

**City of Norwalk  
Bike/Walk Commission  
Meeting Agenda  
January 7<sup>th</sup>, 6:00 pm  
Room 101 at City Hall  
137 East Avenue, Norwalk CT 06851**

1. 6:00 Public Input
2. 6:10 Approval of Minutes
  - a. November 5<sup>th</sup> (See attached)
  - b. December 3<sup>rd</sup> minutes (See attached)
3. 6:15 Chair's Report
4. 6:20 Committee Reports
  - a. Bike Plan – Colin Grotheer
  - b. Events – Mike Heslin
  - c. Bike Share – Nancy Rosett
  - d. Norwalk River Valley Trail (NRVT) – Jim Carter
  - e. Outreach – Jud Aley
  - f. Pedestrian Plan – Deborah Lewis
  - g. Pump Track – Gunnar Waldman, Monika Stokes
  - h. Safety and Education – Christine Bisceglie
  - i. Strategic Plan – Deanna D'Amore (See attached)
  - j. Website – Kaitlin Latham
  - k. Planning and Zoning Liaison – Jud Aley
  - l. Public Works Liaison – Nancy Rosett
  - m. Redevelopment Liaison – Colin Grotheer
5. 6:40 Old Business
  - a. Walking Update – Kaitlin Latham
  - b. DPW Update – Paul Sotnik
6. 6:55 New Business
  - a. Accident Database – Kaitlin Latham
  - b. Artistic Crosswalks – Nancy Rosett (See attached)
  - c. POCD Position Statement – Nancy Rosett (See attached)
7. 7:30 Adjournment

Next meeting: February 4<sup>th</sup>, 2019

6:00 – 7:30 pm

Room 101 at City Hall

**Attachment 2a:**

**CITY OF NORWALK  
BIKE/WALK COMMISSION  
REGULAR MEETING  
NOVEMBER 5, 2018**

**ATTENDANCE:** Nancy Rosett, Chair; Jud Aley; Vincent Scicchitano; Jim Carter; Peter Franz; Deborah Lewis

**OTHERS:** Deanna D'Amore, Director, Health Department; Paul Sotnik, Civil Engineer DPW; Tim Sheehan, Executive Director, Redevelopment Agency; Kaitlin Latham, Health Educator

**CALL TO ORDER**

Ms. Rosett called the meeting to order at 6:04PM.

**1. PUBLIC COMMENT**

There was no public comment this evening.

**2. APPROVAL OF OCTOBER 1ST MINUTES**

On page 1, remove Ms. D'Amore from the attendance.

**\*\* MR. ALEY MOVED TO APPROVE THE MINUTES AS AMENDED.**

**\*\* MS. LEWIS SECONDED THE MOTION.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

**3. CHAIR'S REPORT**

Ms. Rosett reported and said that Mr. Franz will be resigning from the commission due to scheduling conflicts. She said she has spoken with Ms. Bisceglie who has been doing a lot of work for the commission and she will be recommending to the Mayor that she be appointed to fill the vacancy.

Ms. Rosett said that the places for bikes survey will be done again this year and it should be ready for the commission to review at the December meeting. She said that a new question has been added to the survey on the number of publicly

available bike parking spaces and she has contacted the Board of Education to get the number of spaces at the public schools. She said that she will send the commission the locations that she has so far and asked that the commission update the list with any other known locations. Mr. Sheehan suggested that Ms. Rosett also contact Ms. Hebert because that may have been included in the scope of work in the Walker study.

Ms. Rosett said that the commission had received an email from a disgruntle citizen on Pine Hill Avenue after DPW had installed sharrows and shared bike signs and that DPW has removed the sign and Mr. Sotnik has spoken with the resident. She said she has also sent an email back to him thanking him for his input and he had suggested in the future contacting residents prior to sharrows or signs are installed. Ms. Rosett suggested as the commission moves toward with the five-year bike and pedestrian plan that they be posted and a meeting be scheduled for anyone who would like to give their feedback on the plans.

Ms. Rosett said that the walk on Glover and Main Avenue that was done in June was done again on October 16<sup>th</sup> and that 18 people from city government, ConnDOT and politician had attended. She said that Mr. Yeosock has requested that funds be initiated from the CT DOT to make some improvements at the intersection on Main Avenue near the DMV.

Ms. Rosett said that the initial draft of the POCD was discussed at a meeting last Tuesday and all comments are due in on Friday, and the consultants should have the draft plan ready for the public by December. She said that there will be a public meeting held in January which she urged the commission to attend.

#### **4. COMMITTEE REPORTS**

##### **a. Bike Plan**

There was no discussion.

##### **b. Events**

Ms. Rosett said that as part of the strategic plan that there is an event held once a quarter and Mr. Heslin has agreed to be the point person.

##### **c. Bike Share**

Ms. Rosett said that they are still waiting to the Legal Department to send a copy of the contract and she is hoping that the contact will be completed by the December meeting.

##### **d. Norwalk River Valley Trail (NRVT)**

Mr. Carter stated the trail is underway from the Maritime Aquarium to Calf Pasture Beach, and the wayfinding sign has been installed today at the Maritime Aquarium in the location that was agreed upon with Parks and Recreation and the Redevelopment Agency. He said that the pad for the trail at Calf Pasture Beach has been completed and is located in the originally intended location near the café' and flag pole and the wayfinding sign will be installed in the next week. He said that he and Mr. Sotnik had walked the route between the two locations on Friday and have identified locations for sharrows and bike lanes where appropriate and are hoping to have them completed prior to the winter season.

Mr. Carter said that the NRVT is reviving the project of going through Veterans Park and are installing the bike track on the apron and that they are proactively trying to make it more bike and pedestrian friendly connection around Veterans Park.

Mr. Carter said that the trail in the cemetery is the only section that is not hard surfaced and has rutted with all of the rains and will be addressed prior to winter with volunteer efforts.

Mr. Carter provided an update on the missing link and there have been some delays from negotiations with the state on the language of the lease, and they have now reached an agreement that should be formalized shortly and are still anticipating going out to bid over the winter and meet the construction target this spring. He said on the Wil-Walk section which is the section from Grist Mill to Wolfpit Road there is a similar issue with the State on negotiating that lease as well. He said that Wilton is the formal holder of the grant and therefore are the point team for that section of the trail and they have not yet reached an agreement with the state, but he still expects that the agreement will be met and that construction will begin this spring on the section from Grist Mill to Kent Road.

**e. Pedestrian Plan**

Ms. Lewis said that there are a lot of ongoing things and they are working on balancing relationship building and understanding what is going on with near term goal setting. She said that they have put together a planning document and has looked to the Pedestrian Committee members who live in the areas to provide some background, and she has also reached out to members of the Common Council for their input for the goals and assets of their districts, and she has heard back from three and one of them has scheduled a phone call and two have given their ideas of what the strength of their districts are. She said that a short list will be developed for DPW of the unaddressed walking priorities. She said they are also looking at what ordinances pertain to sidewalks as well as crosswalks and those pertain to both DPW and Planning and Zoning, and she had a phone meeting with Ms. Burns of DPW to introduce herself and learn more about the ordinances and found that there are sidewalk ordinances but there is no ordinance for crosswalks. She said that they are also looking at successful cities elsewhere that have made great strides in walking and Hartford has won a silver medal in walk ability and she will be scheduling a meeting with the head of their walking initiative.

Ms. Latham said that there are nursing students will be doing month-long internships at the Health Department and they have created a project for them which will help the Pedestrian Committee. She said that they will be analyzing some of the audit data that we already have and also work on doing more pedestrian audits using the scorecard that was created. She said they have met with the Pedestrian Committee to prioritize some areas where their efforts should be focused and she is hoping to update the committee in December on what they have accomplished so far.

Ms. D'Amore said that she is the staff person for Health, Welfare and Public Safety of the Common Council and they wanted to discuss infrastructure audits at their meetings and with Ms. Latham's help she has been trying to keep them in the loop with the Pedestrian Committee and the Bike Walk Commission and they welcome people to present at their meetings to update them. Mr. Scicchitano asked if there has been any coordination with the Board of Education on the walk ability of bus stops especially on Connecticut Avenue. Ms. Lewis said that is one of the areas that they will be recommending. Mr. Scicchitano suggesting working with the Board of Education on the bus stops for walk ability.

**f. Pump Track**

There was no discussion.

**g. Safety/Outreach**

Mr. Aley stated that he had received an email from Mr. Morgan stating that he is working on the NCC article and that he had reached out to NCC but has not yet received a response.

**h. Strategic Plan**

Ms. D'Amore presented and said they are trying to find a way to summarize the progress of strategic plan and she has created a dashboard. She said with the plan being created only four months ago that six of the activities have already been completed, 11 are ongoing or on target, three are in-progress or started, one is below target and three have not yet been started. She said even though we are not even through half the year there has already been a lot of activity with the strategic plan. She pointed out the activity that is below target which is related to posting new information to the commission's website at least once a month which is the goal that was set. She said that it is being done but that there is not necessarily new information every month and suggested that the category be changed to quarterly. There was discussion ensued and the commission agreed that the goal for updates to the website be changed from monthly to quarterly. Ms. D'Amore said that at the end of the year that measure can be included for the goals which can then be presented to the Common Council.

**i. Website**

Mr. Franz said that he had no update but that he apologizes for leaving the commission but that he will continue to attend when he can. Ms. Rosett said that the commission appreciates the work Mr. Franz has done to date.

**j. Planning and Zoning Liaison**

Mr. Aley said that they are waiting for the Transportation Planner position to be filled. Ms. Rosett said that she is on the interview panel for that position but that they are currently working on filling the Chief of Economic and Community Development first. She said that they are hoping to hold the interviews for the Transportation Planner in November.

**k. Public Works Liaison**

There was no discussion.

**l. Redevelopment Liaison**

There was no discussion.

**5. OLD BUSINESS**

**a. DPW Update**

Mr. Sotnik said that the sharrows have been marked out on Fifth Street and Cove Avenue and will be sent to Safety Markings and are hoping to have them completed by the end of the year.

Mr. Sotnik said that the state had requested that the pavement markings for the shoulder lines and the double yellow line from East Avenue to Fort Point Street, and they have agreed to do it because there was a letter received from them in 2016 stating they had no objection to the city installing sharrows on route 136 providing we went through the permit process with the district. He said that the state had approved the sharrows and they have provided a map with the sharrows going down Van Zant Street and it will be done in the spring.

**b. Intersection of Westport Avenue and Dry Hill**

There was no discussion.

**c. Wall Street Crosswalk**

Mr. Aley said that there has been a request to install a rainbow crosswalk from Knight Street to Wall Street. He said that it would be the first one in the state and asked if the committee could support that. Mr. Scicchitano said that he is in favor of it but that his concern is that it may not be recognized as a crosswalk, and that it will also set a precedent that may not be legal and suggested that the Corporations Counsel's office be contacted for a legal opinion. There was further discussion and it was decided that the commission would provide primarily support upon further investigation by DPW.

Mr. Aley said that he has requested that there be parking spaces installed on East Wall Street this fall. Mr. Sotnik said that Mr. Yeosock and Ms. King asked to wait on that because there may be a grant available for that area. Mr. Aley said that street parking tends to slow traffic down a lot and it does a lot to enhance the walk ability.

**d. Bike Trough Repair**

Mr. Sheehan said that the bike trough repair is a repair that needs to be made and will be made. Mr. Aley asked if there is a timeline. Mr. Sotnik said not yet.

**6. NEW BUSINESS**

**a. Road Safety Audit for Route 1.**

There was no discussion.

**b. LOTCIP Grant Application for Main Avenue.**

There was no discussion.

Mr. Sheehan asked if sharrows are included as part of the improvements for West Washington Street. Mr. Sotnik said he will need to check with Mr. Yeosock. Mr. Sheehan said a question for the commission would be if sharrows are installed where they will lead to.

## **7. ADJOURNMENT**

**\*\* MR. ALEY MOVED TO ADJOURN.**

**\*\* MS. LEWIS SECONDED THE MOTION.**

**\*\* THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 7:15PM.

Respectfully submitted,

Dilene Byrd  
Telesco Secretarial Services

Attachment 2b:

**CITY OF NORWALK  
BIKE/WALK COMMISSION  
REGULAR MEETING  
DECEMBER 3, 2018**

ATTENDANCE: Nancy Rosett, Chair; Jud Aley; Christine Bisceglie

OTHERS: Deanna D'Amore, Director, Health Department; Michael Yeosock,  
Paul Sotnik, Civil Engineer DPW; Tim Sheehan, Executive  
Director, Redevelopment Agency; Kaitlin Latham, Health Educator

**1. PUBLIC COMMENT**

There was no public comment this evening.

**2. APPROVAL OF NOVEMBER 5<sup>TH</sup> MINUTES**

The minutes were tabled due to a lack of a quorum.

**3. CHAIR'S REPORT**

Ms. Rosett welcomed Ms. Bisceglie to the committee and said the committee used to have a safety and outreach committee that has now been broken up and that Mr. Aley will continue to do the outreach, and Ms. Bisceglie will be taking over safety. She said that education has also been added to that because Ms. Bisceglie is certified with the League of American Bicyclists and is a trained instructor. She said if anyone on the committee would be interested in joining those efforts to let her know and she would be happy to put them on the committee.

Ms. Rosett said that the draft Plan of Conservation and Development should be available later this month, and it does contain a lot regarding biking and walking and as soon as it is publicly available, she will let the committee know. She said that there will be a public meeting held in January and said it is very important for everyone on the committee to express themselves on what they would like to see in the plan because it does have a tremendous effect on what Norwalk does in the next 10 years, as well as the effect on the capital budget. She encouraged the committee members to participate by either attending the public meeting, sending something in writing or both.

Ms. Rosett said when she had sent out some emails responding to a citizen regarding signage that was installed, she was reminded that business cannot be conducted outside of a formal meeting that is publicly noticed and where minutes are taken which includes corresponding by e-mail. She said that Mr. Grotheer had suggested training on the Freedom of Information Act and how it affects the commissioners and asked the committee if they would be interested in that training. The commission agreed and suggested holding a separate meeting from the regular committee meeting preferably on an evening during the week. Ms. Rosett said that Mr. Aley had also suggested inviting some of the newly appointed elected officials to a regular commission meeting.

Ms. Rosett said that the city will be hiring a Transportation Planner who will be the primary support person for the commission and that Ms. D'Amore has suggested moving the monthly committee meetings to City Hall rather than at the Health Department, and that room 101 is available the first Monday of the month. It was decided that beginning in January the committee meetings will be held at City Hall in room 101.

a. Bike Plan

Ms. Rosett said that they are forecasting 200 bikes for phase 1 of the bike share program which will hopefully happen in 2019. Mr. Sheehan asked if there will be an ongoing measurement as to how successful the program is. Ms. Rosett said that she would send Mr. Sheehan the RFP. Ms. Bisceglie suggested that the instructions be in both English and Spanish.

b. Events

Ms. Rosett said that she has been speaking with a representative of the River Brook YMCA and they are holding a safety event and asked if the committee would be interested in doing a bike rodeo course. She said that she had told them most likely not because they are already committed to Kiwanis to do a bike rodeo but that Sound Cyclists is going to be doing a bike rodeo course at the event and that if anyone on the committee would like to volunteer, they are welcome to do that.

c. Bike Share

Ms. Rosett said that the contract has gone out to P3GM last week and they have been working on recruiting sponsors.

d. Norwalk River Valley Trail

Mr. Sotnik said that the signs have been installed at Fifth Street and Cove Avenue and the sharrows will be installed in the spring.

e. Outreach

Mr. Aley said that Mr. Morgan has sent out a press release for the work that was done at Norwalk Community College. He also said that The Norwalk Hour had contacted Ms. Rosett last week to talk about crosswalks and that he and Ms. Rosett were on the first page of The Norwalk Hour today regarding crosswalks.

Mr. Aley said that he will begin to put together a presentation for when the elected officials are invited to attend the committee meetings and said that if anyone had any suggestions to send them to him.

f. Pedestrian Plan

Ms. Latham reported and said that the walk in Silvermine has been rescheduled for December 9<sup>th</sup> at 9:00AM. She said that the Pedestrian Committee has broken Norwalk up by Common Council districts and prioritized areas that are in need of pedestrian infrastructure improvements and she presented the outline which was also presented to DPW which include some upcoming projects that DPW will be working on. She said that a broad overview was done on what the committee has been doing in the specific Common Council member's districts which was sent to them to get their feedback and input and that Ms. Lewis will provide an update at next month's meeting. She also said they will be meeting at the Health Department on Thursday at 4:00PM if anyone is interested in attending.

Mr. Yeosock reported that over \$1 million dollars was spent on sidewalks last year, and over \$200,000 was spent on crosswalks. Mr. Aley suggested contacting Mr. Morgan to do a press release with that information. Mr. Sotnik said that they are in the process of having an audit done for street lighting and once that is complete, they will determine what the actual cost will be to switch the street lighting out to LED lights.

g. Pump Track

There was no discussion.

h. Safety and Education

Ms. Bisceglie said the markings are hazardous on Fitch Street @ Strawberry Hill Avenue. Ms. Rosett suggested that Ms. Bisceglie and Mr. Sotnik or Mr. Yeosock meet to discuss any possible options.

Ms. Bisceglie said that the intersection at Stew Leonard's and Dry Hill Road is also hazardous for pedestrians and that there is a residence with of over 25 disabled adults and there is not a crosswalk to get across the street. Mr. Yeosock said that the State has done an audit of the entire Route 1 corridor and that he is still waiting for that report. He said that they have requested funding to install crosswalks at that intersection and they will find out if that funding was approved in mid to late January.

i. Strategic Plan

There was no discussion.

j. Website

There was no discussion.

k. Planning and Zoning Liaison

Mr. Aley said that they are waiting for the Transportation Planner to be hired.

l. Public Works Liaison

Mr. Sotnik reported and said that by 2017 3.87 miles of sharrows had been installed, and in 2018 alone 3.27 miles of sharrows were installed. He said that if sharrows and bike lanes are installed on every road that is in the plan for 2019 the cost would be \$25,000.

m. Redevelopment Liaison

There was no discussion.

## **5. OLD BUSINESS**

a. Walking Update

Ms. Latham provided an update and said that Smart Growth America had released something called Dangerous by Design and she had received an email from them stating they are looking for success stories from cities and towns that have improved pedestrian safety and asked the committee if that is something they would like to submit and if so, who would like to volunteer to help her. It was decided that Richards Avenue should be included as the success story and Ms. Rosett volunteered to work with Ms. Latham on the questioner.

b. DPW Update

Mr. Sotnik said that a work order has been issued for the Clay Streets stairs and that the work has been scheduled for the first week in January.

c. Transportation, Mobility and Parking Update

Mr. Sotnik said that DPW has filed for five local improvement grants and they should see if they will receive the grant by January. Mr. Yeosock said they are also looking for funding to install crosswalks on Main Avenue near the Department of Motor Vehicles, Richards Avenue @ Connecticut Avenue and the complete streets effort on West Rocks Road from Blue Mountain Road to the Merritt Parkway.

## **6. NEW BUSINESS**

a. Places for Bikes

Ms. Rosett said the Places for Bike survey that was done last year will be done again this year, and that she had received an e-mail from Mr. Heslin stating that the committee should plan for protected bike lanes and she suggested they be installed on Martin Luther King Drive.

b. Two nursing students from the UCONN reported on the Pedestrian Audit and said that their target population was mainly pedestrians, but it also affects the people who are operating motor vehicles and they did see a lot of hazardous areas when they had done the audit and that they had done the audit on Connecticut Avenue. They said that when they had looked into the police data report there had been 12 car accidents and that they are very surprised there was not more. They presented their audit and said that the auditing sheets need to be presented to a larger audience and get more community members involved and they created a how to video which they presented and suggested it to be used on social media. They also suggested that The Health Department get a social media intern to manage the social media to keep people informed of what is going on.

## **7. ADJOURNMENT**

- \*\* MR. ALEY MOVED TO ADJOURN.**
- \*\* MR. BISCEGLIE SECONDED THE MOTION.**
- \*\* THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 7:20PM.

Respectfully submitted,

Dilene Byrd  
Telesco Secretarial Services

Attachment 4j:

**NORWALK BIKE WALK ADVISORY COMMISSION STRATEGIC PLAN STATUS UPDATE**

**January 7, 2019 Quarter 2 Update**

Goals, Objectives, Activities/Strategies	Responsibility/Lead	Timeframe	Status	Implementation Notes
<b>Goal 1:</b> Promote Complete Streets programs and facilities for bicycles and pedestrians in the City of Norwalk				
<b>Obj. 1.1</b> Complete east side north/south bike route connections				
1.1.1 Map the connections	Bike Plan Committee	By 10/18	Completed	Map is on the website
1.1.2 Work with Department of Public Works to have bike lanes and sharrows routes implemented	Bike Plan Committee		On Target	CT DOT agreed to lanes and sharrows on Rt 136; Mayor requested working with Darien on routes for NCC students
<b>Obj. 1.2</b> Encourage any Department of Public Works engineers who are involved with street design or traffic attend Complete Streets training				
1.2.1 Find three webinars or articles about Complete Streets to share with Department of Public Works engineers and Economic & Community Development staff	Department of Public Works Liaison, Safety/Outreach Committee	Ongoing	On Target	Work already being done as part of ongoing professional development for DPW staff; additional webinars and articles being shared
<b>Obj. 1.3</b> Continue working to bring a bike share program to Norwalk				
1.3.1 Support the City's effort to roll out a program by the spring of 2019	Bike/Walk Commission Chair	Ongoing	On Target	Contract currently in review by Law Department
<b>Goal 2:</b> Review, promote, and update the City of Norwalk's Master Bicycle Plan				
<b>Obj. 2.1</b> Add providing sheltered bicycle parking and/or a secure location at City-owned facilities				
2.1.1 Develop inventory of existing bicycle parking in the City	Bike/Walk Commission Chair	By 8/18	Completed	DPW & Commission found all city racks; 13/16 have signage indicating availability
2.1.2 Identify sites needing bicycle parking at City-owned facilities	Bike/Walk Commission Chair	By 8/18	Not Started	
2.1.3 Work with the City to add the sites identified in 3.2.2	Bike/Walk Commission Chair	By 8/18	Not Started	

<b>Obj. 2.2</b> Update the map of existing and planned bicycle facilities in the City				
<b>2.2.1</b> As bicycle facilities are added, add them to the map	Senior Civil Engineer, GIS Analyst, Bike Plan Committee	Ongoing	On Target	
<b>Goal 3:</b> Review, promote, and update the City of Norwalk's Pedestrian Plan				
<b>Obj. 3.1</b> Develop scorecards for measuring the conditions for walking/running in Norwalk				
<b>3.1.1</b> Develop the scorecard	Pedestrian Committee	By 7/18	Completed	Pedestrian audit tool completed
<b>3.1.2</b> Field test the scorecard with groups of citizens	Pedestrian Committee	By 7/18	On Target	Approximately 40 people so far
<b>Goals, Objectives, Activities/Strategies</b>	<b>Responsibility/Lead</b>	<b>Timeframe</b>	<b>Status</b>	<b>Implementation Notes</b>
<b>Obj. 3.2</b> Develop a short list of priority pedestrian trouble spots or connectivity opportunities in Norwalk (e.g., crosswalks and sidewalks)				
<b>3.2.1</b> Review assessment data (e.g. scorecard results, police reports, NorWALKer reports, etc.) to identify potential priorities	Pedestrian Committee	By 11/18	On Target	Assessing Council District priorities
<b>3.2.2</b> Provide recommendations on priorities	Pedestrian Committee	By 11/18	Completed	
<b>Obj. 3.3</b> Work with the Department of Public Works to implement improvements from 3.2				
<b>3.3.1</b> Include priority improvements as capital budget requests	All Commissioners	By 12/18	In Progress	Seeking state grants for 3/5 priorities
<b>Goal 4:</b> Review and provide advice in the implementation of the transportation component of the Plan of Conservation and Development (POCD)				
<b>Obj. 4.1</b> Participate in the final meetings for the POCD				
<b>4.1.1</b> Chair will attend all POCD Oversight Committee Meetings	Bike/Walk Commission Chair	By 12/18	On Target	
<b>4.1.2</b> At least three Commissioners will attend the citywide forum on the draft POCD	Bike/Walk Commission Chair	By 12/18	Not Started	2 POCD public hearings in January
<b>Obj. 4.2</b> Advocate for the inclusion of biking and walking initiatives in the POCD				
<b>4.2.1</b> Communicate support during meetings and/or provide feedback in writing	All Commissioners	By 12/18	On Target	
<b>Goal 5:</b> Review and provide advice on transportation and other projects having an impact on walking and biking in the City of Norwalk from the earliest stage possible				
<b>Obj. 5.1</b> Appoint liasons to City Departments				

Bike Walk Strategic Plan Progress Q2 Jan 2018.xlsx

<p><b>5.1.1</b> Appoint a liaison to Planning &amp; Zoning to keep advised of current development projects</p>	<p>Bike/Walk Commission Chair</p>	<p>By 7/18</p>	<p>Completed</p>	<p>Jud Aley; discussed with Steve setting up regular meetings</p>
<p><b>5.1.2</b> Appoint a liaison to the Redevelopment Agency to keep advised of current or future studies</p>	<p>Bike/Walk Commission Chair</p>	<p>By 7/18</p>	<p>Completed</p>	<p>Colin Grotheer; met with Tim to discuss Redevelopment role, plans, and projects</p>
<p><b>5.1.3</b> Appoint a liaison to the Department of Public Works to keep advised of current or future studies</p>	<p>Bike/Walk Commission Chair</p>	<p>By 7/18</p>	<p>Completed</p>	<p>Nancy Rosett</p>

Goals, Objectives, Activities/Strategies	Responsibility/Lead	Timeframe	Status	Implementation Notes
<b>Goal 6:</b> Coordinate and promote public awareness campaigns, education, and events related to bicycle and pedestrian issues				
<b>Obj. 6.1</b> Participate in four community outreach events				
<b>6.1.1</b> Participate in at least one community outreach event per quarter	Safety/Outreach Committee Chair, DPW Open House Committee Chair	Ongoing	On Target	8/7 Police Night Out; 9/29 Open House
<b>Obj. 6.2</b> Continue to update the Commission's website and social media with relevant content				
<b>6.2.1</b> Post new information to the Commission's website at least once a quarter	Website Committee Chair, Health Education Associate	Ongoing	On Target	
<b>6.2.2</b> Post to social media at least once a week	Website Committee Chair, Health Education Associate	Ongoing	On Target	
<b>Obj. 6.3</b> Send a minimum of four news releases to the media				
<b>6.3.1</b> Work with the City's Communications Manager/Grants Coordinator to send a minimum of four news releases to the media	Safety/Outreach Committee Chair	Ongoing	On Target	Article on pedestrian audit in Hour; Richards Ave/NCC feature; article on crosswalks in Dec
<b>Goal 7:</b> Research funding opportunities to support the mission of the Commission				
<b>Obj. 7.1</b> Apply for a minimum of two grants				
<b>7.1.1</b> Work with the City's Communications Manager/Grants Coordinator to apply for a minimum of two grants	Safety/Outreach Committee Chair	By 6/19	In Progress	Chair met with Josh to discuss this; haven't applied for a grant yet



**CITY OF NORWALK  
PARKING AUTHORITY  
ARTISTIC CROSSWALKS  
Tuesday, November 13, 2018**

**NOTES**

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**ATTENDANCE:**

Kathryn Hebert, Director of Transportation, Mobility & Parking; Michael Yeosock; Assistant Director Transportation, Mobility, Parking; Monique Cipriano, Secretary; Tami Strauss, Director Community Development, Redevelopment Agency; Steve Kleppin, Director, P&Z; Diane Jellerette; Historical Society; Brad Craighead, Norwalk Green

Ms. Hebert called the meeting to order at 4:10p.m. She welcomed everyone and explained why they are meeting. She said the tactical urbanism is an important part of the community and that this is part of the POCD and it could include this, benches, sculptures, plantings, all in effort to engage people in the community, more walkability, more mobility and more activity. She said they are going to talk about specific standards and requirements.

Ms. Strauss said that the Human Relations and Fair Rent office are not in favor of the cement brick paver sidewalks, SoNo area, because in inclement weather the sidewalks are icy or the pavers come loose it is hard to get a wheel chair across them. She said even if you seal the crosswalk it doesn't stay for long and if a paver comes loose they become very rumbly for wheel chairs and others with mobility issues to get across them.

Ms. Hebert said that this wouldn't be a brick paver.

Ms. Strauss said we will have to determine a specific geography for any artistic type of crosswalk request. Ms. Hebert said they would have to determine where they would allow the artistic crosswalks. She discussed application examples from other cities. She will send out the examples again and asks that the committee review and provide input and comments to start to create an application and process for an artistic crosswalk program in Norwalk.

Mr. Craighead said will need to consider life expectancy of the crosswalks. He said Casey from Troupe 429, mentioned that some of the rainbow crosswalks that were painted in Philadelphia are already decaying.

The Committee began to discuss the life expectancy and maintenance of the crosswalks. They talked about the funding of the maintenance and who would be responsible for such. Ms. Hebert and Ms. Jellerette talked about the traffic graphic program application and process. In this program it is the artist's responsibility to maintain the traffic graphic boxes.

Ms. Hebert said that regarding current request from Troupe 429 to paint a rainbow crosswalk, the color-coded process is much more expensive because it is labor intensive. She said the machine that is used has to be cleaned each time a different color is used.

Mr. Kleppin asked if they could look at grants for funding. Ms. Hebert said it is a possibility and if there are any it may be under DECD from the State. Ms. Strauss said that AARP had a really cool small arts grant.

Mr. Kleppin said it could possibly to have the developer of the Head of the Harbor North project provide sponsorship funding.

Ms. Hebert explained that this type of program be established with match funding and require the applicant to have financial buy in. This is similar to other nationwide programs. She said it would be a 50% match. She said that the cost to create this type of crosswalk is between \$12,000 and \$15,000. On the city side, could request funding in the capital budget to provide the matchfunds.

The Committee talked about it being expensive for the applicant to fund this artistic endeavor even with the match. Sponsorships and fundraising on the applicant's part were discussed as possible funding alternatives. The Committee discussed design and public approval processes. They talked about not having advertising related crosswalks. The Committee decided that there needs to be standards on design.

Mr. Craighead asked if the basic idea is to have the public pay for 50% of the crosswalk if it is a non-standard crosswalk is that what they do.

Ms. Hebert said that it was suggested to create a go fund me page to pay for the crosswalks. She said that most of the Cities are not paying anything but the City of Norwalk is saying to incentivize this program, she suggests budgeting some public funds.

Mr. Yeosock gave an example from Austin where the whole neighborhood decides.

Ms. Strauss asked if the applicant would have to show evidence that they have public support or does the City let the property owners know that this application has been presented to the City.

Mr. Kleppin said what if eight (8) property owners thinks it's great but one (1) property owner doesn't.

Ms. Hebert said that is why you have a public approval process. She said they are going to need a public hearing for this as well as an outreach process.

Mr. Kleppin asked who would be the governing body for that. Ms. Hebert said that is what they would have to figure out. She said that it would be a joint effort between the Redevelopment Agency and Transportation/Engineering. Mr. Yeosock said that any crosswalk has to be approved by the Traffic Authority.

Ms. Strauss said that initially the applicant needs to show some type of support, although it would still need to go through public process, but in order to even consider the application and for them to put all the work and energy into it the applicant must show initial support.

Mr. Yeosock responded yes, they have done this in the past with speed bumps. He said it is a similar process and 60% of the neighborhood needs to be in agreement. Mr. Kleppin said that makes sense to include representation from the Bike Walk Commission and the Planning Commission.

Ms. Hebert said that the applicant would also need an encroachment permit because that would be their insurance and the permit would cover closing the street.

Ms. Strauss suggested this concept start in the Wall Street, West Avenue which is in the Redevelopment Area geography.

Ms. Strauss asked if there was a crosswalk in front of Troop 429. Ms. Hebert said no but it was approved to put one in.

The Committee talked about identifying the number of crosswalks that should be done. They discussed possibly committing to two (2) a year. Ms. Strauss said she thinks it would be a good idea in the Wall Street/West Avenue area to begin with and not include South Norwalk at this time. She said that there is so much construction going on in South Norwalk right now that it wouldn't be a good time.

Ms. Hebert reiterated the geography discussed thus far which includes Wall Street, West Avenue, Main Street, and the Redevelopment Area by the Hospital. Mr. Yeosock said that they should stay off of State roads and only consider local roads. Ms. Hebert said from an engineering standpoint they have to make sure that the crosswalks are necessary and approved; safe, standards are met. Ms. Strauss asked Mr. Yeosock for a quick number of possible crosswalks. Mr. Yeosock responded about 10 to 12. He suggested Maple Street and possibly Union Park as possible locations. He said that there are a couple of reasons that the rainbow crosswalk would be more expensive than the others due to the width of the street, longer streets and may be harder to find someone to do the pattern.

Ms. Hebert said just to paint a regular crosswalk that is ADA compliance is about \$700.00. She said with this project including their standards, the price could easily be bumped up to \$12,000.00.

Mr. Kleppin asked if there was anything in the material that could be tied back to an economic return. Ms. Hebert said that is the whole idea because it is an economic development initiative to increase activity.

Ms. Strauss asked if the crosswalk on Wall Street in front of Troop 429 is that permitted as a pilot or are they going to wait until they have the process completed. Ms. Hebert said they are going to wait because they need this process completed.

Ms. Strauss said that this project is completely consistent with the Redevelopment Plan as it is, this is not new for the Redevelopment Plan. She said that she wants to address crosswalks specifically. She said the Redevelopment Plan comes out tomorrow.

The Committee talked about the length and width of crosswalks. They talked about putting in diagonal parking on Wall Street which would allow for more cars to park and possibly have more people walking around. The Committee continued with geography. Mr. Kleppin said that West Avenue needs some identity.

Mr. Yeosock said West Avenue has the brick pavers on the crosswalks already. Ms. Strauss said that artistic crosswalks are part of the Redevelopment area plan.

Ms. Strauss said she would like to look at a map or a list of the potential crosswalks and maybe prioritize them. She said that they should look at the ones that are realistic and decide what could be done on a short-term basis and long term as well.

Mr. Kleppin said if this is going to be any kind of ordinance or anything such as if someone were to do roadwork after one of these are they going to be responsible for fixing the crosswalk if its damaged. Mr. Yeosock said they could ask for a two (2) year maintenance bond.

Mr. Craighead said it would be helpful to know what the process was in other cities in terms of grassroots support or not. Ms. Hebert said that the onus should be on the applicant to do that. Ms. Strauss said they still have to hold a public hearing and what is their role in doing so, would they send out notices to the abutting property owner. Ms. Hebert responded that they do what they normally do. She said that would be after someone applies by filling out the application, has all of the backup documentation and then they can proceed the way they normally proceed.

Ms. Hebert recapped the meeting and next steps. She stated the next steps are to look at application, come up with new ideas for City of Norwalk's application. Mr. Kleppin asked if anyone spoke with any vendors in this area about installing the rainbow crosswalk. Mr. Yeosock said they spoke with a firm in New Haven that did one on Washington Street.

There was no further business and the meeting was unanimously adjourned at 5:00 p.m.

Respectfully submitted,

Monique Cipriano  
Executive Assistant Public  
Works Department



# Artistic Crosswalks Application

## Artistic Crosswalks

Denver Public Works Transportation & Mobility permits community organizations to install artistic crosswalks to promote neighborhood identity and placemaking by following the guidelines and conditions below.

## Design Guidelines

- Crosswalks must contain two white transverse lines with reflectivity to be compliant with minimum crosswalk standards. Artwork must be contained within the two transverse (horizontal) lines. **Note:** If installing at a location where a continental crosswalk already exists, stripping must first be removed and converted to a transverse crosswalk.
- Painting between the solid white vertical lines in a continental crosswalk is not allowed per federal guidelines.
- Artwork shall not contain white, yellow, or red in a way which could be confused as traffic control devices.
- No logos, text, or advertising.
- No octagons or triangles, or shapes that could be confused with a traffic control device.

## Location Requirements

- Must be at a location where there is already a marked crosswalk and traffic is required to stop because of a stop sign or traffic signal.
- Approved on local or collector streets where speeds do not exceed 30 mph. Arterial streets will be considered at the discretion of the City Traffic Engineer.
- If pavement is in poor condition, materials will not bond; pavement must be in satisfactory condition in order to receive approval.

## Materials & Installation

- Applicant must be a local maintenance district, business improvement district, RMO, or other community based entity which agrees to install, maintain, and provide any necessary traffic control during installation. A street occupancy permit is required for install.
- Street-Grade Paint must provide a non-slip surface for pedestrians and be non-reflective.
- Materials used must be approved by Public Works Transportation & Mobility.
- A traffic control plan and street occupancy permit must be issued every time the artistic crosswalk requires maintenance.

## Project Information

Proposed Location: \_\_\_\_\_

Anticipated Installation Date: \_\_\_\_\_

## Contact Information

Applicant Information (best contact)

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## Entity Information

Name or Organization: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

## How to Install an Artistic Crosswalk

### STEP 1 COMPLETE THIS APPLICATION FOR DESIGN & LOCATION APPROVAL

Send completed pages of both sides of this document and required attachments to [communitystreets@denvergov.org](mailto:communitystreets@denvergov.org). Staff will evaluate the approval of location and design within fourteen days. **Indemnity Agreement on back of page must be signed for staff to review.**

### STEP 2 SUBMIT STREET OCCUPANCY APPLICATION FOR INSTALLATION APPROVAL

After receiving approval for the design and location for the artistic crosswalk, the applicant should fill out a [Street Occupancy Application Packet](#). This permits the closure of the street during the installation.

Prior to submitting a Street Occupancy Application Packet, the following items are needed:

- Traffic Control Plan
- Certificate of Liability Insurance

### STEP 3 FINAL APPROVAL

The Street Occupancy Permit will be reviewed within thirty days of submittal. Installation may occur within the approved date, time, and location on the permit.



Transportation & Mobility  
201 W. Colfax Ave, Dept 5408  
Denver, CO 80202

[denvergov.org/communitystreets](http://denvergov.org/communitystreets)  
[communitystreets@denvergov.org](mailto:communitystreets@denvergov.org)  
720.865.2869

**Attachment 6c:**

Bike/Walk Commission Statement on the draft Plan of Conservation and Development (POCD)

The Commission applauds the efforts of all those who contributed to this draft. We are very pleased to see the emphasis on improving biking and walking in Norwalk over the next ten years

We do, however, have some suggestions.

Commit to adopting Complete Streets in the priorities in the Executive Summary. While there are references to enhanced transportation and connectivity, exploring innovative ways to improve transit service and expanding pedestrian and bike networks in the Executive Summary, the City should embrace all aspects of complete streets. Repeat the commitment to adopting Complete Streets in Section IV Goals & Policies (currently on page 4). Strengthen the commitment to Complete Streets in strategies in Section IV (currently page 16 of that section) to include the Common Council passing a Complete Streets ordinance to show the entire city's commitment to Complete Streets principles. And, in addition to the Complete Streets Elements in Figure 10.3, define Complete Streets.

There should be an effort to educate the public about safe biking and walking. The Commission would be happy to work cooperatively with other agencies such as the Health Department, Recreation & Parks, the Police Department and the Board of Education in this effort.

Commit to sponsoring walking and biking activities such as periodically closing a street to motorized traffic so bicyclists and pedestrians can enjoy them. These events could be cosponsored by many City agencies such as the Bike/Walk Commission, Board of Education, Health Department, Police, Recreation & Parks, Arts Commission, Historical Commission, etc.