request was approved by the School Readiness Council
(governing Board of your department)
at its meeting held on June 3, 2026
(date)

Donna Osuch
(Department Head's signature)

All requests to appear on the Board of Finance meeting agenda for consideration must be submitted to Jodi McGrane in the Comptroller's Office by 10:00 a.m. Monday of the preceding week of the meeting. Board of Finance Meetings are held on the fourth Tuesday of each month at 5:30 p.m. in the Council Chambers.

Board of Finance Agenda Request Form

Reason for request:

To appropriate new grant funding from Shine Early Learning to the Early Childhood Collaborative (School Readiness) from 7/1/26-6/30/27 for the administration and monitoring of the State Office of Early Childhood's local early childhood work (\$300,000), and quality enhancement services and activities (\$28,029.44).

Additional Appropriation(s) and/or Appropriation(s) complete the following:

Account	Account Name	Amount
1064654-470000-27G03	Shine Early Learning - Rev	\$300,000
1064654-432080-27G03	Shine Early Learning Quality Enhancement - Rev	\$28,029
1064654-514000-27G03	Regular Wages	\$193,855
1064654-515200-27G03	Part-Time Wages	\$16,000
1064654-520700-27G03	F.I.C.A.	\$13,011
1064654-520750-27G03	Medicare Insurance	\$3,043
1064654-531000-27G03	Professional Fees	\$13,853
1064654-561800-27G03	Program Supplies	\$25,000
1064654-591500-27G03	Transfer Out Internal Service	\$35,713
1064654-531170-27G03	Quality Enhancement Purchased Services	\$28,029



RECEIVED
2026 AUG -5 PM 12:14
TOWN AND CITY CLERK
BRISTOL, CT

DATE: August 5, 2026

TO: Mayor Ellen Zoppo-Sassu
City Council Members

FROM: Dawn Leger, Ph.D.
Grants Administrator

RE: CT DECD Brownfields Grant Application

Background

The Connecticut Department of Economic and Community Development (DECD) offers the competitive Municipal Brownfield Grant Program to fund environmental assessment and/or remediation work on environmentally contaminated properties known as Brownfields.

Project Description

The Housing Authority of the City of Bristol through its Cambridge Park Limited Partnership (CPLP, an entity created to facilitate the revitalization of Cambridge Park, a Federal Public Housing property), has requested that the City of Bristol apply for a Municipal Brownfield Remediation Grant to fund abatement work required as part of a large renovation of Cambridge Park on Davis Drive. CPLP alone is not eligible to apply, but public-private partnership applications are encouraged. The City may apply as a "Pass Through" entity on behalf of CPLP. If awarded funding, CPLP – not the City of Bristol – will hold the award contract and be required to satisfy all terms and conditions of the DECD Assistance Agreement.

CPLP is planning a full rehabilitation of the 167 units at Cambridge Park, an historic World War II-era housing community built in 1942. The project will modernize residential units with new flooring, walls, ceilings, mechanical systems, electrical wiring, plumbing, and infrastructure, and incorporate ADA, Section 504, and UFAS accessibility improvements. The redevelopment will also renovate the Boys & Girls Club space and enhance the site with new sidewalks, parking improvements, and landscaping.

Funding Request

On behalf of CPLP, the City will request up to \$4 million through the Municipal Brownfield Remediation Grant Program to fund a portion of the extensive environmental remediation work associated with the Cambridge Park renovation project.

City Match

There is no financial contribution or future obligation required from the City of Bristol.

Requested Action

To approve submission of an application for funds to the CT DECD Municipal Brownfield Remediation Grant Program as a Pass-Through Entity on behalf of the Cambridge Park Limited Partnership, to authorize the Mayor to execute any and all documents associated with the application/grant, and to refer the matter to the Board of Finance for any necessary action.



Comptroller's Office | Phone: 860.584.6130

Memorandum

To: Board of Finance
 From: Diane M. Waldron, Comptroller
 Re: 457 Plan Discretionary
 Date: August 6, 2026

The City uses the professional services of Fiducient Advisors to provide investment recommendations, analysis and monitoring support of the City's 457 Deferred Compensation program, a voluntary program for employees to participate in to save for retirement. Currently Fiducient is serving in an Advisory (or Non-Discretionary) capacity which means final investment decisions remain with the City and requires the City to evaluate and act on investment recommendations, document decision making and rationale, maintain sufficient investment expertise. In other words, presently the City assumes fiduciary liability for investment selection and oversight. Because fiduciary standards have increased over time, the City's present role has become more complex and burdensome, increasing its exposure to fiduciary risk.

This request is to authorize the appointment of Fiducient as Discretionary Investment Manager. In this capacity they will have the full discretion to:

- Select, monitor, and replace plan investment options for the employees to select from
- Implement changes in accordance with the Investment Policy Statement
- Document investment decisions and ongoing due diligence
- Enter into agreements with funds to access lower investment options on the plan's behalf

The City will retain overall oversight and responsibility for the appointment and monitoring of the Investment Manager, but investment decision making authority and associated liability are delegated to Fiducient.

Benefits to this transition include:

- Enhanced Fiduciary Risk Mitigation
- Improved Governance and Decision Efficiency
- Consistent Application of the Investment Policy Statement
- Reduction in City staff time and Administrative Burden

To compensate Fiducient for assuming greater responsibility and risk, their annual fee will increase from \$29,638 to \$35,000. However we anticipate the estimated increased savings in the investment fees to the employees will be \$15,000 annually.

Thank you.

RECEIVED
 06 AUG -7 AM 8:33
 CITY OF BRISTOL
 CONNECTICUT



Purchasing Department | Tel (860) 584-6195

MEMORANDUM

To: Erica Cabiya, City Clerk
 Cc: Mayor Ellen Zoppo-Sassu
 Office of Corporation Counsel
 Eric Evans, Chief Information Officer
 Jodi Bond, BOE Finance Director
 Diane Waldron, Comptroller
 From: Nancy P. Haynes, Purchasing Agent
 Date: August 6, 2026

RECEIVED
 2026 AUG -6 PM 1:03
 OFFICE OF CITY CLERK
 BRISTOL, CT

Re: Contract 2P26-075 Leasing of Computer Equipment

The Purchasing Department solicited and received proposals for leasing computer equipment; this contract replaces an existing master lease agreement for equipment used by the City and the Board of Education. The previously awarded vendor has withdrawn from consideration and the next lowest set of rates received was from **CCA Financial LLC**. The firm's qualifications have been reviewed and found to be sufficient and successful by Purchasing and IT staff. I therefore respectfully request that you include the following motion on the agenda for the next meeting of the City Council:

To award **Contract 2P26-075 Leasing of Computer Equipment** to **CCA Financial LLC** and to authorize the Mayor or Acting Mayor to execute any and all documents necessary to effectuate said contract.

Please let me know if I can provide any further information regarding this contract.

Thank you for your assistance.

City of Bristol
 111 North Main Street
 Bristol, CT 06010
www.bristolct.gov



RECEIVED
2026 AUG -6 PM 1:03
OFFICE OF THE CLERK
CITY OF BRISTOL, CT

DATE: August 6, 2026

TO: Mayor Ellen Zoppo-Sassu
City Council Members

FROM: Dr. Dawn Leger, Grants Administrator

RE: Supporting Arts Grant Program

Background

The CT Office of the Arts *Supporting Arts Grant Program*, funded in part by the National Endowment for the Arts, is providing grant funding to not-for-profit arts organizations and municipal arts departments to support programmatic costs associated with mission-related work.

Project Description

Through the City Parks, Recreation, Youth, & Community Services Department, Downtown Live at the Rockwell Theater will apply for a grant to help fund operational expenses.

City Match

There is no match required. Applicants may seek a minimum of \$1,000 with a maximum amount to be determined by CT Office of the Arts.

Requested Action

To approve the submission of a grant application in the amount of at least \$1,000 for Operating Expenses to the CT Office of the Arts Supporting Arts Grant Program; to authorize the Mayor or Acting Mayor to execute any and all documents related to this grant, and to refer the matter to the Board of Finance for any necessary action.

PART II - CODE OF ORDINANCES
APPENDIX D FLOOD DAMAGE PREVENTION

BRISTOL CITY COUNCIL MEETING

AUGUST 12, 2026

COUNCILMAN MARK DICKAU,
CHAIR, ORDINANCE COMMITTEE

PROPOSED AMENDMENTS TO APPENDIX D - FLOOD DAMAGE PREVENTION

MOTION TO WAIVE READING

In accordance with Section 41(f) of the Charter of the City of Bristol, I hereby MOVE that the reading of the proposed amendments to the Code of Ordinances to be introduced this date pertaining to Appendix D Flood Damage Prevention, BE WAIVED.

MOTION TO INTRODUCE

In accordance with Section 41(f) of the Charter of the City of Bristol, the following amendments to the Code of Ordinances are hereby INTRODUCED.

I hereby MOVE that the time and place of Tuesday, September 1, 2026 at 4:50 p.m., in Meeting Room 1-1, City Hall, First Floor, 111 North Main Street, Bristol, Connecticut be set for the holding of a public hearing thereon by the Ordinance Committee, and that the City Clerk publish notice of said public hearing and the proposed amendments to the Code of Ordinances as required by City Charter.

Underscored text is proposed to be added. [Bracketed] text is proposed for deletion.

APPENDIX D – FLOOD DAMAGE PREVENTION¹

SECTION 1. STATUTORY AUTHORIZATION, FINDING OF FACT, PURPOSE AND OBJECTIVES

¹Editor's note(s)—An ordinance adopted on August 12, 2008, amended Appendix D, §§ 1—8 in its entirety to read as herein set out. Formerly, Appendix D pertained to similar subject matter, and derived from an ordinance adopted on March 14, 1988 and amended on August 9, 1993.

Cross reference(s)—Buildings and building regulations, Ch. 5; flood and erosion control, Ch. 8; planning, Ch. 18; water, sewers and sewage disposal, Ch. 22; enforcement by citation officers, Ch. 23; inland wetlands regulations, App. A; subdivision regulations, App. B; zoning, App. C.

1.1. Statutory authorization.

The Legislature of the State of Connecticut has in Section 7-148(c)(7)(A) and in Title 8, Chapter 124, Section 8-2 of the General Statutes delegated the responsibility to local governmental units to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry. Therefore, the City Council of City of Bristol, Connecticut, does ordain as follows:

(Ord. of 8-12-08)

1.2. Findings of fact.

1.2.1. The flood hazard areas of the City of Bristol are subject to periodic inundation which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety and general welfare.

1.2.2. These flood losses are caused by the cumulative effect of obstructions in floodplains causing increases in flood heights and velocities, and by the occupancy in flood hazard areas by uses vulnerable to floods or hazardous to other lands which are inadequately elevated, flood-proofed, or otherwise unprotected from flood damages. Uncontrolled development and use of the floodplains can adversely affect the community.

1.2.3. The City of Bristol has voluntarily participated in the National Flood Insurance Program (NFIP) since 1988. The NFIP is founded on a mutual agreement between the federal government and each participating community. Local, state and federal governments must share roles and responsibilities to meet the goals and objectives of the NFIP. The community's role is of paramount importance. Property owners are able to receive federally-subsidized flood insurance only if the community enacts and enforces the minimum floodplain regulations required for participation in the NFIP.

(Ord. of 8-12-08)

1.3. Statement of purpose.

It is the purpose of this ordinance to regulate floodplain development, promote the public health, safety and general welfare and to minimize public and private losses due to flood conditions in specific areas by provisions designed to:

- 1.3.1. Restrict or prohibit uses which are dangerous to health, safety and property due to water or erosion or in flood heights or velocities;
- 1.3.2. Require that uses vulnerable to floods, including facilities which serve such uses, be protected against flood damage at the time of initial construction;
- 1.3.3. Control the alteration of natural floodplains, stream channels, and natural protective barriers which are involved in the accommodation of flood waters;
- 1.3.4. Control filling, grading, dredging and other development which may increase erosion or flood damage, and;
- 1.3.5. Prevent or regulate the construction of flood barriers which will unnaturally divert flood waters or which may increase flood hazards to other lands.

(Ord. of 8-12-08)

1.4. Objectives.

The objectives of this ordinance are:

- 1.4.1. To protect human life and health;
- 1.4.2. To minimize expenditure of public money for costly flood control projects;
- 1.4.3. To minimize the need for rescue and relief efforts associated with flooding and generally undertaken at the expense of the general public;
- 1.4.4. To minimize prolonged business interruptions;
- 1.4.5. To minimize damage to public facilities and utilities such as water and gas mains, electric, telephone and sewer lines, streets and bridges located in floodplains;
- 1.4.6. To help maintain a stable tax base by providing for the sound use and development of flood prone areas in such a manner as to minimize flood blight areas;
- 1.4.7. To insure that potential home buyers are notified that property is in a flood area; and
- 1.4.8. To ensure that those who occupy the areas of special flood hazard assume responsibility for their actions;
- 1.4.9. To prevent increase in flood heights that could increase flood damage and result in conflicts between property owners;
- 1.4.10. To discourage development in a floodplain if there is any practicable alternative to locate the activity, use or structure outside of the floodplain.

(Ord. of 8-12-08)

SECTION 2. DEFINITIONS

2.1 Unless specifically defined below, words or phrases used in this ordinance shall be interpreted so as to give them the meaning they have in common usage and to give this ordinance its most reasonable application.

- 2.1.1. *Addition (to an existing building)* means any walled and roofed expansion to the perimeter of a building in which the addition is connected by a common load-bearing wall other than a firewall. Any walled and roofed addition which is connected by a firewall or is separated by independent perimeter load-bearing walls is new construction.
- 2.1.2. *Administrator* means the city engineer of the City of Bristol or his designated representative.
- 2.1.3. *Appeal* means a request for a review of the administrator's interpretation of any provision of this ordinance or a request for a variance.
- 2.1.4. *Applicant* means that the owner or authorized agent of the owner of land partially or wholly located in an area of special flood hazard and on which land development is proposed. His/her name shall appear on the floodplain development permit application and will be responsible for assuring that the provisions of this ordinance are met and any stipulations or conditions placed at the time of approval are adhered to.
- 2.1.5. *Area of Shallow Flooding (for a community with AO or AH Zones only)*—A designated AO, AH, AR/AO, AR/AH, or VO zone on a community's Flood Insurance Rate Map (FIRM) with a one percent or greater annual chance of flooding to an average depth of one to three feet where a clearly defined channel

PART II - CODE OF ORDINANCES
APPENDIX D - FLOOD DAMAGE PREVENTION
SECTION 2. DEFINITIONS

does not exist, where the path of flooding is unpredictable, and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow.

- 2.1.6. *Area of special flood hazard* is the land in the floodplain within a community subject to one percent or greater chance of flooding in any given year.
- 2.1.7. *Base flood* means the flood having a one (1%) percent chance of being equaled or exceeded in any given year also referred to as the one hundred (100) year flood, as published by the Federal Emergency Management Agency (FEMA) as part of a Flood Insurance Study (FIS) and depicted on a Flood Insurance Rate Map (FIRM).
- 2.1.8. *Base flood elevation (BFE)*—The elevation of the crest of the base flood or 100-year flood. The height in relation to mean sea level expected to be reached by the waters of the base flood at pertinent points in the floodplains of coastal and riverine areas.
- 2.1.9. *Basement* means that portion of a building having its floor subgrade (below ground level) on all sides.
- 2.1.10. *Building* means any structure built for support, shelter, or enclosure for any occupancy or storage.
- 2.1.11. *Cost*—As related to substantial improvements, the cost of any reconstruction, rehabilitation, addition, alteration, repair or other improvement of a structure shall be established by a detailed written contractor's estimate. The estimate shall include, but not be limited to: the cost of materials (interior finishing elements, structural elements, utility and service equipment); sales tax on materials, building equipment and fixtures, including heating and air conditioning and utility meters; labor; built-in appliances; demolition and site preparation; repairs made to damaged parts of the building worked on at the same time; contractor's overhead; contractor's profit; and grand total. Items to be excluded include: cost of plans and specifications, survey costs, permit fees, outside improvements such as septic systems, water supply wells, landscaping, sidewalks, fences, yard lights, irrigation systems, and detached structures such as garages, sheds, and gazebos.
- 2.1.12. *Designated representative* means the inland/wetlands enforcement officer of the City of Bristol or other person designated, in writing, by the flood and erosion commission to enforce the terms and provisions of this ordinance.
- 2.1.13. *Development* means any manmade change to improved or unimproved real estate, including, but not limited to the construction of buildings or structures; the construction of additions, alterations or substantial improvements to buildings or structures; the placement of buildings or structures; mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment; the storage, deposition, or extraction of materials; and the installation, repair or removal of public or private sewage disposal systems or water supply facilities.
- 2.1.14. *Elevated building* means a non-basement building built to have the lowest floor elevated above the ground level by means of fill, solid foundation perimeter walls, pilings, columns (posts and piers), shear walls, or breakaway walls.
- 2.1.15. *Existing manufactured home park or subdivision*—A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured home are to be affixed (including, as a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before the effective date of the floodplain management regulations adopted by a community.
- 2.1.16. *Expansion to an existing manufactured home park or subdivision*—The preparation of additional sites by the construction of facilities for servicing the lots on which the manufacturing homes are to be

PART II - CODE OF ORDINANCES
APPENDIX D - FLOOD DAMAGE PREVENTION
SECTION 2. DEFINITIONS

affixed (including the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads).

- 2.1.17. *Federal Emergency Management Agency (FEMA)*—The federal agency that administers the National Flood Insurance Program (NFIP).
- 2.1.18. *Finished living space*—Finished living space can include, but is not limited to, a space that is heated and/or cooled, contains finished floors (tile, linoleum, hardwood, etc.), has sheetrock walls that may or may not be painted or wallpapered, and other amenities such as furniture, appliances, bathrooms, fireplaces and other items that are easily damaged by floodwaters and expensive to clean, repair or replace. A fully enclosed area below the base flood elevation (BFE) cannot have finished living space and needs to be designed for exposure to flood forces. These spaces can only be used for parking, building access or limited storage.
- 2.1.19. *Flood or flooding* means a general and temporary condition of partial or complete inundation of normally dry land areas from:
- (1) The overflow of inland or tidal water;
 - (2) The unusual and rapid accumulation or runoff of surface waters from any source.
- 2.1.20. *Flood and erosion commission* means the conservation commission of the City of Bristol.
- 2.1.21. *Flood fringe area* means that area outside of the floodway and within the limits of the base flood.
- 2.1.22. *Flood boundary and floodway map (FBFM)*—The official map of a community on which the Federal Emergency Management Agency (FEMA) has delineated the limits of the regulatory floodway and 100-year floodplain.
- 2.1.23. *Flood insurance rate map (FIRM)* means an official map of a community, on which the Federal Emergency Management Agency has delineated both the areas of special flood hazard and the risk premium zones applicable to the community. FIRM published after January 1990 may also show the limits of the regulatory floodway.
- 2.1.24. *Flood insurance study (FIS)*—The official study of a community in which the Federal Emergency Management Agency (FEMA) has conducted a technical engineering evaluation and determination of local flood hazards, flood profiles and water surface elevations. The Flood Insurance Rate Maps (FIRM), which accompany the FIS, provide both flood insurance rate zones and base flood elevations, and may provide the regulatory floodway limits.
- 2.1.25. *Floodplain development permit* means the formal granting of permission to an applicant for land development in areas of special flood hazard including permitted uses, and special exceptions as herein described and specified.
- 2.1.26. *Flood proofing* means any combination of structural and non-structural additions, changes or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water or sanitary facilities, structures and their contents.
- 2.1.27. *Floodway* means the channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one (1.0') foot. For the purposes of these regulations, the term "Regulatory Floodway" is synonymous in meaning with the term "Floodway".

PART II - CODE OF ORDINANCES
APPENDIX D - FLOOD DAMAGE PREVENTION
SECTION 2. DEFINITIONS

- 2.1.28. *Floor* means the top surface of an enclosed area in a building (including basement) i.e., top of slab in concrete slab construction or top of wood flooring in wood frame construction. The term does not include the floor of a garage used solely for parking vehicles.
- 2.1.29. *Functionally dependent utility* means a facility which cannot be used for its intended purpose unless it is located in close proximity to water, such as a docking or port facility necessary for the loading and unloading of cargo or passengers, shipbuilding and ship repair. The term does not include seafood processing facilities, long-term storage, manufacture, sales, or service facilities.
- 2.1.30. *Highest adjacent grade* means the highest natural elevation of the ground surface, prior to construction, next to the proposed walls or a structure.
- 2.1.31. *Historic structure*—Any structure that is: (a) Listed individually in the National Register of Historic Places (a listing maintained by the Department of the Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register; (b) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historic significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district; (c) Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or (d) Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either: (1) By an approved state program as determined by the Secretary of the Interior or (2) Directly by the Secretary of the Interior in states without approved programs.
- 2.1.32. *Lowest floor* means the lowest floor of the lowest enclosed area (including basement). An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access or storage, in an area other than a basement area is not considered a building's lowest floor, provided that such an area meets the design requirements specified in Section 5.3.1.3 of this ordinance.
- 2.1.33. *Manufactured home* means a structure, transportable in one or more sections, which is built on a permanent chassis and designed to be used with or without a permanent foundation when connected to the required utilities. The term also includes park trailers, travel trailers, recreational vehicles and similar transportable structures placed on a site for one hundred eighty (180) consecutive days or longer and intended to be improved property.
- 2.1.34. *Manufactured home park or subdivision* means a parcel, or contiguous parcels, of land divided into two (2) or more manufactured home lots for rent or sale.
- 2.1.35. *Mean sea level (MSL)*—The North American Vertical Datum (NAVD) of 1988 or other datum, to which base flood elevations shown on a community's Flood Insurance Rate Map (FIRM) are referenced.
- 2.1.36. *National Geodetic Vertical Datum (NGVD)* as corrected in 1988 is a vertical control used a reference for establishing varying elevations within the floodplain.
- 2.1.37. *New construction* means structures for which the "start of construction" commenced on or after the effective date of this ordinance (not the revision date) and includes any subsequent improvements to such structures.
- 2.1.38. *New manufactured home park or subdivision*—A manufactured home park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes are to be affixed (including at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after the effective date, (not the revision date), of the floodplain management regulation adopted by the community.

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- 2.1.39. *Permitted uses* means those types of development in areas of special flood hazard which do not require a floodplain development permit from the city but, do require a certificate of approval from the administrator.
- 2.1.40. *Recreational vehicle* means a vehicle which is (i) built on a single chassis, (ii) four hundred (400) square feet or less when measured at the largest horizontal projections; (iii) designed to be self-propelled or permanently towable by a light-duty truck; and (iv) designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.
- 2.1.41. *Regulated uses* means those types of development which require a floodplain development permit from the administrator provided that, in the opinion of the administrator, the proposed development will not have a significant impact on the floodplain or does not alter more than forty (40) percent of the floodplain designated on the subject property in which cases the proposed development shall be classified a special exception.
- 2.1.42. *Special exception* means those types of development which require a floodplain development permit directly from the Bristol Flood and Erosion Commission.
- 2.1.43. *Special flood hazard area (SFHA)*—The land in the floodplain within a community subject to a one (1) percent or greater chance of flooding in any given year. SFHAs are determined utilizing the base flood elevations (BFE) provided on the flood profiles in the Flood Insurance Study (FIS) for a community. BFEs provided on Flood Insurance Rate Map (FIRM) are only approximate (rounded up or down) and should be verified with the BFEs published in the FIS for a specific location. SFHAs include, but are not necessarily limited to, the land shown as Zones A, A1-30, AE, AO, AH, and the Coastal High Hazard Areas shown as Zones V, V1-30, and VE on a FIRM. The SFHA is also called the Area of Special Flood Hazard.
- 2.1.44. *Start of construction* (for other than new construction or substantial improvements under the coastal barrier resources act (P.L. 97-348)), includes substantial improvement, and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition placement, substantial improvement or other improvement was within one hundred eighty (180) days of the permit date. The actual start means the first placement of permanent construction of a structure (including a manufactured home) on a site, such as the pouring of slabs or footings, installation of piles, construction of columns, or any work beyond the stage of excavation or placement of a manufactured home on a foundation. Permanent construction does not include land preparation, such as clearing, grading and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structures. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.
- 2.1.45. *Structure* means a walled and roofed building that is principally above ground, a manufactured home, a gas or liquid storage tank, or other man-made facilities or infrastructures.
- 2.1.46. *Substantial damage*—Damage of any origin sustained by a structure, whereby the cost of restoring the structure to its pre-damaged condition would equal or exceed fifty (50) percent of the market value of the structure before the damage occurred.
- 2.1.47. *Substantial improvement*—Any combination of repairs, reconstruction, rehabilitation, alterations, additions or other improvements to a structure, taking place during a ten (10) year period, in which the cumulative cost equals or exceeds fifty (50) percent of the market value of the structure as determined

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at the beginning of such ten (10) year period. This term includes structures that have incurred "substantial damage", regardless of the actual repair work performed. For purposes of this definition, "substantial improvement" is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure. The term does not, however, include either: (1) Any project for improvement of a structure to correct existing violations of state or local health, sanitary, or safety code specifications which have been identified by the local code enforcement official and which are the minimum necessary to assure safe living conditions; or (2) Any alteration of a "historic" structure, provided that the alteration will not preclude the structure's continued designation as a "historic structure."

2.1.48. *Variance* is a grant of relief from the requirements of this ordinance which permits construction in a manner otherwise prohibited by this ordinance where specific enforcement would result in unnecessary hardship.

2.1.49. [*Variance*] Violation - Failure of a structure or other development to be fully compliant with the community's flood damage prevention ordinance. A structure or other development without required permits, lowest floor evaluation documentation, flood-proofing certificates or required floodway encroachment calculations is presumed to be in violation until such time as the documentation is provided. [—A grant of relief by a community from the terms of the floodplain management ordinance that allows construction in a manner otherwise prohibited and where specific enforcement would result in unnecessary hardship.]

2.1.50. *Watercourse* means stream, river, brook or channel which conveys surface runoff for a majority of the year. These may or may not be part of designated floodway areas.

2.1.51. *Water surface elevation* means the height, in relation to the National Geodetic Vertical Datum (NGVD) of 1929, (or other datum, where specified) of floods of various magnitudes and frequencies in the floodplains of coastal or riverine areas.

(Ord. of 8-12-08)

SECTION 3. GENERAL PROVISIONS

3.1. Lands to which this ordinance applies.

This ordinance shall apply to all areas of Special Flood Hazard Areas (SFHA) within the jurisdiction of the City of Bristol.

(Ord. of 8-12-08)

3.2. Basis for establishing the areas of special flood hazard.

The areas of special flood hazard identified by the Federal Emergency Management Agency (FEMA) in its Flood Insurance Study (FIS) for Hartford County, Connecticut, dated May 16, 2017, and accompanying Flood Insurance Rate Maps (FIRM), dated [May 16, 2017 (Panel-09003C0469G), and September 26, 2008 (Panels-09003C0455F, 09003C0456F, 09003C0457F, 09003C0458F, 09003C0459F, 09003C0461F, 09003C0462F, 09003C0465F, 09003C0466F, 09003C0467F, 09003C0468F),] November 13, 2026 (panels 09003C0 455G,457G,

458G, 459G, 461G, 462G, 465G, 466G, May 16, 2017 (09003C0469G and September 26, 2008 (Panel 09003C0468F and other supporting data applicable to the City of Bristol, and any subsequent revisions thereto, are adopted by reference and declared to be part of this ordinance. Since mapping is legally adopted by reference into this regulation, it must take precedence until such time as a map amendment or map revision is obtained from FEMA. The area of special flood hazard includes any area shown on the FIRM as Zones A and AE, including areas designated as floodway on the FIRM. Areas of special flood hazard are determined utilizing the base flood elevations (BFE) provided on the flood profiles in the Flood Insurance Study (FIS) for a community. BFEs provided on a Flood Insurance Rate Map (FIRM) are approximate (rounded up or down) and should be verified with the BFEs published in the FIS for a specific location. Also included in the areas of special flood hazard are areas of potential, demonstrable or historical flooding, including any area contiguous with, but outside the areas of special flood hazard identified by FEMA, and where the land surface elevation is lower than the base flood elevation (BFE) as shown on the FIRM or in the FIS, and where the area is not protected from flooding by a natural or man-made feature. The FIS and FIRM are on file in the Department of Public Works - Engineering Division.

(Ord. of 8-12-08; Ord. of 5-9-17)

3.3. Development permit.

A floodplain development permit shall be required in conformance with the provisions of this ordinance prior to the commencement of any development activities.

(Ord. of 8-12-08)

3.4. Compliance.

No structure or land shall hereafter be located, extended, converted or structurally altered without full compliance with the terms of this ordinance and other applicable regulations.

(Ord. of 8-12-08)

3.5. Abrogation and greater restrictions.

This ordinance is not intended to repeal, abrogate, or impair any existing easements, covenants, or deed restrictions. However, where this ordinance and another conflict or overlap, whichever imposes the more stringent restrictions shall prevail.

(Ord. of 8-12-08)

3.6. Interpretation.

In the interpretation and application of this ordinance all provisions shall be: (1) considered as minimum requirements; (2) liberally construed in favor of the governing body, and; (3) deemed neither to limit nor repeal any other powers granted under state statutes.

(Ord. of 8-12-08)

3.7. Warning and disclaimer of liability.

The degree of flood protection required by this ordinance is considered reasonable for regulatory purposes and is based on scientific and engineering consideration. Larger floods can and will occur on rare occasions. Flood

heights may be increased by manmade or natural causes. This ordinance does not imply that land outside the areas of special flood hazard or uses permitted within such areas will be free from flooding or flood damages. This ordinance shall not create liability on the part of the City of Bristol or by any officer or employee thereof for any flood damages that result from reliance on this ordinance or any administrative decision lawfully made thereunder. The City of Bristol, its officers and employees shall assume no liability for another person's reliance on any maps, data or information provided by the City of Bristol.

(Ord. of 8-12-08)

SECTION 4. ADMINISTRATION

4.1. Designation of the ordinance administrator.

The city engineer is hereby appointed to administer and implement the provisions of this ordinance. The actions of the city engineer in the implementation of this ordinance are subject to review by the flood and erosion commission of the city.

(Ord. of 8-12-08)

4.2. Permit procedures.

Application for a floodplain development permit shall be made to the administrator on forms furnished by him or her, and may include, but not be limited to, the following plans in duplicate drawn to scale showing the nature, location, dimensions, and elevations of the area in question; existing or proposed structures, fill, storage or materials, drainage facilities and the location of the foregoing. Specifically, the following information is required:

4.2.1. Application stage:

- (a) Elevation in relation to mean sea level of the proposed lowest floor (including basement) of all structures section 5.3.1.(a);
- (b) Elevation in relation to mean sea level to which any non-residential structure will be flood-proofed section 5.3.1.(a);
- (c) A description, including maps, drawings and site plans, which defines the extent to which encroachment of the flood-fringe area resulting from the proposed development, new or substantial improvement. Include the Base flood elevation (BFE) for the site in question as determined in the FEMA Flood Insurance Study (FIS) or Flood Insurance Rate Map (FIRM). The FIS flood profiles provide more accurate BFE data than the FIRM. The extent of the 100-year floodplain and floodway must be depicted with a boundary line on any site plans and shown in relation to existing and proposed structures or development.
- (d) A statement as to whether or not the proposed alterations to an existing structure meets the criteria of the substantial improvement definition section 2.1.29;
- (e) A statement as to whether there will be dry access to the structure during the 100-year storm event.
- (f) Notify the regional planning agency and the affected municipality at least thirty-five (35) days prior to the public hearing if any change of regulation or use of a flood zone will affect an area within five hundred (500) feet of another municipality.

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- (g) Notify adjacent communities and the department of environmental protection, water resources unit prior to any alteration or relocation of a watercourse, and submit evidence of such notification to the Federal Emergency Management Agency.

Where applicable the following certifications by a registered engineer or architect are required, and must be provided to the administrator. The design and methods of construction must be certified to be in accordance with accepted standards of practice, and with the provisions of article 5, section B [section 5.3].

- (h) Nonresidential flood-proofing must meet the provisions of section 5.3.1.(b)(c);
- (i) Enclosed areas below the base flood elevation-if the minimum design criteria in section 5.3.2.(a)—5.3.2.(c) is not used then the design and construction methods must be certified as explained in section 5.3.2.;
- (j) A description, including maps, drawings, computations and other information, of the extent to which any floodway and/or watercourse will be altered or relocated as a result of the development, new or substantial improvement. No increase in floodway heights may be allowed. Any development in a floodway must meet the provisions of section 5.3.3.;
- (k) The decision on all permits shall be published by the flood and erosion commission in a newspaper having a general circulation in the Bristol area in accordance with the statutory time limits set for the inland/wetlands commission. Publication shall be following the next regularly scheduled meeting of the commission subsequent to the date of the decision.
- (l) The effective date of a duly issued permit shall be seven (7) days after the aforementioned publication date provided no appeal of the permit decision has been taken prior to that date.

4.2.2. *Construction stage.* Upon completion of the applicable portion of construction the applicant shall provide verification to the administrator of the following as is applicable: Lowest floor elevation-the elevation to be verified for:

- (a) A structure in a numbered A zone is the top of the lowest floor (including basement) section 5.3.1.(a);
- (b) A structure which has been floodproofed is the elevation to which the floodproofing is effective section 5.3.1.(b).

4.2.3. *Deficiencies.* Deficiencies detected by the review of the above listed shall be corrected by the permit holder immediately and prior to further progressive work being permitted to proceed. Failure to submit the survey or failure to make said corrections required hereby, shall be cause to issue a stop-work order for the project.

4.2.4. *Completion.* Upon completion of the permitted development and prior to issuance of a Certificate of Occupancy (CO), necessary as-built surveys (prepared by a Connecticut Licensed Professional as per Connecticut State Statutes) and engineering and architectural certifications shall be provided to the administrator demonstrating compliance with the approved plans and standards set forth in Section 4.2.

4.2.5. *Duration.* The duration of any permit issued under this section for the development of property for which an approval is required shall be valid for five years, provided the Agency may establish a specific time period within which any regulated activity shall be conducted. Any permit issued under this section for any other activity shall be valid for not less than two years and not more than five years. Any such permit shall be renewed upon request of the permit holder unless the Agency finds that there has been a substantial change in circumstances which requires a new permit application or an enforcement action has been undertaken with regard to the regulated activity for which the permit was issued, provided no permit may be valid for more than ten years.

4.3. Duties and responsibilities of the city engineer.

Duties of the city engineer shall include, but not be limited to:

- 4.3.1. Review all floodplain development permit applications to determine whether proposed building sites will be reasonably safe from flooding.
- 4.3.2. Review all floodplain development permit applications to assure that the permit requirements of this ordinance have been satisfied.
- 4.3.3. Advise permittee that additional federal or state permits may be required, and if specific federal or state permit requirements are known, require that copies of such permits be provided and maintained on file with the development permit. Possible including but not limited to: Coastal Area Management Permit, Water Diversion, Dam Safety, Corps of Engineers 404.
- 4.3.4. Review all floodplain development permit applications to assure that maintenance is provided within the altered or relocated portion of said watercourse so that the flood carrying capacity is not diminished.
- 4.3.5. Record the elevation (in relation to mean sea level) of the lowest floor (including basement) of all new or substantially improved structures, in accordance with section 5.3.1.(a).
- 4.3.6. Record the elevation (in relation to mean sea level) to which the new or substantially improved structures have been flood-proofed, in accordance with section 5.3.1.(b).
- 4.3.7. When flood-proofing is utilized for a particular structure the administrator shall obtain certification from a registered professional engineer or architect, in accordance with section 5.3.1.(b).
- 4.3.8. Where interpretation is needed as to the exact location of boundaries of the areas of special flood hazard (for example, where there appears to be a conflict between a mapped boundary and actual field conditions) the administrator shall make the necessary interpretation. The person contesting the location of the boundary shall be given a reasonable opportunity to appeal the interpretation as provided in this article.
- 4.3.9. When base flood elevation data or floodway data have not been provided in accordance with article 3, section B, then the administrator shall obtain, review and reasonably utilize any base flood elevation and floodway data available from a federal, state or other source in order to administer the provisions of section 5.
- 4.3.10. All records pertaining to the provisions of this ordinance shall be maintained in the office of the city engineer for public inspection.
- 4.3.11. Interpretation of FIRM boundaries. Make interpretations where needed, as to the exact location of the boundaries of the areas of special flood hazards (for example, where there appears to be a conflict between a mapped boundary and actual field conditions). The person contesting the location of the boundary shall be given an opportunity to appeal the interpretation as provided in section 6.2.
- 4.3.12. Require that all subdivision proposals and other proposed new developments and substantial improvements include base flood data.
- 4.3.13. Assure, through inspection of permitted activities, that compliance with the ordinance is maintained.
- 4.3.14. Grant permits for "regulated use" activities as defined in section 4.5.
- 4.3.15. Provide a monthly report to the flood and erosion commission outlining all floodplain development permit activity that took place in the preceding month and the current status of all permit applications.

4.3.16. To provide technical assistance to the flood and erosion commission on matters concerning special exceptions.

(Ord. of 8-12-08)

4.4. Permitted uses.

4.4.1. The following open space uses shall be permitted within the flood fringe area, excluding the regulatory floodway, to the extent that they are not prohibited by any other ordinance or regulation and provided they do not require structures, earth fill, the storage of materials or equipment, or the use of utilities such as gas, electric, water or sewer.

- (1) Agricultural uses such as: general farming, pasture, grazing, outdoor plant nurseries, horticulture, truck farming, forestry, sod farming, and wild crop harvesting.
- (2) Any parking areas for three (3) vehicles or less.
- (3) Private and public recreational uses such as: golf courses, open tennis courts, driving ranges, archery ranges, picnic grounds, boat launching ramps, swimming areas, parks, wildlife and nature preserves, game farms, fish hatcheries, shooting preserves, target ranges, trap and skeet ranges, hunting and fishing areas, hiking and horseback riding trails.
- (4) Residential uses such as: lawns, gardens and play areas.

4.4.2. Permitted uses shall be granted by certificate by the city engineer when it has been determined that the provisions of subsection 4.4.1 have been met.

(Ord. of 8-12-08)

4.5. Regulated uses.

4.5.1. New development and substantial improvements shall be permitted within areas of special flood hazard, excluding the regulatory floodway, to the extent that they are not prohibited by any other ordinance or regulation and provided they meet the provisions of section 5, provisions for flood hazard reduction, of this ordinance.

4.5.2. Regulated uses shall be granted by the city engineer provided that all provisions of this ordinance have been met.

(Ord. of 8-12-08)

4.6. Special exceptions.

4.6.1. New development and substantial improvements may be permitted as a special exception in the regulated floodway and shall conform to the provisions of this ordinance, provided:

- (1) That the area of the site covered by a proposed improvement, addition or accessory structure, be no more than twenty-five (25) percent of the area of the site covered by the existing building of principal use, as long as the pertinent requirements of this section are met. A special exception granted under these conditions shall be on a one-time-only basis.
- (2) That the applicant provide the commission with a report prepared by a professional engineer registered in the state, that certifies that the construction, as proposed, will not adversely affect the storage capacity or flow capacity of the affected watercourse during a base flood.

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- (3) That where floodproofing is utilized for a particular non-residential structure, a professional engineer registered in the state shall certify that the floodproofing methods are adequate to withstand the flood depths, pressures, velocities, impact and uplift forces.
 - (4) No encroachment of the regulatory floodway, including fill, substantial improvements, accessory structures or other development including public works projects of the state, federal or local government, shall be allowed except for those activities specifically granted as special exception by the Bristol Flood and Erosion Commission. In no case, however, will any such activity be allowed if an increase in flood levels within the community would result.
 - (5) In the event that elimination of a structure takes place, by reason of fire or other like catastrophe, and is subsequently replaced with a new structure of like kind and intended use, this will be allowed to the extent that the building coverage will not exceed one hundred twenty-five (125) percent of the displaced building coverage, as long as all requirements of pertinent paragraphs of this section are met.
 - (6) Commercial or industrial loading areas, parking areas for more than three (3) vehicles, or airport landing strips, are in accordance with the pertinent paragraphs of this section.

4.6.2. Alterations, reconstruction or rehabilitation of watercourse and land areas within the regulated floodway may be permitted as a special exception and shall conform to the provisions of this ordinance.

4.6.3. Special exceptions shall be granted only by the Bristol Flood and Erosion Commission, to the extent that they are not prohibited by any other ordinance or regulation, and provided all provisions of this ordinance are met.

4.6.4. In order to assure the furtherance of the purposes of this ordinance, other requirements may be imposed upon the applicant as a condition to the granting of a special exception.

(Ord. of 8-12-08)

4.7. Application fees.

4.7.1. An application fee, paid in the form of a certified check, payable to the City of Bristol, shall be submitted to the Administrator at the time of application. The fee shall be at the following rates:

Permitted use	\$5.00
Regulated use	50.00
Special exception	100.00

4.7.2. The flood and erosion commission may review the application fee rates on an annual basis and, after conducting a public hearing, may adjust the rates to reflect administrative costs.

(Ord. of 8-12-08)

SECTION 5. PROVISIONS FOR FLOOD HAZARD REDUCTION

5.1. General standards.

In all areas of special flood hazard the following provisions are required:

- 5.1.1. New construction, structures that have sustained substantial damage, and substantial improvements shall be anchored to prevent flotation, collapse or lateral movement of the structure;

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- 5.1.2. New construction, structures that have sustained substantial damage, and substantial improvements shall be constructed with materials and utility equipment resistant to flood damage;
- 5.1.3. New construction, structures that have sustained substantial damage, or substantial improvements shall be constructed by methods and practices that minimize flood damage;
- 5.1.4. [Electrical, heating, ventilation, plumbing, air conditioning equipment, and other service facilities shall be designed and/or located so as to prevent water from entering or accumulating within the components during conditions of flooding;] The bottom of all electrical, heating, plumbing, ventilation and air conditioning equipment, appliances, fixtures and components, HVAC duct work and duct systems, and any other utility service equipment, facilities, machinery, or connections servicing a structure shall be elevated at least one foot (1.0 ft) above the base flood elevation (BFE). This includes, but it not limited to, furnaces, oil or propane tanks, air conditioners, heat pumps, hot water heaters, ventilation ductwork, washer and dryer hookups, electrical junction boxes, and circuit breaker boxes. Connections or other equipment that must be located below the BFE plus one foot (1.9 ft) elevation are permitted only when no other elevation alternative is available and provided, they are designed and installed to prevent from entering or accumulation within the components and to resist hydrostatic and hydrodynamic loads and stresses, including the effects of buoyancy, during the occurrence of the base flood event. Electrical wiring systems that must be located below the BFE plus one foot (1.0 ft) shall conform to the standards for wet locations.
- 5.1.5. New and replacement water supply systems shall be designed to minimize or eliminate infiltration of flood waters into the system;
- 5.1.6. New and replacement sanitary sewage systems shall be designed to minimize or eliminate infiltration of flood waters into the systems and discharges from the system into flood waters;
- 5.1.7. On-site waste disposal systems shall be located and constructed to avoid impairment to them or contamination from them during flooding;
- 5.1.8. Manufactured homes and Recreational Vehicles:
- (a) All manufactured homes (including "mobile" homes, including recreational vehicles placed on site for one hundred and eighty (180) consecutive days or longer, to be placed, or substantially improved shall be elevated so that the lowest floor is at least one foot above the base flood elevation. [placed on a site for one hundred eighty (180) consecutive days or longer) to be places, or substantially improved shall be elevated so that the lowest floor is at least one (1) foot above the base flood elevation];
 - (b) It shall be placed on a permanent foundation which itself is securely anchored and to which the structure is securely anchored so that it will resist flotation, lateral movement, and hydrostatic and hydrodynamic pressures. Anchoring may include, but not be limited to, the use of over-the-top or frame ties to ground anchors;
 - (c) It shall be installed using methods and practices which minimize flood damage.
 - (1) Adequate access and drainage should be provided.
 - (2) Elevation construction standards include, piling foundations placed no more than ten (10) feet apart, and reinforcement is provided for piers more than six (6) feet above ground level.
 - (d) Recreational vehicles shall either be on the site for fewer that one hundred and eighty (180) consecutive days, and be fully licensed and ready for highway use, or meet the general standards of Section 5.1 and the elevation and anchoring requirement of Section 5.1.8 (a), (b) and (c). A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to

the site only by quick disconnect type utilities and security devices, and has no permanently attached additions.

- 5.1.9. In any portion of a watercourse which is altered or relocated the flood carrying capacity shall be maintained and;
- 5.1.10. A structure already in compliance with the provisions of this ordinance shall not be made non-compliant by any alteration, repair, reconstruction or improvement to the structure.
- 5.1.11. New construction, substantial improvements and repair to structures that have sustained substantial damage cannot be constructed or located entirely or partially over water.
- 5.1.12. Above-ground storage tanks (oil, propane, etc.) which are located outside or inside of the structure must either be elevated above the base flood elevation (BFE) on a concrete pad, or be securely anchored with tie-down straps to prevent flotation or lateral movement, have the top of the fill pipe extended above the BFE, and have a screw fill cap that does not allow for the infiltration of flood water.
- 5.1.13. In any portion of a watercourse that is altered or relocated, the flood carrying capacity must be maintained. Notify adjacent communities and the Connecticut Department of Environmental Protection (DEP), Inland Water Resources Division prior to any alteration or relocation of a watercourse.
- 5.1.14. If any portion of a structure lies within the Special Flood Hazard Area (SFHA), the entire structure is considered to be in the SFHA. The entire structure must meet the construction requirements of the flood zone. The structure includes any attached additions, garages, decks, sunrooms, or any other structure attached to the main structure. Decks or porches that extend into a more restrictive flood zone will require the entire structure to meet the standards of the more restrictive zone.
- 5.1.15. If a structure lies within two or more flood zones, the construction standards of the most restrictive zone apply to the entire structure (i.e., V zone is more restrictive than A zone; structure must be built to the highest BFE). The structure includes any attached additions, garages, decks, sunrooms, or any other structure attached to the main structure. (Decks or porches that extend into a more restrictive zone will require the entire structure to meet the requirements of the more restrictive zone.)
- 5.1.16. Compensatory storage. The water holding capacity of the floodplain, except those areas which are tidally influenced, shall not be reduced. Any reduction caused by filling, new construction or substantial improvements involving an increase in footprint to the structure, shall be compensated for by deepening and/or widening of the floodplain. Storage shall be provided on-site, unless easements have been gained from adjacent property owners; it shall be provided within the same hydraulic reach and a volume not previously used for flood storage; it shall be hydraulically comparable and incrementally equal to the theoretical volume of flood water at each elevation, up to and including the 100-year flood elevation, which would be displaced by the proposed project. Such compensatory volume shall have an unrestricted hydraulic connection to the same waterway or water body. Compensatory storage can be provided off-site if approved by the municipality.
- 5.1.17. Equal conveyance. Within the floodplain, except those areas which are tidally influenced, as designated on the Flood Insurance Rate Map (FIRM) for the community, encroachments resulting from filling, new construction or substantial improvements involving an increase in footprint of the structure, are prohibited unless the applicant provides certification by a registered professional engineer demonstrating, with supporting hydrologic and hydraulic analyses performed in accordance with standard engineering practice, that such encroachments shall not result in any (0.00 feet) increase in flood levels (base flood elevation). Work within the floodplain and the land adjacent to the floodplain, including work to provide compensatory storage shall not be constructed in such a way so as to cause an increase in flood stage or flood velocity.

(Ord. of 8-12-08)

5.2. Standards for stream or water body without established base flood elevations and/or flooding.

The city engineer shall obtain, review and reasonably utilize any base flood elevation and floodway data available from a federal, state or other source, including data developed by a registered engineer pursuant to section 5.3.1.(a) of this ordinance, as criteria for requiring that new construction, substantial improvements, or other development in Zone A on the community's FIRM meet the standards in section 5.3.1.(a), 5.3.2., 5.3.3., and section 6.

The city engineer may request floodway data of an applicant for watercourses without FEMA-published floodways. When data is provided by an applicant or whenever such data is available from any other source (in response to the city/town's request or not), the city shall adopt a regulatory floodway based on the principle that the floodway must be able to convey the waters of the base flood without increasing the water surface elevation more than one (1) foot at any point along the watercourse.

(Ord. of 8-12-08)

5.3. Specific standards.

In all areas of special flood hazard A1-30, AE, AH where base flood elevation data has been provided, as set forth in 3.2, or 4.3.10., the following provisions are required:

5.3.1. (a) *Residential construction.* New construction or substantial improvement of any residential structure shall have the lowest floor, including basement, elevated at least to one (1) foot above the base flood elevation (BFE). Electrical, plumbing, machinery or other utility equipment that service the structure must be elevated to or above the BFE.

5.3.2. (b) *Nonresidential construction.*

- (1) New construction or substantial improvement of any commercial, industrial, or nonresidential structure located in Zone A1-30, AE & AH shall have the lowest floor, including basement, elevated at least to one (1) foot above the level of the base flood elevation; or
- (2) Non-residential structures located in all A-zone may be flood-proofed in lieu of being elevated provided that together with all attendant utilities and sanitary facilities the areas of the structure below the required elevation are water tight with walls substantially impermeable to the passage of water, and use structural components having the capability of resisting hydrostatic and hydrodynamic loads and the effect of buoyancy. A registered professional engineer or architect shall review and/or develop structural design, specifications, and plans for the construction, and shall certify that the design and methods of construction are in accordance with acceptable standards of practice for meeting the provisions of this subsection. Such certification shall be provided to the official as set forth in [section] 4.2.1.(f).
- (3) Electrical, plumbing, machinery or other utility equipment that service the structure must be elevated to or above the BFE.

5.3.3. *Elevated buildings.* New construction or substantial improvements of elevated buildings that include fully enclosed areas formed by foundation and other exterior walls below the base flood elevation shall be designed to preclude finished living space and designed to allow for the entry and exit of floodwaters to automatically equalize hydrostatic flood forces on exterior walls.

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(Supp. No. 4)

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- (a) Designs for complying with this requirement must either be certified by a professional engineer or architect or meet the following minimum criteria:
 - (1) Provide a minimum of two (2) openings having a total net area of not less than one square inch for every square foot of enclosed area subject to flooding;
 - (2) The bottom of all openings shall be no higher than one foot above grade; and,
 - (3) Openings may be equipped with screens, louvers, valves or other coverings or devices provided they permit the automatic flow of floodwaters in both directions.
 - (b) Electrical, plumbing, and other utility connections are prohibited below the base flood elevation;
 - (c) Access to the enclosed area shall be the minimum necessary to allow for parking of vehicles (garage door) or limited storage of maintenance equipment used in connection with the premises (standard exterior door) or entry to the living area (stairway or elevator); and

5.3.4. *Floodways*. Located within areas of special flood hazard established in section 3.2. are areas designated as floodways on the community's flood boundary and floodway map. Since the floodway is an extremely hazardous area due to the velocity of flood waters which carry debris, potential projectiles and has erosion potential, the following provisions shall apply:

Prohibit encroachments, including fill, new construction, substantial improvements and other developments unless certification (with supporting technical data) by a registered professional engineer is provided demonstrating that encroachments shall not result in any (0.00) increase in flood levels during occurrence of the flood discharge;

In A Zones where base flood elevations have been determined, but before a floodway is designated, no new construction, substantial improvement, or other development (including fill) shall be permitted which will increase base flood elevations more than one (1) foot at any point along the watercourse when all anticipated development is considered cumulatively with the proposed development.

A permit may be given which allows encroachments resulting in increases in base flood elevations provided the community first obtains a conditional floodway revision by meeting the requirements of C.F.R.44, Chapter 1, subsection 65.12.

(Ord. of 8-12-08)

5.4. Standards for areas of shallow flooding (AO Zones).

Located within the areas of special flood hazard established in article 3, section B, [Section 3.2] are areas designated as shallow flooding areas (Zones AO & AH). These areas have special flood hazards associated with base flood depths of one to three (3) feet where a clearly defined channel does not exist and where the path of flooding is unpredictable and indeterminate.

In AO Zones the following provisions apply:

- 5.4.1. (a) All new construction and substantial improvements of residential structures shall have the lowest floor, including basement, elevated to the depth number specified on the flood insurance rate map, in feet, above the highest adjacent grade. If no depth number is specified, the lowest floor, including basement, shall be elevated, at least two (2) feet above the highest adjacent grade.
- 5.4.2. (b) All new construction and substantial improvements of nonresidential structures shall:
 - (1) Have the lowest floor, including basement, elevated to the depth number specified on the flood insurance rate map, in feet, above the highest adjacent grade. If no depth number is specified,

the lowest floor including basement, shall be elevated at least two (2) feet above the highest adjacent grade, or;

- (2) Together with attendant utility and sanitary facilities be completely flood-proofed to or above that level so that any space below that level is watertight with walls substantially impermeable to the passage of water and with structural components having the capability of resisting hydrostatic and hydrodynamic loads and effects of buoyancy.

5.4.3. (c) On-site drainage for all proposed structures in Zones AO and AH located on slopes shall provide adequate drainage paths to guide floodwaters around and away from such structures.

(Ord. of 8-12-08)

SECTION 6. STANDARDS FOR SUBDIVISION PROPOSALS

In all special flood hazard areas the following requirements shall apply:

- 6.1. All subdivision proposals shall be consistent with the need to minimize flood damage;
- 6.2. All subdivision proposals shall have public utilities and facilities such as sewer, gas, electrical and water systems located and constructed to minimize flood damage;
- 6.3. All subdivision proposals shall have adequate drainage provided to reduce exposure to flood hazards, and;
- 6.4. In all special flood hazard areas where base flood elevation (BFE) data is not available, the applicant shall provide a hydrologic and hydraulic engineering analysis performed by a Connecticut licensed professional engineer that generates BFEs for all subdivision proposals and other proposed development, including manufactured home parks and subdivisions. The administrator shall require the applicant to provide BFE data for all subdivision proposals, including manufactured home parks and subdivisions.

(Ord. of 8-12-08)

SECTION 7. VARIANCE PROCEDURES

7.1. The flood and erosion commission as established by Bristol City Council shall hear and decide appeals and requests for variances from the requirements of this ordinance.

7.2. The flood and erosion commission shall hear and decide appeals when it is alleged there is an error in any requirement, decision, or determination made by the city engineer in the enforcement or administration of this ordinance.

Any decision of the city engineer may be appealed on a form provided by the city engineer to the Bristol Flood and Erosion Commission within seven (7) calendar days of the date of publication as provided for in section 4.2.1(j), the date of said publication being excluded in the calculation of said seven (7) days. Any such appeal shall stay the decision of the city engineer. Until such time as it may be upheld, overruled, modified, or otherwise changed by said commission. All decisions on appeals shall be conveyed to the applicant in writing by certified mail.

7.3. Any person aggrieved by the decision of the flood and erosion commission or any person owning land which abuts or is within a radius of one hundred feet (100) of the land in question may appeal within fifteen (15) days after such decision to the State Superior Court of Hartford County, as provided in Section 8-8 of the General Statutes.

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(Supp. No. 4)

PART II - CODE OF ORDINANCES
APPENDIX D - FLOOD DAMAGE PREVENTION
SECTION 7. VARIANCE PROCEDURES

7.4. Specific situation variances:

7.4.1. *Building on an historic register.* Variances "may" be issued for the reconstruction, rehabilitation or restoration of structures listed on the National Register of Historic Places or the State Inventory of Historic Places without regard to the procedures set forth in the remainder of this section, except for section 7.5.4.(a) through 7.5.4.(d), and provided the proposed reconstruction, rehabilitation, or restoration will not result in the structure losing its historical character.

7.4.2. *Pre-existing, small lot location.* Variances "may" be issued by a community for new construction and substantial improvements to be erected on a lot of one-half (½) acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level, in conformance with section 7.5.4.(a) through 7.5.4.(d).

7.4.3. *Functional dependant uses.* Variances "may" be issued for new construction and substantial improvement and other development necessary for the conduct of a functionally dependent use provided the structure or other development is protected by methods that minimize flood damage, create no additional threat to public safety and meet the requirements of section 7.5.4.(a) through 7.5.4.(d).

7.4.4. *Floodway prohibition.* Variances shall not be issued within any designated floodway if any increase in flood levels during the base flood discharge would result.

7.5. Considerations for granting of variances:

7.5.1. In passing upon such applications, the flood and erosion commission shall consider all technical evaluations, all relevant factors, all standards specified in other sections of this ordinance, and:

- (a) The danger that materials may be swept onto other lands to the injury of others;
- (b) The danger to life and property due to flooding or erosion damage;
- (c) The susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner;
- (d) The importance of the services provided by the proposed facility to the community;
- (e) The necessity of the facility to waterfront location, in the case of a functionally dependent facility;
- (f) The availability of alternative locations, not subject to flooding or erosion damage, for the proposed use;
- (g) The compatibility of the proposed use with existing and anticipated development;
- (h) The relationship of the proposed use to the comprehensive plan and floodplain management program for that area.
- (i) The safety of access to the property in times of flood for ordinary and emergency vehicles;
- (j) The expected heights, velocity, duration, rate of rise and sediment transport of the flood waters and the effects of wave action, if applicable, expected at the site, and;
- (k) The costs of providing governmental services during and after flood conditions including maintenance and repair of public utilities and facilities such as sewer, gas, electrical and water systems, and streets and bridges.

PART II - CODE OF ORDINANCES
APPENDIX D - FLOOD DAMAGE PREVENTION
SECTION 7. VARIANCE PROCEDURES

Upon consideration of the factors listed above, and the purposes of this ordinance, the flood and erosion commission may attach such conditions to the granting of variances as it deems necessary to further the purposes of this ordinance.

7.5.2, 7.5.3. *[Reserved.]*

7.5.4. Conditions for variances:

- (a) Variances shall only be issued upon a determination that the variance is the minimum necessary, considering the flood hazard, to afford relief; and in the instance of a historical building, a determination that the variance is the minimum necessary as not to destroy the historic character and design of the building;
- (b) Variances shall only be issued upon (1) a showing of good and sufficient cause, (2) a determination that failure to grant the variance would result in exceptional hardship, and (3) a determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisance, cause fraud on or victimization of the public, or conflict with existing local laws or ordinances.
- (c) Any applicant to whom a variance is granted shall be given written notice specifying the difference between the base flood elevation and the elevation to which the structure is to be built and stating that the cost of flood insurance will be commensurate with the increased risk resulting from the reduced lowest floor elevation up to amounts as high as twenty-five dollars (\$25.00) for one hundred dollars (\$100.00) of insurance coverage.
- (d) The city engineer shall maintain the records of all appeal actions and report any variances to the Federal Emergency Management Agency upon request.
- (e) No variance may be issued within a regulatory floodway that will result in any increase in the 100-year flood levels. A variance may be issued for new construction, substantial improvements and other development necessary for the conduct of a "functionally dependent use" provided that there is good and sufficient cause for providing relief; and the variance does not cause a rise in the 100-year flood level within a regulatory floodway. The structure and other development must be protected by methods that minimize flood damages.

7.6. Penalties for violation. Violation of the provisions of this ordinance or failure to comply with any of its requirements, including violation of conditions and safeguards established in connection with grants of variance or special exceptions, shall constitute a misdemeanor. Any person who violates this ordinance or fails to comply with any of its requirements shall, upon conviction thereof, be fined not more than two hundred fifty dollars (\$250.00) per day if proven done willfully and one hundred dollars (\$100.00) per day if not, or imprisoned for not more than ten (10) days for each day of violation, or both, and in addition, shall pay all costs and reasonable legal fees involved in the case. Nothing herein contained shall prevent the City of Bristol from making such other lawful action as is necessary to prevent or remedy any violation.

(Ord. of 8-12-08)

SECTION 8. CONTINUITY OF ORDINANCE PROVISIONS

8.1. If any section, subsection, paragraph, sentence, clause, or phrase of this ordinance should be declared invalid for any reason whatsoever, such decision shall not affect the remaining portions of this ordinance, which shall remain in full force and effect; and to this end the provisions of this ordinance are hereby declared to be severable.

(Ord. of 8-12-08)

BRISTOL CITY COUNCIL MEETING

AUGUST 11, 2026

COUNCILMAN DICKAU
CHAIR, ORDINANCE COMMITTEE

**ADOPTION OF ORDINANCE
CHAPTER 23, ORDINANCE ENFORCEMENT BY CITATION
OFFICERS, SECTION 23-5 PENALTIES FOR OFFENSES**

MOTION: I hereby **MOVE** that Sec. 23-5 Penalties For Offenses of the Code of Ordinances of the City of Bristol, Connecticut, is hereby amended to read as follows. I **FURTHER MOVE** that the City Clerk publish said amendments and additions to the Code of Ordinances, and that they become effective upon the expiration of 14 days from the date of their publication in a newspaper of general circulation in the City of Bristol. (Additions are underlined and deletions are bracketed.)

Underscored text is proposed to be added. [Bracketed] text is proposed for deletion.

Sec. 23-5. Penalties for offenses.

Unless otherwise provided, any violation enforceable by citation shall be punishable by a fine of [ninety dollars (\$90.00)] one hundred twenty dollars (\$120.00). Each day a violation continues shall constitute a separate offense. In addition to the fines set forth in this subsection, an additional administrative fee of two dollars (\$2.00) per ten dollars (\$10.00) of the amount of the fine(s) payable hereunder, or any fraction thereof, shall be payable to the city by each person to whom a citation is issued. The initial penalty for any citation not paid or under appeal shall double after fifteen (15) days and triple after thirty (30) days.

(Amend. eff. 11-29-19)

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2026 AUG -5 PM 2:41
TOWN AND CITY CLERK
BRISTOL, CT

BRISTOL CITY COUNCIL
REAL ESTATE COMMITTEE
GREG HAHN, CHAIRMAN

AUGUST 12, 2026

RECEIVED
2026 AUG 10 AM 9:56
TOWN AND CITY CLERK
BRISTOL, CT

MOTION

I HEREBY MOVE that the City Council reject the offer from JBS Developers, LLC in the amount of \$175,000 in response to the City of Bristol's RFP 2026-059 for the sale of Surplus Property on 81 Church Avenue, Assessor's Map 43, Lot 22.

I FURTHER MOVE that the City Council direct the Purchasing Agent to reissue another RFP (Requests For Proposals) placing public notices and to notify abutting property owners of the city's intention to sell city owned property known as 81 Church Avenue, Map 43, Lot 22. The asking price in the RFP shall be amended downward to \$300,000.

BRISTOL CITY COUNCIL
REAL ESTATE COMMITTEE
GREG HAHN, CHAIRMAN

AUGUST 12, 2026

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2026 AUG -5 PM 2:41
TOWN AND CITY CLERK
BRISTOL, CT

MOTION

I HEREBY MOVE that the City Council direct the Purchasing Agent to issue an RFP (Requests For Proposals) placing public notices and to notify abutting property owners of the city's intention to sell city owned property known as Lot 6+7+8 Witches Rock Road on Tax Assessor's Map 8. The Purchasing Agent is not to set a minimum price as the Real Estate Committee is requesting to review all offers.

AUGUST 2026 APPOINTMENTS (AS OF 8/6/26)

Resignations:

None

Continuing Vacancies:

Fair Rent Commission

1 alternate position representing Landlords, to replace C. Cohen, term to 5/28

Historic District Commission

1 regular position to replace J. St. John, term to 1/30

Retirement Board

1 regular position as citizen representative to replace W. Veits, term to 7/28

NEW APPOINTMENTS FOR AUGUST:

Bristol Early Childhood Collaborative

Refer to attached document from BECC Liaison, Donna Osuch.

Building Code of Appeals

Reappoint John Lodovico (D), term to 7/31

BBHD

Vacant – was Wollenberg, term to 7/29

Fire Commission

To appoint Danette Rodriguez (R) to replace Sean Moore, term to 1/28.

Citations Hearings Officer (Bus)

Tax Collector

Reappoint Ann Bednaz, term to 8/30



City of Bristol, Connecticut

Early Childhood Collaborative

City of Bristol
111 N Main Street
Bristol, CT 06010
Tel: (860) 584-6254

August 4, 2026

Erica Cabiya
Town and City Clerk
111 North Main Street
Bristol, CT 06010

To Ms. Cabiya:

At the August City Council meeting, please reappoint the following Bristol Early Childhood Collaborative members to a two-year term expiring 8/2028:

- Maegan Adams
- Kaitlyn Berardinelli
- Janelle Cintolo
- Michelle Fangiullo
- Yesenia Fuentes
- Cecilia Garay
- Sandra Godin
- Cristina Gutierrez
- Michelle Herens
- Donna Koser
- Susan Lee, MD
- Amber Lipscomb
- Zachary Maher
- Liz McGuire
- Melissa Mendez
- Brenda Moore
- Valerie Pelletier
- Whitney Shufelt
- Kara Singleton
- Claire Strillacci
- Courtney Sugarman

Also, please appoint the following new members to the Bristol Early Childhood Collaborative to a two-year term expiring 8/2028:

- Jeffrey Arduini, Bristol Parks, Recreation, Youth and Community Services; 51 High Street, Bristol
- Christopher Badenhop, Badenhop Consulting, LLC; 68 Lewis Street, Bristol
- Yolande Lazaruz-Guerrero, New Beginnings Early Learning Center; 1168 Farmington Avenue, Bristol
- Elizabeth Rodriguez, Parent; 101 Lakeside Drive Unit 102, Bristol

Please let me know if you have questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Donna Osuch".

Donna Osuch
School Readiness Liaison

cc: Mayor Ellen Zoppo-Sassu



RECEIVED
2026 AUG -4 PM 4:24
TOWN AND CITY CLERK
BRISTOL, CT

DATE: August 4, 2026

TO: Mayor Ellen Zoppo-Sassu
City Council Members

FROM: Dr. Joshua T. Medeiros, Superintendent of BPRYCS & Dr. Dawn Leger, Grants Administrator

RE: The Land and Water Conservation Fund Outdoor Recreation and Legacy Partnership Program administered by the State of Connecticut Department of Energy and Environmental Protection (CT-DEEP)

Background

The CT Department of Energy and Environmental Protection's *Outdoor Recreation and Legacy Partnership Program*, funded by the U.S. National Park Service, is providing grant funding to municipalities to improve recreational opportunities within underserved communities.

Project Description

The City Parks, Recreation, Youth, & Community Services Department will apply for a grant to complete several initiatives contained in its Master Plan for Hoppers-Birge Pond/Roberts Property which include engineering and repairing the dilapidated boardwalk, wholesale trail restoration, establishing bridges and ADA access where possible (similar to Barnes Nature Center), parking lot paving and improvements, wayfinding, benches and full renovation of the Hoppers-Birge Pond dam deemed in poor condition by CT-DEEP.

City Match

The estimated cost of these improvements is \$4,250,000. There is a 50% match required, which would be \$2,125,000. The proposed improvements to Hoppers-Birge Pond/Roberts Property are included in the City's long-term Capital Improvement Plan, so obtaining grant funding for them would reduce the City's obligation by half.

Requested Action

To approve submission of a grant application in the amount of \$4,250,000 to the CT Department of Energy and Environmental Protection's Outdoor Recreation and Legacy Partnership Program, with a City match of \$2,125,000; to authorize the Mayor or Acting Mayor to execute any and all documents related to this grant, and to refer the matter to the Board of Finance for any necessary action.

Shelby Pons, **Chair**
 Jennifer Tagariello, **Vice Chair**
 Jill Fitzsimons-Bula, **Secretary**
 Kristen Giantonio
 Kara Ledger
 Lorianne Osenkowski
 Robert Parenti
 Barbara Tedesco
 Jennifer Van Gorder



P.O. Box 450 | 129 Church Street
 Bristol, CT 06011-0450
 860-584-7000 | Fax 860-584-7611

Iris White
 Superintendent of Schools

Mary Hawk
 Deputy Superintendent

RECEIVED
 2026 AUG -5 AM 9:21
 TOWN AND CITY CLERK
 BRISTOL, CT

August 5, 2026

Erica Cabiya
 Town and City Clerk
 City of Bristol
 111 North Main Street
 Bristol, CT 06010

Dear Ms. Cabiya:

At the Edgewood Pre-K Project Building Committee Special Meeting held on August 4, 2026, a motion to engage with American Building Wreckers was approved to forward to City Council for appropriate action. Please consider the inclusion of the following motion for the upcoming City Council meeting to be held on Tuesday, August 11, 2026.

Resolved, to engage with American Building Wreckers for bid package 1.2.1, Demolition & HAZMAT Removal, relative to the renovation of the Edgewood Pre-K Academy, in the amount of \$1,673,371.00 and to authorize the Mayor or Acting Mayor to execute any documents necessary.

Please let me know if there are any questions.

Sincerely,

Tara Landon

Tara Landon
 Schools Project Manager

WYLAND DALE CLIFT
CORPORATION COUNSEL

THOMAS W. CONLIN
ASSISTANT CORPORATION COUNSEL

JEFFREY R. STEEG
ASSISTANT CORPORATION COUNSEL

JONATHAN D. DONOVAN
ASSISTANT CORPORATION COUNSEL

NOELLE BATES
LEGAL ADMINISTRATOR

MARIA THEAM
LEGAL ADMINISTRATIVE ASSISTANT



City of Bristol

BRISTOL, CONNECTICUT 06010

Office of Corporation Counsel

CITY HALL
111 NORTH MAIN STREET
BRISTOL, CONNECTICUT 06010
Tel. (860) 584-6150
CorpCounsel@bristolct.gov

MEMORANDUM

TO: Erica Cabiya, Town and City Clerk

FROM: Thomas W. Conlin, Assistant Corporation Counsel *TWC*

DATE: August 4, 2026

RE: City Council Agenda, Executive Session
August 11, 2026

CC: Mayor Zoppo-Sassu

RECEIVED
2026 AUG -6 AM 10:29
TOWN AND CITY CLERK
BRISTOL, CT

Erica, would you kindly include the following on the City Council agenda for August 11th:

Discussion of potential acquisition of 116 Marsh Road, Bristol, CT, Assessor's Map 64, Lot 1-1; Marsh Road, Bristol, CT, Assessor's Map 64, Lot 1; Marsh Road, Bristol, CT, Assessor's Map 61, Lot 16-1, and to take any action as necessary.

Thank you.