SOUTHEAST BRISTOL BUSINESS PARK DESIGN GUIDELINES AND REGULATIONS

Adopted May 1, 2002
Amended to: December 9, 2024

Economic and Community Development
111 North Main Street
Bristol, CT 06010
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Record of Amendments

Amendment #	Date	Section	Notes
1	12/22/2008	III. 3b, 3.1.3a, 3.1.4	New buildings shall reflect sound design, arrangement, and use of high-quality materials with respect to surrounding buildings, landscaping, parking and circulation within the park. Buildings shall have built-up, metal, or membrane roofs with parapets visible from the street. Standing seam gable roofs with a 5/12 pitch or greater shall be allowed without a parapet, subject to approval of color of the materials. The BDA may consider where the scale of development will require a sloped roof to provide proper drainage or there is an important aesthetic element such as a portico. The BDA may consider a small area of roofing, up to 1,300 square feet using a standing seam roof with a pitch of 2/12. No parking area shall be permitted within six (6) feet of any portion of a building other than for its loading area apron. No paving for any vehicular use shall be permitted within eight (8) feet of any side or rear property line, except for cross drives between adjoining properties.
2	2/23/2009	3.14.5	The gutter and downspouts shall be concealed (no exposed gutters or downspouts) except where approved by the BDA Board in accordance with roofing requirements in Section 3b.
3	7/27/2009	3.15.4b	Reads as follows: A single line of copy which does not exceed 15 percent of the length or twenty feet, whichever is less, of the building to which it is attached may have letters not to exceed 60 inches in height.
4	2/24/2014	3.2.5b	Modified as follows: If a parking space(s) fronts on another parking space and there is no separation by curbing or wheel stops, or it fronts on a wall, the minimum depth of the space(s) shall be: 0-degree angle parking space = 9 feet; 45-degree angle space = 18 feet; 60-degree angle space = 19 feet; 90-degree angle space = 18 feet.

4	2/24/2014	3.10.6	Lamps shall be metal halide, mercury vapor, or high-pressure sodium.
5	7/27/2015	2.3	Permit a distribution facility including transportable storage units as an allowable use. Eliminate item 2.3 under "Land Use Plan" which limits distribution facilities to occupy no more than five acres of the Southeast Bristol Business Park.
5	7/27/2015	3.8.1, 3.8.1.(a)	Modify item 3.8.1 under "Outdoor Storage" to read "Outside storage is allowed on a case-by-case basis when approved by the Bristol Development Authority;" and Modify item 3.8.1.(a) to ready "No materials, supplies, pallets, equipment, finished or semi-finish goods shall be stored or permitted to remain outside of any building without the approval of the Bristol Development Authority."
6	1/25/2016	III B.2.4	Delete Section. To be deleted: "Frontage along Middle Street shall be occupied by corporate offices or manufacturers occupying 75,000 square feet or more. Frontage along Redstone Hill shall be occupied by corporate offices or manufacturers occupying 40,000 square feet or more."
6	1/25/2016	III B.1.2d	Modify to read: "Fourth Priority: Distribution facility for portable storage units & warehousing of occupied portable storage units for the public."
6	1/25/2016	III B.3.2.4b	Modify to read: "warehousing/distribution facilities – 1 space per 1,000 square feet of gross floor area."
6	1/25/2016	III B.3.1.3d	Add new section "d" as follows: "The provisions of this Section III B.3.1.3 may be modified, or waived by the BDA if it believes the waiver or modification is appropriate due to circumstances such as topography, easement locations, desirable building location or other factors in the sole and absolute discretion of the BDA."

7	9/3/2020	1.3d; 1.2	To eliminate “Trucking” firms as a prohibited use under Section 1.3.d and to add “Trucking Terminal Facilities” as a “Fifth Priority” permitted use under Section 1.2
8	6/3/2021	3.5.2a	Modified to read as follows: “The maximum driveway width – including all entrance lanes, exit lanes and lane dividers (e.g., pavement markings or median strips) – shall be 30 feet, measured at and parallel to the street line.” The Commission may allow a driveway opening width greater than 30 feet, provided that: i. The greater width is recommended or required by the Connecticut Department of Transportation or the State Traffic Commission; or, ii. The applicant shall demonstrate to the satisfaction of the Commission that the greater width is necessary in order to accommodate delivery and service vehicles, maintain an adequate level of safety or improve vehicular access into or out of the lot, based upon accepted traffic engineering standards.”
9	6/5/2024	III. B.1.2; III.B. 1.3e	Add new section “f” as follows: “f. Sixth Priority: Vocational Schools Operated for Profit”, and to remove the following language: “Uses requiring a special use permit are prohibited.”
10	12/9/2024	III. B.1.2c	Modify the following language: “c. Third Priority: Distribution facilities employing 2 or more facility employees per 1,000 square feet of floor area. “Mini warehouses” for self-storage or long-term storage shall be excluded.” To read: “c. Third Priority: Distribution facilities. “Mini warehouses” for self-storage or long-term storage shall be excluded.”

PREFACE

In May of 1998 the City of Bristol approved the acquisition of approximately 30 acres of land located adjacent to State Route 229, in order to develop Phase I of a modern business park offering Bristol residents new employment opportunities and continuing growth of the tax base. In November 2000 the City approved the acquisition of approximately twenty-one additional acres, constituting Phase II. The Board of the Economic and Community Development or its successor, which serves as the municipal redevelopment agency for the city (also referred to as the ECD or Economic Development), will act as development agent for the park.

Section 8-127 of the Connecticut General Statutes states that such municipal redevelopment agencies "may prepare, or cause to be prepared, a redevelopment plan . . . " which " . . . shall show the location of proposed redevelopment areas and the general location and extent of use of land for housing, business, industry, communications and transportation, recreation, public buildings and such other public and private uses as are deemed by the (municipal) planning agency essential to the purpose of redevelopment."

Section 8-125 (c) of the Connecticut General Statutes requires that " . . . a redevelopment plan shall include:

(1) A description of the redevelopment area and the condition, type and use of the structures therein.

(2) The location and extent of the land uses proposed for and within the area, such as housing, recreation, business, industry, schools, civic activities, open spaces, or other categories of public and private uses.

(3) The location and extent of streets and other public utilities, facilities, and works within the area.

(4) Schedules showing the number of families displaced by the proposed improvement, the method of temporary relocation of such families and the availability of sufficient suitable living accommodations at prices and rentals within the financial reach of such families and located within a reasonable distance of the area from which they are displaced.

(5) Present and proposed zoning regulations in the redevelopment area.

(6) Any other detail including financial aspects of redevelopment which, in the judgment of the redevelopment agency authorized herein is necessary to give it adequate information."

In accordance with the requirements of these Statutes, this Redevelopment Plan has been prepared by the ECD to serve as a guide for the development of both phases of the 52-acre tract of City-owned land as a high-quality industrial/business park. The park has been locally designated as "Southeast Bristol Mini Industrial Park" during the planning phases later called the Southeast Bristol Business Park.

I. NEEDS AND OBJECTIVES

Due to a combination of various factors, the number of potential "new plant" sites for both industry and corporate offices within Bristol is limited. Although the City of Bristol has zoned approximately 1,885 acres for industrial development (11.2% of total land area), much of this land has limited development potential in the short term because of unsuitable topography, inadequate transportation accessibility, water and sanitary sewer restrictions, or existing development incompatible with industry and/or office development.

The principal objectives of the Southeast Bristol Business Park project are:

- To diversify and stabilize the economic base of the city by creating a sizable, high-quality business park for the development of modern manufacturing and corporate office facilities.
- To increase local employment opportunities by providing a variety of sites suitable for the relocation and expansion of existing firms and for the attraction of new firms.
- To strengthen the tax base of the city through new construction and the efficient expenditure of public funds.
- To encourage long-term property values and sound design by private developers through the regulation of land use, building materials, parking and loading areas, and landscaping elements.

The Southeast Bristol Business Park project will benefit the public by creating much-needed employment opportunities and by generating additional municipal tax revenues. Site development activity will offer short-term construction employment, while the manpower needs of firms locating in the park will provide long-term employment opportunities.

II. EXISTING SITE CONDITIONS

The Southeast Bristol Business Park project site is located in the southeastern section of Bristol on the easterly side of Middle Street (Route 229), near the former Superior Electric Plant now known as the Superior Business Park. The site consists of approximately 52 acres. The project site is generally bordered by Middle Street on the west, single family homes on the north, condominiums[1] on the east and Redstone Hill Road and Superior Business Park on the South. The project site is undeveloped at the present time and contains no industrial building. It was formerly utilized as a small airport and for farming.

A. Topography/Slope

Phase I of the project site is generally flat and slopes gradually from west to east, and drains principally to the west branch of the Eight Mile River. This area has several notable depressed areas close to 229. Phase II of the site drains to Pine Lake.

In general, the majority of the site exhibits slight (less than 3%) to moderate (3%-8%) slopes. There are several locations within the site where moderate to steep (8%-15%) slopes exist. These are principally areas along the northern property line.

[1] Condominiums bordering the property are located on property formerly owned by Superior Electric.

B. Surficial Geology

As part of a larger study area, the surficial geology of the project site has been mapped by the United States Geological Survey (USGS) in cooperation with the State of Connecticut Geological and Natural History Survey. The study area is located in the Connecticut Valley Lowland and is underlain by sedimentary strata composed chiefly of red sandstone and conglomerate and lesser quantities of red siltstone and shale. The surficial deposits include collapsed stratified drift and swamp deposits.

Collapsed Stratified Drift (Qcd) is broad sheets of sand and gravel deposited on the surface of stagnant ice that collapsed as the ice melted. The deposits consist of well-sorted, well-stratified, medium-to-coarse-grained sand and fine to medium gravel. Stones are generally less than 2 inches in diameter, but boulders as much as 2 feet in diameter are common. Most of the material is light colored, but some parts of the deposits are composed of red debris.

Other areas are generally underlain by beds of well-stratified, well-sorted, medium-to-fine-grained sand and silt.

The maximum thickness of collapsed stratified drift deposits in the Bristol Quadrangle has been estimated by the USGS to be 100 feet. Analysis of site-specific maps has not been done.

C. Soils

The specific soils have not been identified. A nearby area identified three primary soils: Hinckley gravelly sandy loam; Merrimac sandy loam; and, Windsor loamy coarse sand. The remaining soil types in that area include sandy loams and loam. Field inspections can verify the soil types and surficial geology of the site.

D. Wetlands

A small area in Phase I which intermittently holds spring runoff shows on the Bristol Wetlands map. Phase II contains a wetland crossing (intermittent stream bed) which will require a proper crossing to minimize impact.

E. Buildable Lands

No limitations on development of the site have been identified except as designated wetlands.

III. PROJECT DEVELOPMENT

The development of Southeast Bristol Business Park consists of two major project components:

(1) The subdivision of the project site into saleable lots and the installation of attendant public improvements by the City of Bristol

The plan of subdivision of the site will be submitted to the Bristol Planning Commission

after acquisition. Public improvements will include: rough grading; construction of roads; and, underground installation of utility infrastructure (storm and sanitary sewers, water distribution system, electric, telephone & gas service).

(2) The development of individual lots within the project site for sale to private developers for industrial, office, and distribution.

The type, location, and quality of private development in the park will be regulated by four provisions of these guidelines. They are:

- Land Use Standards -- permitted uses
- Land Use Plan -- location of permitted uses by use type
- Building and Site Design Standards -- criteria regulating quality of site development
- Maintenance of Private Improvements -- provisions for upkeep of developed lots

Development proposals for the disposition and use of each lot in the park, as well as site development plans and specifications, will require the approval of the ECD.

A. Subdivision/Public Improvements

The 31.5 acres of Phase I will consist of up to 4 lots with larger, more prominent lots near the frontage with Route 229. The frontage lot will contain a pedestal sign for the park.

The subdivision plan of Phase II calls for approximately 8 lots with a total usable area of approximately 18acres. Site preparation will include rough grading, construction of access roads, installation of site infrastructure, and landscaping.

1. Roadways

Approximately 3,000 feet of new road will be constructed to provide access into the project site and to serve individual lots. One loop road (named Business Park Drive) will be built to service both Phase I and Phase II. This industrial road will have a right-of-way width of 50 feet and a pavement width of 30 feet. A five-foot-wide concrete sidewalk will be installed on the west and north sides of the right-of-way. The roadways will be built in accordance with City of Bristol industrial standards.

2. Storm Sewers

At present, the storm water collection system from Middle Street discharges into tributaries of the Eight Mile River. The park's proposed storm drainage system includes a closed system of catch basins and pipes for collection, with discharge into both Pine Lake and the tributaries of the Eight Mile River.

3. Sanitary Sewers

   An eight-inch sanitary sewer will be utilized for collection within the project site and will connect to the existing City of Bristol sewerage system.

4. Water Service

   The area in which the project site is located will be serviced by a proposed looped[2] water distribution system with 12" mains and adequate pressures to provide substantial flow volumes to the site. Tie-ins to the water system will be provided at both Middle Street and Redstone Hill Road locations.

   The water distribution system within the project site will be a 12" main with fire hydrants located as required. Past flow tests at the intersection of Redstone Street and Middle Street measured 90 pounds per square inch (psi) static pressure. Fire flow was determined as 1500 gallons-per-minute at 20 psi residual pressure.

5. Other Utilities

   Electric, gas and telephone service will be made available to the project site. The utility companies have indicated that capacity is currently available.

6. Utility and Traffic

   Utility and traffic control boxes, where possible shall be placed underground or thoroughly screened. They shall be placed so as to be unobtrusive and to avoid obstructing any signs.

   No newspaper boxes, delivery service drop boxes or other ancillary services may be installed without ECD approval. The ECD shall have all rights to control location and design.

7. Rough Grading and Landscaping

   To enhance the overall appearance of the project site, the City will undertake a limited re-grading of the site and will install sufficient entryway and roadway landscaping to complement the existing mature trees. Special attention will be paid to screening from residential uses.

   The Phase I sites will be generally graded from east to west, from Emmett Street toward Middle Street. Phase II sites will be graded from north to south towards Redstone Hill and the drainage of Pine Lake. Providing added topographic variation and visual interest to the site will be a series of low beams to be created, where possible, along the northern border of Phase I. These beams will be attractively landscaped with trees, shrubs and ground cover. Additional planting materials - primarily shade trees - will be installed along portions of the road.

[2] Depending upon completion of Phase I and creation of a connecting road.

Some existing plant material will be relocated or left in place to provide dense mature screening. Although the intention is to increase attractiveness of the site, it may double for any required detention or remediation. A permit to undertake this activity will be required from the Bristol Inland Wetlands Agency.

B. Site Development/Private Improvements

It is the intent of the ECD that the development of all lots within Southeast Bristol Business Park shall be guided by the Land Use Standards, the Land Use Plan, and the Building and Site Design Standards contained herein.

It is also the intent of the ECD that the property lines, dimensions and areas of lots within the park shall express its objectives in the disposition of such lots. However, such lots may be adjusted by the Authority in order to meet the needs of private developers as well as owners of adjacent properties, provided that the requirements of the Bristol Zoning Regulations and Subdivision Regulations are satisfied and provided that the objectives and requirements of the Land Use Standards, the Land Use Plan, and the Building and Site Design Standards of this Plan are satisfied. The regulations of the ECD may exceed those of the land-use boards. The more stringent regulation shall apply.

1. Land Use Standards

The ECD recognizes the increasing importance of the service and information sectors of the economy. As such, the Southeast Bristol Business Park is intended to be a modern business park which specifically encourages office as well as industrial development.

All determinations of appropriate, proper, reasonable etc. are the sole discretion of the Board of the ECD.

The ECD similarly recognizes the desirability of accommodating within the park certain types of uses which are supportive of and complementary to industrial and office development.

1.1 The uses permitted within Southeast Bristol Business Park shall be divided into "first priority", "second priority", and "third priority" uses for the purposes of determining desirability of applicants and weighing competing interest in property development.

1.2 Only the following uses shall be permitted:

a. First Priority: Research facilities; computer facilities; corporate and administrative offices of manufacturing firms, non-retail financial institutions, insurance companies, and, telecommunications operations --

b. Second Priority: Manufacturing firms =

c. Third Priority: Distribution facilities. "Mini warehouses" for self-storage or long-term storage shall be excluded.

d. Fourth Priority: Distribution facility for portable storage units & warehousing of occupied portable storage units for the public.

e. Fifth Priority: Trucking Terminal Facilities.

f. Sixth Priority: Vocational Schools Operated for Profit

1.3 Uses which are prohibited include the following but are not limited to:

a. Retail services and businesses such as automotive services, retail business services, retail banks and other business credit institutions, blueprinting services, retail computer services self-storage, copying and duplicating services, data communication services, data systems consultants and designers.

b. Restaurants

c. Hotels, motels, and conference centers

d. Construction, landscaping, and automotive firms

e. All other uses either explicitly or implicitly prohibited throughout the City by the Bristol Zoning Regulations shall be similarly prohibited in the park.

f. Daycare services except as an ancillary use

g. Uses determined by the ECD to be unsafe or dangerous, such as those creating an explosive or radiation hazard.

h. Uses determined by the ECD to be objectionable or which constitute a potential nuisance by reason of creating odor, dust, fumes, smoke, noise, vibration, refuse matter or water pollution.

i. Uses determined by the ECD to be objectionable by reason of their adverse effects on adjoining property. The ECD shall seek the comments of adjoining industrial property owners if invoking this section.

2. Land Use Plan

2.1 The location of permitted uses within Southeast Bristol Business Park shall be in accordance with the Land Disposition Map to be completed.

2.2 On lots in the park, the following priority of land uses shall be established when evaluating competing uses of buyers:

a. High Quality Building

b. Company Headquarters

c. Research Facilities

d. High Tech Manufacturing

i. Pharmaceuticals
ii. Computer Programming
iii. Biotechnology
iv. Instrument Making
v. Process Controls

e. Other Clean Manufacturing

f. Electronics

g. Distribution, including transportable storage units

h. Cabinet Making & Woodworking

2.3 No more than a total of twenty-five (25) acres in the park shall be used for corporate offices unless a majority vote by the ECD expands this acreage.

3. Building & Site Design Standards

The following objectives shall guide the design and development of buildings, parking, circulation, landscaping, and signage for outbuildings on lots in the Southeast Bristol Business Park. No regulation relieves compliance with Planning, Zoning or any other land use regulation as exist or may be amended. The stricter shall apply. Where a conflict between regulations is documented by an owner, the ECD may relieve the conflict.

a. Middle Street and Redstone Hill frontage properties shall demonstrate sensitivity of design as a corner facility. Landscaping will be of the highest quality and the entrance sign(s) to the business park will be maintained.

b. New buildings shall reflect sound design, arrangement, and use of high quality materials with respect to surrounding buildings, landscaping, parking and circulation within the park. Buildings shall have built-up,metal or membrane roofs with parapets visible from the street. Standing seam gable roofs with a 5/12 pitch or greater shall be allowed without a parapet, subject to approval of color of the materials. The ECD may consider where the scale of development will require a sloped roof to provide proper drainage or there is an important aesthetic element such as portico. The ECD may consider a small area of roofing, up to 1,300 square feet using a standing seam roof with a pitch of 2/12.

c. Parking areas, loading areas, driveways, and sidewalks shall be designed to provide safety, accessibility, and an attractive environment.

d. Landscaping improvements shall be of sufficient quality and quantity to complement buildings, to relieve the monotony of paving, to screen objectionable views, and to provide an attractive environment.

e. Signage shall constitute a unifying and attractive element of each site, while

accomplishing the goals of identification, communication of information, vehicular control, and must conform to minimum Bristol Zoning Regulations.

f. The development of all lots within the park shall conform with the regulations of the City of Bristol Zoning Regulations, the building, and the site design standards herein. ADA requirements (Americans with Disabilities Act) must also be met.

g. Trailers, containers and out buildings are prohibited. Sufficient storage, including that needed for landscape maintenance shall be designed and accommodated by the structure. If additional space is needed, the owner may apply to the ECD for permission to construct an addition. Trailers needed to accommodate a temporary condition may be permitted by the ECD board on a temporary basis for one year which may be extended up to one year upon request.

3.1 Building and Paving Setbacks

3.1.1

a. Minimum street yard, Middle Street - 50 feet

b. Minimum street yard, Redstone Hill Road, Business Park Drive. - 35 feet

c. Minimum side, rear yards - 15 feet

d. Minimum side, rear yards abutting residential districts - 50 feet including the required buffers.

3.1.2

a. No parking area or portion thereof shall be permitted in the required street yard, except for access drives from the street. The ECD encourages site design where only executive and visitor parking is found in the front yard with employee parking found in the rear yard.

b. Only the following shall be permitted in the required street yard:

i. Building roof overhangs (if approved by the ECD)

ii. Landscaping, including drainage detentions areas

iii. Signs

iv. Pedestrian walkways

v. Flagpoles

3.1.3

a. No parking area shall be permitted within 6 feet of any portion of a building other than for its loading area apron.

b. No access drive shall be permitted within 15 feet of any portion of a building other than for its garage entrance or loading area apron.

c. These 8-foot and 15-foot areas shall be used for walkways, plantings or other landscaping.

d. The provisions of this Section III B.3.1.3 may be modified, or waived by the ECD if it believes the waiver or modification is appropriate due to circumstances such as topography, easement locations, desirable building location or other factors in the sole and absolute discretion of the ECD.

3.1.4 No paving for any vehicular use shall be permitted within 8 feet of any side or rear property line, except for cross drives between adjoining properties.

3.2 Off-Street Parking Standards

It is intended that all vehicular parking -- truck, employee and visitor parking -- be accommodated on-site. There should be no on-street parking whatsoever. An exception to this shall be made only in writing by permission of the ECD during properly permitted construction or additions or repairs being made in a reasonable time period.

3.2.1 Required parking shall be located on the same lot as the building(s) it is intended to serve or on another lot under the same ownership and within 200 feet of any point of such building(s).

3.2.2 Joint or common use of off-street parking shall be permitted provided that the number of spaces provided shall not be less than the sum of the parking required for each separate use, and that such an agreement be filed with the ECD and on Bristol Land Records.

3.2.3 Depending upon the parking needs of a particular use, the ECD may authorize the phased construction of the parking area, in compliance with the following requirements:

a. The total number of required spaces shall be determined in accordance with the standards for that particular use.

b. Spaces not proposed to be constructed as part of the short term shall be labeled "Future Parking" on the site plan; they shall be properly designed, located on land suitable for parking area development, and shown as an integral part of the overall parking layout.

c. If approved by the ECD, the construction of the parking area and installation of spaces may be phased according to the short-term and long-term needs of the particular use; at least 50 percent of the total required spaces shall be constructed as part of the short term, except that for distribution facilities, the percentage may be reduced by the ECD to no less than 30 percent.

d. If the use of the property changes, this authorization shall become null and void. If at any time after the Certificate of Occupancy is issued, the BDA determines that additional parking spaces may be needed, it shall so inform the owner of the property in writing; after a meeting with the owner, the ECD may require that all or

any portion of the spaces shown on the site plan as "Future Parking" be constructed within a specified time.

3.2.4 Adequate off-street parking shall be provided to accommodate all parking needs of employees, visitors and company vehicles. There will be no on street parking. The minimum number of required parking spaces, by use, shall be as follows:

a. manufacturing, including accessory offices and storage - 1 space per 500 square feet of gross floor area

b. warehousing/distribution facilities - 1 space per 1,000 square feet of gross floor area

c. offices and research facilities - 1 space per 250 square feet of gross floor area

d. all other permitted uses - as per the Bristol Zoning Regulations

3.2.5 Off Street Parking Standards

a. Each parking space shall be 18 feet deep and 9 feet wide, if it fronts on a curb or wheel stop over which a vehicle can overhang at least two feet.

b. If a parking space(s) fronts on another parking space and there is no separation by curbing or wheel stops, or it fronts on a wall, the minimum depth of the space(s) shall be: 0-degree angle parking space = 9 feet; 45-degree angle space = 18 feet; 60-degree angle space = 19 feet; 90-degree angle space = 18 feet.

3.2.6 Parking spaces shall be laid out and defined by painted lines in the same configuration as shown on the approved site plan.

3.3 Pedestrian Walkways

3.3.1 All pedestrian walkways within parking areas or along their perimeter shall be at least 5 feet wide.

3.4 Loading Standards

3.4.1 Minimum number of required loading spaces or docks:

a. up to 15,000 square feet gross floor area - 1 space

b. 5,001 square feet to 30,000 square feet gross floor area - 2 spaces

c. each additional 30,000 square feet gross floor area or fraction thereof – 1 additional space

3.4.2 Each loading space shall be at least 12 feet wide by 35 feet long.

3.4.3 Loading spaces shall not be permitted within the required street, side or rear yards

and shall not be permitted on the front of any building nor on the side of any building facing a street. This shall not be in conflict with noise protection.

3.4.4 Loading spaces shall be screened so as to not be visible from front yard areas of adjacent properties or from the streets, if a corner. (See Minimum Landscaping Standards).

3.4.5 Loading spaces, their access drives and maneuvering areas shall be located and designed so that their use does not impede the normal use of parking spaces and access drives.

3.5 Driveways

3.5.1

a. No lot shall have more than 1 driveway per each 150 feet of total street frontage (exclusive of frontage on Middle Street).

b. The ECD may require that only one driveway serve a lot regardless of the amount of street frontage, if deemed necessary for public safety purposes.

c. Driveways serving the same lot shall be at least 100 feet apart (measured centerline to centerline), unless they are one-way driveways.

d. For corner lots, driveways shall be located as far from the intersection of the street lines of the lot as is practical, but in no case shall any driveway be located within 60 feet of such intersection as measured from the street (property) lines.

e. Joint use of driveways by adjacent lots is encouraged.

3.5.2

a. The maximum driveway width – including all entrance lanes, exit lanes and lane dividers (e.g., pavement markings or median strips) – shall be 30 feet, measured at and parallel to the street line. The Commission may allow a driveway opening width greater than 30 feet, provided that:

i. The greater width is recommended or required by the Connecticut Department of Transportation or the State Traffic Commission; or

ii. The applicant shall demonstrate to the satisfaction of the Commission that the greater width is necessary in order to accommodate delivery and service vehicles, maintain an adequate level of safety or improve vehicular access into or out of the lot, based upon accepted traffic engineering standards.

b. Driveways shall cross the street line such that the angle between the center line of the driveway and a line perpendicular to the street ROW line, measured at such street line, does not exceed 30 degrees.

3.6 Construction Standards

3.6.1

a. Access drives, loading areas and truck storage areas shall be constructed of a minimum of three inches (3") compacted two-course bituminous concrete on a six-inch (6") broken stone base.

b. Parking areas shall be constructed of a minimum of three inches (3") compacted two-course bituminous concrete on a six-inch (6") rolled gravel base.

c. That portion of all access drives within the street right-of-way shall be constructed in accordance with the City's "Standard Specifications for the Construction of Streets and Appurtenances."

d. On that portion of access drives not within the street right-of-way, the ECD may allow the substitution of another paving material deemed equivalent or superior.

3.6.2 a. Street side pedestrian walkways shall be constructed of concrete to suitable standards; walkways shall not be constructed of gravel or bituminous concrete (asphalt).

b. Where on-site walkways are involved (not street side) the ECD may allow the use of masonry brick, stone, or other decorative paving material deemed equivalent or superior.

3.6.3 a. The perimeter of all parking areas, end islands, interior islands and planting strips shall be curbed with concrete, or granite.

b. That portion of all access drives within the street right-of-way shall be curbed with concrete or granite.

3.7 Minimum Landscaping Standards

3.7.1 At least 2 percent of the cost of all real property improvements to the site shall be devoted to major trees, shrubs and mulching (not including topsoil and lawn); the cost of such improvements shall be based upon the developer's submitted evidence of equity capital and financing for the project.

3.7.2 Planting areas shall be provided in parking lots, distributed among end islands, interior islands and planting strips; there shall be allocated at least 27 square feet of net planting area per parking space and at least 1 major tree and 1 shrub per 10 parking spaces or fraction thereof.

a. End islands shall be:

i. provided at each end of each row of parking spaces

ii. curbed and landscaped

iii. a minimum of 9 feet wide by 17 feet long for a single row of spaces and 9 feet wide by 34 feet long for a double row of spaces.

b. Interior islands shall be:

i. provided within the parking area in an arrangement to be approved by the ECD

ii. curbed and landscaped

iii. a minimum of 9 feet wide by 17 feet long for a single row of spaces and 9 feet wide by 34 feet long for a double row of spaces

c. Planting strips shall be:

i. provided in every other set of interior parking space between abutting rows of spaces

ii. curbed and landscaped

iii. a minimum width of 10 feet (15 feet if a pedestrian walkway is provided)

3.7.3 A landscaped buffer shall be provided adjacent to residential districts.

a. The minimum width of the buffer shall be 50 feet.

b. The buffer shall be sufficiently landscaped to provide screening and separation where natural/native vegetation are deemed by the ECD to be inadequate.

c. No paving shall be allowed within any buffer except as provided for a state or city park or recreation amenity such as a bike or walking path.

d. The ECD may reduce or waive this buffer requirement and instead authorize the substitution of fencing or walls subject to City zoning regulations.

3.7.4 Screening shall be provided of any objectionable area or view which might be visible from adjacent properties or from the street, including (but not limited to) loading areas, refuse storage areas, and ground-fixed mechanical equipment. Acceptable screening materials shall include:

a. evergreen hedges having a minimum height of 7 feet at the time of planting or the height of the object to be screened, whichever is less.

b. fences of timber construction, certain composites or other quality materials, 6 feet to 8 feet high, stained or painted if best suited,

c. masonry walls, 6 feet to 8 feet high,

d. earthen berms, or any combination of the above materials as listed in Section 3.7.4. for a total of 6 – 8 feet.

e. dumpsters only may utilize chain link fence with appropriately colored privacy slats in conjunction with one or more of the above materials listed in 3.7.4.

3.7.5 Screening shall be provided of parking areas visible from adjacent properties or from the street. Acceptable screening materials shall include:
a. evergreen hedges having a minimum height of 4 feet at the time of planting

b. earthen berms

c. fences of timber construction, quality synthetic wood replacement materials or masonry walls, if approved by the ECD

d. any combination of the above materials

3.7.6 a. Major trees shall include any of the appropriate varieties of shade trees, flowering trees or evergreens.

b. Shrubs shall include any of the appropriate varieties of evergreen or deciduous bushes.

c. At the time of planting, trees shall be of the following minimum size:

i. Shade trees – three-inch (3") diameter

ii. Evergreen trees – seven-foot (7') height

iii. Flowering trees – two-inch (2") diameter, single stem

iv. Eight-foot (8') height, clump form

d. Trees in or adjacent to parking lots shall be of a variety which provide shade or are capable of providing shade at maturity.

e. Trees and shrubs within 5 feet of any paved areas shall be of a variety capable of withstanding damage from salt.

f. All plant material shall be nursery grown and conform to the standards of the American Association of Nurserymen.

3.7.7 a. Mulched planting beds of an appropriate size shall be placed around all trees and shrubs to retain moisture. Acceptable mulching material shall be bark, wood chips, gravel or stone, at least 4 inches in depth.

b. Suitable ground cover shall be placed on all disturbed site areas not covered by paving, buildings or mulching for trees and shrubs. Suitable ground cover shall be grass, turf, myrtle, pachysandra, stone, gravel or an appropriate substitute.

c. No stone or gravel shall be used for planting beds or ground cover within four feet of pedestrian walkways unless the material is suitably contained within its area.

3.7.8 a. Existing mature trees shall be saved if possible; if grading is required in their vicinity, trees shall be appropriately welled or mounded to protect them from damage.

b. No trees 5 inches or greater in diameter (as measured 4 feet from the ground) shall be removed unless so approved by the ECD.

3.7.9 Automatic, in-ground irrigation (including sprinklers, drip irrigation) shall be provided for all grassy and landscaped areas. The ECD may waive this requirement only for small areas (less than 50 s.f.) where such use may be impractical. They shall be used as needed except during water bans issued by the water department.

3.7.10 No vegetable gardening shall be allowed.

3.7.11 All landscaping shall be properly maintained and must be replaced with suitable materials. The ECD reserves the right to order replacement of damaged plantings.

3.8 Outdoor Storage and Dumpster Regulation

3.8.1 In general, outdoor storage is allowed on a case-by-case basis when approved by the Economic and Community Development.

a. No materials, supplies, pallets, equipment, finished or semi-finished goods shall be stored or permitted to remain outside of any building without the approval of the Economic and Community Development.

b. Refuse areas:

i. Shall not be permitted on the street yard(s) of any building

ii. Shall be located so as to not impede normal vehicular movement

iii. Shall be appropriately screened (as per the Minimum Landscaping Standards). Special attention will be paid when seen from a residential area. It will be reviewed by the ECD during its site plan review.

c. Refuse dumpsters shall be properly screened and placed on minimum a 6-foot by 6-foot by 6-inch steel -reinforced concrete pad or larger if needed. It will be reviewed by the ECD during its site plan review.

3.9 Mechanical Equipment

3.9.1 Roof mechanicals, air, antenna, or saucer equipment is discouraged. If installed, it shall be screened from adjacent properties and from street view by a parapet or architecturally compatible rooftop screen.

3.9.2

a. Ground-fixed mechanical equipment including electrical transformers shall not be permitted in the street yard(s) of any building.

b. Ground-fixed mechanical equipment shall be screened so as to not be visible from adjacent properties or from the street (see Minimum Landscaping Standards).

3.10 Outdoor Lighting

3.10.1 a. Except as otherwise noted, outdoor lighting shall be provided by luminaries mounted on poles with all supply wiring underground.

b. Poles shall be made of aluminum or cast iron.

c. Luminaries shall be of a design appropriate to an industrial park setting and shall be subject to approval of the ECD.

d. Maximum pole height shall be 30 feet.

e. Poles in parking areas shall be placed within planting areas (i.e., end islands, interior islands, planting strips) and shall be recessed at least 3 feet from curbs.

f. Light intensity at ground level shall be a minimum of three foot-candles and a maximum of six foot-candles.

3.10.2 Flood lighting shall be allowed only for illumination of loading areas and for architectural emphasis and should generally be of a full-cut variety.

3.10.3 Lighting of pedestrian walkways, including the use of bollards, is encouraged.

3.10.4 Decorative lighting of the exterior of the building to highlight the office area and any architectural details is encouraged.

3.10.5 Lighting shall be located and directed as to avoid glare outside of property lines. Special consideration must be given to avoid glare to any neighboring residential area.

3.10.6 Lamps shall be metal halide, mercury vapor, high-pressure sodium, or LED.

3.11 Storm Water Management

3.11.1 The system shall be designed so as to prevent runoff from parking lots, roofs, and access drives from flowing into the street.

3.11.2 The system shall be tied into the City's street drainage system or onsite detention. The developer shall secure from the City the necessary permits to make such connection.

3.11.3 The system's design shall require the review and approval of the City Engineer and land use boards.

3.12 Site Grading

3.12.1 Site grading shall provide for proper drainage of the site.

3.12.2 Re-graded areas not covered by buildings, paving, or mulching shall be covered with a minimum of 4 inches of topsoil and planted with a permanent vegetative cover such as grass.

3.12.3 The site's grading plan shall require the review and approval of the City Engineer.

3.13 Erosion & Sedimentation Control

3.13.1 Proper measures shall be utilized throughout the development of the site to control erosion and sedimentation.

3.13.2 Erosion and sedimentation control techniques shall be as per the Soil Conservation Service's "Erosion & Sediment Control Handbook".

3.13.3 Any regulated activity proposed within a designated inland wetland area or watercourse shall require a permit from the Bristol Inland Wetland Agency.

3.14 Building Architectural Treatment

3.14.1 Exterior building walls shall be finished on the exterior with one or more of the following materials:

a. textured unit masonry block (excluding unfinished concrete block or cinder block)

b. brick

c. natural stone

d. precast concrete

e. glass windows shall be of commercial grade aluminum and glass, and office areas shall contain at least 30% glass.

f. metal, except that no metal facing shall exceed 50% of a side or be allowed for the first eight feet of the building elevation or within 3 feet of the vertical opening of a loading door (measured vertically from ground level) on the street side(s) of the building; metal facing proposed to be so placed on other sides of the building shall be subject to approval of the BDA. There shall be no exposed metal fasteners for siding (concealed only).

g. Exterior insulation systems with unified smooth stucco or stone-like appearance except that no such facing shall exceed 50% of a side or be allowed for the first ten feet of the building elevation or within 3 feet of the vertical opening of

a loading door (measured vertically from ground level) on the street side(s) of the building.

3.14.1. Two samples of all exterior materials shall be submitted to the ECD, identified by manufacturer and color, of sufficient size to evaluate the material. Color chips and photos by themselves are not acceptable.

3.14.2 Building colors shall be harmonious and compatible with colors of the natural surroundings and other adjacent buildings and are subject to approval by the BDA.

3.14.3 The use of mansard roofs is discouraged, unless treated as an integral architectural element of the building; in no case shall mansard roofs have a "tacked on" appearance.

3.14.4 Parapet roof lines are encouraged. There shall be no exposed gable roof lines.

3.14.5 The gutters and downspouts shall be concealed (no exposed gutters or downspouts) except where approved by the ECD Board in accordance with roofing requirements in Section 3b above.

3.15 Signs

3.15.1 The size, placement, and design of all signs shall be considered as an integral part of the overall site design and subject to the approval of the ECD board.

3.15.2 Except as specified below, at each site only one freestanding sign or one wall sign shall be allowed per street on which the lot has frontage.

3.15.3 Freestanding sign specifications:

a. Location:

i. Minimum setback of 25 feet from the street line of Middle Street and Redstone Hill Road.

ii. Minimum setback of 17 ½ feet from the street line of all other streets.

iii. Placed so as not to impair the visibility of vehicular or pedestrian traffic.

b. Size:

i. Maximum allowable area per face of 32 square feet, if the sign is located within the permitted portion of the street yard.

ii. Maximum allowable area per face may be increased 10 additional square feet for each 25 feet the sign is set back from the street yard line, up to 200 square feet per face.

c. Illumination:

i. The sign may be internally or externally illuminated, with continuous white light.

ii. No moving lights shall be permitted.

iii. External illumination shall be properly shielded to prevent glare.

d. Height:

Maximum height of 8 feet, measured from ground level to the top of the sign.

e. Construction:

i. The company identification sign shall be mounted on a pedestal of material the same as, or complementary to, the masonry of the building and constructed in similar style.

ii. No plywood signs shall be permitted except during the construction phase.

iii. Hand painted signs shall not be allowed.

iv. No aluminum and plastic box signs shall be permitted.

v. Concrete, brick, cast concrete and metal 3/8-inch thickness or more (bronze, brass, aluminum) are acceptable sign materials but other durable materials can be considered.

vi. Pedestal entry/identification signs shall be required for the properties on Redstone and Middle Streets. These properties shall be sold with a covenant to require regular maintenance of landscaping by the owner. Capital expenses for the repairs shall continue to be the responsibility of the City.

3.15.4 Wall sign specifications:

a. Construction:

Individually fabricated letters mounted either directly to the building wall or onto a solid panel of contrasting color attached to the building wall.

b. Size:

i. If the sign has one line of copy:

The length of the entire sign shall not exceed 80 percent of the length of the building wall to which it is attached.

The height does not exceed 15 percent of the length or 20 feet, whichever is

less, of the building to which it is attached may have letters not to exceed 60 inches in height.

ii. If the sign has two lines of copy:

The length of the entire sign shall not exceed 60 percent of the length of the building wall to which it is attached.

The height from the top of the upper line to the bottom of the lower line shall be no greater than 20 percent of the height of the wall to which the sign is attached (measured from ground level to eaves).

c. Illumination:

i. The sign may be externally illuminated, with continuous white light.

ii. The illumination shall be properly shielded to prevent glare.

iii. No moving lights shall be permitted.

3.15.5 In addition to the permitted freestanding or wall sign, one logo may be mounted on a wall of the building:

a. If placed on the same wall as the wall sign, the logo shall be included within the length limitation.

b. The longest dimension of the logo shall not exceed 10 percent of the length of the building wall to which it is attached.

3.15.6 On sites containing a building with more than one occupant, only one freestanding sign shall be allowed per street on which the lot has frontage (i.e., no wall signs permitted).

a. Each occupant shall be individually identified.

b. The total sign area of all individual signs shall not exceed the maximum allowable sign area for a single freestanding sign.

c. The location, illumination, height and construction of the sign shall otherwise meet the freestanding sign requirements specified above.

3.15.7 Directional and real estate signs shall be allowed as per the requirements of the Bristol Zoning Regulations.

3.15.8 The ECD shall review all sign designs before being permitted by other City departments. The ECD may restrict content to the company name.

3.16. Coverage Requirements

3.16.1 Maximum building coverage - 33 1/3 percent of land area.

3.16.2 Minimum building coverage - 20 percent of land area, except that the ECD may consider a lesser coverage under extraordinary circumstances. Careful consideration will be given to the level of capital investment made under such circumstances.

3.17 Height limitations

3.17.1 Maximum building height - 60 feet, unless a greater height is approved by both the BDA and the Zoning Commission. However, multi-story office structures are encouraged.

4. Site Development Process

It is the intent of the ECD that the disposition and development of lots within Southeast Bristol Business Park be undertaken in accordance with the procedures and requirements of the site development process established by the ECD as summarized herein.

The procedures and requirements can be grouped into four phases which outline the process from project inception through project completion:

Phase 1 - Proposal Evaluation
Phase 2 - Plan Submission and Evaluation
Phase 3 - Property Transfer or Lease Agreement
Phase 4 - Project Construction and Completion

The Site Development Process may be altered from time to time by the ECD at its sole discretion.

4.1 Proposal Evaluation

The applicant submits for ECD evaluation a Development Proposal Plan and a Statement of Experience and Financial Responsibility. Among other things the statement of experience will include a list of all properties owned by the company and its principals in the last five years.

A property tax lien of any sort is grounds for disqualification for purchase. Any other evidence of disregard for the public good (blight violations, significant health and safety violations) may also be considered. A record of personal or business defaults including corporate and personal bankruptcy by the company or its principals may also be considered as shall non-payment of any local, state or federal taxes.

Upon ECD approval of the above materials, the ECD and the Applicant execute a Contract for Sale (or Lease), which grants the Applicant sole development rights as the approved "Developer".

4.2 Plan Submission and Evaluation

The Developer submits for ECD evaluation Detailed Site Plans, which must comply with the Land Use Standards, the Land Use Plan, and the Building and Site Design Standards of the Redevelopment Plan. The review and evaluation of such plans will be in accordance with administrative procedures adopted by the ECD.

The ECD Industrial Committee shall review and evaluation of Detailed Site Plans for uses before being forwarded to the full board.

The Developer is hereby cautioned that Detailed Site Plans may require further approval by other public agencies and that securing such approvals is the responsibility of the Developer. If any other agency requires modification of a plan previously approved by the ECD, a revised plan incorporating those modifications must be submitted to the ECD for its evaluation and approval.

4.3 Property Transfer or Lease Agreement

Prior to either transfer of property title or execution of a lease agreement, the Developer must submit to the ECD all of the following: (1) A copy of all necessary approvals from other agencies; (2) Satisfactory evidence of a firm commitment for full project financing; and, (3) A legally binding performance surety, in an amount and form acceptable to the ECD, which guarantees satisfactory project completion. The surety will be forfeited if not satisfactorily completed by two years from date of inception. The ECD, upon written request, may consider up to two (2) one-year extensions.

4.4 Project Construction and Completion

The Developer proceeds with project construction in accordance with the approved Development Plans and the timetable specified in the Contract for Sale (or Lease). When all construction and site work has been completed and after a Certificate of Occupancy has been issued by the Building Department, the ECD will issue a Certificate of Completion - provided that all Contract requirements have been met and that a satisfactory maintenance bond has been accepted.

4.5 The owner has an affirmative duty to maintain the site and cannot transfer that responsibility to the tenant. The owner also has an affirmative duty to inform a tenant or new buyer of these land-use provisions.

5. Maintenance of Private Improvements

Continued enforcement of the standards is important to the on-going and long term success of this industrial park.

5.1. The exterior of all structures, and all pedestrian walkways, driveways, parking areas, landscaping and lawns on each lot shall be maintained in a safe, clean and attractive condition at all times. Such maintenance as determined by the ECD shall include, but is not limited to:

a. Prompt removal of all litter, trash, refuse and wastes

b. Lawn mowing

c. Tree and shrub pruning

d. Watering

e. Keeping outdoor lighting and mechanical equipment in working order

f. Keeping lawns and landscaped areas alive, green, properly fertilized, free of weeds, properly mulched and attractive

g. Keeping parking areas, driveways and pedestrian walkways in good repair

h. Striping of parking areas

i. Re-painting of improvements

j. Repair of exterior damage to improvements

k. Undeveloped portions of the property shall be kept neat and clean of litter and overgrown plant materials. All areas within 20 feet of the sidewalk shall be landscaped or grassed and properly maintained.

5.2 The ECD or its staff, if so assigned, may direct a property owner by certified mail to repair or replace any landscaping, paving, sidewalk or building item according to these regulations. The maintenance/repairs shall be accomplished at the soonest practical time, usually 90 days or less. Maintenance which should be regularly scheduled such as lawn mowing and weed cutting should be addressed within 7 days. ECD or other city staff shall be allowed to come onto the property to verify compliance. Non-fenced areas may be inspected without notice and fenced areas with 24-hour notice. Interior of buildings may be inspected for proper uses with a 24-hour notification.

The owner should either comply with the ECD director or, give a schedule for doing so or provide extenuating circumstances, such as new expansion into the affected area, for a delay and such communication shall be in writing to the ECD. The ECD, at its sole discretion, may allow a delay or order correction in a reasonable time period. Economic hardship does not constitute a reasonable excuse for non-compliance.

5.3 The ECD may direct a company found to be in non-compliance with installation, maintenance and other regulations to show cause or cure within 90 days. The ECD shall do so in writing by certified mail or personal service. If the subject cannot be located, the ECD may then publish two Public Notices in the local newspaper. Failure to respond to such notification within 60 days of receipt of certified mail or within 60 days from the last date of publication shall be regarded as an affirmative response and subject to City procedures. The work may then be performed by the

City, the expense of which will be liened to the property taxes.

5.4 In addition to the remedy of 5.3, the ECD may impose a fine of $100 per day until the violation is cured. Such fines may be liened to the property taxes.

5.5 The ECD, its staff, or its designee may enter the exterior areas of the property to inspect for proper maintenance of the landscaping or exterior of the building during daylight hours without prior notice.

6. Maintenance of Public Improvements

6.1 Lots sold at the frontages of Redstone Hill Road and Middle Street shall have sign easements in favor of the City. Property owners shall properly maintain the landscaping around the sign. Capital repairs are the sole responsibility of the ECD.
(place easements on subdivision map)

6.2 Lots sold with wetlands shall have a wetlands easement where there is a stormwater detention facility. This shall allow the City proper access for inspection, maintenance, or repairs.

IV. PLAN MODIFICATION

This Plan may be modified at any time by the ECD provided that, if modified after the sale or lease of real property in the park, the modification must be consented to by all property owners affected by the proposed modifications. Notification by the ECD concerning plan modifications shall be in writing by certified mail or personal service. If a subject cannot be located, the ECD may then place two Public Notices in the local newspaper, no less than one week apart. Failure to respond to such notification within 60 days shall be regarded as an affirmative response.

One or more property owners may request that the ECD consider modifications to this plan. In such case the requesting parties shall record any such changes on the land records of the City of Bristol.

Property owners for the purposes of this plan are herein defined as the owners of record and not the mortgage or other lien holders.

V. PROTECTIVE COVENANTS: EFFECTIVE PERIOD, ENFORCEMENT AND SEVERABILITY

The provisions of this Plan regarding Land Use Standards, the Land Use Plan, the Building and Site Design Standards, and the Maintenance of Private Improvements are to be construed as covenants running with the land and shall be binding upon all parties and all persons claiming under them.

These covenants shall remain in full force and effect until January 1, 2037, after which time they shall be automatically extended for successive periods of ten (10) years unless an instrument signed by a majority of the then owners of the lots has been recorded in the land records of the City of Bristol, agreeing to change such covenants in whole or in part prior to the anniversary date. No other protective or restrictive covenant may be placed upon the

resale of a property without the express written consent of the ECD.

Enforcement shall be by proceedings at law or in equity against any person or persons violating or attempting to violate any covenant, either to restrain violation or to recover damages.

Invalidation of any one of these covenants by judgment or court order shall in no way affect any of the other provisions, which shall remain in full force and effect.