

**CITY OF NORWALK**  
**SPECIAL MEETING OF THE PLANNING COMMISSION**  
**November 1, 2017**

- PRESENT:** Fran DiMeglio, Chair; David Davidson; Brian Baxendale; Tammy Langalis; Nora King; Mike Mushak
- STAFF:** Steve Kleppin; Mike Wrinn
- OTHERS:** Mayor Harry Rilling; Larissa Brown; David Snyder; Bill Thode; Diane Lauricella; Diane CeCe; Nate Sumpter; John Igneri, Jan Schaefer, Nancy Rosett, Tod Bryant and Sabrina Church.

**I. CALL TO ORDER**

- a. Ms. DiMeglio called the meeting to order at 6:30 p.m.

**II. NORWALK AT A GLANCE**

Mayor Rilling opened the meeting document that looked over the past ten years, which was inclusive, looked at the entire city and contained specific timeframes, specific accountabilities and specific responsibilities. The plan should address many themes such as housing and economic development, but should also look closely at themes such as sustainability and energy and perhaps looking at replacing the city fleet with hybrid vehicles.

**III. UPDATE/STATUS OF PLAN**

Mr. Kleppin stated that they would take the Agenda a little out of order in order to allow the Snyder Group to walk the group through the new web site. Mr. Kleppin stated that the outreach through Norwalk Now, was being done in coordination with the Redevelopment Agency and the Parking Authority and that the Citywide Plan was the umbrella document for the other planning efforts being undertaken by the City.

David Snyder and Bill Thode from the Snyder Group walked the group through the new web site, reviewing the different pages and the overall outreach effort and message dissemination.

There was a discussion about the name of the project, whether it should be called the Plan of Conservation and Development (POCD) or Citywide Plan

or Master Plan. Mr. Mushak suggested calling it the Citywide Plan (POCD) so that it would educate the public as to what its formal name.

There was a review of the website including surveys and resources that the public could understand. The website for the POCD is called tomorrow.norwalkct.org. There was an explanation of what the items were on the website, which included tabs to allow people to access information on the website. Information would continue to grow as new data was included. There were also articles about news and events. There was a discussion about the process of who would be the gatekeeper of the material before it gets published. There was also a discussion about the Frequently Asked Questions section of the website, as well as updating some of the pictures on the website. There was a request to add a line on the Email form to ask where the resident lived in Norwalk. There was a discussion about sharing the emails that residents give so it was suggested to have a privacy policy. Also it was suggested to have an opt-out.

There was a discussion about the blog and to encourage people to use the information on the site. There was also a discussion about the next steps for this site after the POCD is completed. Mr. Kleppin said that it would continue to be used for other research projects for planning purposes. There were discussions about signing up from Facebook. Also, some information would be archived as it became older and less relevant. There was a discussion about the home page. There was also a discussion about how people may get to this website when they are looking for the City's website. Mr. Mushak suggested that there be a link to the City's website which was more visible to citizens. There was also discussions about tourism, etc. At this time, Mr. Snyder and Mr. Thode left the meeting.

#### **IV. EXISTING CONDITIONS REPORT**

Larissa Brown showed a slide show from Stantec . She noted that this presentation should be for the millenials because the population is growing but aging. She also noted that most households only have 1-2 people. She discussed the demographics of Norwalk as compared to Fairfield County and the state of Connecticut. She also discussed transportation, industries, municipal services, historicals, etc.

#### **V. NOVEMBER 18TH PUBLIC MEETING**

There was a discussion about using Zillow.com in a booklet to be handed out at the November 18<sup>th</sup> meeting. There was a discussion about how the forum would be structured. The intention was to let the public know about future meetings, what they could participate in, etc. Other materials would be those used during the forum. Larissa Brown explained the agenda. There would be small discussions at which time people could talk to one another about their vision for Norwalk. There was a discussion about what would happen if there were too many people in attendance.

#### **VI. OUTREACH UPDATE**

There was a discussion about how to reach citizens which would not cost the city any money, through press releases or public service announcements and civic organizations. There was a discussion about some items that were missing from the November 18<sup>th</sup> agenda. They were asked to get comments to them by the following week. There were then comments on the flyer about whether there would be confusion as to whether POCD or Master Plan should be used. There was then a discussion about handing out flyers at polling places on Election Day.

#### **VII. PUBLIC COMMENT**

There was no public comment.

#### **VIII. ADJOURNMENT**

The meeting ended at 8:41 p.m.

Respectfully submitted

Diana Palmentiero