



REGULAR MEETING – ORDINANCE COMMITTEE AGENDA

**SEPTEMBER 15, 2026, 7:00 PM
BY ZOOM VIRTUAL MEETING**

To allow public access, anyone may access a meeting by telephone and/or Zoom, or a recording in the City of Norwalk YouTube channel. Specific instructions and links can be found at norwalkct.gov/meetings.



Members of the public may call in to participate. Callers will not be able to see the meeting participants. All participants will be muted upon entering the meeting. To speak, dial *9 on the phone and you will be called on by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide "live comments" may also use the Zoom meeting platform. All participants will be muted upon entering the meeting. To speak, click the "raise your hand indicator" and you will be called by the host of the meeting during the public comment section. All speakers must state their name and address. Comments must be on a topic on the agenda, and are limited to three minutes. Anyone disrupting the orderly conduct of the meeting, including by using threatening, hateful, or sexually-explicit language, will be removed. Please find the information using the link above.



Members of the public who wish to provide public comment are encouraged to submit those via email in advance of the meeting. For these comments to be included into the record, they must be submitted by 12:00 p.m. the day of the meeting. Please email Brian Candela at bcandela@norwalkct.gov with the subject line "Public Comment" to provide written public comment prior to the meeting.

I. CALL TO ORDER

II. ROLL CALL

III. PUBLIC HEARING

- A. Discuss and vote on Chapter 95 (Streets and Sidewalks), Article II (Honorary and Historic Naming of Streets), Sections 37, 38, 39**

IV. PUBLIC PARTICIPATION AND COMMENT

V. ACCEPTANCE OF MINUTES

- A. Discuss and vote on approval of the July 21, 2026 minutes**

VI. OLD BUSINESS

- A. Discuss Chapter 61A (Leaf Blower)**

VII. NEW BUSINESS

- A. Discuss Chapter 55 (Demolition Delay)**

VIII. DISCUSSION

IX. ADJOURNMENT

Legal Notice of Public Hearing

Notice is hereby given that the City Council Ordinance Committee will hold a Public Hearing on Tuesday, September 15, 2026 at 7:00 p.m. by way of videoconference/teleconference for the purpose of discussing and voting on Chapter 95 (Streets and Sidewalks), Article II (Honorary and Historic Naming of Streets), Sections 95-37 (Purpose), 95-38 (Criteria) and 95-39 (Procedure). Please check the Ordinance Committee agenda for additional details and instructions about how to attend this Public Hearing by way of videoconference/teleconference. The Ordinance Committee agenda will be posted on the City website by September 11, 2026.

ARTICLE II

Honorary and Historic Naming of Streets

[Adopted 10-28-2014; amended in its entirety 9-23-2025]

§ 95-37. Purpose.

The purpose of this article is to establish criteria and guidelines and ~~as well as~~ formalize procedures when considering the honorary or historic naming or renaming of a City street or roadway, administered under the responsibility charged to the Public Works Committee of the City Common Council, or its successor (hereinafter "Public Works Committee").

§ 95-38. ~~Policy~~ Criteria and considerations.

A. Any application to have a ~~If a~~ City street or roadway ~~is to be~~ named in honor of an individual shall include the following information:

1. A statement about the qualifications of the individual to be honored. This may include the following:

a. The ~~it is generally required that such individual has made a~~ significant contribution(s) to the community through public service and deeds.

b. The ~~and is respected for their accomplishments and good conduct. Consideration cultural, economic, educational, intellectual, political impacts to the community, shall be given to individuals who have made recent accomplishments and contributions as well as individuals with historic ties to the City.~~

c. Other information that would be significant in rendering a decision, including, but not limited to military service, historical impact or humanitarian efforts,

2. The applicant has provided the City with efforts made to notify residents on the impacted street.

3. An individual shall be deceased at least one year prior to the naming unless the Common Council determines by a two-thirds majority plus one vote that a living individual or a person who has been deceased less than one year deserves the honor. Groups should not be in a position to influence the process by funding of past or future operations of the street or roadway, and it is ultimately important for the City to avoid any perception of improper manipulation, special favor, vested interest, or endorsement of businesses, products or services.

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- B. The completed application shall be filed with the Chief of Operations and Public Works, or their respective designee. Failure to submit a completed application shall be reason to deny it.
- C. An individual shall be deceased at least one year prior to the naming unless the City Council determines by a two-thirds majority plus one vote that a living individual or a person who has been deceased less than one year deserves the honor.

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§ 95-39. Procedure.

Naming of City streets or roadways shall proceed as follows:

- A. A. The proposed naming of a City street or roadway shall be placed on a Public Works Committee regular meeting agenda for discussion and review. In the event that the street or roadway to be named is located within a City park, the proposed naming shall also be placed on the Recreation, Parks and Cultural Affairs Committee of the City Common Council, or its successor, agenda for discussion and review, following which such committee shall report its recommendation to the Public Works Committee.
- B. A public hearing is required prior to forwarding the naming request to the full City Common Council for approval. The hearing shall be held at a regular meeting of the Public Works Committee, and the scheduling of said hearing shall have been approved at a previous regular meeting by a majority vote of the Committee.
- C. A two-thirds-majority of the City Common Council is required for the approval of all honorary or historic street or roadway names, except in the case where a living individual or a person who has been deceased less than one year is the honoree, in which case a two-thirds-majority plus one vote is required.

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Dated at Norwalk, Connecticut this 23rd day of July 2026.

ATTEST:

Marsha Elbourne
Marsha Elbourne, City Clerk

A digital copy of this Legal Notice of Public Hearing was published on the Ordinance Committee's webpage: <https://hub.norwalkct.gov/meetingboard/committee/27>

A physical copy of this Legal Notice of Public Hearing was published at the City of Norwalk's Town Clerk's Office.

**Legal Notice of Public Hearing
Chapter 95 (Streets and Sidewalks)
Article II (Honorary and Historic Naming of Streets)
Sections 95-37 (Purpose), 95-38 (Criteria) and 95-39 (Procedure)**

Weblink to the Ordinance Committee Page



Legal Notices are available prior to meetings: [Most Recent Legal Notice](#) | [View All](#)

- [Chapter 95 \(Streets and Sidewalks\), Article II \(Honorary and Historic Naming of Streets\), Sections 95-37 \(Purpose\), 95-38 \(Criteria\) and 95-39 \(Procedure\) \(July 21, 2026 ordinance committee meeting\)](#)
- [Chapter 118 - Zoning \(June 16, 2026 ordinance committee\)](#)
- [Escal In-walk Ordinance \(May 19, 2026 ordinance committee meeting\)](#)

Web Link to the Legal Notice of Public Hearing on the Ordinance Committee Page

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Photograph of Legal Notice Published at Town Clerk's Office:

2026 JUL 24 A 9:07

Richard A. McGinnis
NORWICH TOWN CLERK**Legal Notice of Public Hearing**

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§ 95-38. Policy-Criteria and considerations.

A. ~~Any application to have a~~ City street or roadway ~~is to be~~ named in honor of an individual ~~shall include the following information:~~

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a. ~~The~~ ~~it is generally required that each individual has made a significant contribution(s) to the community through public service and deeds.~~

b. ~~The~~ ~~and is rewarded for their accomplishments and good conduct. Consideration cultural, economic, educational, intellectual, political impacts to the community. shall be given to individuals who have made recent accomplishments and contributions as well as individuals with historic ties to the City.~~

c. ~~Other information that would be significant in rendering a decision, including, but not limited to military service, historical impact or humanitarian efforts.~~

2. ~~The provision has provided the City with criteria made to notify residents on the proposed street.~~

3. ~~An individual shall be deceased at least one year prior to the naming unless the Common Council determines by a two-thirds majority plus one vote that a living individual or a person who has been deceased less than one year deserves the honor. Groups should not be in a position to influence the process by funding of past or future operations of the street or roadway, and it is ultimately important for the City to avoid any perception of improper manipulation, special favor, vested interest, or endorsement of businesses, products or services.~~

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Dated at Norwalk, Connecticut this 23rd day of July 2026.

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City of Norwalk
125 East Avenue, PO BOX 5125
Norwalk, CT 06856-5125

CITY OF NORWALK
DEPARTMENT OF FINANCE

Jared D. Schmitt
Chief Financial Officer

203.854.7870
jschmitt@norwalkct.gov

MEMORANDUM

To: Ordinance Committee

From: Jared D. Schmitt, CFO

Date: September 4, 2026

Subject: Fiscal Impact Statement – Street Naming

Fiscal Impact Statement

Ordinance: Honorary and Historic Naming of Streets (Sections 95-37 to 95-39)

This is a proposed change to an existing program. The ordinance change will result in minimal additional cost to City.

One-time Startup Costs:

One-time cost related to staff time to produce a standard application. This is estimated to take one of hour work at an estimated cost of \$125.

Ongoing Costs:

There is nothing in the proposed ordinance change that will result in NEW or ADDITIONAL ongoing costs because the program currently exists. Any ongoing costs would have been incurred under the current program. As with the current program, ultimately, any future cost will be directly related to the number of new Honorary or Historic Streets that are approved by the City Council.

If a street is named under the program, the City will incur the following estimated costs:

- The cost of multiple staff members reviewing applications, estimated at two hours:
 - o **Less than \$300**
- The cost of running public hearing notice in the newspaper:
 - o **Less than \$250**

- The cost of two DPW staff to install new signs, estimated at two hours:
 - o **Less than \$150**
- The cost of pre-fabricated signs:
 - o **Approximately \$400**

Total estimated ongoing cost of each new street to be named: \$1,100

Summary and Recommendations:

The costs associated with the processing and installation of signage for a single street are considered to be minimal and can be absorbed within the current FY 27 operating budget of the Department of Public Works. In the unlikely event that the City Council approves many such streets, the costs will increase, and DPW should consider budgeting separately for these costs each year.

**CITY OF NORWALK
ORDINANCE COMMITTEE
REGULAR MEETING MINUTES - JULY 21, 2026
VIA ZOOM VIRTUAL MEETING**

MEMBERS PRESENT: Jalin T. Sead Sr., Chair; Richard Dellinger, Vice Chair; Joshua Goldstein; Anne Wennerstrand; Jesse Buccolo; Johan Lopez (arrived 7:03 p.m.)

MEMBERS ABSENT: Colin Hosten

STAFF: Brian Candela, Attorney

ALSO PRESENT: Nicolé Eaddy

CALL TO ORDER

Chair Sead called the meeting to order at 7:00 p.m. A quorum was present.

ROLL CALL

Chair Sead acknowledged those present as noted above. Mr. Lopez arrived at 7:03 p.m.

PUBLIC HEARING

No public hearing was held.

PUBLIC PARTICIPATION

Attorney Candela noted for the record that no public comment had been received by email or voicemail on any agenda topic prior to the meeting, other than one email received from Ms. Lauricella shortly before the meeting began.

The following members of the public spoke:

Diane Lauricella, Gregory Boulevard, East Norwalk – regarding Chapter 61A (Leaf Blowers) and light pollution.

Miguel Frasconi, 26 Dock Road, Village Creek – regarding light pollution.

ACCEPTANCE OF MINUTES

A. Regular Meeting Minutes of June 16, 2026

No changes were proposed.

**** MR. DELLINGER MOVED TO ACCEPT THE MINUTES OF JUNE 16, 2026 AS PRESENTED.**

**** MOTION PASSED UNANIMOUSLY (6-0).**

OLD BUSINESS

A. Chapter 95 (Streets and Sidewalks), Article II (Honorary and Historic Naming of Streets), Sections 37, 38, 39

The Committee continued its review of proposed revisions to the ordinance governing the honorary and historic naming of city streets and roadways, including the criteria and process for naming applications and the financial impact statement process required before a public hearing. The Committee agreed to remove the requirements that an applicant submit a petition signed by two-thirds of residents on the affected street and that the City provide mailed notice to residents, replacing both with a requirement that an applicant

demonstrate efforts to notify residents, to be further defined in the administrative application. The Committee also agreed to remove the requirement of a clear geographic relationship and the requirement of a sitting City Council member's signature from the ordinance criteria, to be addressed instead in the administrative application. The Committee discussed the existing requirement that an honoree be deceased at least one year prior to naming, unless waived by a two-thirds-plus-one vote of the City Council.

**** CHAIR SEAD MOVED TO SEND CHAPTER 95, ARTICLE II, SECTIONS 37, 38, AND 39 TO PUBLIC HEARING ON SEPTEMBER 15, 2026.**

**** MOTION PASSED UNANIMOUSLY (6-0).**

B. Chapter 61A (Leaf Blowers), Sections 61A-1 through 61A-8

The Committee discussed enforcement and education related to the existing leaf blower ordinance, including Section 61A-3, which will not take effect unless affirmatively adopted by the Ordinance Committee and City Council by September 1, 2026. The Committee discussed requesting an enforcement readiness plan, a public communication and education strategy, and a business impact assessment from City staff and stakeholders, and directed staff to contact Oak Hills Park, the Department of Public Works, and the Parks and Recreation Department regarding the ordinance's operational impact. No action was taken; the Committee will continue discussion at a future meeting.

NEW BUSINESS

A. Light Pollution

The Committee held an initial discussion of light pollution, a topic previously raised by Councilman Hosten. Discussion topics included light trespass, energy use in municipal buildings and schools, impacts on wildlife, and public safety considerations. The Committee agreed to seek input from the Planning and Zoning Commission and staff, and to raise the matter with the Sustainability and Resilience Task Force, Norwalk Public Schools, and the Public Safety Committee. No action was taken.

DISCUSSION

No additional items were raised.

ADJOURNMENT

**** MR. DELLINGER MOVED TO ADJOURN.**

**** MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:32 p.m.

Respectfully submitted,
Courtney Baldwin
Recording Secretary

City of Norwalk, CT
Thursday, September 10, 2026

Chapter 61A. Leaf Blowers

§ 61A-1. Purpose.

The City of Norwalk finds that leaf blowers represent a significant source of environmental pollution in the form of high- and low-frequency noise, carbon and noncarbon emissions, and dust particulate, which represent a present threat to the public peace and to the health, safety, and welfare of the residents of the City, the landscape workers who use these machines, and wildlife. Noise generated by leaf blowers interferes with the physical and psychological well-being of persons, as leaf blowers generate low-frequency noise at high-decibel levels, exposure to which has been determined to generate severe adverse health effects, including hearing loss, tinnitus, reduced cognitive performance, heart disease, and hypertension. Leaf blowers displace significant amounts of particulate matter, spreading pollen, mold, chemical pesticides, and other fine particulates which are harmful to human health. Wildlife is also harmed by the use of leaf blowers. Internal-combustion leaf blowers are recognized as "hyper-polluters," emitting significant carbon and noncarbon emissions in greater magnitudes than automobiles over similar operating periods. Accordingly, the City will regulate the use of leaf blowers to minimize and mitigate the harmful effects of their use.

§ 61A-2. Definitions.

As used in this chapter, the following terms have the meanings indicated:

ELECTRIC LEAF BLOWER

A Leaf Blower that is powered by only electric means, including, but not limited to, corded, battery-powered and cordless rechargeable Leaf Blowers.

INTERNAL COMBUSTION LEAF BLOWER

A Leaf Blower that is powered by an internal combustion engine or rotary engine using gasoline, diesel, alcohol, or other liquid or gaseous fluids.

LEAF BLOWER

Any motorized device that is used or designed to move leaves, grass clippings, dust, dirt, or other matter by directing high-velocity air by such device.

PERSON

An individual, partnership, limited-liability company, society, association, joint stock company, corporation, estate, receiver, trustee, assignee, referee or any other legal entity and any other person acting in a fiduciary or representative capacity, whether appointed by a court or otherwise, and any combination thereof.

§ 61A-3. Prohibition on the operation of Internal Combustion Leaf Blowers.

Effective January 1, 2027, for individual properties of two acres or less, and January 1, 2028, for individual properties of more than two acres:

- A. No Person shall operate an Internal Combustion Leaf Blower in the City of Norwalk.

- B. No owner of real property, tenant in possession of real property, or Person in control of real property shall allow the operation of an Internal Combustion Leaf Blower on such real property in the City of Norwalk.
- C. No Person who owns or operates a gardening, landscape maintenance, or similar service shall allow an employee or agent of that service to operate an Internal Combustion Leaf Blower in the City of Norwalk.

§ 61A-4. Required safety features for the use of Leaf Blowers.

[Amended 5-28-2024]

No Person who owns or operates a gardening, landscape maintenance, or similar service shall allow an employee or agent of that service to operate an Internal Combustion Leaf Blower in the City of Norwalk without manufacturer recommended and rated personal protective equipment in accordance with industry standards, potentially including, but not limited to, eye, hearing and respiratory protection. This subsection shall go into effect on August 1, 2024.

§ 61A-5. Prohibition of the operation of Leaf Blowers during certain months and hours of the day.

- A. Lawns, gardens and other landscapes. A Leaf Blower, whether it be an Internal Combustion Leaf Blower (prior to their absolute prohibition) or an Electric Leaf Blower, may only be operated on lawns, gardens, parks, woodlands, playing fields, and other landscapes in the City of Norwalk during the following periods of the year:
 - (1) April 1 through June 1; and
 - (2) October 15 through December 15.
- B. Impervious surfaces. Electric Leaf Blowers may be used any day of the year on sidewalks, streets, parking lots, pool decks, and other impervious surfaces.
- C. Operating hours. During the periods of the year when Leaf Blowers are permitted to be operated in the City of Norwalk, they may only be operated during the following hours:
 - (1) Monday through Friday, excluding state and federal holidays: between 8:00 a.m. and 6:00 p.m.
 - (2) Saturday: between 10:00 a.m. and 5:00 p.m.
 - (3) Sundays and state and federal holidays: property owners and tenants in possession of real property only and only between 10:00 a.m. and 4:00 p.m.
- D. Water emergency. Notwithstanding the provisions of this § 61A-5, the use of any Leaf Blower may be further restricted by the Mayor in the event of a water emergency pursuant to § 57C-4 of the Norwalk City Code.

§ 61A-6. Temporary suspension for storm and hurricane or other emergencies.

The Mayor of the City of Norwalk, in their sole discretion, may temporarily suspend provisions of this chapter to allow the use of Leaf Blowers for cleanup and debris removal in the event of a storm, hurricane, or similar extreme weather event, or other emergency.

§ 61A-7. Violations and penalties; responsible parties.

- A. Upon the initial violation of any of the provisions of this chapter, the Person in violation shall be issued a written warning, with no penalty being imposed.
- B. For any further violation of any of the provisions of this chapter, the Person in violation shall be fined a penalty of not more than \$250 per subsequent offense. For purposes of this chapter, each use of a Leaf Blower on a property constitutes a separate violation.
- C. Notwithstanding Subsection A, a Person who owns or operates a gardening, landscape maintenance or similar service shall be solely responsible for violations of this chapter by its employees and agents.
- D. Any aggrieved Person may file an appeal to the Superior Court for the Judicial District of Stamford/Norwalk in accordance with Connecticut law.

§ 61A-8. Effective date.

Except as provided in §§ **61A-3** and **61A-4**, this chapter shall be effective on September 1, 2024. Provided that § **61A-3** shall only take effect if the Council has affirmatively voted by majority vote as of September 1, 2026, to implement § **61A-3**.

55-1. Purpose.

The purpose of this chapter is to encourage safeguard the preservation of historically and architecturally Significant Buildings by using the Delay of Demolition procedures outlined here, and to promote the educational, cultural, economic, and general welfare of the City of Norwalk, to establish a Commission procedures to, when needed, for such action to promote and strengthen the architectural, educational, cultural, social, economic, and general welfare of the City of Norwalk. It seeks to ensure that a procedure whereby owners of buildings with significant historic characteristics are will be informed of the economic, tax, aesthetic, and other benefits of historic preservation.; This chapter also establishes guidelines for procuring Third-Party Reviewers by historic preservation professionals to provide the Commission with expert analysis and education. Ultimately, - when a Delay is initiated under the Delay of Demolition process, it it aims and to further the preservation, rehabilitation, and reuse of architecturally significant buildings and structures by providing adequate time for all parties to consider and propose reasonable put forth appropriate development alternatives to Ddemolition, including attempts to find a purchaser who will retain or remove such historic or architecturally Ssignificant Bbuilding or structures, or who will present some other reasonable alternative to the last resort of demolition.

§ 55-2. Definitions.

As used in this chapter, the following terms shall have the meanings indicated:

APPLICANT

Any person, firm, corporation, or entity that files an application under this Chapter. If the Applicant is not the owner of the premises upon which the Building or structure is situated, the owner's consent or endorsement of the proposed application must be provided on the permit application

ARCHITECTURAL AND HISTORICAL ANALYSIS

A Third-Party Reviewer from an accredited historic preservationist and/or architectural historian that who will be presented to the Norwalk Historical Commission, to be completed no later than thirty (30) days after the professional has been procured.

DELAY

A period of up to one hundred and eighty (180) days imposed by the City, beginning on the date a Pre-Demolition application is deemed filed, during which the owner of a Significant Building or structure shall consider any viable alternatives to Demolition, including but not limited to preservation, restoration, rehabilitation, relocation, or detailed recordation.

DEMOLITION, DEMOLISH, or DEMOLISHED

Any wrecking activity directed to the disassembling, dismantling, dismembering, and/or razing of the exterior of any building or structure or part thereof. The term shall not be construed to prevent the ordinary maintenance or repair of any building or structure or part thereof that when such maintenance does not involve a change in the design thereof, including, without limitation, the replacement of windows, doors, siding, or roof.

DEMOLITION PERMIT

A permit issued by the Chief Building Official authorizing the full or partial demolition of an existing Building, structure, or Part Thereof, excepting for this Chapter only, any permit issued solely for the Demolition or removal of interior features with no effect on the exterior appearance of the Building or structure.

HISTORIC PROPERTY

Any individual building, structure, object, or site that is listed on the State or National Register of Historic Places or listed on the Norwalk Historic Resources Inventory or is determined by the Historical Commission as a Significant Building.

PART THEREOF

Fifty percent or more of a building or structure, as measured on ground level and above, as determined by the Chief Building Officer.

PRE-DEMOLITION APPLICATION

The application filed with the Building and Code Enforcement Office in order to obtain a Demolition Permit.

SIGNIFICANT BUILDING

Any Building or structure within the municipal boundaries which, in whole or in part, is known or presumed to be at least fifty (50) years old and which has been determined Significant by the Norwalk Historical Commission based on one or more of the following criteria:

- a. The Building or structure is listed on the State or National Register of Historic Places, or is partially or completely within the boundaries of an area so listed; or
- b. The Building or structure has been determined by the State Historic Preservation Office and/or the National Park Service to be eligible for listing on the State or National Register of Historic Places; or
- c. The Building or structure has documented associations with one or more historic persons or events, or with broad architectural, cultural, political, economic, or social history of the City, the state, or the nation; or
- d. The Building or structure has documented historical or architectural importance in terms of period, style, method of construction, specific use, or association with a recognized builder or architect, either by itself or in the context of a group of Buildings.

THIRD-PARTY REVIEW

Initiated by the Norwalk Historical Commission for the purpose of conducting an Architectural and Historical Analysis on properties with proposed for demolition that the Historical Commission ~~deems~~ has deemed a Significant Building. Requests will be granted to professional historic preservationists and/or architectural historians accredited by the Connecticut State Historic Preservation Office.

§ 55-3. Permit required.

No property owner shall Demolish, cause, or permit to be Demolished, any building, structure, or part thereof without first obtaining a permit from the Chief Building Official. Such permit shall be issued, except as otherwise provided in this chapter and pursuant to § 29-406 of the Connecticut General Statutes, as amended.

§ 55-4. Permit requirements for certain structures.

If the building, structure, or part thereof to be Demolished is a) at least 50 years old, b) listed on the ~~Historie~~ Norwalk Historic Resources Inventory, as amended from time to time, or c) an Historic Property, then no permit shall be issued except in compliance with the provisions of this chapter and Section 29-406 of the Connecticut General Statutes, as amended.

§ 55-5. Pre-Demolition Application procedure.

Any application to the Chief Building Official for a permit to Demolish any building, structure, or Part Thereof pursuant to the provisions of § 55-4 shall be subject to the following procedure:

A. The application for a Demolition permit shall include the following information:

- (1) Common name, if any, and actual street address of the building, structure, or Part Thereof to be Demolished;
- (2) The name, address, and telephone number of the owner(s) of the building, structure, or Part Thereof to be Demolished;
- (3) The age of the building, structure, or Part Thereof to be Demolished;
- (4) The square footage or dimensions of the building, structure, or part thereof to be Demolished;
- (5) One or more current photographs of the building, structure, or Part Thereof to be Demolished showing the affected area(s);
- (6) The reason(s) for requesting a Demolition permit;
- (7) A brief description of the proposed reconstruction or replacement for the building, structure, or Part Thereof to be Demolished; and
- (8) The names and addresses of the owners of all properties that abut or are within a radius of 3400 feet of any portion of the property on which the building, structure, or Part Thereof to be Demolished is situated, according to an attached copy of the pertinent portion of the current Assessor's Map.

B. Within 10 days following the initial submission of an application for a Demolition permit, the applicant shall:

- (1) Deliver a copy of such application by certified mail and electronic mail to the Norwalk Historical Commission, the Director of Planning and Zoning, and any individual, firm, corporation, organization, or other entity which has requested, in writing, from the Chief Building Official copies of such application(s);

- (2) Deliver copies of a notice of intent to Demolish (the notice) to the owners of all properties that abut or are within a radius of 3400 feet of any portion of the property on which the building, structure, or Part Thereof to be Demolished is situated, via registered or certified mail; and
- (3) Post in a conspicuous location on the property on which the building, structure, or Part Thereof to be Demolished is situated a sign at least 24 inches by 36 inches in size visible from the nearest street or other accessway adjoining the property. Such sign shall include copy of the notice and shall contain the word "DEMOLITION" in capital letters no less than two inches in height. The sign required hereunder shall remain posted on the property if the permit is issued until the completion of all Demolition activities authorized by the permit.
- (4) Publish in the local newspaper and online publication having general circulation in the City of Norwalk a notice of intent to demolish for one day. Applicant shall indicate the scope of demolition in the legal notice. Example:

Notice of intent to demolish

Notice is hereby given to demolish the existing structure at (insert address & town here).

Contact (insert name and address here)

Chapter 55-13 Norwalk Demolition Delay Ordinance

- C. Within 14 days following the initial submission of the application for a permit to Demolish, the applicant shall file with the Chief Building Official a statement verified under oath on a form approved by the Chief Building Official certifying that all of the delivery requirements under § 55-5B have been satisfied and attaching thereto a copy of the notice, as well as evidence of mailing as required under Subsection B(2) above. Upon Only upon filing the certification statement, ~~it is~~ the application ~~is~~ deemed filed. If any delivery requirement is not complied with, the Chief Building Official shall reject the application as incomplete.

~~D. In the event that a written acknowledged objection is filed with the Chief Building Official and the Norwalk Historical Commission within 21 days after filing the certification statement as required by § 55-5C, the Chief Building Official shall not issue the permit until 120 days after the application is deemed filed or such earlier date that such objection is withdrawn or deemed to be withdrawn by the party filing same. The sole basis for such objection shall be that the building, structure, or Part Thereof proposed to be Demolished is architecturally or historically significant. If no such written objection is filed within 21 days after the filing of the certification statement, the Chief Building Official may issue the Demolition permit, provided that all other applicable requirements have been complied with.~~

~~E. The Norwalk Historical Commission may on its own initiative, and shall at the request of the applicant, hold a public hearing on any application to which an objection has been filed and at such hearing shall make a determination as to whether the building, structure, or part thereof proposed to be Demolished is architecturally or historically significant. In the case of a request by an applicant, such hearing shall be held within 21 days after the date of such request. If the Norwalk Historical Commission determines at such hearing, and in no event later than 10 days thereafter, that the building, structure, or Part Thereof~~

proposed to be Demolished is not architecturally or historically significant, the objection shall be deemed withdrawn. If the building, structure, or Part Thereof proposed to be Demolished is determined to be architecturally or historically significant, the Norwalk Historical Commission may issue recommendations on alternatives to Demolition to the applicant.

F. In no event shall the issuance of a Demolition permit be delayed for more than 120 days from the date the application is deemed filed.

§ 55-6 Objection-Based Review and Delay Procedure

A. ~~If a~~Any individual, organization, or entity may submits a written objection to the Chief Building Official and the Norwalk Historical Commission ~~for~~regarding the proposed Demolition within 21 days of ~~the~~a completed Pre-Demolition Application. Such written objection will require that ~~being deemed complete~~ the Chief Building Official ~~shall not~~ issue the Demolition Permit until 180 days after the application is deemed filed or such earlier date that such objection is withdrawn or deemed to be withdrawn by the same filing party.

~~When an objection is received~~Upon receipt of such objection, the Norwalk Historical Commission shall determine whether the structure is a Significant Building (see definition) at a regular or special meeting. If the Commission determines the structure or building ~~may have considerable merit to be as~~ a Significant Building, the Commission may procure an Architectural and Historical Analysis to be conducted by a qualified Third-Party Reviewer. The resulting report shall be completed within thirty (30) days after the requested review has been procured. If the Commission determines the structure or building is not ~~determined to be~~ a Significant Building, ~~the~~ Commission may lift the Delay, and the Chief Building Official can release the Demolition Permit. The Commission may provide a grace period of no more than fifteen (15) days after the initial thirty (30) day period.

~~In the cases of where a Third-Party Reviewer the receipt of the report shall be~~corroborates that the Building in question is ~~evaluated and reviewed~~ Significant after research is completed ~~by the Norwalk Historical Commission and Applicant. F,~~ the Applicant may consider preservation alternatives consistent with the Architectural and Historical Review and may present alternatives to the Commission. The Commission shall maintain documentation of the review process and make all records available to the public.

B. The sole basis for ~~such~~any objection under § 55-6 shall be that the building, structure, or Part Thereof proposed to be Demolished is architecturally or historically significant.

C. If no such written objection is filed within 21 days after the filing of the certification statement, the Chief Building Official may issue the Demolition Permit, provided that all other applicable requirements have been complied with.

D. In no event shall the issuance of a Demolition Permit be delayed for more than 180 days from the date the application is deemed filed.

§ 55-7. Commission's Authority to Select Consultant and Approve Budgets for Third Party Review.

The Norwalk Historical Commission shall have the authority to select qualified consultants to perform an Architectural and Historical Analysis pursuant to this Chapter. The Commission shall approve the final scope and budget for each engagement and shall be responsible for monitoring the timely delivery of all professional services.

§ 55-8.

Fee for Third-Party Reviewer

Where an objection has been received by the Chief Building Official and the Norwalk Historical Commission determines further review of a proposed Demolition to be at a potential Significant Building is required, the Commission may procure a Third-Party Reviewer. The Norwalk Historical Commission shall pay a fee in accordance with the fee schedule to cover the cost of the Third-Party Review. The Commission shall consider Third-Party Review in its annual budgeting annually to meet the needs and goals of this ordinance.

§ 55-96. Demolition by neglect.

Throughout the Demolition delay period imposed under § 55-5, the owner of record of the building, structure, or part thereof proposed to be Demolished shall secure and maintain such building, structure, or part thereof in a manner that legitimately minimizes the risk of water penetration, vandalism, fire, or other significant damage and otherwise complies with Section 29-408 of the Connecticut General Statutes, as amended. Partial Demolition, including the removal of windows, doors, roofing, or any other building material, is expressly prohibited during the Demolition delay period, except to the extent required by law or permitted by the Chief Building Official.

§ 55-107. Exceptions.

This chapter shall not apply to:

- A. Any structure determined to be unsafe by the Chief Building Official according to the State of Connecticut Basic Building Code or as defined as a "hazardous building" under § 26-11 of the Norwalk Code;
- B. Any structure that is less than 400 square feet in size;
- C. The lifting of a building, structure, or part thereof to comply with regulations of the Federal Emergency Management Agency (FEMA) or the City of Norwalk governing coastal flooding, provided that such lifting does not involve a change in design of such building, structure, or Part Thereof; or
- D. Any structure determined to be a threat to public health by the Director of Health.

§ 55-~~118~~. Violation and fines; lapse of permit.

- A. In addition to any other penalties and remedies provided by law, any property owner who violates any provision of this chapter shall be fined \$~~500~~~~250~~ per day, with each day of such violation constituting a separate violation. All fines imposed under this chapter shall be collected and made payable to the City of Norwalk. The total amount of all fines imposed on a property owner under this chapter shall not exceed the lesser of \$~~100,000~~~~30,000~~ or ~~20~~~~10~~% of the assessed value of such building, structure or Part Thereof.
- B. Any unpaid fine pursuant to this chapter shall constitute a lien upon the real estate against which the fine was imposed. Such lien shall be recorded on the Norwalk Land Records and shall only be satisfied upon the execution of the appropriate legal document between the property owner, the City, and any other necessary parties.
- C. The Chief Building Official is authorized to institute any and all actions or proceedings, in law or in equity, as they may deem necessary or appropriate to obtain compliance with the requirements of this chapter or to prevent a threatened violation thereof.
- D. If a Demolition is not commenced within six months after issuance of a permit, such permit shall be deemed null and void unless extended by the City, in which case such permit shall not be extended for more than an additional six months.

§ 55-~~129~~. Appeal.

Any person aggrieved by any order or decision under this chapter may, within 10 days of such order or decision, appeal therefrom to the Superior Court for the Stamford/Norwalk judicial district.

§ 55-~~131~~~~0~~. Report of Chief Building Official.

The Chief Building Official shall issue an annual report to the Mayor, the Common Council, and the Norwalk Historical Commission ~~concerning~~ detailing the number of Demolition applications filed, the number of applications subject to this chapter, the number of applications that were objected to, and whether the buildings, structures, or Parts Thereof subject to such applications were actually Demolished.



CITY OF NORWALK
Norwalk City Hall, Room 129
125 East Avenue,
Norwalk, CT 06856-5125

June 16th, 2026

TO: Ordinance Committee of the City Council

FROM: Michelle Andrzejewski, Staff to the Norwalk Historical Commission

RE: Revisions to Chapter 55 - Demolition Delay Ordinance

Dear Ordinance Committee,

The Norwalk Historical Commission ("Commission") has prepared robust revisions to Chapter 55 of the City Code for Demolition Delay. The purpose of this ordinance is to allow a pause in the demolition process in order to deliberate proposed demolitions of potential historically and architecturally significant buildings within the City of Norwalk. Over the last couple of years, the Commission and residents have identified issues with the Demolition Delay Ordinance. These issues included confusion regarding the process and the sequence in which the ordinance is administered. As the Commission explored solutions, they saw an opportunity to strengthen the ordinance's goal of delaying demolition to allow evaluation and preservation of Norwalk's historic resources.

For further context and history— Staff received complaints that the objection process within the ordinance is unclear regarding roles and timing. The process starts in the Building Department where if you are proposing to demolish a structure that is 50 years or older, listed on the Norwalk Historic Resource Inventory or a Historic Property then you must follow this ordinance procedures. Once an application for demolition is filed there is an objection period. When an objection is made the delay starts then the applicant could approach the Historical Commission to negotiate an alternative without having much guidance on what that looks like in reality. Staff started to make revisions in 2024, and after several discussions with the Commission they created a sub-committee in order to draft an ordinance that was in line with their vision. At a high level, the proposed changes include additional definitions and a third-party review process to evaluate proposed demolitions for historical or architectural significant buildings that the City may want to preserve.

These revisions will help the Norwalk Historical Commission and the City provide clearer guidance and more effective recommendations for historically and architecturally significant buildings that are proposed to be demolished. Below you can find a list of finer details of these proposed changes:

1. Seven definitions were added. (If the word is capitalized within the ordinance this indicates it has definition.)
2. The commission expanded the notification radius for surrounding property owners from 100 feet to 300 feet from the proposed demolition site.
3. Includes an example of what the demolition legal notice should look like in the Norwalk Hour.

4. Replaced the entire objection process section with the objection-based review and delay procedure. In short, this allows the Commission to approve a third-party review of the potential significant structures in order for the Commission to provide effective alternatives to demolition that the owner can consider.
5. In Section 55-4, 50 years is used as a rule of thumb as the look back period for demolition delay because this is a best practice standard carried out by the [National Register of Historic Places](#). The 50 years serves as a benchmark to screen proposed demolitions rather than an automatic designation of historic importance. (There are no suggested changes here but providing an explanation as to why it is 50 years old)
6. Section 55-8 mentions a “fee schedule” this is a future document that would be created if this ordinance was approved. Rather than locking in an exact amount for this service that could vary over time. Based on the Commission’s research the average cost of an architectural and historical analysis report is \$1,500 - \$3,500. This can vary depending on the exact scope. The commission plans to cover this expense in their existing budget and does not anticipate more than one a year based on the history of how frequent objections are made.
7. In Section 55-11. Violations and fines; lapse of permit – the Commission proposed increasing the fines from \$250.00 a day to \$500.00 a day and increasing the total amount of all fines from \$30,000 to \$100,000 or 10% of the assessed value to now 20% of the assessed value. The idea to increase the penalties is to make sure people follow the ordinance and want to avoid the repercussions of demolition without permits.
8. **For your awareness within the last seven years there has been 10 objections made under Chapter 55.**

Materials and Resources:

- Current Demolition Delay Ordinance: <https://ecode360.com/27049778>
- Revised Demolition Delay Ordinance: <https://www.norwalkct.gov/DocumentCenter/View/39491/Chapter-55---Demolition-Delay-52726>
- Step by Step instructions of the ordinance: https://www.norwalkct.gov/DocumentCenter/View/39492/Step_by_step-instruction-for-demo-delay
- CGS Sec. 29-406 (Demo delay statute): https://www.cga.ct.gov/current/pub/chap_541.htm#sec_29-406
- National Register of Historic Places: <https://www.nps.gov/subjects/nationalregister/how-to-list-a-property.htm>

1. Determine Whether a Demolition Permit Is Required

1. A property owner may **not demolish any building or structure** without a Demolition Permit.
 2. The Chief Building Official issues the permit (unless exemptions apply).
-

2. Determine If the Structure Falls Under Chapter 55 (§55-4)

A demolition **must follow this ordinance** if ANY of the following are true:

- The structure is **at least 50 years old**, OR
- The structure is on the **Norwalk Historic Resources Inventory**, OR
- The structure is an **Historic Property** (including State/National Register listings).

If **none** apply → regular demolition permitting applies.

If **any** apply → continue to Pre-Demolition Application Process.

3. Applicant Completes the Pre-Demolition Application (§55-5A)

Applicant must submit:

1. Building address
 2. Owner name, address, phone
 3. Age of building
 4. Square footage or dimensions of portion to be demolished
 5. Current photographs
 6. Reason for demolition
 7. Description of replacement or reconstruction
 8. List of all owners within **300 feet**, with Assessor's map
-

4. Applicant Must Complete Required Notifications within 10 Days (§55-5B)

Within 10 Days of Initial Application Submission:

Applicant must:

1. **Mail (certified + email) the application to:**
 - Historical Commission
 - Director of Planning & Zoning
 - Anyone who requested demolition application notices
 2. **Mail Notice of Intent to Demolish** via certified/registered mail to:
 - All abutters & properties within 300 feet
 3. **Post a Demolition Notice Sign (24" × 36") on the property:**
 - Must be visible from street
 - Must state "DEMOLITION" in 2-inch letters
 - Must remain posted until demolition is complete
 4. **Publish a Legal Notice** in a local newspaper for one day
 - Must include address + scope of demolition
-

5. Applicant Must Certify Completion Within 14 Days (§55-5C)

Within 14 days of initial submission:

1. Applicant must file a **sworn certification** confirming all notifications were completed.
 2. Must include:
 - Copy of notice
 - Proof of mailing
 3. If complete → Application is **deemed filed** (official start date).
 4. If incomplete → Chief Building Official rejects it.
-

6. 21-Day Objection Period Begins (§55-6A)

Once the application is **deemed filed**:

1. A **21-day window** opens for the public to file **written objections to the Chief Building Official and the Norwalk Historical Commission**.
 2. Objection **MUST** claim the structure is **historically or architecturally significant**.
-

7. If NO Objection Is Filed (§55-6C)

- After 21 days, and as long as all other requirements are met → **Chief Building Official may issue the demolition permit.**
- No delay period applies.

8. If an Objection IS Filed (§55-6A–B)

An objection triggers:

A. Automatic Demolition Delay (up to 180 days)

- A 180-day delay begins from the date the application was deemed filed.
- Permit cannot be issued until delay ends OR objection is withdrawn OR the applicant works with the Historical Commission on a resolution.

B. Historical Commission Review

At its next meeting (or sooner), the Commission must determine:

1. Whether the building is a **Significant Building** (see definition of **Significant Building**).

If NOT significant:

- Commission lifts the delay.
- Chief Building Official may issue the permit.

If POTENTIALLY significant:

- Commission may order a **Third-Party Architectural & Historical Analysis**.

9. Third-Party Review Process (§55-6 & §55-7 & 55-8)

If the Commission requests it:

1. A qualified preservation professional is hired and paid for by the City.
2. Report must be completed **within 30 days** of procurement.
3. The Commission reviews the report with the Applicant.
4. Applicant may propose **preservation alternatives** (restoration, relocation, etc.).
5. Commission must keep all records and make them public.

10. Maximum Delay Limit (§55-6D)

- Regardless of objections or reviews, the delay **cannot exceed 180 days** after filing.

- After 120 days → Chief Building Official may issue the permit.
-

11. Demolition by Neglect Prohibited (§55-9)

During delay period:

- Owner must maintain the building to prevent deterioration.
 - No partial demolition (windows, roof, doors, materials) is allowed unless required by law.
-

12. Exceptions (No Delay / Ordinance Does Not Apply) (§55-10)

The ordinance does **not** apply to:

1. Buildings deemed **unsafe** by the Chief Building Official
 2. Buildings < **400 sq. ft.**
 3. Buildings lifted to comply with **FEMA flood regulations** (no design change)
 4. Buildings deemed a **public health threat** by the Director of Health
-

13. Violations & Fines (§55-11)

- \$500 **per day** fine
 - Maximum fine: **\$100,000 or 20% of assessed value** (whichever is less)
 - Unpaid fines become a **lien** on the property
 - Chief Building Official may seek legal enforcement
 - Permits expire after **6 months** unless extended (one 6-month extension allowed)
-

14. Appeals (§55-12)

- Any aggrieved person may appeal within **10 days**
 - Appeals go to **Superior Court (Stamford/Norwalk District)**
-

15. Annual Reporting Requirement (§55-13)

Chief Building Official must report annually:

- Number of demolition applications
- Number of demolitions subjected to the ordinance
- Number of objections
- Whether the buildings, structures, or Parts Thereof subject to such applications were actually Demolished.