

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

To allow public access, anyone may access a meeting by telephone, Zoom, and/or the City of Norwalk YouTube channel. Specific instructions and links can be found at <http://www.norwalkct.org/meetings>.

1. 6:00 Public Input
2. 6:10 Approval of November 2<sup>nd</sup> minutes (See attached)
3. 6:15 Chair's Report (See attached)
4. 6:30 Standing Reports
  - a. Transportation Planner Update – Greg Pacelli
  - b. Bike Plan – Jud Aley
  - c. Events – Barbara McCabe
  - d. Norwalk River Valley Trail (NRVT) – Jim Carter
  - e. Pedestrian Plan – Audrey Cozzarin
  - f. Safety and Education – Christine Bisceglie
  - g. Social Media – Tanner Thompson
  - h. Strategic Plan – Deanna D'Amore
  - i. Walking Update – Deanna D'Amore
5. 7:00 Old Business
  - a. FOIA and Commission Communications – Tanner Thompson
  - b. Zoning Requirements for Parking Spaces – Tanner Thompson
6. 7:20 New Business
  - a. AARP Community Challenge Grant – Audrey Cozzarin (See attached)
7. 7:30 Adjournment

Next meeting: January 4<sup>th</sup>  
6:00 – 7:30 pm  
Room 101 at Norwalk City Hall or Zoom

**Attachment 2:**

**CITY OF NORWALK  
BIKE/WALK COMMISSION  
NOVEMBER 2, 2020**

**ATTENDANCE:** Nancy Rosett, Chair; Barbara McCabe; Jud Aley; Christine Bisceglie; Colin Grotheer; Tanner Thompson; Sam Ebert

**OTHERS:** Greg Pacelli, Transportation Planner; Mike Yeosock, Assistant Director of Transportation, Mobility and Parking; Theresa Argondezzi Health Educator; Jim Carter, NRVF; Gary Washinsky; Audrey Cozzarin; Matthew Weglian

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**CALL TO ORDER**

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

**1. PUBLIC INPUT**

Mr. Thompson said over the last couple of weeks he has been working on getting a shed as his condo complex so that he can store his bicycles and has run into zoning issues. In particular he lives in a condo complex of 13 units and there is a small parking lot and each unit is assigned one or two parking spots and his unit has two but they only have one car so he had proposed to put a shed in the other parking spot and the HOA was okay with it, but when he took it to zoning to apply for the permit they had said because of parking minimums a shed could not be put in a parking spot. He said he would like to formally complain that zoning should be more flexible especially for people to live and get around in a way they choose to and in some cases that is the only way that is financially feasible.

Ms. Rosett asked Mr. Pacelli if this is something he would be able to look into. Mr. Pacelli said that is not his area of expertise but suggested that an email be sent to Mr. Kleppin and copy him on it and he will make Mr. Kleppin aware of the issue. Ms. Rosett said that she will send the email and copy Mr. Thompson and Mr. Pacelli. She asked Mr. Thompson if he is permitted to install the shed if that when he moves out he would disassemble it and have it removed. Mr. Thompson said ‘yes’ unless the new occupant would to purchase it.

Mr. Weglian said is interested in learning more about the Bike/Walk Commission and perhaps help out as needed. Mr. Weglian introduced himself and said he and his family have been in Norwalk for a long time and he usually rides his bike 15-20 miles a day when the weather is nice.

## **2. APPROVAL OF OCTOBER 5, 2020 MINUTES**

On page 2, Item 4d, change “8 feet” to “10 feet”

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

**\*\* MR. EBERT SECONDED THE MOTION.**

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

## **3. CHAIR’S REPORT**

Ms. Rosett reported and said there are two links for job postings and that one is for the Director of Transportation, Mobility and Parking and the other for the Assistant Director of Transportation, Mobility and Parking. She said Ms. Hebert has retired so that position is vacant and Mr. Yeosock is planning to move back to DPW because they have lost a number of senior engineers so his position will also be vacant.

Ms. Rosett encouraged the members of the committee who have not read the ordinance that created the committee to read it and that it is similar to the Strategic Plan because the seven goals in the Strategic Plan are taken directly from the ordinance. She said one of the things we are supposed to be doing is to report to the Common Council annually, and in the past she has reported to the Health and Public Safety because for the basis of her report uses the review the committee does at the end of the fiscal year of the Strategic Plan but due to Covid-19 was delayed, but she did report to them two weeks ago and presented what the committee had accomplished in the previous fiscal year and also provided them with a copy of the Strategic Plan for this fiscal year.

Ms. Rosett said they have finally gotten the safety card that the committee has been working on for several months and she has delivered 300 of them to the library and they will include the card in the bag of books for the curbside pickups. She also delivered 40 to Ms. Oster to use in her pre-school programs.

Ms. Rosett said thanks to Ms. Bisceglie’s contact with Ms. Oster she took 40 copies for her pre-school program. She had said that in August she puts together a bag for the kids who will be starting kindergarten and offered to include the cards in the bags next year and would also have the cards printed.

Ms. Rosett said thanks to Ms. Bisceglie one of her students has translated the safety cards into Spanish and Ms. Oster requested 30 of cards. She asked the committee how many cards should be ordered and if there are any other avenues that they think the cards should be distributed. Ms. Bisceglie suggested the Norwalk Housing Authority and the Carver Center. Ms. Cozzerin suggested Norwalk ACTS because they hold a lot of events where the cards can be distributed.

Ms. Rosett introduced Ms. Cozzerin and said she is the new co-chair of the Pedestrian Committee and she has been working hard on a grant that is due next week and we are very happy to have her on board.

Ms. Rosett said the Commission has purchased some crosswalk, bike rack and bicycle repair station signs and will now need to determine where they should be installed and asked if anyone on the committee would be interested in help out with that. Mr. Washinsky, Mr. Ebert and Mr. Grotheer volunteered to help.

#### **4. STANDING REPORTS**

a.                   Transportation Planner Update

Mr. Pacelli reported and said the connectivity grant is still in the process of being reviewed by the state, but as previously discussed the funds for the grant have already been allocated.

Ms. Pacelli reported and said the Highland Avenue Safe Routes to School project is still in the final design phase and is progressing and the funds are still allocated for the project.

Mr. Pacelli said the Bike Plan Committee met last month regarding Seaview Avenue and it was very informative and there were good discussions and they updated the design for traffic calming to include pedestrian and bike facilities. He said they are progressing the project as fast as they can and the improvements will cover to First Street including the two intersections and will accommodate sidewalks at both of the intersections. He said they are also putting together an outreach plan for the adjacent property owners for their feedback, and have also met with Mr. Kleppin regarding the East Norwalk TOD Plan and the promenade plan for Seaview Avenue which will run from Fort Point Street to Osborne Avenue but then comes to a halt so the plan is to connect the two projects so the entire length of Seaview Avenue has updated facilities for pedestrians and traffic calming measures.

Mr. Grotheer asked if there is any progress in terms of the final design for Highland Avenue. Mr. Pacelli said it is currently with the drafter at DPW but he can put together an outline of the project to present to the committee.

b.                   Bike Plan

Mr. Aley said this was discussed under Mr. Pacelli's report but that the last few meetings have been to discuss Seaview Avenue and over the winter he hopes to meet with Mr. Grotheer, Mr. Ebert, Mr. Thompson and Mr. Washinsky to map out some bike routes in relation to the paving schedule.

Ms. Rosett reminded the committee that the Strategic Plan looks at where more bicycle parking is needed around the city.

c.                   Events

There was no report given.

Ms. Rosett said that she has ordered 700 of the safety cards and once she has distributed to the organizations, she will leave the rest at the Health Department so that they can be distributed once events can be held again.

d.                   NRVT

Mr. Carter reported and said the bid is out for the Missing Link is out and the bids are due back later this month.

Mr. Carter said that WilWalk is coordinated through the town of Wilton and all of the formal and administrative check points have been met and are now working on the bid document preparation.

Mr. Carter said as part of the ribbon cutting for the Missing Link there will be a lot of attention drawn to the opening of the trail so it is important that the trail is updated so they are working on a number of projects so that the trail is in the best possible shape when the Missing Link opens. He said there are three particular locations that are a concern and that the first one is on the road section of the trail from Calf Pasture Beach to the Maritime Aquarium and that the Gardella project at Calf Pasture Beach has been holding up activity so capital projects are still on hold but since bikers will be directed to the park an interim, near term and midterm solution for the bike traffic needs to be established for entering the park. He said he has some thoughts on how that can be managed and should be applied that he has discussed with Ms. Rosett and have been presented to Recreation and Parks.

Mr. Carter said the crosswalk going northbound at the rotary on Gregory Blvd at Ludlow Park is problematic so a safer solution needs to be worked on so he has had preliminary discussions with Mr. Yeosock and to see what the options are.

Mr. Carter said the NRVV is interested in joining with the Bike Plan Committee to contribute what they can regarding Seaview Avenue from Cove Avenue to Fort Point Street and what the best interim solution for the summer to help ensure a safe passage of the congested area.

e. Pedestrian Committee

Ms. Cozzarin reported and said she is currently working on a grant application from America Walks of \$1500 and she thanked Ms. Bisceglie for her input. She said this grant seeks to bring together the underserved community to increase physical activity and active transportation to cross engage people and organizations that are newer to the efforts of walking, moving and walkability to demonstrate culture of anti-racism and inclusive health and design to support and cultivate active and engaged communities. She said they had come up with an idea at Oak Hills Park as a project site which has a level walking path which is included in the NorWALKer program and according to the master plan for Oak Hills Park will include a pollinator friendly meadow. She said the funds from the grant will be used to establish a meadow and to keep invasive plants from seeding, and this spring is the time to start establishing a pollinator friendly meadow. She said some of the funds will also be used for transportation for those who do not have access to transportation to go walking in nature. She said the grant is due on November 9, 2020 and there is also another exciting grant possibility through AARP which is called livable communities initiative and in 2020 have given on \$2.45 million dollars in grants to communities and there is a range of different ideas for projects and that one of them for us is to deliver a range of transportation and mobility options by increasing connectivity, walkability, bikeability, wayfinding and access to a wider range of transportation choices. She suggested the NRVV as a good possibility and she would like to meet with them to see what needs are needed.

Ms. Cozzarin said in addition to the grants the pedestrian committee also received the results from the walking survey and have received over 400 responses and the two big areas of concern for people in our community were sidewalks and traffic calming. Ms. Rosett said that she will attach the results of the survey to the December agenda.

Ms. Cozzarin said that there is currently a petition through the ENNA regarding the TOD in particular a warehouse distribution center where they are projecting 198 trucks per day and people are concerned about walkability and bikeability in that area. She said to date over 700 people have signed the petition.

Mr. Carter asked if the warehouse project is part of the TOD because he supports the TOD but finds the warehouse as a conflict of the principles that the TOD speaks towards. Ms. Rosett said she does not think the proposed warehouse is part of the TOD due to the distance from the East Norwalk Railroad Station. Mr. Grotheer said unfortunately the property has a bad zoning remnant so regardless of the TOD it is an approved use for the site and he agrees with the people that are upset because it is not a good use for the property, but it is what is permitted and no one has changed that but he also does not think it is part of the TOD. Ms. Rosett said she will contact Mr. Kleppin to confirm.

Ms. Cozzarin said that for the grant two contact people are needed and one is needed for digital media documentation and the other for social media promotion. Ms. Rosett said in the past we have partnered with the city and leveraged its existing social media as well as The Health Department and Recreation and Parks in addition to the committees own social media.

f. Safety and Education

Ms. Bisceglie asked for an update on the American League of Bicyclists becoming a member and also the status of applying for the Bike Friendly American City. Mr. Pacelli said after going through the application they have decided to wait until the complete street policy and vision zero has been implemented because without those it would put us in a lower ranking. He said they are in the process of putting together the completed streets policy and bringing it to the Common Council for approval.

Ms. Bisceglie pointed out that the paving has been completed on Westport Avenue but at the intersection of Strawberry Hill and Westport Avenue has become dangerous for a cyclist because the traffic pattern has been changed. Ms. Rosett said prior to the paving there were sharrows on Strawberry Hill Avenue. Ms. Bisceglie said they are not right in the intersection and are back before the intersection and it is a very busy intersection. Mr. Rosett asked Mr. Pacelli if this is something he can look into. Mr. Pacelli said “yes” and he will report back. Mr. Weglian said there is the same problem on Route 1 in Darien.

g. Social Media

Mr. Thompson reported and said that he is pleased to report that engagement is up and said if anyone on the committee has content that they would like to share to send it to him. He thanked the Norwalk Health Department for sharing the post regarding the walking survey. He said the number of people reached this month was 200% more than last month and the engagement is 125% more than last month.

Mr. Thompson provided an update on the website and said the link to the American League of Bicyclists has been done as well as a link to the commissions zoom meetings.

Mr. Thompson said due to the Freedom of Information Act we are not able email a quorum of the commission because it consists a meeting unless certain formalities are met. He said he has been engaging with the city’s legal department and there is no way around that without changing the Connecticut State Law and he has left a message at Senator Duff’s office.

Mr. Thompson said that he and Mr. Ebert will meet to discuss the budget for Facebook ads and if anyone on the committee has not already liked the Facebook page to do so and share it.

Mr. Thompson suggested that a larger conversation be held regarding zoning and a way to make it easier for people to bike and walk and around parking minimums. Mr. Aley said that has come up in the past at the Parking Authority meeting and he has had conversations with Mr. Kleppin about it. Mr. Thompson said the he will have a discussion with Mr. Aley and Mr. Grotheer and will report back to the commission on what they have shared.

h. Strategic Plan

Ms. Rosett said that a report was given last month and another report will be provided in February for the third quarter.

i. Walking Update

Ms. Argondezzi reported and provided an update on the NorWALKer and walking and said there have been some good conversations and that she and Ms. Green are in the process of mapping out how the Health Department sees the NorWALKer program, and in addition to working on getting the maps translated in Spanish they have been taking a comprehensive look on how to get more people walking and are looking into potential virtual walks.

Mr. Thompson said the Social Media subcommittee would like to have Ms. Green join and that Ms. Argondezzi is welcome to join is she is interested. He also invited Ms. Cozzarin to join next months to discuss the possibility of adding Oak Hills.

Mr. Grotheer asked about the details of the grant and the transportation for people. Ms. Cozzarin said the grant is for \$1500 and do not actually know if there will be a cost yet for the transportation because some of that may be free. She said they are looking at \$500 to establish the pollinator meadow, \$250 for outreach and the remaining \$750 for transportation but we don't know yet who will provide transportation who will need it. Ms. Rosett said that the Senior Center has three buses that they use to bus people to various events for a small fee and suggested that at least for the elder population have the commission underwrite the cost of the bus to get folks there. She said it was also discussed at Pedestrian Committee to contact the Transit District to see if the micro transit can be used and if there would be a cost.

## **5. OLD BUSINESS**

There was no discussion.

## **6. NEW BUSINESS**

There was no discussion.

## **7. ADJOURNMENT**

**\*\* MR. THOMPSON MOVED TO ADJOURN.  
\*\* MS. MCCABE SECONDED THE MOTION.  
\*\* THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 7:20PM.

Respectfully submitted,

Dilene Byrd

## Attachment 3:

### Questions for Candidates

Jud, Colin and I submitted questions to Jessica Casey, Chief of Community and Economic Development for interviews with candidates for the Director of Transportation, Mobility and Parking.

#### Question from Nancy

Since, should you be hired, one of your duties will be "Implements programs to address areas of concern such as...bike/walk issues...", what do you see as the bike/walk issues in Norwalk and what would you do to address them?

#### QUESTIONS FOR DIRECTOR OF TMP from Jud

**1. Can you tell me who Jeff Speck is?**

Answer: He is an American [city planner](#), writer, and lecturer who is the principal at the [urban design](#) and consultancy firm, Speck & Associates. He has authored or co-authored several books on urban planning, including his book, "*Walkable City: How Downtown Saves America, One Step at a Time*" and more recently "*101 Steps to Walkability*"

**2. Are you familiar with the work of Donald Shoup? If yes, what can you tell me about him?**

*Answer: Donald Shoup is Distinguished Research Professor in the Department of Urban Planning at UCLA. His research has focused on parking, transportation, public finance, and land economics and has written two books on parking, "The High Cost of Free Parking" & "Parking in the City."*

**3. Besides providing a place to park a car what might be another benefit of on street parking adjacent to a sidewalk in a downtown retail/restaurant environment?**

*Answer: A row of parked cars along a sidewalk creates a physical barrier between moving traffic on the street making the pedestrians and outdoor diners feel much safer than they would on a street with no curb side parking.*

**4. In the pre-COVID-19 world can you tell me the value of a single on street parking spot in dollar terms to surrounding Retail/Restaurant businesses.**

*Answer: \$100,000 to \$250,000 per year per each street parking spot.*

**5. What provides the best economic support in a busy or developing downtown retail/restaurant street. Tell me what would be your first, second and third priority: A) Maximum traffic flow. B) Bike lanes. C) On street parking.**

*Answer: On street parking, followed by Bike lanes, followed by traffic flow.*

**6. Can you name 5 of the most Bicycle Friendly Cities in the United States? Answer: Any 5 in any order is sufficient.**

*Minneapolis, Minnesota.*

*Portland, Oregon.*

*Chicago, Illinois*

*Denver, Colorado*

*San Francisco, California.*

*Boston, Massachusetts*

*Seattle, Washington*

*New York, New York*

*Washington D.C.*

*Long Beach CA*

**7. Can you tell me what both NACTO and AASHTO stand for and how their main focuses differ??**

Answer:

NACTO stands for - [National Association of City Transportation Officials](#) - *Since its founding,*

*NACTO has participated in a number of research initiatives dealing with surface transportation in urban areas. Past campaigns have focused on bicycling, bus rapid transit, light rail, bike share, and freight. Its design guides have gained the endorsement of numerous cities, states, and other organizations, in addition to gaining FHWA acceptance for use in conjunction with other mandated guidance and resources.*

AASHTO stands for - **American Association of State Highway and Transportation Officials.** *is a*

*standards setting body which publishes specifications, test protocols, and guidelines that are used in highway design and construction throughout the United States. Despite its name, the association represents not only highways but air, rail, water, and public transportation as well, although most of its activities are still specific to highways.*

**8. Are you Familiar with NACTOS design guides? If yes can you tell me anything about them?**

*Answers:*

The [Urban Street Design Guide](#), provides guidance for innovative street design in urban areas.

**Urban Bikeway Design Guide**, is based on the experience of the best cycling cities in the world. The designs in the guide were developed by cities for cities.

**Transit Street Design Guide**, the NACTO Transit Street Design Guide, shows how to improve transit using innovative street design.

Potential Interview Questions for Transportation Mobility and Parking Director  
Colin Grotheer - Bike Walk Commission

1. **Question:** Can you speak about prioritization of transportation modes based on context; rural / low density land vs. urban high density land; which modes would you prioritize and why?
  1. Preferred Answer Direction Urban:
    - i. Walk/Child/Elderly -->bike-->scooter-->transit-->private vehicle
  2. Preferred Answer Direction Rural:
    - i. Bike network (dedicated or separated), internode transit, private vehicle, walking
  
2. **Question:** Are you familiar with the work of *Donald Shoup* and his work related to parking and its substantial impacts on municipal budgets, private development costs, housing affordability, and neighborhood access? Discuss your opinions or impressions of his work.
  1. Context: Donald Shoup is Distinguished Research Professor in the Department of Urban Planning at UCLA. His research has focused on parking, transportation, public finance, and land economics.

In his 2005 book, *The High Cost of Free Parking*, Shoup recommended that cities should (1) charge fair market prices for on-street parking, (2) spend the revenue to benefit the metered areas, and (3) remove off-street parking requirements. In his 2018 edited book, *Parking and the City*, Shoup and 45 other academic and practicing planners examined the results where cities have adopted these policies. The successful outcomes show this trio of reforms may be the simplest, cheapest, and fastest way to

improve city life, protect the environment, and promote social justice.

Shoup is a Fellow of the American Institute of Certified Planners and an Honorary Professor at the Beijing Transportation Research Center. He has received the American Planning Association's National Excellence Award for a Planning Pioneer and the American Collegiate Schools of Planning's Distinguished Educator Award.

3. **Question:** Are you familiar with the work of the Miami based firm DPZ and their influential work on Traditional Neighborhood Design (TND) and work with the Congress for New Urbanism (CNU)?

1. **Context:** DPZ was founded in 1980 by Andres Duany and Elizabeth Plater-Zyberk as an architectural practice. Identifying the deficiencies of the suburban context for their early buildings led to a rediscovery of neighborhood structure and influenced the design of Seaside, acclaimed for its traditional town plan, streetscapes and buildings.

Recognizing the need for an alternative to suburban zoning, the firm proposed a re-integration of urban components with the Traditional Neighborhood Development (TND) in 1990. The TND became a model regulation for compact mixed-use neighborhood design, informing hundreds of municipal ordinances throughout the country.

With several new communities well underway, Duany and Plater-Zyberk joined contemporaries to found the Congress for the New Urbanism (CNU) in 1993. CNU's charter, annual meetings and numerous policy initiatives, are guiding an international movement of sustainable urban growth and community design. The firm's subsequent initiatives have generated documents that reflect DPZ's commitment to 'open source' – the Lexicon, SmartCode, Transect, Lean Urbanism, Sprawl Repair, Light Imprint, among them.

Today the firm counts over 300 projects built, ranging from individual buildings and small urban infill projects to new communities, regional plans and zoning codes. Over 150 alumni of the firm continue to impact the built environment advancing lessons learned at DPZ.

4. **Question:** How would you reconfigure urban streets to better accommodate other modes of transportation and provide greater access to neighborhoods for residents that want to use modes other than private vehicles?

1. **Preferred Answer Direction:** Applicant should be in favor of making changes that promote greater access to spaces and neighborhoods where appropriate for example:
- i. Remove several on-street spaces to provide space for a bus turn-out, so that a bus can board and discharge outside of the traffic flow.
  - ii. Removal of on-street parking to provide convenient access for residents that choose to arrive by bike. 1 on-street vehicle space can accommodate 10-12 residents arriving by bicycle at a minimum. Which is about 3x the access 1 vehicle space provides.

5. **Question:** Discuss the benefits that on-street parking can provide to a business district, and how it can play a role in increasing pedestrian activity and economic vitality.

- 1 Preferred Answer Direction: Applicant should be familiar with studies that indicate that on-street parking: can provide better perceived safety for pedestrians, can help mitigate speeding and when managed properly provide better access to businesses.

6. **Question:** Have you heard of a Woonerf (Wu-Nerf); do you see any potential implementations in Norwalk?

- 1 Context: A woonerf (Dutch pronunciation: [ˈʋoːnɛrf]) is a living street, as originally implemented in the Netherlands and in Flanders, the Dutch-speaking northern portion of Belgium. *Techniques include shared space, traffic calming, and low speed limits.* Under Article 44 of the Dutch traffic code, motorised traffic in a woonerf or "recreation area" is restricted to walking pace.
  - i. Woonerfs have been proposed in Darien and New Haven as part of the new Corbin District and the Colluseum Redevelopment.

7. **Question:** With limited annual fiscal resources available and the increasing severity of storms impacting power delivery to signalized intersections what can be done to insulate the transportation network from prolonged power outages and reduce annual operational expenses?

- 1 Preferred Answer Direction: Applicant may indicate that lower volume signalized intersections could be reverted to 4-way stops, and alternately roundabouts could be investigated to reduce energy consumption and maintain controlled operation during a prolonged power loss.

**Attachment 6**

<https://www.aarp.org/livable-communities/community-challenge/>