

**City of Norwalk
Bike/Walk Commission
Meeting Agenda
December 4th, 2017, 6:00 pm
Health Department, 2nd Floor Library
137 East Avenue, Norwalk CT 06851**

1. 6:00 Public Input
2. 6:10 Approval of November 7th minutes (See attached)
3. 6:15 Committee Reports
 - a. 0:00 Bike Plan – Colin Grotheer
 - b. 0:00 Bike Share – Nancy Rosett
 - c. 0:00 DPW Liaison – Nancy Rosett (See attached)
 - d. 0:00 NCC – Bruce Chimento
 - e. 0:00 Pedestrian Plan – Deborah Lewis
 - f. 0:00 Safety/Outreach – Jud Aley
 - g. 0:00 Strategic Plan – Nancy Rosett
 - h. 0:00 Website – Peter Franz
4. 7:00 Walking Update – Kaitlin
5. 7:05 PlacesForBikes City Snapshot – Nancy Rosett (See attached)
6. 7:15 Intersection of Water Street and the Strofolino Bridge – Bruce Chimento
7. 7:30 Adjournment

Next meeting: January 8, 2018
6:00 – 7:30 pm
Health Department, 2nd Floor Library

Attachment for Item 2

**City of Norwalk
Bike/Walk Commission Meeting
November 6, 2017, 6:00pm
Norwalk Health Department, 2nd Floor Library**

Attendance: Jud Aley, Colin Grotheer, Mike Heslin, Kevin Kane, Nancy Rosett (chair)

Ex Officio Members: Theresa Argondezzi (Acting Director of Health), Steve Kleppin (Director of Planning and Zoning)

Other City Staff: Kaitlin Latham (Health Education Associate, Health Department), Paul Sotnik (Senior Civil Engineer, Department of Public Works)

1. **CALL TO ORDER**

Ms. Rosett called the meeting to order at 6:02pm and a quorum was present.

2. **PUBLIC COMMENT**

No member of the public present.

3. **APPROVAL OF OCTOBER MEETING MINUTES**

Commissioner Kane motioned to accept the October 2, 2017 Bike/Walk Commission minutes as presented. Commissioner Aley seconded. The motion passed with all commissioners in favor.

4. **SUBCOMMITTEE REPORTS**

a. Bike Plan Subcommittee:

Mr. Grotheer is working with the Public Works Department to display the City's bike plan via GIS, incorporating ways to display existing facilities and proposed facilities in a readable way. He will provide access to his Google Map to all commissioners for their input, as the Google Map can overlay on GIS for two-way collaborations.

Ms. Latham will put links to new GIS bike plan maps on the Commission's website.

b. Bike Share Subcommittee:

The City received eight responses to the bike share RFP. Bids were opened last Thursday, and the review committee will score submissions by November 14. The

committee plans to invite top scoring companies for face-to-face interviews.

Mr. Aley shared that Gunnar Waldman is interested in participating in the bike share subcommittee.

c. DPW Liaison Subcommittee:

Ms. Rosett reviewed the October 20 DPW liaison committee meeting minutes.

Mr. Sotnik described catch basin options for West Rocks Road, noting that catch basins with smaller openings cause issues with flooding even though they're more bike friendly. If the public observes that catch basins are improperly installed, let DPW know by calling customer service or using the Click & Request App and they'll inspect the site. There is no acceptable amount of sinkage for catch basins.

d. Norwalk Community College (NCC) Subcommittee:

The proposal for adding 32 parking spaces along Richards Avenue was approved by the Traffic Authority. Subcommittee members will ask NCC for input on limits for parking times.

Mr. Grotheer noted that despite several conversations on the subject, an additional crosswalk on north side of campus was not built into the plan. Mr. Sotnik will talk with DPW about this matter.

e. Safety/Outreach Subcommittee:

No report.

f. Strategic Plan Subcommittee:

Ms. Rosett reviewed the goals from the ordinance that created the Commission. The Commission now follows the fiscal year (July – June) rather than calendar year (January – December), so the proposed goals for this current fiscal year must be accomplished by June 30, 2018.

The Commission agreed to remove goals 5 and 7; to establish the Pedestrian Subcommittee of Ms. Argondezzi, Mr. Kane, and Ms. Latham; and to include the following under goal 6: "6.1: Participate in the annual Public Works open house event".

Commissioner Heslin motioned to accept the Strategic Plan with the aforementioned changes. Commissioner Aley seconded. The motioned passed with all Commissioners in favor.

Mr. Grotheer suggested that Planning and Zoning require bicycle parking for all new developments or redesign projects. Mr. Kleppin asked for data on bicycle parking usage in other cities, and for sample language on this matter.

Mr. Heslin suggested asking for public input on priority areas in pedestrian plan development via Facebook polls, surveys, and page boosts.

g. Website Subcommittee:

Kaitlin will update the Commission's website to include the following: a link to Facebook, GIS maps, documents designed by Peter Franz on Commission accomplishments, and the new strategic plan for FY2017-2018.

5. WALKING UPDATE

Ms. Latham invited the group to join Silvermine NorWALKers on Saturday, November 11, 2017 for a 4 mile walk through the Silvermine Fowler Preserve. Meet at Silvermine School's lower parking lot at 8:00am. She also noted that walk leader participation has dropped off in West Norwalk and East Norwalk, and she is working to recruit leaders for new neighborhoods. A breakfast planning meeting for walk leaders is scheduled for January 5, 2018, 7:30am at the Silvermine Market (breakfast not included).

Ms. Latham discussed innovative projects she learned about at the National Walking Summit in September.

Finally, Ms. Latham asked for the Commission's input on the *Step It Up: Action Institute to Increase Walking and Walkability* Request for Funding Assistance. She will contact absent Commission members for their input, and obtain contact information for WestCOG representatives from Mr. Kleppin.

6. 2018 MEETING SCHEDULE

Ms. Rosett reviewed the proposed meeting schedule for 2018, as follows:

- January 8, 2018
- February 5, 2018
- March 5, 2018
- April 2, 2018
- May 7, 2018
- June 4, 2018
- July 2, 2018
- August 8, 2018
- September 10, 2018
- October 1, 2018
- November 3, 2018
- December 7, 2018

Commissioner Kane motioned to accept the 2018 meeting schedule. Commissioner Heslin seconded. The motion was passed with all Commissioners in favor.

7. DPW LIAISON MEETINGS

Mr. Grotheer and Ms. Rosett agreed to be permanent attendees of DPW Liaison meetings, swapping out the third Commissioner to avoid quorum. Commissioner Heslin motioned to keep the meeting private, and to not invite the public, with the option of making meetings public at any point in the future with agreement amongst Commissioners. Commissioner Grotheer seconded. Commissioners Aley and Kane abstained. The motion passed.

8. EMAIL LINK ON WEBSITE

The Commission's website will list a general Bike/Walk Commission email address that the public can use to provide comments and input. Ms. Rosett and all future chairs will forward any emails to all commission members. Ms. Rosett will send the email address to Ms. Latham to upload to the website.

9. UPDATE ON MAPLE AVENUE

The Department of Public Works and Commission members met with Norwalk Hospital regarding pedestrian crossings on Maple Avenue. Mr. Sotnik reminded attendees that due to the 13% grade on Maple Street, installing a crosswalk at Maple Street and Prospect Avenue would not meet design standards, making it not only dangerous but illegal. Public Works will consider installing a crosswalk up the hill where the grade is less steep and sight lines improve.

Ms. Rosett suggested installing a 3' raised sidewalk refuge in the center of street at the intersection of Maple and Prospect. The refuge might serve the same purpose as a crosswalk, slowing traffic coming down hill, and pedestrians would only have to walk halfway across the road to safety, if they so choose.

10. ADJOURNMENT

The meeting adjourned at 7:46pm.

The next meeting will be held on Monday, December 4, 2017 at 6:00pm in the Norwalk Health Department's 2nd floor library.

Attachment for Item 3c

Norwalk Bike/Walk Commission DPW Liaison Committee
October 20, 2017

Attending: Paul Sotnik, Nancy Rosett, Kaitlin Latham, Colin Grotheer, Jud Aley, Bruce Chimento

The exit from Mathews Park to West Av will have two 10' lanes, a dedicated left turn and a straight/right turn and one 12' entrance lane to address the stacking problem of left-turning vehicles exiting the park.

DPW is putting crosswalks across both Prospect and Fairview at Maple St with shoulder stripes on Maple to Magnolia to slow traffic. They need to get permission for rumble strips from the Traffic Authority. To allow for sufficient shoulder width, some parking spaces on Maple Street will be eliminated.

Parking spaces on Richards Av at NCC have been laid out and the shoulder stripes have been ground out.

The Norwalk Connectivity Masterplan recommended bike boxes along West Av. They might be a good solution at the intersection of Washington and Water.

We would like to see a crosswalk across Wall St. at Knight even if we lose a parking space on Wall. We also like to see traffic coming down the East Wall St hill slowed down. Once Head of Harbor South opens, we expect increased pedestrian traffic in the area.

We may not meet in December since it does not look like we'll have much to talk about.



placesforbikes

City Snapshot
August 24, 2017

Respondent Introduction

Thank you for providing data for the PlacesForBikes City Rating program! The information you provide will be used to understand the progress your city/town is making on improving bicycling infrastructure and encouraging people to ride. These data are a core component in calculating the PlacesForBikes rating for your community.

This form is best completed by a city/town staffer with a detailed knowledge of the city/town's projects and timelines.

For a PDF containing the questions we ask, click here: [<link to the PDF>](#)

If you have any questions or comments, you can reach us at placesforbikes@peopleforbikes.org.

Click on the "Next page" button to begin the survey.

NOTE: Special instructions are located in these blue text boxes throughout this document

++Denotes required questions.

Centerline Miles

++Q1. For the first set of questions, please enter the *number of centerline miles* for each type of bike facility in your city/town during the specified time frames.

Hover your mouse over the ? for definitions of each type of bike facility or click here for a full list of definitions: [<<link to the PDF>>](#)

Note that these categories should sum to the total number of centerline miles for all bike facilities in the network reported in this form (categories are mutually exclusive). Please include all projects by all agencies including universities, state agencies, business districts, and private developers.

*There is no evidence that these type of markings improve safety or increase ridership.

Enter a number between 0 and 100000 in each cell.

NOTE: Often times, regional MPO's or Park Department maintain databases of bike networks. Consider reaching out to an organization like this in your region if you're unsure how best to respond

	Total completed by the end of 2016	Number of new miles completed in 2017	Number of new miles planned for completion in 2018
Protected bike lanes	0	0	0
Buffered bike lanes	0	0	0
Conventional bike lanes	DPW to supply	DPW to supply	DPW to supply
Marked bike boulevards	0	0	0
Streets with traffic calming features and speed limits of 20 MPH or less (not including anything listed above)	0	0	0
Off-street paved trails or paths within city/town limits	NRVT to supply	NRVT to supply	NRVT to supply
Off-street natural surface trails or paths within city/town limits	NRVT to supply	NRVT to supply	NRVT to supply

Shared lane markings (not including anything listed above)*	DPW to supply	DPW to supply	DPW to supply
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Related Projects

++Q3. For the next set of questions, please enter the number of each during the following time frames. If your city/town doesn't have any of the following, enter 0.

Enter a number between 0 and 500000 in each cell.

	Total at the end of 2016	Number new completed in 2017	Number new planned for completion in 2018	Number new planned for completion in 2019-2020 (officially adopted)
Number of bikes in your bike share fleet (enter 0 if you don't have a bike share)	0	0	0	0
Number of bike parking spaces publicly available for use	301	0	40	0
Bike parks (have mountain bike trails, dirt jumps, a pump track, dual slalom, flow/gravity mountain bike trails, and/or slopestyle/freeride trails)	3	0	0	0
Pump tracks	0	0	0	0
Grade separated crossings of multi-use paths (e.g. overpasses/underpasses)	0	0	0	0

Q4. How many bike share rides were taken on your bike share system in the following years?

Enter a number between 0 and 999999999 in each cell.

NOTE: Consider reaching out to the bike share operator in your city/town if you're unsure how best to respond

2016	0
2017	0

Bike Events

Q6. How many people participated in each type of bike event/program in your city/town during the specified time frames? Please provide your best estimate. We are looking for person-bike days so 50 people riding 3 times each is 150.

Enter a number between 0 and 1000000 in each cell.

NOTE: These events do not always have official city participation. Speak to local bike advocates about the best points of contact for these events in your community.

	# of people in 2016	# of people in 2017
Bike-to-work day (or similar program)		
Open streets events		
Kid's education programs in schools		
Kids biking clubs or organizations (outside school)		
Charity rides		
Social rides	1348	1373
Other types of rides		

Safety

Q11. Please enter the number of injuries in your city/town. In many cases, these numbers can be obtained from your state. If these numbers aren't available to you, leave the spaces blank.

Enter a number between 0 and 999999999 in each cell.

	2015	2016
All mode injuries – type A (incapacitating)	5	10
Bicycle Injuries – type A (incapacitating)	1	0
All mode injuries – all types	24	32

Bicycle Injuries – all types	5	5
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Q14. Anything else you would like to share with us about bicycling in your city/town?

While we currently have no bike share bicycles, we are in the process of selecting a vendor from the RFP responses we have received and plan to start a program in the spring of 2018. Since we have not yet selected a vendor, we cannot put a specific number for the number of bike share bikes we plan in 2018.

Of the bike parking spaces in the City, 200 are in parks and the remaining 101 are in city-owned parking garages. The 40 shown planned for 2018 are only for those in the parks. The Parking Authority plans to add more capacity in 2018 but does not yet have any specific figures.

The data on social rides counts participants on Sound Cyclists club rides that were wholly or partially on City streets.

++Shapefile. Please upload a zip file containing the shape files that define your city boundaries. Include the name of your city in the title of the zip file.

Q15. If you would like us to include anyone else at your city/town on updates, please provide names and email addresses in the spaces below.

Conclusion. Thank you once again for providing data for the PlacesForBikes City Rating program!

Once you submit your data, you will not be able to access the form again. If you have any questions or comments, you can reach us at placesforbikes@peopleforbikes.org.

Click on the “Next page” button to submit your data.

Appendix A: Definitions for Q1

Protected bike lanes: Also known as cycle tracks or separated bike lanes, are separated bicycle facilities that run alongside a roadway separated from automobile traffic by a physical barrier, such as parked cars, bollards, a landscaped buffer, or a curb. A separated bike lane is for bicycle use only and is distinct from a sidewalk or off-street trails.



Buffered bike lanes: Are designated by a white stripe, a bicycle symbol, and signage that alerts all road users that a portion of the roadway is for exclusive use by bicyclists. The presence of a striped, horizontal buffer (greater than or equal to 18 inches) provides additional operating space and lateral separation from moving and parked vehicles.



Conventional bike lanes: Are designated by a white stripe, a bicycle symbol, and signage that alerts all road users that a portion of the roadway is for exclusive use by bicyclists.



Marked bike boulevards: Also known as neighborhood greenways are streets with low motorized traffic volumes and speeds that have been designated and modified to function as a through street for bicyclists using signs, pavement markings, and traffic calming measures to discourage through travel for motor vehicles.



Streets with traffic calming features and speed limits of 20 mph or less: Streets with speed limits of 20 mph or less that use physical and visual cues to encourage motorists to drive more slowly. The design of these streets is self-enforcing; the design of the roadway results in slower motorist speeds and comfortable bicycle riding without relying on compliance with traffic control devices such as signals and signs.



Off-street paved trails or paths within city/town limits: Physically separated facilities that can be used by both pedestrians and bicyclists. These paved paths provide off-road connections that can be used for recreation and commuting and are often found along waterways, abandoned or active railroad and utility rights-of-way, limited access highways, or within parks and open space areas.



Off-street natural surface trails or paths within city/town limits: Physically separated facilities that can be used by both pedestrians and bicyclists. These natural surface paths provide off-road connections that are most commonly used for recreation including mountain bike trails. These paths are often found along waterways, abandoned or active railroad and utility rights-of-way, limited access highways, or within parks and open space areas.



Off-street paved trails or paths up to five miles outside city/town limits: Physically separated facilities that can be used by both pedestrians and bicyclists. These paved paths provide off-road connections that can be used for recreation and commuting and are often found along waterways, abandoned or active railroad and utility rights-of-way, limited access highways, or within parks and open space areas.



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Shared lane markings: Sharrow pavement markings used in road segments with no separation between car and bicycle space. There is no evidence that these type of markings improve safety or increase ridership. When used alone without other bikeway treatments they do not contribute to a low stress bicycle network.

