



## REGULAR MEETING – HISTORICAL COMMISSION AGENDA

JANUARY 28, 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](https://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 Michelle Andrzejewski at [mandrzejewski@norwalkct.gov](mailto:mandrzejewski@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. **ACCEPTANCE OF MINUTES**
  - A. **Regular Meeting: December 10th, 2025**
- IV. **PUBLIC PARTICIPATION**
- V. **REPORTS FROM BOARDS;**
  - A. Norwalk Historical Society; Diane Jellerette
  - B. Lockwood-Mathews Mansion Museum; Susan Gilgore
- VI. **REPORTS;**

- A. Buildings
- B. Cemeteries
- C. Financials

**VII. NEW BUSINESS**

- A. Demolition permit walk-thru by Bill Ireland, Chief Building Official

**VIII. OLD BUSINESS**

- A. Elections - The Commission shall elect its own Chairman and such officers as may be necessary at any meeting in January of each year.
- B. Proposed amendments to Demolition Delay Ordinance.

**IX. ADJOURNMENT**

**UPCOMING MEETINGS**

February 25th, 2026

- A. February 25th, 2026

**CITY OF NORWALK  
HISTORICAL COMMISSION  
REGULAR MEETING MINUTES - DECEMBER 10, 2025  
VIA ZOOM VIRTUAL CONFERENCE**

**PRESENT:** Dana Laird, Eric Chandler, Rich Stein, John Cusano, Lisa Wilson-Grant, Jim Frayer, David Westmoreland.

**STAFF:** Michelle Andrzejewski.

**OTHERS:** Patsy Brescher (Lockwood-Mathews Mansion).

**I. CALL TO ORDER**

Ms. Laird called the meeting to order at 7:04 p.m.

**II. ROLL CALL**

Ms. Laird conducted roll call and a quorum was established.

**III. PUBLIC PARTICIPATION**

**A. Proposed Demolition Delay**

Ms. Andrzejewski provided a brief overview of the purpose of the meeting, explaining that it was scheduled specifically to receive public comment on the draft demolition delay ordinance revisions developed by a subcommittee of the Commission. She noted that the Commission has been discussing the ordinance for some time and wished to obtain public input before finalizing a draft to forward to the Ordinance Committee of the Common Council. Ms. Andrzejewski then turned the floor over to Mr. Stein for additional introductory remarks.

Mr. Stein thanked members of the public for attending and for submitting written comments. He emphasized that Norwalk possesses a wealth of historically and architecturally significant structures and that the Commission's mission is to encourage their preservation. He stated that recent experience has demonstrated the need to improve the demolition delay process, that the proposed changes represent a new direction intended to provide greater accountability while ensuring applications move smoothly, and that public feedback is essential. Mr. Stein asked that comments remain concise and respectful.

Ms. Niedzielski-Eichner, 7 Outer Road, spoke first. She identified herself as speaking in a public capacity and noted her background in art history as well as her recent work on housing affordability. She argued that the current demolition delay ordinance is not serving housing affordability, is applied to properties that are structurally unsound and unlikely to be saved, increases costs for developers with no preservation benefit, and should be significantly pared back to apply only to buildings of true historical significance. She recommended replacing the rolling look-back period with a fixed cutoff date (suggesting approximately 1940), creating a

proactive historical registry with designations placed on deeds, and questioned whether the ordinance has ever actually saved a building.

Mr. Thompson spoke next and stated that he agreed with everything Ms. Niedzielski-Eichner said. He cited the recent Cemetery Street project (a 1968 building) as an example where the ordinance delayed a housing project without preservation benefit and only increased costs ultimately passed on to residents. He noted that a 70-year look-back period would still capture a large percentage of Norwalk structures that lack historical merit and supported flipping the process to require buildings to be affirmatively placed on a registry.

Ms. Cece, Olmstead Place, stated that she strongly disagreed with the previous speakers. She argued that the ordinance does not need to be watered down but refined, that no one intends to delay clearly insignificant properties, and that recent changes in the draft address many concerns by allowing quick dismissal of non-significant structures or consultation with preservation experts. She agreed on the urgent need for a comprehensive inventory of significant structures that could be noted on property cards and deeds. Ms. Cece raised questions about integration of the demolition delay process with the City's forthcoming online permitting software and offered additional detailed suggestions on the draft language, noting that the written comment period remains open.

Mr. Jack Pavia of 32 Vanderbilt Avenue spoke last, briefly echoing Ms. Niedzielski-Eichner and Mr. Thompson, stating that if the ordinance in practice stops necessary housing rather than serving legitimate preservation, he as a young Norwalk resident would err on the side of allowing development to keep costs lower.

Ms. Andrzejewski and Mr. Stein confirmed that written comments will be accepted until January 22, 2026, and that several written submissions had already been received.

#### **IV. DISCUSSION**

**\*\*MR. WESTMORELAND MADE THE MOTION FOR DISCUSSION ON THE PROPOSED DEMOLITION DELAY**

**\*\*MR. CHANDLER SECONDED THE MOTION.**

**\*\*THE MOTION PASSED WITH ONE OPPOSED- MR. FRAYER.**

Mr. Frayer stated he was opposed, noting that not all comments have been received, additional written comments are expected, the meeting notice only called for public participation and not discussion, and it would be unfair to respond to the speakers without giving others a chance to weigh in. Mr. Chandler acknowledged Mr. Frayer's concerns but pointed out that Item IV on the agenda simply reads "Discussion," which is broad enough to include the demolition delay ordinance.

Mr. Westmoreland emphasized the need to explain the current demolition delay process, stating that some council members who previously voted against the ordinance clearly do not understand how it works, have mischaracterized both the existing and proposed ordinances, and

that the public needs accurate information. He cited the former bank building in East Norwalk where the Commission lifted the delay within approximately thirty days after determining it had no historic significance, and called the claim that the ordinance stops affordable housing ridiculous. Mr. Westmoreland further stated that the Ordinance Committee rejected the prior draft without understanding the process and wasted the Commission's time, and that Ms. Cece's suggestion of a flowchart would help clarify the process for council members and the public.

Mr. Frayer, while not wishing to discuss the specific public comments, highlighted the upcoming city-wide online permitting system that will make permit status visible to all departments and the public, digitize field cards within the next month, and may render portions of the current draft moot or require revision.

Mr. Westmoreland discussed the challenges and high cost of creating a comprehensive city-wide inventory, noting that state grants allow only about three hundred buildings to be surveyed every six months, making a full inventory of over thirty-five thousand structures impractical without millions of dollars.

Mr. Frayer suggested using the digitized field cards to flag all structures over fifty years old for review. Mr. Westmoreland explained that the fifty-year threshold is set by the National Park Service and is intended to capture architecture that may not yet be appreciated.

Ms. Wilson-Grant noted examples of mid-century structures that have proven significant.

Several members recounted past cases (Stevens Street, Mill Hill area, Shorehaven Road, and others) where the Commission successfully worked with developers to preserve or rehabilitate historic structures while allowing development, and emphasized that delays are rare and almost always lifted quickly when structures lack significance.

Mr. Westmoreland stated he will not support any revised ordinance without restoring the 180-day maximum delay period, as it serves as an effective deterrent that encourages developers to incorporate preservation into their plans.

Members discussed the \$30,000 / 10% fee cap, whether it is a state requirement, and examples of illegal demolitions (Willow Street).

Ms. Andrzejewski offered to compile all written and verbal comments, prepare a flowchart, invite Corporation Counsel Bill Ireland to the January meeting to explain the building department process, and explore a possible joint meeting with the Ordinance Committee before resubmitting the draft. Mr. Stein suggested hosting a community education session once the ordinance is finalized.

Mr. Cusano asked for clarification on the process once the Commission approves a final draft; Ms. Andrzejewski explained it would go to the Ordinance Committee and then to the full Common Council.

Members briefly discussed the Cemetery Street project's affordable housing component and agreed the Commission's purview is historic preservation, not housing policy.

No formal motions were voted upon under Item IV.

## **V. ADJOURNMENT**

**\*\*MR. CHANDLER MOVED TO ADJOURN.  
\*\*MR. FRAYER SECONDED THE MOTION.  
\*\*THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at approximately 8:17 p.m.

Respectfully Submitted,  
Courtney Baldwin,  
Recording Secretary

## Norwalk Historical Commission

125 East Avenue  
Norwalk, Connecticut

### MEMORANDUM

January 28<sup>th</sup>, 2026

**To:** Historical Commission– Dana Laird, Chair  
**From:** Michelle Andrzejewski, Senior Planner  
**Re:** Demolition Delay Public Comments Overview

Commissioners,

Over the last couple years, the Commission has been grappling with recommendations to the current Demolition Delay Ordinance. The goals are to strengthen, streamline, and help achieve preservation goals for the City of Norwalk. At your last meeting on December 10<sup>th</sup>, 2025, you held a public comment section on the draft ordinance that this Commission’s subcommittee put together. Here is an overview of the comments received to date:

1. Elsa Peterson Obuchowski, 41 East Avenue, Norwalk – She is in favor of the draft ordinance but had some recommendations. That each owner adjacent to the demolition be notified. She also is concerned about enforcement and penalties of violating this ordinance
  - a. Staff comments: there is required notice in the ordinance that has the applicant Mail Notice of Intent to Demolish via certified/registered mail to all abutters & properties within 300 feet. There is a violations and fines section within the ordinance already that the Building Department is required to carry out.
2. Adam Blank(attorney), 600 Summer Street, Stamford – His major concern was resident abusing the objection on non-historic structures.
  - a. Staff comments: When an applicant object its sole basis shall be that they believe it is historic not that the neighbor does not want what will be replacing the structure. Second, the way the draft ordinance is now step up is if there is an objection the Commission must see it at their next regular or special meeting to determine significant or not. If not significant the Commission must lift delay. This streamlines the process more so objections do not get hung up and applicants get delayed.
3. Todd Bryant, President, Norwalk Preservation Trust – They overall support the initiative of the updates but made suggestions. First, is revising the third-party review definition to say “who meets the National Park Service professional requirements for History, Architectural History, Historic Architecture or Historic Preservation as described in the Federal Register; Volume 62, No. 119 / Friday, June 20, 1997.” Second, is extending the delay to 180 days. Lastly, was to reduce the age of the building back to 50 years or older in the applicability of structures.

### Public comments made on December 10<sup>th</sup>, 2025 meeting:

4. Nora Niedzielski Eicher, 7 Outer Road, Norwalk – She believes there are impacts from demolition to housing affordability. That the ordinance should really only target buildings of true historic character. She suggests the look back period should be a hard date like the 1940’s. She also suggests that the delay applicability should be applied to a local historic registry and put on the land records so anyone who purchases the property is aware of the potential of delay. Lastly, she asks if the Commission could look at its pasts delays and see if there was a building that was successful in being save thru this ordinance.
5. Tanner Thompson, 16 Hillside Place, Norwalk – He echoed all of Ms. Niedzielski Eichner’s points. He brought up 1 Cemetery Street objection had no historical nature and tactic to delay

- developer. He suggests that the delay should apply to structures listed on the local historic resource inventory so it is more intentional about what buildings the City should focus on.
6. Diane Cece, Olmstead Place, Norwalk – She asked for a flowchart of the proposed demolition permit would be helpful. She is confused with the terminology demolition permit vs pre demolition application. She is concerned about when demolition is allowed to occur during the day sometimes it feels like structure come down over night. In the first paragraph in Section 55-1 add “historic” to line “reuse of architecturally\*\* significant buildings and structures by providing adequate time”. She is confused on the intention of this line “alternatives to Demolition, including attempts to find a purchaser who will retain or remove such historic or architecturally Significant Building or structures.”. In definition for “Delay” the term Pre-Demolition application she finds the timeline to be confusing. Historic Property definition should include the local historic inventory and she suggest this should be on the land records. She said to make sure the actual owner is listed in the legal notice most often it’s the construction company. Overall, she finds the timeline is confusing. Section 55-6 Objection based review is very confusing to her on how it will actually play out. She had asked why the penalty shall not exceed \$30,000? She suggests raising this fine to \$50,000 if allowed . In Section 55-12 she asked if an appeal would be posted in The Hour. Lastly, she asked if the data being required of the Chief Building Official be broken up by things that were triggered by the Building Department vs automatic objections.
    - a. Staff comments: There is a draft step-by-step instruction of the ordinance as well as a timeline. An appeal would not be posted in the paper. The \$30,000 in the appeals section is not mentioned in statute, staff is not positive where the number is derived from. This appeal section in the ordinance is someone who is appealing the Commission’s determination. The appeal would go to the City’s Corporation Counsels Office. City staff would alert the Commission if an appeal on one of their determinations had been made.
  7. Jack Pavia, 32 Vanderbilt Avenue, Norwalk – He supported Niedzielski Eichner’s and Mr. Thompson comments. He believes people abuse the ordinance to stop development and not towards true historic preservation beliefs.

## Andrzejewski, Michelle

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**From:** Adam Blank <ablank@wrkk.com>  
**Sent:** Friday, December 5, 2025 10:22 AM  
**To:** Andrzejewski, Michelle  
**Cc:** Kleppin, Steven; Josh Goldstein; Adam Blank  
**Subject:** RE: draft demo delay ordinance

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Thanks Michelle – By my reading of the draft ordinance – if someone objects to the demolition of a structure the owner of the structure can no longer request the Historic Commission consider the objection in an expedited manner and deny the objection. Under this ordinance even a clearly frivolous objection guarantees a 120 day delay. I have no concerns about providing notice and a meaningful review being conducted but there should be a mechanism to cut-off an objection if it is frivolous without a 4 month delay which can be a huge issue for a developer.

Take, for example, the Mill Pond Development. ENNA filed a demo delay objection to the demolition of the crappy bank building at that location. Historic Commission overruled the objection and allowed the demolition w/out the 4 month delay. That should remain an option in my opinion.



**WOFSEY  
ROSEN**

**Adam J. Blank**

**P** [203-327-2300](tel:203-327-2300) **D** [203-318-6936](tel:203-318-6936) **F** 203-318-6936

[600 Summer Street | Stamford, CT 06901 | wrkk.com | ablank@wrkk.com](http://600%20Summer%20Street%20|%20Stamford,%20CT%2006901%20|%20wrkk.com%20|%20ablank@wrkk.com)

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**From:** Andrzejewski, Michelle <mandrzejewski@norwalkct.gov>  
**Sent:** Friday, December 5, 2025 9:56 AM  
**To:** Adam Blank <ablank@wrkk.com>  
**Subject:** RE: draft demo delay ordinance

Hi Adam,  
See link here: <https://norwalkct.portal.civicclerk.com/event/512/files/agenda/2542>  
Best,  
Michelle

## Andrzejewski, Michelle

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**From:** elsa.p.obuchowski@gmail.com  
**Sent:** Monday, December 8, 2025 5:42 PM  
**To:** Andrzejewski, Michelle  
**Subject:** Public Comment

You don't often get email from elsa.p.obuchowski@gmail.com. [Learn why this is important](#)

**CAUTION: EXTERNAL Email: Don't open links or attachments from untrusted senders**

Dear Michelle Andrzejewski: I am submitting this public comment regarding the Demolition Delay which will be discussed at the Ordinance Meeting on December 10, 2025.

I am in favor of the delay as outlined in the Norwalk Historical Commission Agenda. However, the public notification that I'm seeing for an upcoming demolition is only a one-day notice in a newspaper. I would favor requiring that the adjacent property owners be notified by mail, far enough in advance that they could file a written objection. I also wonder about enforcement and penalties for violating the terms of the demolition delay.

Norwalk's history is a precious and unique quality that gives our city its character, making it a desirable place to live, work, attend school, and raise a family. Let's do what we can to preserve and honor our history as expressed in the architecture of Norwalk's many beautiful historic buildings.

Thank you for taking my comment into consideration.

Elsa Peterson Obuchowski  
41 East Ave., Norwalk, CT 06851



December 1, 2025

Ms. Dana Laird  
Chairperson  
Norwalk Historical Commission  
125 East Avenue  
Norwalk, CT 06851

Ms. Laird:

The Norwalk Preservation Trust (NPT) supports the initiative of the Norwalk Historical Commission to revise Norwalk's Demolition Delay Ordinance. Norwalk's loss of the 1677 Hyatt House underscores the need for this work. Two years ago, Tom Livingston, the Mayor's Chief of Staff, Bill Ireland, Chief Building Official and Tod Bryant, President of NPT, spent about one year working to modify Preservation Connecticut's model demolition ordinance to better fit Norwalk's needs. The version of the ordinance that you have before you tonight is very similar to the ordinance that resulted from that effort.

NPT suggests a few changes to the current version to strengthen the ordinance. They are:

1. Revise the definition of a third-party reviewer to state: A third-party reviewer who meets the National Park Service professional requirements for History, Architectural History, Historic Architecture or Historic Preservation as described in the Federal Register; Volume 62, No. 119 / Friday, June 20, 1997. (<http://www.nps.gov/history/local-law/gis/html/quals.html>) or the current version of those qualifications if they have changed.
2. Extend the delay period to 180 days as allowed by state law (Westport and Stamford already have a 180 day delay). This allows the NHC time to consider a demolition application and time to schedule a public hearing, if necessary. It also allows a property owner more time to find alternatives to demolition.
3. Reduce the age required for evaluation of significance of a building not listed in the State or National Register of Historic Places or the Norwalk Historic Resource Inventory to 50 years old or older, so that the age is consistent with the requirements for listing in the Nation Register of Historic Places.

Respectfully,

Tod Bryant  
President

## 55-1. Purpose.

The purpose of this chapter is to encourage the preservation of historically and architecturally Significant Buildings by Delay of Demolition and promote the educational, cultural, economic, and general welfare of the City of Norwalk, to establish commission procedure for such action to promote and strengthen the architectural, educational, cultural, 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, 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 Demolition, 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 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 twenty (120) 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 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 seventy (70) years old and which has been determined 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 demolition that the Historical Commission deems 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 ~~70~~50 years old, b) listed on the ~~Historic~~-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 reasons 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 ~~3~~400 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 ~~3~~400 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 having general circulation in the City of Norwalk a notice to intent to demolish for one day. Applicant shall indicate 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)

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- 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 filing the certification statement, 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 any individual, organization, or entity submits a written objection to the Chief Building Official for the proposed Demolition within 21 days of the Pre-Demolition Application being deemed complete the Chief Building Official shall not issue the Demolition 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 same filing party.~~

~~When an objection is received the Norwalk Historical Commission shall determine whether the structure is a Significant Building at its next regular meeting or sooner. If the Commission determines the structure or building may have considerable merit to be 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.~~

~~In the case of a Third-Party Reviewer the receipt of the report shall be evaluated and reviewed by the Norwalk Historical Commission and Applicant. 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 objection 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 120 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 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 ordinance with the fee schedule to cover the cost of the Third-Party Review. The Commission shall consider Third-Party Review in its 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 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 \$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 \$30,000 or 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-~~1210~~. 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 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.

## 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 70 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.

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## 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**.
  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.

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

An objection triggers:

### A. Automatic Demolition Delay (up to 120 days)

- A 120-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**.

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## 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.

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## 10. Maximum Delay Limit (§55-6D)

- Regardless of objections or reviews, the delay **cannot exceed 120 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)

- \$250 **per day** fine
  - Maximum fine: **\$30,000 or 10% 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.

## Norwalk Demolition Delay Ordinance – Timeline Overview

<b>Day 0</b>	Applicant submits initial demolition application
<b>Day 1-10</b>	Applicant completes notifications, mailings, sign posting, newspaper notice.
<b>Day 14</b>	Applicant submits sworn certification of completed notifications.
<b>Day 14</b>	Application is deemed officially filed if complete.
<b>Days 14-35</b>	21-day objection window opens for public objections.
<b>If no objection</b>	Permit may be issued anytime after Day 35.
<b>If objection is filed</b>	120-day demolition delay applies (from Day 14)
<b>Days 14-134</b>	Commission may review, hold meetings, and request third party report (completed within 30 days from when the professional is hired)
<b>Day 134</b>	Maximum delay time. Delay ends. Demolition permit may be issued regardless of outcome.

<b>Address</b>	<b>Meeting Date(s)</b>	<b>Notes:</b>
16 Cottage Street	2/26/2025, 3/19/2025	
1 Cemetery Street	1/31/2024	
789 Connecticut Avenue	2/28/2024	
31-35 South Main Street	12/28/2022, 1/13/2023(onsite mtg), 12/25/2023, 3/1/2023(PH), 3/22/2023	
370 West Avenue, 2 Maple Street, 4 Maple Street, 394 West Avenue	4/26/2023	YMCA residential project, lots consolidated
11 Marvin Street	11/15/2023	
2 Crockett Street	9/28/2022	
32 Knight Street?	9/28/2022	Entrance on Knight St; saved - confirm objection was made
14 Pennoyer Street	2/26/2025, 3/19/2025	Confirm objection was made
15 Ensign Road	9/11/2019	Confirm objection was made