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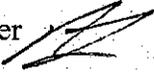
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TOWN AND CITY CLERK  
BRISTOL, CT

**MEMORANDUM**

DATE: March 3, 2020

TO: Mayor Ellen Zoppo-Sassu  
Therese Pac, Town and City Clerk

FROM: Nancy Levesque, PE, City Engineer 

RE: Pine Lake Parking Lot – Birch Street

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The Department of Public Works has been contacted by the Parks Department to design a parking lot to service the Pine Lake Challenge course. The parking lot will be accessed from Birch Street and will provide approximately 8 parking spaces along with an area for bus parking.

Pine Lake Parking Lot construction will require a permit from the Planning Commission. The proposed lot is outside of the wetlands regulated area.

The purpose of the parking lot is to alleviate anticipated parking issues stemming from the Superior Electric remediation project. Funding for the project is in place.

In order to proceed with Planning approval, the Department of Public Works requests the following City Council action:

***Mayor Authorization to sign any and all documents associated with and required by the local regulatory agencies for construction authorization of the Pine Lake Parking Lot located on Birch Street.***

Please feel free to contact the Public Works Department with any questions or concerns at 860-584-6105.

City of Bristol Public Works  
Email: [www.bristolct.gov/publicworks](http://www.bristolct.gov/publicworks)  
860-584-6125 or 860-584-7791

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