

**CITY OF NORWALK  
PLANNING COMMITTEE  
OCTOBER 5, 2017**

ATTENDANCE: John Kydes, Chair; Douglas Hempstead; John Igneri;  
Thomas Livingston; Shannon O'Toole Giandurco;  
Travis Simms (7:17 p.m.)

STAFF: Timothy Sheehan, Executive Director; Tami Strauss,  
Director Community Development Planning

**CALL TO ORDER**

Mr. Kydes called the meeting to order at 7:00 p.m.

**ROLL CALL**

Mr. Kydes called the Roll.

**PUBLIC PARTICIPATION**

*Public participation comments are not verbatim and represent a summarization of statements unless otherwise noted.*

Mr. Adam Bovilsky, Director of Human Relations and Fair Rent spoke as the ADA, Title II Coordinator about item IIA2: Municipal Opt-Out: Temporary Health Care Structures. He said that the State Statute requires a public hearing if the City choses to opt-out. He said that from an ADA perspective, it is important to weigh in on the pros as well as the cons for opting out. The ADA requires a flexible interactive process.

Mr. Bovilsky asked the Committee members to carefully weigh the pros and cons that allows freedom of choice for the disabled community before they say no. He advised the Committee members to seek advice from professionals who work with the disabled so they understand the needs of that community.

Mr. Bovilsky said it is important to try and encourage the disabled community to be independent and a temporary health care structure may do that. He acknowledged that a concern would be that these structures would pop up everywhere, but he said that was unlikely. The structures can be expensive and have to meet all City of Norwalk codes. In addition, the City can require a \$50,000 bond.

Ms. Beatrice Winter, Executive Director, Norwalk Senior Center said this structure may not work for everyone, but as someone with two elderly parents, having them move in would not pass muster, but it would work if they were on her property. She asked the

Committee members to consider the sandwich generation who is providing oversight for the elderly. She also talked about the population with Autism who may benefit from these temporary structures.

There were no other members of the public who wished to speak.

### APPROVAL OF MINUTES

A. Approve Minutes of September 7, 2017 Regular Meeting

- \*\* MR. LIVINGSTON MOVED TO APPROVE THE MINUTES AS PRESENTED**  
**\*\* MOTION PASSED UNANIMOUSLY**

### BUSINESS

A. PLANNING AND ZONING

#### MASTER SERVICES AGREEMENT, TRAFFIC CONSULTANT PEER REVIEW

Mr. Kleppin reviewed the RFP process and the professional consulting services. Mr. Hempstead asked what would trigger the peer review. Mr. Kleppin said an application to the Zoning Commission. Mr. Hempstead said he wanted to be sure this would not be a barrier to people. Mr. Kleppin explained that the Zoning Commission went through a public hearing and there were no objections. This is standard for large applications.

Mr. Simms joined the meeting at 7:17 p.m.

Mr. Igneri asked if the consultants would be paid a retainer to be on call for the City. Mr. Kleppin said they would not be paid a retainer.

- \*\* MR. LIVINGSTON MOVED TO ADVANCE TO THE COMMON COUNCIL, THE PLANNING AND ZONING DIRECTOR'S REQUEST TO EXECUTE SEPARATE MASTER SERVICES AGREEMENTS WITH WSP BRINCKERHOFF AND JOHN P. THOMPSON FOR ON CALL PROFESSIONAL CONSULTING SERVICES AND TO AUTHORIZE THE MAYOR TO EXECUTE THE CONTRACTS**  
**\*\* MOTION PASSED UNANIMOUSLY**

#### MUNICIPAL OPT-OUT: TEMPORARY HEALTH CARE STRUCTURES

Mr. Kleppin explained that a majority of communities are choosing to opt out of permitting temporary health care structures. He said that Norwalk is generous in

allowing accessory apartments. Norwalk also exempts handicap ramps from setback coverage.

The staff has concerns that once this structure is put on a property, it will become permanent and the Planning and Zoning departments will be unable to regulate who is living there. Mr. Kleppin said the long term staff do not remember anyone asking for this.

Last month, the Zoning Commission reviewed this item and unanimously voted to oppose this item. There are discussions at the State level about modifying the regulations. Mr. Kleppin said the Planning and Zoning staff recommends that the City opt out of this.

Mr. Kydes asked for a list of municipalities who chose to stay in. Mr. Kleppin will provide that list.

**\*\* MR. IGNERI MOVED TO ADVANCE THE PLANNING AND ZONING DIRECTOR'S REQUEST TO OPT OUT OF PUBLIC ACT 17-155 REGARDING THE PLACEMENT OF TEMPORARY HEALTH CARE STRUCTURES TO THE COMMON COUNCIL**

**\*\* MOTION PASSED UNANIMOUSLY**

B. COMMUNITY DEVELOPMENT

**\*\* MR. IGNERI MOVED APPROVAL TO ADVANCE THE PY42 CAPER TO THE COMMON COUNCIL WITH AUTHORIZATION FOR THE MAYOR TO SIGN ALL FORWARDING DOCUMENTATION REQUIRED BY HUD**

Ms. Strauss explained that the year ended on June 30<sup>th</sup>. They helped nearly 1,000 people with grants. In addition, they were able to get Ryan Park ready for remediation. Mr. Simms asked what was the hold up with the Ryan Park project. Ms. Strauss said the City had to re-bid the environmental remediation. The recommendation is going to the Parks and Recreation Committee next week.

**\*\* MOTION PASSED UNANIMOUSLY**

C. PARKING AUTHORITY PRESENTATION OF THE SCOPE OF SERVICES FOR PARKING CAPACITY AND STRATEGIC PLAN WITH WALKER PARKING CONSULTANTS

Mr. Kydes explained that he hopes to continue the conversation and get to the point where parking enforcement is not synonymous with South Norwalk.

Mr. Richard Brescia, Chair Parking Authority said he looks forward to a dialogue with the City. He provided the history of how they reached this point. He distributed a document providing an overview of the project. He said the final selection was made by the staff. The scope of the study was created by the Steering Committee.

Mr. Hempstead asked if anyone from the private sector was invited in to set the criteria. Ms. Hebert replied in the negative. Mr. Brescia said the Steering Committee has been reaching out to the community for a long time and passed on their concerns.

Mr. Kydes said that his pet peeve is the excessive enforcement and asked if the Parking Authority was going to expand the voucher program. Mr. Brescia said they doubled it on October 1<sup>st</sup>. Mr. Kydes said that if a parking lot is one quarter full, then the enforcement should be more lax. He wants to separate parking enforcement from South Norwalk.

Mr. Brescia said that they have a customer care program and they extended their grace period on the parking meters from five minutes to 10 minutes. Ms. O'Toole Giandurco requested that data.

Mr. Igeneri said that Mr. Kydes is not the only one inundated with complaints about parking. Mr. Kydes asked Mr. Brescia to come back and report to the Committee on the plan as it moves forward.

Ms. Kerry Walker gave an outline of what they are doing and where they are going. She noted that they are getting themselves established so they understand the City. Their last phase will be to create a written plan that will give them a blueprint going forward. She added that they have started talking to stakeholders.

Mr. Livingston suggested to Ms. Walker that she reach out to Common Council members. Mr. Hempstead said that the stakeholders are the people who are getting tickets. He asked if they intend to look at areas such as Main Street, or only areas around parking garages. Ms. Walker said their study will be City wide. In some areas the issue may be future growth and how parking can work with development.

Mr. Kydes asked Ms. Walker if they ever recommend for more lenient enforcement based on feedback. Ms. Walker said she was not sure if they ever did a study where there were more complaints about enforcement. If they heard overwhelming complaints about enforcement they would take a look at that. She said they will wait and see what kind of feedback they receive. Mr. Kydes asked how they will be soliciting opinions. Ms.

Walker said they will be handing out surveys this weekend and the survey will be on the City's website. She noted that in any community, there will be a wide range of opinions.

Mr. Hempstead said it would be beneficial to see different revenue models. Ms. Walker said they have an economic specialist on board.

**OLD BUSINESS**

No old business was discussed this evening.

**NEW BUSINESS**

No new business was discussed this evening.

**ADJOURNMENT**

**\*\* MR. IGNERI MOVED TO ADJOURN**

**\*\* MOTION PASSED UNANIMOUSLY**

There was no further business and the meeting was unanimously adjourned at 8:12 p.m.

Respectfully submitted,

Rosemarie Lombardi  
Telesco Secretarial Services