THE PLANNING COMMITTEE
OF THE COMMON COUNCIL
125 East Avenue
P.O. Box 5125
Norwalk, CT 06856

TO: MEMBERS, PLANNING COMMITTEE OF THE COMMON COUNCIL

FROM: JOHN KYDES, CHAIRMAN

DATE: JULY 28, 2016

RE: **MEETING NOTICE**

The next scheduled meeting of the Planning Committee of the Common Council will be held on **Thursday, August 4, 2016 at 7:00 pm** in Room 231 in Norwalk City Hall. Please Note the Time and Location.

PLANNING COMMITTEE OF THE COMMON COUNCIL
REGULAR MEETING
AUGUST 4, 2016
7:00 PM

PUBLIC HEARING – REVIEW CDBG PROGRAM PERFORMANCE FOR PROGRAM YEAR 41 (JULY 1, 2015 – JUNE 30, 2016)

CALL TO ORDER

ROLL CALL

PUBLIC PARTICIPATION

I. APPROVAL OF MINUTES
   - **A.** July 7, 2016 Regular Meeting

II. BUSINESS
   - **A. PARKING AUTHORITY'S RATE ADJUSTMENTS**
     1. Discussion of Parking Authority's Rate Adjustments
   - **B. WALL STREET REDEVELOPMENT PLAN AREA**
     1. Update regarding Wall Street Theater Construction
     2. Update regarding underwriting of Agency's anticipated $1,666,000 HUD Section 108 loan to the Wall Street Theater Company, Inc.
     3. Update regarding Master Plan for Freese Park

III. OLD BUSINESS

IV. NEW BUSINESS

ADJOURNMENT

THE PLANNING COMMITTEE OF THE COMMON COUNCIL

125 East Avenue
P.O. Box 5125
Norwalk, CT 06856

TO: MEMBERS, PLANNING COMMITTEE OF THE COMMON COUNCIL

FROM: HUNTER ARTON, COMMUNITY DEVELOPMENT ADMINISTRATOR

RE: PY41 CDBG PUBLIC HEARING ON DRAFT CAPER

DATE: JULY 21, 2016

Program Year 41 (PY41) Summary

The current Consolidated Annual Performance and Evaluation Report (CAPER) is a review of the CDBG program for Program Year 41 (July 1, 2016-June 30, 2017). With prior approval of the Planning Committee and in keeping with the City's Citizen Participation Plan, the draft PY41 CAPER is available for public comment (August 2, 2016-August 17, 2016) and a public hearing is scheduled for the August 4, 2016 Planning Committee meeting.

Following the public comment period, Agency staff will amend the draft CAPER to reflected citizen participation at the public hearing and during the public comment period.

The revised draft will be submitted to the Planning Committee on September 8, 2016 for advancement to the Common Council for approval on September 13, 2016, before submission to HUD by September 30, 2016.

Sources and Uses of Funds

The City made $1,676,149 in funds available for its PY41 Community Development Block Grant Program. The City expects to deploy 78% of those funds by September 30, 2016 towards activities that further the City's progress towards meeting the five year Consolidated Plan goals. Of the remaining funds, 20% is allocated towards housing acquisition in the Choice Neighborhood and 2% will be reprogrammed into the 2017-2018 grant cycle.

Program Beneficiaries

During the PY41 year, 920 people benefited from services provided by the CDBG grants, 6 public facilities were renovated, 12 businesses received technical assistance and the environmental condition of 12 acres of land was assessed. Three funded programs provided a city-wide benefit.

Progress towards achieving ConPlan Objectives and Strategies

In the first year of the 5-year Consolidated Plan period, substantial progress was made towards meeting the five-year objectives of homelessness prevention (83%), technical assistance to businesses (60%) and rental units rehabilitated (49%).

ATTACHMENT: PY41 Draft CAPER: http://www.norwalkct.org/index.aspx?nid=1412

ACTION REQUESTED: No Action Requested

The Hour

Bid Documents: Documents will be available beginning June 29, 2016. Drawings can be purchased at a cost to you from Burke Reprographics. You may call your order to Burke Reprographics at (203) 592-5714, or email Mr. Brian Burke at Brian@Burkereprographics.com.

To view or download Bid Documents thru the Turner Construction **Building Connected FTP site,** at no cost to you, please email request to the attention of Mary Ann Bidga (mbigda@tcco.com). NOTE: Access may take 24 hours from receipt of your request.

Request for Information All questions must be emailed on the Bidders Inquiry Form to Ms. Jennifer Sylvia at ***jsylvia@tcco.com*** (email) using the BQ (Bidders Question) form included within the bid documents. Questions received verbally will not be answered. **No questions will be accepted after Friday July 15 at 4:00 PM.**

Bid Security: A bid bond for the sum of ten percent (10%) of the total amount of the bid, payable to the Town of Wilton, utilizing the form included within the Project Manual must accompany the bid as a guarantee that the contract will be entered into if awarded. The bid bond surety must be a corporate surety company licensed to sign surety bonds in the State of CT as listed on the Department of the Treasury's Listing of Certified Companies. All successful bidders will be required to provide 100% Payment and Performance bonds as a condition of the contract.

Turner Construction Company and the Town of Wilton reserve the right to waive the informalities in the bidding and/or reject any unqualified bids. Turner Construction Company and The Town of Wilton are equal opportunity employers. The Town of Wilton requires an affirmative action policy for all of its Contractors and Vendors as a condition of doing business with the Town, as per Federal Executive Order 11246.

LEGAL NOTICE

NOTICE is hereby given that the Inland Wetland Agency will hold a public hearing on **Tuesday, July 26, 2016**, beginning at **7:00 PM** in **Room 231**, 2nd floor, Norwalk City Hall, 125 East Ave., Norwalk, CT. The Agency will hear comments on the following Inland Wetland Permit Application:

APPLICATION: #S16-490

PROPERTY: **300 Grumman Avenue (Cranbury Park)**, Norwalk, CT Fifth Taxing District, Block 34, Tax Lot 2

APPLICANT: Norwalk Recreation & Parks Department
125 East Avenue
Norwalk, CT 06856

ACTIVITY: Corrective Action removal of vegetation, filling and grading adjacent to wetlands and watercourses

At this meeting interested persons may appear and be heard and written communications may be received regarding this application.

Copies of the application are on file for inspection at the Conservation Office, Norwalk City Hall, Room 215, 125 East Avenue, Norwalk, CT.

D. Seeley Hubbard, Chair

PROBATE NOTICES

NOTICE TO CREDITORS

ESTATE OF
Janet M. Kiehn
Deceased (16-0498DR)

The Hon. Anthony J DePanfilis, Judge of the Court of Probate, District of Norwalk - Wilton Probate Court, by decree dated July 15, 2016, ordered that all claims must be presented to the fiduciary at the address below. Failure to promptly present any such claim may result in the loss of rights to recover on such claim.

Stephanie Bergamo,
Deputy Chief Clerk

The fiduciary is:

Carol Kiehn Kirkey
c/o Michael S. Lynch, Esq.,
Bai, Pollock, Blueweiss & Mulcahey P.C., Two Corporate Drive, Suite 950, Shelton, CT 06484

PROBATE NOTICES

NOTICE TO CREDITORS

ESTATE OF
Ella Mae Ross
(15-0271DG)

The Hon. Anthony J. DePanfilis, Judge of the Court of Probate, District of Norwalk - Wilton Probate Court, by decree dated July 14, 2016, ordered that all claims must be presented to the fiduciary at the address below. Failure to promptly present any such claim may result in the loss of rights to recover on such claim.

Diane Ely, Chief Clerk

The fiduciary is:

Alfonsal L. Howard, aka Alfonsal Lee Howard, 1 Indiana Place #B, Norwalk, CT 06854

– LEGAL NOTICE – PUBLIC COMMENT PERIOD ON CAPER YEAR-END CDBG REPORT TO HUD & PUBLIC HEARING ON CDBG PROGRAM PERFORMANCE

As the administering agent for the City of Norwalk's Community Development Block Grant (CDBG) Program, the Norwalk Redevelopment Agency (Agency) will submit the Consolidated Annual Performance and Evaluation Report (CAPER) to HUD on or by September 30, 2016.

This report details the use of CDBG funds over the course of the PY41 (July 1, 2015 through June 30, 2016) grant period. In accordance with the provisions of 24 CFR 91.105(d), a 15-day public comment period on the draft CAPER begins at 12:00pm on Tuesday, August 2, 2016 and ends at 12:00pm on Wednesday, August 17, 2016. The draft CAPER will be available in hard copy at the Norwalk Redevelopment Agency (City Hall, Room 202, 125 East Avenue), the Norwalk Public Library (1 Belden Avenue), the South Norwalk Branch Library (10 Washington Street), the offices of the South Norwalk Community Center (98 South Main Street) and the Norwalk Housing Authority's administrative offices (24 ½ Monroe Street). The draft CAPER will also be available online via the Redevelopment Agency's link on the City of Norwalk's website: http://www.norwalkct.org/index.aspx?nid=1412.

Public comment must be received by the Agency no later than 12:00pm on Wednesday, August 17, 2016 and may be mailed, delivered or emailed to Tami Strauss, Director of Community Development Planning (tstrauss@norwalkct.org or Norwalk Redevelopment Agency City Hall, Room 202, 125 East Avenue, Norwalk, CT 06851).

A public hearing to receive comments on the draft CAPER will be held on Thursday, August 4, 2016 at 7:00PM in Room 231 of Norwalk City Hall, 125 East Avenue. This is an accessible room. Oral language assistance for the hearing may be obtained by calling (203) 854-7810 ext 46783 or by visiting the Redevelopment Agency office (City Hall, room 202) at least 48 hours prior to the hearing.

Members of the public are invited to attend and are encouraged to speak. Persons unable to attend may submit written comments for the record no later than 12:00PM on Thursday, August 4, 2016 to Tami Strauss at the above address.

Following the public comment period, Agency staff will amend the draft CAPER to reflected citizen participation at the public hearing and during the public comment period. The revised draft will be submitted to the Planning Committee on September 8, 2016 for advancement to the Common Council for approval on September 13, 2016, before submission to HUD by September 30, 2016.

EQUAL HOUSING OPPORTUNITY

Publisher's Notice

Connecticut's Comprehensive Fair Housing Act makes it unlawful to print or publish any notice, statement or advertisement, with respect to the sale or rental of a dwelling, that indicates any preference, limitation or discrimination, or any intention to make any such preference, limitation or discrimination based on race, color, creed, national origin, ancestry, sex, marital status, age, lawful source of income, familial status, physical or mental disability or sexual preference.

We will not knowingly accept any advertising for real estate which is in violation of the law. All persons are hearby informed that all dwellings advertised are available on an equal opportunity basis.

Not Pets Allowed.
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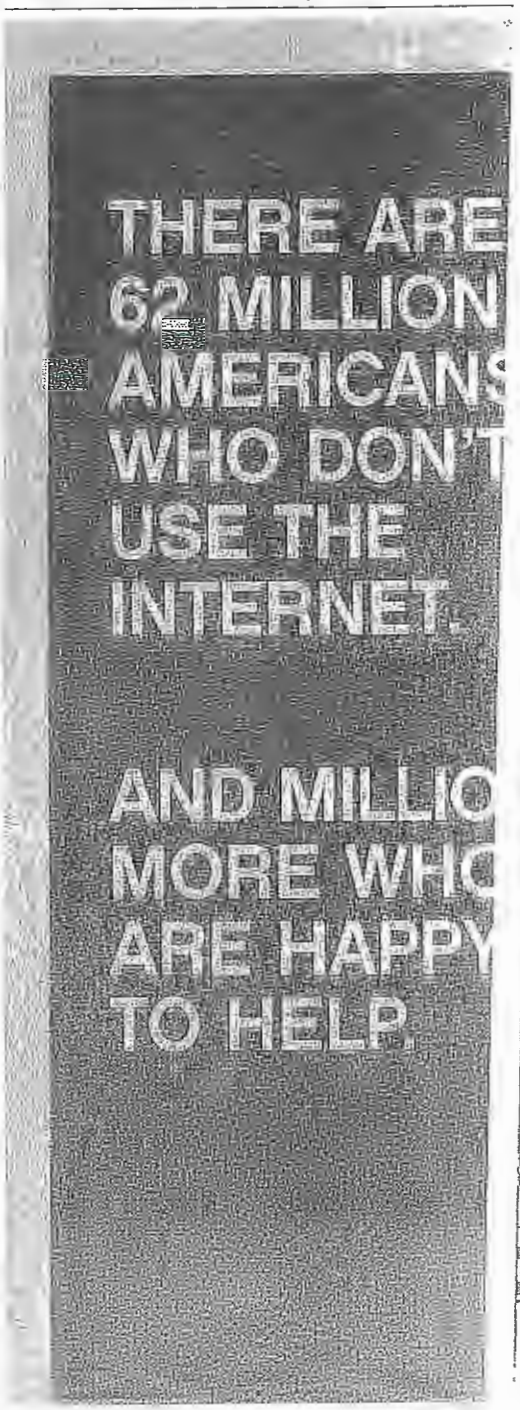

The Hour

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RETURN DATE: AUGUST 9, 2016	:	SUPERIOR COURT
CITIBANK, N.A.	:	J.D. OF STAMFORD/NORWALK
VS	:	AT STAMFORD
THE HEIRS AND/OR BENEFICIARIES OF VICTOR WINGER, DECEASED, ET AL	:	

STATE OF CONNECTICUT

NOTICE TO: THE HEIRS AND/OR BENEFICIARIES OF VICTOR WINIGE DECEASED, IF LIVING OR TO THEIR WIDOW(ER), HEIRS, BENEFICIARIES REPRESENTATIVES AND CREDITORS

The Plaintiffhas named **the heirs and/or beneficiaries of Victor Winiger, deceased,** if living, and their widow(er), heirs, beneficiaries, representatives and creditors, as parties defendant in the complaint which it is bringing to the above named court seeking a foreclosure of its mortgage upon premises known as 59 Glenwood Avenue, Norwalk, Connecticut. This complaint is returnable to court on August 9, 2016 and will be pending therein after that date.

The plaintiff has represented to said court, by means of an affidavit annexed to the said complaint, that despite all reasonable efforts to ascertain such information, it has been unable to determine the identity or residence of the heirs and/or beneficiaries of Victor Winiger, deceased.

Now, therefore, it is hereby ordered under C.G.S. § 52-69 that notice of the institution of this action be given to each such defendant by some proper officer causing a true and attested copy of this order be published in **The Hour** once a week for 2 consecutive weeks, commencing on or before July 21, 2016, and that return of service be made to the Court.

Eileen Condrow
Assistant Clerk, Superior Court
Judicial District of STAMFORD/NORWALK

A TRUE COPY/ATTEST :
JOHN T. FIORILLO , CONNECTICUT STATE MARSHAL

THE CITY OF STAMFORD
INVITATION TO BID

The City of Stamford will receive sealed Request for Proposals/Qualifications and competitive Bids for the following projects at the Stamford Government Center, Purchasing Department, 10th Floor, 888 Washington Boulevard, Stamford, Connecticut 06901. All sealed Bids will be publicly opened and read.

All Proposal and bid documents, drawings and specifications can be viewed/downloaded from our website www.stamfordct.gov. For questions regarding the purchasing or bidding procedures, call or email Beverly Aveni, Purchasing Agent at (203) 977-4107 or baveni@stamfordct.gov

Request for Bid No S-6543-A (Re-Bid): RELOCATION AND RESTORATION OF HOYT-BARNUM HOUSE.
Bid Opening: August 16, 2016 at 11:00 AM
Bid Deposit: 5%
Mandatory Pre-Bid Walk Through: Wednesday, August 3, 2016 at 10:00 A.M., at the Hoyt-Barnum House, 713 Bedford Street. All specifications and documents can be downloaded from our Site at www.stamfordct.gov.
Contact for Technical Questions: For technical questions contact Jeff Pardo, Construction Manager – Engineering Bureau at Tel: 203-977-5227 or Email: jpardo@stamfordct.gov.

Beverly Aveni
Purchasing Agent

PUBLIC NOTICES

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VEHICLES FOR SALE

FORD FOCUS '04, Good Condition $1500 OBO call 203-981-2228

GENERAL HELP WANTED

INDEPENDENT CONTRACTOR
Wanted to deliver newspapers daily. Early morning hours. Please call for info: 203-270-0763.

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CITY OF NORWALK
PLANNING COMMITTEE OF THE COMMON COUNCIL
REGULAR MEETING
JULY 7, 2016

ATTENDANCE: John Kydes, Chair; John Igneri, Tom Livingston, Douglas Hempstead, Travis Simms (7:12 p.m.)

STAFF: Timothy Sheehan, Redevelopment Agency Director; Susan Sweitzer, Senior Development Project Manager

OTHERS: Council Member Bruce Kimmel; Michael Wrinn, Acting Planning & Zoning Director; Jackie Lightfield, Diane Lauricella, Dan Reposo, Lou DiMeglio

CALL TO ORDER

Mr. Kydes Called the meeting to order at 7:02 p.m.

ROLL CALL.

Mr. Kydes called the roll. A quorum was present.

APPROVAL OF MINUTES

May 5, 2016 Regular Meeting.

**** MR. IGNERI MOVED THE MINUTES OF THE MAY 5, 2016 REGULAR MEETING.**
**** THE MOTION TO APPROVE THE MAY 5, 2016 REGULAR MEETING MINUTES AS SUBMITTED PASSED WITH THREE IN FAVOR (KYDES, HEMPSTEAD, AND IGNERI) AND ONE ABSTENTION (LIVINGSTON).**

PUBLIC PARTICIPATION

Ms. Lightfield said that she would be speaking about the TOD plan that would be advanced to the Council. She said that she objected to this plan being advanced because the TOD Plan only focused on South Norwalk. If there is going to be a TOD Plan, it should include all the other TOD areas.

Mr. Dan Reposo said that he was present to speak about the SoNo TOD plan and said that he understood why it was only for one area. Creating a plan for the overall City would be difficult because each area has different needs and characteristics. He said that he approved of this plan because it focused on the local businesses. He said that the Zoning

changes were being built into the Redevelopment Plan is a major difference and this was a game changer.

Ms. Lauricella said that the Committee would be looking at two major documents. She said that she agreed with Mr. Reposo. As a member of South Norwalk Citizens for Justice, she felt that while the area started as an industrial area but residential areas are now in the area, such as the AMEC Carting area. She said that the South Norwalk element needed to be treated separately, as will the center of Norwalk and East Norwalk. She said that the southern area should be extended to Bell Avenue and east to Water Street. There are many residential units and small businesses there.

In the past, the Zoning was an art rather than a science but now there are more residential units in that area. She said that when the plan is being considered, the area needs affordable housing that is affordable for the area, not just according to the State statute. There are many home owners there along with renters who have families.

As far as the Master Plan of Development, she said that in the past, the plan was just a wish list. She said that there were a number of mini-master plans that had been done and urged the Committee members to look at them. She said that the amount allocated for this project was not enough and suggested that more funding be allocated to the project. Once a new director is hired, it may help to reduce costs because the new director should have the ability to do a broader based review.

Mr. Lou DiMeglio of Lubrano Place came forward and said that he had looked at the Master Plan and felt that it should be extending down to Lubrano Place and over to Lexington Avenue. He said that there were a number of businesses that popped up over night and now are making life unbearable.

BUSINESS

A. Master Plan of Conservations and Development. (MPOCD)

1. Update on MPOCD planning process with Michael Wrinn, Acting Planning & Zoning Director

Mr. Kydes said that he had invited Mr. Michael Wrinn to update the Committee on the status of the Master Plan, which will expire in two years.

Mr. Wrinn said that the Mayor has assembled a group to review the current Master Plan and start to identify what goals have already been accomplished.

Mr. Simms joined the meeting at 7:12 p.m.

Mr. Livingston asked if $50,000 would be enough for the consultant. Mr. Wrinn said that the City works with the funding they have.

Mr. Kydes asked if this was just an update. Mr. Wrinn said that in the past, there were a number of mini Master Plans and since the plan expiration is two years out, the work will be focused on the general overview. He explained that if the Committee had short term goals for the various departments, but those projects did not receive funding, the project would not get done.

Mr. Kydes said that there were some people who had issues about various projects.

Mr. Kimmel said that the key phrase was not "Wish List", but the focus should be to prioritize the projects. The big question is where Norwalk wants to be in 20 years. The Council is beginning to look at that issue now. He said that the next Master Plan should be looking at the future for the area between Liberty Square and the east Norwalk Train Station.

Mr. Hempstead said that the Plan was a few years away and it was important to realize that projections past three years are dicey. This would be good to have the departments list their priority projects and also include some of the non-financial road blocks such as zoning or state regulations.

Mr. Hempstead said that when the last Master Plan was done, they had a number of small groups such as the Norwalk Hospital and other organizations giving input. He said that some of the groups contributed some valuable insights.

Mr. Hempstead asked if there was ever a situation where the zoning regulations went backwards, such as having a multiple family zone go back to a one or two family residential zone. Mr. Wrinn said that he had never heard of a developer coming in and asking to make a five unit building into a two unit building.

Mr. Kydes asked if there would be improvements on the plan. Mr. Wrinn said that there would be a number of public hearings on the Plan. There are numerous smaller meetings and then a number of hearings before it is approved and sent to the full Council.

Mr. Kydes said that he would like to receive a copy of the quarterly report. Mr. Wrinn said that he would send it out.

Mr. Hempstead said that during the development of the last Plan, the previous Chairman, Rev. Bolden, had really moved the plan along. He cautioned everyone about getting tangled in the minutiae of the plan and work towards completing the plan.

B. Transit Oriented Development District Redevelopment Plan.

1. Advance Transit Oriented Development District Redevelopment Plan to the Common Council.

Mr. Sheehan then presented a PowerPoint presentation on the South Norwalk TOD [Transit Oriented Development] District Redevelopment Plan.

The presentation included the following topics.

- A definition of a Redevelopment Plan and that it is not.
- A definition of what a TOD (Transit Oriented Development) is
- A brief overview of the Draft Redevelopment Plan
- A definition of Blight

Mr. Livingston asked why the City was required to comply with the State zoning regulations. Mr. Sheehan explained that the power flows from the Federal Government to the State Government and the State delegates that authority to the various municipalities.

- A review of the Plan Findings, including
  - issues such as flooding issues,
  - sufficient Housing existing for Relocation
  - consistency with the City's COPD
- South Norwalk TOD Redevelopment Area Potential Expanded Plan Area

Ms. Sweitzer came forward to give an overview of a previous study on the Village District Zone. There were a number of incompatible uses, one of them being lots that are in two zones. The proposed zoning would reduce the height of the buildings and also reduce the density. This would help keep the neighborhood in character.

Mr. Livingston asked whether the expanded TOD area would be included if the Committee approved this plan. Mr. Sheehan said that originally the area had been included, but later it was thought the area would benefit more as a Village District. He said that the neighbors had pointed out that there would be a greater level of protection with the TOD rather than the historic Village District. Discussion followed about the distinctions between the TOD and Village District.

Mr. Hempstead pointed out that the expanded area was quite large and he would like to see the original TOD plan be approved. Mr. Sheehan said that the Committee could approve the main plan and then amend the plan later. Mr. Hempstead had concerns about someone acquiring a number of three to four family properties and converting them into something else. Mr. Sheehan reviewed the reasons why this could not be done with the Committee members.

Mr. Igneri asked what the advantages would be to including the property. Mr. Sheehan repeated that this could be taken up later as an amendment. However, he explained that the community feels encroachment today. Once the plan was adopted, a company could not expand beyond their current borders. He cautioned everyone that the Zoning Commission had not yet provided comment on this.

Mr. Hempstead asked what would happen to a business if the plan was approved. Mr. Sheehan said that the current businesses would be grandfathered in and the owner could conceivably sell the property to someone else for a similar use. However, once a use changes, it cannot revert back to a previous use.

The discussion moved to the fact that if a set number of units were taken out of service, the current regulations would require the same number of units be brought back into service with 50% of those units made available at a State median income. This would seriously reduce the profitability of a development.

Mr. Igneri pointed out that if the area becomes part of the TOD, the commercial businesses would become less valuable over time and eventually it would be more valuable to have the property converted to housing. Mr. Sheehan agreed. He explained that the Agency was no longer using eminent domain but instead uses incentive zoning to change the areas.

Mr. Hempstead asked about a recent meeting with the Zoning Commission. Mr. Sheehan said that there had been a joint meeting with the Zoning Commission. The Zoning Commission had not put forward any direct questions for the Redevelopment Agency to respond to and they had no specific comments to the plan as it was presented that night. He went on to explain that Mr. Davidson of the Zoning Commission had a question regarding density and the Agency has a response for the Zoning Commission. There has been no comments or questions submitted to the Redevelopment Agency from the Planning Commission. He said that the Planning Commission would be receiving the information in the upcoming week.

Mr. Igneri said that if the Committee approved the TOD plan tonight, it would go to the Council, the Zoning Committee and the Redevelopment Agency. Mr. Sheehan explained that remaining steps for approval that the Plan would be required to go through to complete the process.

Mr. Simms said that with the expansion of the TOD plan, there would be some legal steps that would be needed because AMEC had purchased property in the area with the idea of expanding. He asked if the Redevelopment Agency would purchase any of the property that might come onto the market because of the change in the zoning. Discussion followed.

Mr. Kimmel pointed out that as Mr. Sheehan had said earlier, this was a joint effort and he felt that the Zoning Commission and the Redevelopment Agency would basically be in agreement.

Mr. Hempstead asked where in the main Master TOD Plan it addressed the fact that Redevelopment will not use "eminent domain". Mr. Sheehan said that it was mentioned on page 4 but also on page 6 in Section 7A. Mr. Sheehan said that he would email the exact reference to the Committee members.

Mr. Kimmel asked what the consequences of making this area as part of the TOD plan. Mr. Sheehan said that once the additional area was part of the TOD plan and the TOD plan was approved, there would be more control in the area. He added that the residential inventory was much more stabilized than it is around the original TOD area. This would help to preserve the area.

Mr. Kimmel asked what would be a reason not to incorporate the area. Mr. Sheehan said that the only thing that he could think of would be that the Committee could end up thinking of specific requirements for this specific area.

Mr. Hempstead said that he would like to insure that there was an assurance that the use "eminent domain" outside of public use would be in the hands of the elected officials. Mr. Sheehan said that he would send Mr. Hempstead the reference. Mr. Hempstead said that he liked the language that was used in the Wall Street document.

Mr. Hempstead then said that he was perplexed by statements on page 12. Mr. Sheehan gave an overview of the marine requirements.

Mr. Hempstead asked if there was a calculation formula for areas such as the self-sustaining community such as Washington Street with all the restaurants and the relationship of pedestrians and those who use bicycles. Mr. Sheehan pointed out that a developer would not get the financing he needs without having adequate parking. The Zoning Commission has been aggressive in reducing the amount of parking required, but the tenants often want more parking available, so it appears that the parking will be driven by market demand.

Mr. Sheehan said that some communities were looking at parking maximums rather than parking minimums. He also said that he thought that the residents in that area were using the public parking garages such as Haviland deck, the Maritime garage or the Webster Street lot. Discussion followed.

**** MR. KYDES MOVED TO AMEND THE CURRENT TRANSIT ORIENTATED DEVELOPMENT DISTRICT REDEVELOPMENT PLAN TO INCORPORATE THE RECOMMENDED ADDITIONAL AREA TO THE TOD PLAN AS RECOMMENDED BY THE REDEVELOPMENT AGENCY.**

Mr. Hempstead that he was being cautious due to an abundance of caution because the TOD Redevelopment Plan was on the agenda, but the recommended addition was not on the agenda. He also pointed out that there was no map available for the new area, it was not included in the legal notice and there was virtually no backup documentation. Mr. Sheehan reminded everyone that there was nothing that would prohibit the Committee from modifying the plan in the future. Discussion followed.

Mr. Kimmel asked Mr. Sheehan if he would be able to provide more back up and maps in time for the Council meeting on Tuesday. Mr. Sheehan said that he would be able to provide the Council Members with additional information by the next Council meeting.

Mr. Hempstead that he was concerned when things come in from the blue. This item does not have any supporting documentation. He said that while he supports the original TOD plan, he could not support the amendment at this time.

Mr. Kimmel said that he was concerned about the timelines and would like to hear more from the public. He said that this was just a committee and when it is sent to the Council, they would have the final vote.

**** THE MOTION TO AMEND THE CURRENT TRANSIT ORIENTED DEVELOPMENT [TOD] DISTRICT REDEVELOPMENT PLAN TO INCORPORATE THE RECOMMENDED ADDITIONAL AREA TO THE TOD PLAN AS RECOMMENDED BY THE REDEVELOPMENT AGENCY PASSED WITH FOUR IN FAVOR (KYDES, IGNERI, SIMMS AND LIVINGSTON) AND ONE IN OPPOSITION (HEMPSTEAD).**

**** MR. SIMMS MOVED TO ADVANCE THE TRANSIT ORIENTED DEVELOPMENT DISTRICT REDEVELOPMENT PLAN AS AMENDED TO THE COMMON COUNCIL.**

**** THE MOTION TO ADVANCE THE TRANSIT ORIENTATED DEVELOPMENT DISTRICT REDEVELOPMENT PLAN AS AMENDED TO THE COMMON COUNCIL PASSED WITH FOUR IN FAVOR (KYDES, IGNERI, SIMMS AND LIVINGSTON) AND ONE IN OPPOSITION (HEMPSTEAD).**

ADJOURNMENT.

**** MR. LIVINGSTON MOVED TO ADJOURN.**
**** THE MOTION PASSED UNANIMOUSLY.**

The meeting adjourned at 8:47 p.m.

Respectfully submitted,

S. L. Soltes
Telesco Secretarial Services

THE PLANNING COMMITTEE OF THE COMMON COUNCIL

125 East Avenue
P.O. Box 5125
Norwalk, CT 06856

TO: MEMBERS OF THE PLANNING COMMITTEE OF THE COMMON COUNCIL

FROM: TIM SHEEHAN

DATE: JULY 28, 2016

RE: PARKING AUTHORITY'S RATE ADJUSTMENTS

Attached please find the backup material for the Parking Authority's Rate Adjustments.

Approved Rate Changes FY 2017
Effective July 1, 2016

Permits (per month)	Current	Approved
SNrr Station	$91.00	$97.00
ENrr Station	$60.00	$68.00
Maritime Garage	$83.33	$87.00
Haviland Deck	$64.00	$70.00
Webster Lot	$54.00	$60.00
Webster Lot (res)	$77.00	$80.00
Transient		
SNRR Station	$10.00	$12.00
Maritime Garage	$2.00 (1st hr) $8.00 (1-24 hrs) $2.00 (after 5 p.m.)	$2.00/hr No change
Haviland Deck	$1/hr	$1.50/hr
Webster Lot	$1/hr $2.00 (after 6p.m.) $8.00 (after 10 p.m.)	No change $3.00 (after 6 p.m.)
N. Water Lot	$1.00/hr	$1.50/hr
On Street (SoNo)	$1.00/hr (8a-6p)	$1.50/hr (hours 8a –12a)
YDG Evening Rate	$.75/hour $0	$.50/hour $1.00 (after 6p)
Wall and Main Lots Evening Rate	$0/hour $0	$.50/hour $1.00 (after 6p)
On Street (Wall)	$0/hour	$.75/hour

Norwalk Parking Authority
Parking Rate Study
Draft Report

Norwalk Parking Authority
11 North Water Street
Norwalk, CT 06854

November 2015

DESMAN
Design Management
55 Capitol Boulevard
4th Floor
Rocky Hill, CT 06067
P: 860.563.1117

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1. Introduction

The Norwalk Parking Authority (NPA) has undertaken a process of reinvention and expansion in recent years, transitioning from a traditional parking provider to an advocate for downtown development and commerce. As part of this process, the NPA is reviewing their current parking price-setting practices for on- and off-street parking assets. The goal of this review is to arrive at pricing which supports the City's overall objectives for downtown development and mobility, but still allows the NPA to operate with fiscal solvency, stability and growth/improvement.

This report summarizes the process, analyses, and conclusions regarding the NPA rate study. The study considers best parking management practices, the views of stakeholders, existing parking utilization, NPA's current fiscal performance, competing rates in other public parking facilities in Norwalk, and benchmarking against comparable communities. This study considered a number of factors in its approach to develop a rate structure that best serves the community.

2. Stakeholder Meetings

Stakeholder meetings were conducted by DESMAN staff over a two week period between August 10th and August 21st, 2015. The current NPA Committee members and representatives from the following groups participated in these stakeholder meetings:

- Mayor of Norwalk
- Public Works
- Planning and Zoning
- Finance
- Redevelopment Agency
- Common Council
- Board of Estimate and Taxation
- Norwalk Chamber of Commerce

A variety of issues and topics were discussed regarding parking in Norwalk. The statements listed below summarize the main topics and themes discussed with stakeholders. Overall, there was a general sense of agreement among stakeholders regarding the following issues.

Parking Rates

- On-street rates versus off-street rates,
- Rate structure at the Maritime Garage,
- Standardization of parking rates,
- Creating a financially sustainable parking system,
- Disadvantages and advantages of offering free on-street parking,
- Importance of having convenient parking available,
- Employee parking programs.

Enforcement Hours

- On-street parking enforcement hours and time limits,
- Impacts on traffic flow and employee parking with extended hours of enforcement on-street.

Parking Violation Fee and Enforcement

- Necessity of parking enforcement,
- Parking violation fees,
- Violation fees in adjacent cities.

Signage/Wayfinding

- Signage at Washington Street and Water Street to direct drivers to the Maritime Garage,
- Standardized signage package to help eliminate confusion,
- Necessity of signage directing drivers to the commuter parking facilities,
- Use of signage at entrance to facilities to advertise parking rates.

Parking Capacity

- Parking availability to support peak demands,
- Proximity of parking facilities to main attractions.

Parking Management

- Progressive, forward thinking, and responsive management of the parking system,
- Proactive maintenance of parking facilities.

Marketing and Programs

- Promotional programs to incentive use of parking garages,
- Implementation of a circulator bus in the SONO area,
- Creating an attractive pedestrian connection between Maritime Garage and Washington Street,
- Proper marketing of any parking rate changes, technology changes, policy changes, parking programs, or pilot programs,
- Advantages and disadvantages of implementing meters in the Wall Street area,
- Implementation of demand-based pricing.

Future Development/Growth

- Future development in both the Wall Street and SONO areas and its impact on parking,
- Implementation of pay parking at future developments,
- Impact of future development at the Webster Street Lot,
- How the parking system can help facilitate economic development in Norwalk.

Parking Technology

- New parking technology (i.e. mobile pay and real-time parking availability) is very helpful,
- Innovative parking technology implemented in Norwalk is well used and appreciated,
- Street sensors are an excellent feature to understand parking usage,
- Informational signage and marketing of mobile pay technology.

Many of these issues do not specifically apply to the parking rate structure, but are useful information for the NPA and future planning. Not every comment received reflects best parking practices, but the majority of the comments touch on a number of issues that can be improved by implementing a new parking rate structure. There was also an overall sense that people are willing to pay for parking, but they just don't want paid parking to inhibit growth and economic development in Norwalk. Each of the comments from stakeholders associated with the rate structure and its impacts were considered in developing a rate structure for on- and off-street parking.

3. NPA Parking Inventory and Utilization

3.1 Parking Inventory

Figure 1 shows the locations of the NPA off-street parking facilities and competing commercial parking facilities in Norwalk. There are a total of 12 off-street NPA facilities and 5 competing facilities. The garage and parking lot at the South Norwalk Train Station were considered as two separate facilities. Also, at the time of the study there were three separate lots that support the East Norwalk Train Station. Since the study the East Norwalk Station St. Thomas School Lot has been taken off-line. There is a fairly even spread of parking facilities that serve the Wall Street area, SONO area and train stations in Norwalk. The majority of the competing facilities are located in the SONO area. It should be noted that the POKO lot was free during the construction of Wall Street Place, which was during the study.

Figure 1 – NPA and Competing Public Off-Street Parking Facilities in Norwalk

3.2 Parking Utilization

In order to get a sense of the utilization of the parking facilities in Norwalk, parking occupancy counts were conducted on Wednesday, July 8, 2015, Thursday, July 9, 2015, and Saturday, July 11, 2015. **Table 1** provides a summary of the parking occupancy counts. There are a total of 3,381 off-street public spaces owned by the NPA. The parking facilities are concentrated in two areas: South Norwalk (SONO) and Wall Street.

The parking facilities with an occupancy level above 85% occupied are highlighted in **Table 1**. A parking facility is considered to at its practical capacity when it reaches approximately 85% occupied, as it becomes difficult to locate a space.

Based on this analysis, the commuter parking facilities (South Norwalk and East Norwalk Train Station parking facilities), North Water Street Lot, and Haviland Upper Deck are at practical capacity during a weekday afternoon. All parking facilities are underutilized during a typical weekday evening. During a typical weekend day all the parking facilities are underutilized except for the North Water Street Lot and the Main Street Lot during the evening.

It should be noted that the parking occupancy counts simply provide a snapshot of the utilization during a weekday and weekend. Since the counts were performed after 4th of July weekend, this could have had an impact on the activity level in Norwalk. However, these counts provide another data point along with the revenue numbers (i.e. permit sales and transient ticket sales) to get an understanding of utilization at each NPA facility.

3.3 Parking Market Share

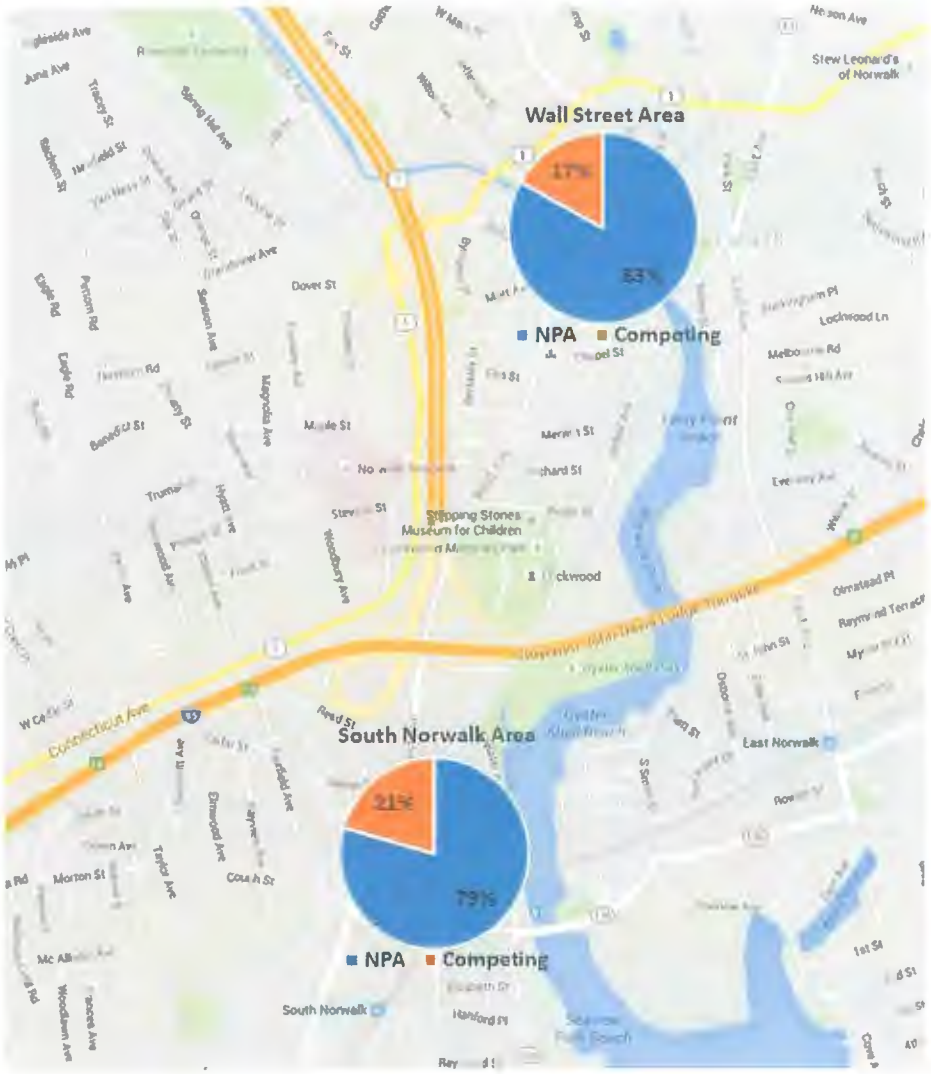
In addition to the NPA parking facilities, there are also currently five parking facilities in the SONO area and one competing facility in the Wall Street area. **Figure 2** shows the amount of off-street parking between NPA and competing public parking facilities in the SONO and Wall Street areas. This analysis reveals that NPA controls a substantial majority of the parking in both neighborhoods, 83% in the Wall Street area and 79% in the SONO area. By controlling such a dominant portion of the public parking market share, the NPA is in a dominant position to set the market parking rates in Norwalk. However, as future development continues in Norwalk and other public parking is provided in non-NPA parking facilities, the market share will shift and the NPA will need to maintain competitive parking rates.

Table 1 – NPA Parking Facilities Inventory and Utilization

			Parking Occupancy					Percent Occupied				
			Wednesday, July 8, 2015	Thursday, July 9, 2015		Saturday, July 11, 2015		Wednesday, July 8, 2015	Thursday, July 9, 2015		Saturday, July 11, 2015	
ID #	NPA Parking Facilities	Inventory	3 PM - 5 PM	12 PM - 2 PM	6 PM - 8 PM	11 AM - 1 PM	7 PM - 9 PM	3 PM - 5 PM	12 PM - 2 PM	6 PM - 8 PM	11 AM - 1 PM	7 PM - 9 PM
1	Webster Lot	600	388	410	267	142	298	65%	68%	45%	24%	50%
2	North Water Street Lot	45	27	43	35	42	41	60%	96%	78%	93%	91%
3	Maritime Garage	755	401	484	105	301	82	53%	64%	14%	40%	11%
4	Haviland Upper	127	85	119	77	33	90	67%	94%	61%	26%	71%
4	Haviland Lower	152	110	121	88	66	83	72%	80%	58%	43%	55%
5	Main Street Lot	90	34	41	40	44	79	38%	46%	44%	49%	88%
6	Wall Street Lot	93	39	44	38	42	27	42%	47%	41%	45%	29%
7	Yankee Doodle Garage	410	182	178	159	136	145	44%	43%	39%	33%	35%
8	South Norwalk Train Station Garage	709	666	694	457	135	116	94%	98%	64%	19%	16%
9	South Norwalk Train Station Lot	227	194	196	105	46	45	85%	86%	46%	20%	20%
10	East Norwalk (SB Lot)	48	43	48	25	12	10	90%	100%	52%	25%	21%
11	East Norwalk (NB Lot)	100	81	77	58	5	6	81%	77%	58%	5%	6%
12	East Norwalk (St. Thomas School Lot)	25	20	23	13	0	0	80%	92%	52%	0%	0%
TOTALS		**3,381**	**2,270**	**2,478**	**1,467**	**1,004**	**1,022**	**67%**	**73%**	**43%**	**30%**	**30%**

Note: The highlighted cells show which facilities had an occupancy level equal to or greater than 85% occupied, which is when a parking facility reaches its practical capacity.

Figure 2 – Market Share of NPA and Competing Facility Parking



3.4 Future Developments and Parking Inventory

There are a number of future private projects planned in Norwalk that include parking components. It is not clear how much public parking will be available as part of each development, as these projects will also serve other users (i.e. residents, customers, etc.) or what the parking rates will be at these facilities. Below is a list of the planned projects:

- **SONO Pearl (80 Washington Street):** SONO Pearl is a residential development with 66 units and 154 parking spaces to be located in the SONO area along Washington Street. The developer

intends to open the garage attached to this project to public use. The project is scheduled to open in early 2016.

- **SONO Station Daily Parking Garage**: The SONO Station Daily Parking Garage is part of a larger mixed-use development with residential, retail and office uses, and a 300- to 400-space garage to be located on the corner of Chestnut and Henry Streets, adjacent to the South Norwalk Train Station. The garage will support both commuters and tenants of the development.

- **Webster Block Development**: There are plans to displace a substantial portion of the 600-space Webster Lot in the SONO area and construct a development to include a parking structure, housing, pedestrian way and plaza. The proposed parking facility would operate similar to the existing Webster Lot, supporting commercial patrons and visitors to the SONO area.

- **The Waypointe Apartments (515 West Avenue)**: This planned mixed-use development in the Wall Street area will include 465 apartment units, approximately 100,000 sq. ft. of commercial space, and 851 parking spaces. Of the 851 spaces, 424 will be designated to support the commercial activity. This development recently opened in the summer of 2015.

- **Wall Street Place (Phase I)**: There are plans for a mixed-use development at Isaac Street and Wall Street. The development will include 101 residential units, 16,000 sq. ft. of retail space, and approximately 230 parking spaces. The parking will be available to both residents and the public.

- **The SONO Collection:** General Growth Properties (GGP) plans to build an approximately 700,000 sq. ft. retail center located off of I-95 and Route 7. Plans include retail stores, a boutique hotel, public space, and public parking facilities.

Each of these planned developments will change the balance of public parking owned by NPA and competing facilities, which will eventually change how much influence NPA has on setting the market rates in Norwalk.

4. Existing Parking Rates

The current NPA parking rates structure is somewhat flawed. It has priced on-street parking at a discount compared to off-street parking. On-street parking is the most desirable and convenient parking available at the main activity centers in Norwalk (i.e. Washington Street, Main Street and Wall Street). By charging more for off-street parking people are incentivized to drive around and look for the last available on-street space, which can cause traffic congestion. It also attracts employees and residents in the area to park on-street and thus not make on-street parking available to high-turnover users (i.e. customers and patrons). It is best practice to price parking facilities based on their convenience to high demand generators, which is not the case today.

Table 2 shows the current daily and monthly parking rates and hours of operation for on-street and off-street parking owned by the NPA.

Table 2 – Existing Parking Rate Structure

Location Name	Garage/Lot	Hours of Operation	Daily Rate	Monthly Rate
On street				
SONO	Meters	8am - 6pm [1]	$1.00/hour	N/A
Uptown (Wall St.)	No Meters	8am - 6pm	2hour free parking	N/A
SONO Area Parking Facilities				
MGG	Gated Garage	6am - 2am	$2 for first hour, $8 daily max after the 1st hour, $2.00 evening rate 5pm - 12am	$ 83.33
Haviland	Lot - Pay-by-Space	24hrs	$1.00/hour max $7.00 after 4 hours	$ 64.00
Webster	Lot - Pay-by-Space	24hrs	$1.00/hour max $7.00 after 4 hours, $ 2.00 evening rate after 6pm	$54/$77
North Water	Lot - Pay-by-Space	24hrs	$1.00/hour max $7.00 after 4 hours	N/A
Wall Street Area Parking Facilities				
YDG	Ungated Garage	8am - 6pm Free on sundays and afte 6pm	$0.75/ Hour max $4.00 after 4 hours	$ 38.00
Wall street	Lot	8am - 6pm Free on sundays and afte 6pm	N/A	$ 37.00
Main street	Lot	8am - 6pm Free on sundays and afte 6pm	N/A	$ 37.00
Commuter Parking Facilities				
SNRR Garage	Gated Garage	24hrs	Flat $10.00	$ 91.00
SNRR Overflow lot	Lot	24hrs	Flat $10.00	N/A
ENRR including	Lot	24hrs	Sundays $8.00	$ 60.00

[1] *North* Main Street hours of operation are from 8am - 9pm.

4.1 On-Street Parking

On-street parking in the Wall Street area is free with a 2-hour time restriction between 8:00 AM and 6:00 PM. On-street parking in the SONO area is $1.00 per hour between 8:00 AM and 6:00 PM, except along North Main Street where enforcement extends until 9:00 PM. Single-space meters which accept credit card and coin payment are used on-street in the SONO area. Pay-by-cell is also offered for on-street parking.

4.2 SONO Area Off-Street Parking

All of the parking lots in the SONO area are enforced 24 hours. The Haviland Deck, Webster Lot, and North Water Lot have rates of $1.00/hour with a $7.00 per day maximum rate after 4 hours. They each have pay-by-space stations which accept credit card, cash, and coin. Pay-by-cell is also offered in each parking facility. The Webster Lot offers a $2.00 evening rate for vehicles that enter after 6:00 PM and an overnight rate of $8.00 for vehicles that enter after 10:00 PM.

The Maritime Garage (MGG) has a substantially different rate structure than the other NPA parking facilities in the area. The Maritime Garage is $2.00 for the first hour, but then jumps to an $8.00 daily rate after the first hour. Free parking is provided in the Maritime Garage for up to 20 minutes. Both the Webster Lot and Maritime Garage have a $2.00 evening rate. The regular monthly parking rate at the Maritime Garage is $83.33 per month. The Maritime Garage offers discounted monthly parking for employees of local retail/restaurant businesses at a rate of $25.00 per month. Validated parking for half the parking rate is also provided in the Maritime Garage. Currently this parking validation program has only been implemented by Mama's Boy. This is a gated facility with pay stations and pay-on-exit equipment. All forms of payment are accepted, but not pay-by-cell.

The regular monthly parking rate at the Webster Lot is $54.00 per month for a non-reserved permit and $77.00 per month for a reserved space. There are 40 reserved spaces for the 50 Washington Street Building between 9:00 AM and 5:00 PM. There are also another 30 reserved spaces for C-Town Supermarket customers between 7:00 AM and 10:00 PM. These spaces are leased to C-Town at the following monthly rates: $105.06 (20 spaces) and $78.80 (10 spaces). A 2.5% annual rate increase is applied to these spaces per the lease agreement, which expires in 2018. However, they have the option to renew for another 5 years with NPA approval. The Bow Tie Cinema provides four hour validated parking for all customers before 6:00 PM.

4.3 Wall Street Area Off-Street Parking

Only the Yankee Doodle Garage (YDG) charges for transient parking in the Wall Street area at a rate of $0.75 per hour and a max daily rate of $4.00. The YDG is an ungated facility that enforces pay parking between 8:00 AM and 6:00 PM, Monday through Saturday and is free on Sundays and after 6:00 PM. The Wall Street and Main Street lots provide free parking with a 2 hour time restriction. Monthly permit parking is $38.00 in the YDG and $37.00 in the Main Street Lot and Wall Street Lot.

4.4 SONO Railroad Parking

The commuter parking facilities include the East Norwalk Railroad (ENRR) lots and South Norwalk Railroad (SNRR) Garage and overflow lot. There is a flat $10.00 daily transient fee in the SNRR parking facilities. The ENRR parking facility only permits transient/daily parking on Sundays at an $8.00 daily rate. The monthly parking rate ranges between the two stations with a $91.00 monthly rate at the SNRR Garage and a $60.00 monthly rate at the ENRR lot.

4.5 Competing Public Parking Facilities

Table 3 shows the parking rates at the competing, privately-owned parking facilities in Norwalk. The daily rate at the POKO Lot, prior to construction of the Wall Street Place development, in the Wall Street area was $4.00, which is similar to the YDG. Except for the Iron Works Garage, the competing parking facilities in the SONO area are only available to the public during the weekend evenings when the demand increases substantially. During the days these parking facilities only offer private, commercial parking. The weekend evening rate ranges between $5 and $8. The Iron Works Garage has a daily rate of $1.00 per hour, $2.00 per hour during evenings, and $3.00 per hour during weekend evenings. The lease rate in the Iron Works Garage is $90.00 per month, which is substantially greater than the Haviland Deck and Webster Lot, which are in the same area. The weekday and weekend evening rates at this facility are substantially greater than the NPA parking rates.

Table 3 – Competing Parking Facilities Parking Rates

Location Name	Number of Spaces	Garage/ Lot	Operator/owner	Parking Rates
Wall Street Area				
POKO Lot	121	Lot	Pro Park	$4/12 hours, $98.38/mo
SONO Area				
Iron works Garage	225	Garage	Spinnaker/In house	$1/hour max of $9.00 during the day. $2.00/hour evening. $3.00/hour Friday and Saturday. $90 per month
Klaffs [(1)]	~85	Lot	Pacific Parking	$5.00 on weekends
Corner of Haviland and Water street	~60	lot	Pacific Parking	$5.00 on weekends
Lock Building Lot	~65	lot	Pacific Parking	$8.00 on weekends
80 Washington Street	~140	Garage	Unknown. Under Construction.	Unknown. Under Construction.

[1] *Rate varies based on event and activity level in SONO area.*

5. Historical Rate Analysis

In order to set the parking rates at the NPA parking facilities it is important to analyze how they have increased historically. **Table 4** provides the historical rates and annual growth for the NPA parking facilities. The data available regarding rates varies for each facility. Some of the rate data is from 2000, which is previous to the implementation of the NPA. However, these were still the rates when the NPA was created in 2002. It is essential to show when the rates were actually increased, even if it was before 2002, to get an accurate understanding of the historical increase/decrease in rates. This analysis provides a sense of how rates have changed over the years and which facilities have seen minimal to no increase in rates.

As shown, many of the facilities have experienced some annual increase in rates, but others have seen no increase since 2004. The daily, evening and monthly rates at the Maritime Garage have actually been reduced since 2004. The greatest growth in rates since 2004 was at the Yankee Doodle Garage where the hourly rate was increased from $0.25 to $0.75 per hour.

Typically parking rates are increased at a 3% annual rate to match the Consumer Price Index (CPI). Rates may not be increased every year, but every couple of years to reach a rate increment that is more convenient for users. Increasing the rates every year or every couple years based on a defined schedule or formula can help reduce public dissent and allow for both users and the operating agency to plan accordingly.

Rate increases are also dependent on the local economy, financial performance of the parking system, parking activity, competing parking facility rates, and economic development goals. So it is difficult to have a defined rate increase for every foreseeable year.

Table 4 – Historical Parking Rates of NPA Facilities

Maritime Garage	2004	2006	2007	2015	Annual % Increase
Up to 1 Hour	$ 2.00	$ 2.00	$ 2.00	$ 2.00	0%
1 Hr to 3 Hrs	$ 4.00	$ 5.00	$ 6.00	$ 8.00	6%
3 Hr to 4 Hrs	$ 5.00	$ 6.00	$ 7.00	$ 8.00	4%
4 Hr to 5 Hrs	$ 6.00	$ 7.00	$ 7.00	$ 8.00	2%
5 Hr to 8 Hrs	$ 8.00	$ 8.00	$ 8.00	$ 8.00	0%
8 Hr to 24 Hrs	$ 10.00	$ 10.00	$ 10.00	$ 8.00	-2%
Evening Rate (after 5 PM)	$ 3.00	$ 3.00	$ 3.00	$ 2.00	-3%
Monthly	$ 125.00	$ 83.33	$ 83.33	$ 83.33	-3%
Restaurant Employee (after 3 PM)	$ 25.00	$ 25.00	$ 25.00	$ 25.00	0%
Upper Haviland Parking Lot	**2004**		**2007**	**2015**	
0 to 1 Hour	$ 1.00		$ 1.00	$ 1.00	0%
1 to 2 Hrs	$ 2.00		$ 2.00	$ 2.00	0%
2 to 3 Hrs	$ 2.00		$ 3.00	$ 3.00	3%
3 to 4 Hrs	$ 2.00		$ 4.00	$ 4.00	6%
4 Hrs Plus	$ 4.00		$ 5.00	$ 7.00	5%
After 5 PM	$ 5.00		NA	NA	
	2004		**2007**	**2015**	
Commercial	$ 50.00		$ 55.00	$ 63.00	
Residential	$ 40.00				4%
Lower Haviland Parking Lot	**2004**	**2006**	**2007**	**2015**	
Monthly	$ 40.00	$ 50.00	$ 55.00	$ 63.00	4%
North Water Parking Lot	**2004**		**2007**	**2015**	
0 to 1 Hour	$ 1.00		$ 1.00	$ 1.00	0%
1 to 2 Hrs	$ 2.00		$ 2.00	$ 2.00	0%
2 to 3 Hrs	$ 2.00		$ 3.00	$ 3.00	3%
3 to 4 Hrs	$ 2.00		$ 4.00	$ 4.00	6%
4 Hrs Plus	$ 3.00		$ 5.00	$ 7.00	7%
After 5 PM	$ 5.00		NA	NA	
Webster Street Parking Lot	**2004**	**2006**	**2015**		
Up to 1 Hour	$ 1.00	$ 1.00	$ 1.00		0%
1 to 2 Hrs	$ 2.00	$ 2.00	$ 2.00		0%
2 to 3 Hrs	$ 3.00	$ 3.00	$ 3.00		0%
3 to 4 Hrs	$ 4.00	$ 4.00	$ 4.00		0%
4 Hours Plus	$ 5.00	$ 5.00	$ 7.00		3%
6 PM to 10 PM (flat fee)	$ 5.00	$ 2.00	$ 2.00		-7%
After 10 PM	$ 5.00	$ 5.00	$ 8.00		4%
	2000	**2006**	**2007**	**2015**	
Monthly	$ 25.00	$ 40.00	$ 45.00	$ 53.00	5%
On-Street Parking (SONO)	**2004**	**2015**			
Meter Rates per Hour	$ 0.75	$ 1.00			2%

Table 4 Continued – Historical Parking Rates of NPA Facilities

					Annual % Increase
Yankee Doodle Garage	**2004**	**2009**	**2015**		
Hourly	$ 0.25	$ 0.50	$ 0.75		**10%**
Daily	$ 2.00		$ 4.00		**6%**
	2000	**2007**	**2015**		
Monthly	$ 25.00	$ 30.00	$ 37.00		**2%**
Wall Street Parking Lot	**2004**	**2015**			
Hourly	$ 0.25	NA			
Daily	$ 2.00	NA			
	2000	**2007**	**2015**		
Monthly	$ 25.00	$ 30.00	$ 37.00		**2%**
Main Street Parking Lot	**2004**	**2006**	**2007**	**2015**	
Hourly	NA	$ 0.25	$ 0.25	NA	
Daily	NA	$ 2.00	$ 2.00	NA	
Monthly	$ 25.00	$ 25.00	$ 30.00	$ 37.00	**2%**
On-Street Parking (Wall Street Area)	**2004**	**2015**			
Hourly	$ 0.50	NA			
South Norwalk Railroad Station	**2000**	**2006**	**2007**	**2015**	
Up to 1 Hour	$ 6.25	$ 7.00	$ 1.00	$ 10.00	**3%**
1 to 2 Hrs	$ 6.25	$ 7.00	$ 2.00	$ 10.00	**3%**
2 to 3 Hrs	$ 6.25	$ 7.00	$ 3.00	$ 10.00	**3%**
3 to 4 Hrs	$ 6.25	$ 7.00	$ 4.00	$ 10.00	**3%**
Daily (M-F)	$ 6.25	$ 7.00	$ 7.00	$ 10.00	**3%**
Daily (S-S)	$ 4.50	NA	NA	NA	
	2003	**2006**	**2007**	**2015**	
Monthly	$ 65.00	$ 70.00	$ 75.00	$ 91.00	**3%**
East Norwalk Railroad Station	**2000**	**2006**	**2007**	**2015**	
Monthly	$ 25.00	$ 30.00	$ 40.00	$ 60.00	**6%**
	2005			**2015**	
Daily (Sundays only in 2015)	$ 5.00	NA	NA	$ 8.00	**4%**

6. Benchmarking Analysis

6.1 Comparable Cities

An analysis was conducted to compare the rates of the NPA facilities to comparable cities parking systems. In order to determine comparable cities we identified a number of qualifying factors, which are listed below.

- Coastal community;
- Bedroom community to a larger urban center;
- Pay parking system;
- Has an established, centralized agency managing the majority of parking services;
- Demonstrates strategic thinking as it applies to parking management and operations;
- Envisions parking as part of an urban development program;
- Operates parking as a self-financing enterprise (i.e. enterprise fund, authority, etc.);
- Supports a mixed-use environment which includes residents, workers, diners, shoppers, tourists and commuters;
- Located on the eastern seaboard;
- Similar population size.

DESMAN did not consider adjacent cities comparable to Norwalk because they are not as large or experiencing the same level of economic development, density, nightlife activity and tend to have a more homogeneous demographic. Norwalk should be thinking about the future and where they want to be in 20 years, thus it is paramount to begin modeling Norwalk similar to more diverse cities they emulate and hope to experience their level of economic development. Based on the criteria, DESMAN identified the following comparable cities listed in **Table 5**.

Table 5 – Comparable Cities to Norwalk

City	State	Population	Number of Lots	Number of Garages
Hartford	CT	125,017	25	24
New Haven	CT	130,660	15	6
New Rochelle	NY	79,446	14	18
Portland	ME	66,318	9	8
Portsmouth	NH	21,440	19	2
Salem	MA	42,544	10	1
Stamford	CT	126,456	**4**	**2**
White Plains	NY	57,866	19	9
Norwalk	**CT**	**85,603**	**7**	**3**

6.2 Parking Rates Benchmarking Analysis

Table 6 shows the on-street parking rates and average off-street parking rates for each comparable city. This analysis also reveals how the rates compare to the average of all the comparable cities. Based on this analysis, the on-street rate of $1.00 per hour is equivalent to the average rate of comparable cities. The off-street monthly and daily rates are substantially higher than the rates in Norwalk, but the hourly rates are similar. This analysis shows that the NPA on-street and off-street hourly rates are comparable to similar cities, but the monthly and daily rates are substantially less expensive.

Table 6 – Parking Rate Benchmarking Analysis

City	State	On-Street		Garage Rates			Surface Lot Rates		
		Time Limit	Rates (Hourly)	Monthly	Daily	Hourly	Monthly	Daily	Hourly
Hartford	CT	2 hour	$1.00	$189.50	$21.43	$2.12	$136.98	$14.50	$2.20
New Haven	CT	1-5 hrs	$0.75-1.50	$126.25	$17.00	$3.00	$80.57	$18.00	$4.00
New Rochelle	NY	2 hr	$1.00	$245.00	-	$1.00	$42.00	-	$0.75
Portland	ME	2 hr	$1.00	$106.00	$22.33	$1.95	$120.00	$13.83	$1.92
Portsmouth	NH	3-4 hrs	$0.75-1.50	$135.00	-	$1.13	-	-	$0.97
Salem	MA	4 hour	$0.50-1.50	$65.00	-	$0.50	$25.00	$9.33	$0.75
Stamford	CT	1-2 hrs	$1.00	$76.67	$9.00	$1.00	$75.00	$5.33	-
White Plains	NY	1-2 hrs	$1.00	$125.63	$24.00	$1.00	$54.17	-	$1.00
AVERAGE RATES			**$1.00**	**$133.63**	**$18.75**	**$1.46**	**$76.24**	**$12.20**	**$1.66**
Norwalk	**CT**	**2 hour**	**$1.00**	**$70.44**	**$7.33**	**$1.38**	**$49.25**	**$7.80**	**$1.00**
Difference			**$0.00**	**$63.19**	**$11.42**	**$0.09**	**$26.99**	**$4.40**	**$0.66**

6.3 Parking Enforcement Hours Benchmarking Analysis

Table 7 shows the benchmarking analysis of the hours of operation for on-street and off-street parking for the comparable cities. Two of the eight cities have on-street rates that extend until 9:00 PM (New Haven, CT and White Plain, NY) and half of them extend until only 6:00 PM (Hartford, CT; Portland, ME; Salem, MA; and New Rochelle, NY), which is similar to Norwalk. At three of the comparable cities the off-street lots operate 24 hours per day, 7 days a week (New Haven, CT; Portsmouth, NH; and Stamford, CT), and at three of the cities the hours of operation extend to only 6:00 PM (New Rochelle, NY; Salem, MA; and White Plains, NY). At all of the comparable cities, except one, the garage rates extend either 24 hours per day or until late in the evening. The hours of operation for the parking facilities varies for both lots and garages. In the SONO area the parking lots operate 24 hours per day, 7 days a week and the garage (MGG) operates until 2:00 AM. The South Norwalk and East Norwalk Train Station parking facilities operate 24 hours per day, 7 days a week. The enforcement hours for the parking facilities in the Wall Street area only extend until 6:00 PM.

6.4 Parking Enforcement Fees Benchmarking Analysis

In addition to benchmarking parking rates, the parking enforcement fees were compared to adjacent cities, as shown in **Table 8**. Adjacent cities were compared for enforcement rates since it was expressed

by most stakeholders that the enforcement fees in Norwalk are too high. However, based on this analysis the enforcement fee for an expired meter in Norwalk of $25.00 is comparable to adjacent cities. The enforcement fee for parking in an ADA space or crosswalk is substantially greater. Even though there was much concern expressed by stakeholders that the parking enforcement fees were too high for an expired meter, it appears that the fine amount is consistent with the adjacent communities. Also, there is currently a 10-minute grace period provided at on-street meters and pay-by-space parking facilities. This grace period provides parkers with some leniency and should help reduce the number of parking tickets.

Table 7 – Enforcement Hours Benchmarking Analysis

City	State	Hours of Operation		
		On-Street	Off-Street Lot	Garage
Hartford	CT	Monday - Friday; 8:00am - 6:00pm	Monday - Friday 6:00am - 9:30pm; Saturday - Sunday 12:00pm - 12:00am	Monday - Friday 6:30am-11:30pm; Weekends 8:00am-11:30pm
New Haven	CT	Monday - Saturday; 8:00am - 9:00pm	24 hours; 7 days per week	Monday - Sunday 8:00am - 12:00am
New Rochelle	NY	Monday - Saturday; 8:00am - 6:00pm or 8:00am - 12:00am	Monday - Friday 8:00am-6:00pm	24 hours; 7 days per week
Portland	ME	Monday - Saturday 9:00am - 6:00pm	Monday - Friday 8:00am-10:00pm or 12:00am; Saturday - Sunday 7:00am - 12:00am	Monday - Sunday 7:00am - 1:00am
Portsmouth	NH	Monday - Friday; 9:00am - 7:00pm; Sundays 12:00pm - 7:00pm	24 hours; 7 days per week	Monday - Sunday 6:00am - 7:30pm
Salem	MA	Monday - Saturday; 8:00am - 6:00pm	Monday - Saturday 8:00am - 6:00pm	24 hours; 7 days per week
Stamford	CT	Monday - Saturday; 8:00am - 7:00pm	24 hours; 7 days per week	24 hours; 7 days per week
White Plains	NY	Monday - Saturday; 9:00am - 9:00pm	Monday - Saturday 8:00am - 6:00pm	24 hours; 7 days per week
Norwalk	**CT**	**Monday - Saturday; 8:00am - 6:00pm [1]**	**Monday - Saturday 8:00am - 6:00pm [2] 24 hours; 7 days per week [3]**	**24 hours 7 days per week [4]; 6:00am - 2:00am [5]; Monday-Saturday 8:00am - 6:00pm [6]**

[1] *North Main Street has enforcement until 9:00 PM*

[2] *Wall Street Area parking facilities*

[3] *SONO Area parking facilities*

[4] *SNRR Garage*

[5] *Maritime Garage*

[6] Yankee Doodle Garage

Table 8 – Benchmarking of Parking Enforcement Fees

City	Overstaying Meter	Parked in ADA space	Parked in a Crosswalk
Bridgeport	$35.00	$125.00	$40.00
Danbury	$20.00	$100.00	$100.00
Darien	$15.00	$50.00	$15.00
Fairfield	$25.00	$150.00	$25.00
New Canaan	$20.00	$100.00	$75.00
Westport	$25.00 - 48.00	$85.00	$25.00
Wilton	$25.00	$150.00	$25.00
Average Rate	**$23.33**	**$108.57**	**$43.57**
Norwalk	**$25.00**	**$200.00**	**$60.00**
Difference	**-$1.67**	**-$91.43**	**-$16.43**

7. Parking Pricing Best Practices

There are a number of common goals between the NPA and the City of Norwalk that can be supported by a better parking rate structure. These common goals include the following:

- Support economic development;
- Reduce traffic congestion;
- Provide a parking system that is fairly priced and easy to understand so that it does not deter visitors to Norwalk;
- Allow the NPA to remain financially solvent to prevent the use of tax dollars to support the parking system;
- Generate adequate net cash flow to support the implementation of new, more convenient parking technologies;
- Sustain a viable organization structure; and
- Maintain a consistent and justifiable rate strategy.

To help achieve these goals the NPA should structure the parking rates to support best parking management practices as established by the parking industry. Below is an outline of parking management best practices:

- The price of an hour of on-street parking should be greater than an hour of off-street parking to create an incentive for employees and residents NOT to take up the most valuable spaces;
- The rates should be set on-street to maintain 15% vacancy during the peak hour;
- Rate structures should be logical and predictable; and
- Rates should be set according to demand for the facility; the greater the demand, the higher the rate; to maintain balance across the system.

Parking industry best practices suggest that fees should be priced to maintain an 85% occupancy level, assuring that one to two spaces on a given blockface will always be open and available to new patrons or visitors. The practice of pricing parking facilities according to utilization is called ***demand-responsive pricing***. Once a facility or on-street parking area becomes greater than 85% occupied it becomes difficult to locate and navigate to find a space, which reduces a parking systems level of service. If certain parking spaces or facilities are in such high demand that they operate at above an 85% occupancy level, it suggests that the parking may be underpriced. Parking facilities and on-street parking should all be accurately priced to create a more even spread in demand. Currently, on-street parking is in very high demand, especially during the evenings because it is free while the parking facilities charge for parking.

In Norwalk on-street parking is considered the most desirable and convenient parking spaces. These spaces should be managed with both appropriate pricing and hours of operation so that they are not abused by long-term parkers (i.e. employees and residents). By making on-street spaces available for short term parkers (i.e. customers and visitors) they help support local businesses. In Norwalk, on-street parking is unrestricted after 6:00 PM in both the SONO and Wall Street areas. This allows the most convenient spaces to be abused by residents and employees in the area, reduces turnover, and minimize the amount of on-street parking available for local business patrons.

Studies have shown that "cruising" by drivers to find on-street parking creates traffic congestion in urban centers. Pricing and enforcing on-street parking appropriately makes more on-street parking available and pushes people to use parking facilities instead of looking for that last on-street space. This is an issue in Norwalk along both Main and Washington Streets during the weekend evenings where extensive vehicle queuing occurs. It is suggested that off-street parking is priced less than on-street parking to help eliminate "cruising". The parking pricing structure in Norwalk does not meet this criteria as on-street parking is free during the evening or more expensive than off-street parking in both the SONO and Wall Street areas.

To reduce confusion the parking rates should be more consistent and comparable between facilities. This helps reduce confusion and frustration among patrons by preventing any surprises in parking rates. Currently, the Maritime Garage charges an escalated rate after the first hour which is not consistent with any other parking facility in Norwalk.

8. Parking Rate Recommendations

Based on parking industry best practices, parking utilization of NPA facilities, the goals of the NPA, stakeholder comments, and the parking pricing benchmarking analysis, the following parking rate recommendations were developed.

8.1 SONO Area

- **On-Street Parking**
  - Under the current rate structure daytime drivers cruise the SONO district looking for an open space along the curb. These spaces become filled by employees and residents in the area. Raising rates and extending the hours of enforcement make long-term stays more expensive at curbside spaces and would create an incentive for employees to instead park in underutilized garages and lots. This would lead to a reduction in the number of visitor vehicles cruising the district looking for an open space.

- On-street parking should be priced higher than off-street parking and enforcement hours should be extended to 9:00 PM, to reduce traffic congestion caused by "cruising" to find a space and to reduce use of on-street parking by employees and residents in area.

- **Maritime Garage**
  - The Maritime Garage rate structure should be graduated to make it more attractive to short term parkers and eliminate 'sticker shock'. This will make the garage more attractive to users and reduce the number of angry customers who leave with a poor impression of visiting Norwalk.
  - The evening rate of $2.00 after 5:00 PM should remain to attract patrons and employees of the SONO area into the facility and away from curbside parking.
  - The discounted employee monthly parking rate should remain for people who work in the restaurant/entertainment industry in the SONO area.
  - A 20% discount off the daily rate in the Maritime Garage should be provided to visitors of the Maritime Aquarium who pre-pay for parking online (Maritime Aquarium website). This would provide an incentive to people visiting the Maritime Aquarium to pre-pay for parking and reduce "cruising" by visitors to find the best parking deal in Norwalk. This is a 6 month pilot program. Its level of usage should be reviewed after the 6 months to determine if it should be implemented long term.

- **Haviland Deck**
  - Due to a high demand for transient parking, the rates should be increased, but kept below on-street rates. There has been no increase in 1 and 2 hour rates since 2004, and possibly longer.
  - The enormous demand for monthly parking (489 monthly parkers in a 279 space facility) justifies a rate increase to maintain a convenient occupancy level. Rates have increased at a 3% annual rate since 2000.

- **Webster Lot**
  - Due to low utilization and dependency of the parking to support the shopping center, the transient rates should remain at current level. However, the over 4 hour rate should be increased to promote the turnover of spaces.
  - Due to high demand by monthly parkers (649 monthly parkers in a 600 space lot) the monthly rates should be increased to maintain a convenient occupancy level and to make it more competitive with the monthly rates of the other NPA facilities, which may push people to use less utilized parking facilities for monthly parking. The monthly rate has increased at an annual rate of 4% since the year 2000.
  - The discounted evening rate of $2.00 after 5:00 PM should be increased to $3.00. At this level, it is still a deal compared to parking on-street, but less attractive than parking in the Maritime Garage during the evening for $2.00.

- **North Water Lot**
  - Due to high utilization, the hourly rates should be increased to the same level as on-street parking and the all day rate should be increased to promote turnover. This will help maintain an 85% occupancy level and promote turnover of a conveniently located parking facility.

8.2 Wall Street Area

- **On-Street Parking**
  - On-street meters should be installed in the Wall Street area and enforced until 9:00 PM to help insure turnover of on-street parking and reduce the use of on-street parking by employees in area. An hourly rate of $1.00 per hour should be implemented initially, which would be greater than the YDG hourly rate. This would push long-term parkers to park off street in the YDG or Wall Street/Main Street lots.
  - If meters are installed, pay-by-plate or pay-by-space meters should be used. Compared to single-space meters, multi-space meters reduce streetscape clutter, can be more cost effective, and can potentially allow more spaces.

- **Yankee Doodle Garage**
  - Due to unusually low demand, the rate should be reduced to $0.50 per hour. The max rate would be $4.00 for over 4 hours of parking, which is consistent with the current rate.
  - Even though the facility has low monthly parking demand, the monthly rates are already well below market rate and thus should be unchanged.
  - Offer discounted monthly parking at $25.00 per month for library employees at all times and restaurant/entertainment employees in area after 3:00 PM (consistent with Maritime Garage). This will help eliminate employees in the area from parking on-street, which is intended for customers/visitors to the area. This discounted monthly parking program would mirror the program offered at the Maritime Garage.

- **Wall Street and Main Street Lots**
  - To help insure that parking is available for monthly parkers and not over utilized by transients parking for free, a minimal rate of $0.50 per hour should be implemented. The rate structure would be the same as suggested in the Yankee Doodle Garage with a max rate of $4.00 for over 4 hours of parking.
  - Due to low utilization of monthly parking (105 monthly parkers of 183 spaces) the rates should remain the same. The implementation of pay transient hourly/daily parking and on-street parking in the Wall Street area should help improve monthly permits sales in these facilities.

8.3 Commuter Parking Facilities

- **South Norwalk Railroad Garage and Lot**
  - Due to high demand (greater than 85% occupancy in the Lot and greater than 90% occupancy in the Garage were observed during occupancy counts), monthly and transient rates should be increased. Historically there has been a consistent 3% annual increase.
  - Due to such high demand and limited availability of parking at the SNRR Garage, there is the opportunity to offer premium, pre-reserved daily parking at a rate of $15.00 on the ground floor. This program will require an investment in both infrastructure (i.e. QR scanners, signage, enforcement equipment, and online reservation system) and staffing to enforce the premium spaces. Also, by reserving spaces it will eliminate any opportunity for turnover, which can reduce the effective capacity of the garage. However, it may be a well received and appreciated option that becomes highly utilized.

- **East Norwalk Railroad Station Lot**
  - Due to high demand for monthly parking (230 monthly parkers of 148 spaces; 90% and 100% occupancy observed during counts), rates should be increased to maintain a convenient occupancy level. Historically the monthly rate has increased at an annual rate of 6% since the year 2000.
  - It is suggested that additional daily parking is provided at the East Norwalk Railroad Station, which would require acquiring additional parking in the area since the current parking inventory is oversubscribed to monthlies. Also, the loss of the St. Thomas School lot reduces the parking inventory which creates an even greater deficit of parking serving the East Norwalk Railroad Station.

Each of these recommended rate and enforcement hours changes are intended to improve parking conditions, economic development, and the level of service for the reasons discussed for each facility. These recommendations follow the parking management best practices and strive to achieve the goals of the NPA and the City of Norwalk.

9. Financial Analysis

In order to assess how the recommended rate changes and hours of enforcement listed above would impact the parking revenue, a financial analysis was conducted for each recommendation. Again, the goal is not to turn the parking system into a profit center, but for it to operate as a financially self-sufficient system that supports economic development, transportation demand management goals, and a high level of customer service.

9.1 On-Street Meters – SONO Area

Table 9 shows the analysis of the additional revenue that would be generated by extending the meters in the SONO area from 6:00 PM to 9:00 PM and increasing the rate from $1.00/hour to $1.50/hour. The analysis of extending the meters from 6:00 PM to 9:00 PM is based on the amount of meter revenue generated per year currently on Main Street, which is enforced until 9:00 PM. It was assumed that no additional revenue would be generated on Madison Street and Monroe Street between 6:00 PM and 9:00 PM, since these streets have low utilization during the evening. Also, an 80% parking demand factor was applied since it was assumed that the other metered streets are approximately 20% less occupied than Main Street.

The current annual revenue generated by the on-street meters was applied in estimating the additional on-street revenue with a 50% increase in the hourly rate (i.e. from $1.00/hour to $1.50/hour). An elasticity factor of 10% was applied, which accounts for a reduction in on-street demand. An elasticity factor reflects the amount the demand changes with a change in price. This means that 10% of the existing patrons will choose to use off-street parking and some customers will not be retained due to the price change.

As shown in **Table 9**, if the meters were just extended until 9:00 PM there would be an increase in annual revenue of approximately $48,000. If the rates were increased to $1.50 per hour, but the hours of enforcement stayed at 6:00 PM, there would be an almost $108,000 increase in annual revenue. If both the rates and hours of enforcement were increased, the on-street system should see a nearly $180,000 increase in annual revenue.

Table 9 – Additional Annual Revenue Generated from On-Street Parking Changes

	$/Meter/Yr. on N. Main St. [1]	Parking Demand Factor [3]	# of New 9 PM Meters [2]	Additional $ / Yr.
Extend Meters to 9:00pm	$ 550	80%	109	$ 47,991
	$/Yr.	Elasticity Factor [4]	% Increase in Rate	Additional $ / Yr.
Increase Rates to $1.50/Hr.	$ 308,096	10%	50%	$ 107,834
Extend Meters to 9 PM and Increase Rates to $1.50/Hr.				Additional $ / Yr.
Additional Revenue from Extending Meters to 9 PM				$ 47,991
Additional Revenue from Increasing Rates to $1.50/Hr. between 6 PM to 9 PM				$ 23,996
Additional Revenue from Increasing Rates to $1.50/Hr. between 8 AM to 6 PM				$ 107,834
Total Additional Revenue per Year				$ 179,821

[1] *Currently N. Main Street charge for parking until 9 PM.*

[2] *Assume no additional revenue generated from meters on Madison St., Monroe St., and N. Main St.*

[3] *Assumed that the demand on the other streets are approximately 20% less than Main Street.*

[4] *Elasticity factor accounts for a reduction in demand from an increase in on-street rates.*

9.2 On-Street Meters – Wall Street Area

Table 10 shows the projected revenue generated from implementing on-street meters in the Wall Street area. This analysis assumes that 209 meters would be installed, which is the current number of on-street spaces enforced with 2 hour parking in the Wall Street area. Below is a list of the number of spaces that would be metered at each street location in the Wall Street area. On-street parking would be enforced between 8:00 AM and 9:00 PM, Monday through Saturday. The suggested rate is $1.00 per hour. Average occupancy, average length of stay, and average turnover per space data from the current on-street sensors in the Wall Street area were used for this analysis. An elasticity factor of 10% was applied, which assumes that 10% of people will either park in an off-street facility or not be retained due to the implementation of a parking rate. Based on this analysis, on-street meters in the Wall Street area could potentially generate approximately $130,000 in revenue per year.

Street	# of Meters
Upper Wall	36
Lower Wall	11
River Street	19
Belden Ave	17
Mott	47
West Ave	22
Main	57
Grand Total	209

Table 10 – Projected Annual Revenue from On-Street Meters in Wall Street Area

# of Meters	Annual # of Vehicles Parked [1]	Average Length of Stay (Hr) [2]	Proposed Hourly Rate	Elasticity Factor [3]	Projected Annual Revenue
209	296,383	0.5	$ 1.00	10%	**$ 133,372**

Note: Analysis assumes hourly parking is enforced between 8 AM and 9 PM, Monday through Saturday

[1] *Annual # of vehicles parked based on sensor data for full month of September 2015.*

[2] *Average length of stay based on sensor data for July 2015.*

[3] *Elasticity factor assumes 10% of people will park off-street or not be retained.*

9.3 Parking Citation Revenue

In addition to parking revenue, by extending the hours of enforcement there is also the potential for more parking citations from expired meters. **Table 11** provides the projected additional revenue generated from on-street parking fines between 6:00 PM and 9:00 PM in both the Wall Street and SONO areas. This analysis is based on a survey of parking violations issued between July 6 and July 12, 2015. It was determined that during that time period approximately 16% of the violation revenue was from expired on-street meters or parking over the 2 hour period. This does not include violations on Main Street. The NPA also collects on approximately 85% of parking tickets issued. Based on this analysis, there is the potential to earn approximately $23,000 in additional parking violation revenue annually.

Table 11 – Additional Annual Revenue Generated from Extended On-Street Enforcement (6 PM – 9 PM) in Wall Street and SONO Areas

Annual Violation Revenue	$ 718,600
% of Violation Revenue from Expired On-Street Meters or Parking Longer than 2 Hours On-Street [1]	16%
% Time Increase in Meter Enforcement [2]	23%
% Collections of Fines [3]	85%
Total Additional Violation Revenue per Year	**$ 23,187.04**

[1] *Based on survey of violations issued between July 6 - July 12, 2015 (N. Main St. not included)*

[2] *Extending meter enforcement from 6 PM to 9 PM*

[3] *Based on survey of parking collection data between 2013 and 2015*

Even though additional revenue is generated from extending the meter hours from both fines and activity, there is an increase in labor expenses of approximately $95,000 annually to enforce the Wall Street and SONO areas. This estimation of the additional expenses associated with enforcing the meters until 9:00 PM, assumes no economies of scale and is simply based on the current labor expenses with a 30% increase in the amount of time the meters are enforced. However, depending on how Parking Enforcement Officers are managed, there could be some reduction in the amount of additional staff hours needed. For example, if the current enforcement officers overseeing the SONO lots in the evening can also handle some of the on-street enforcement it will reduce the need for additional staff.

9.4 Maritime Garage

Table 12 shows the projected revenue loss from the proposed rate changes at the Maritime Garage. This analysis is based on 6 months of transaction data between January and June 2015. By creating a more graduated rate schedule there is revenue lost from people parking between 1 hour and 3 hours. It is suggested that the evening rate and monthly rates remain the same. Overall, there is a projected loss of approximately $163,000 per year at the Maritime Garage with the proposed rate changes. However, there is an overall projected increase in annual revenue for the NPA parking system which will effectively off-set this loss in revenue at the Maritime Garage.

It was not analyzed, but the NPA should continue to market the validation program in the Maritime Garage to all local businesses in the SONO area for daytime parking before 6:00 PM at half-off. This would support economic development and increase utilization of the Maritime Garage. Currently this program is only used by Mama's Boy restaurant because other businesses feel the Maritime Garage is not convenient. The implementation of a shuttle between the Maritime Garage and Washington Street and/or an improved walkway would help reduce the perceived inconvenience of the Maritime Garage to serve the SONO area.

The monthly parking rate of $83.33 per month in the Maritime Garage is near the current market rate, as the Iron Works Garage charges $90.00 per month. The demand for monthly parking in the Maritime Garage at the full rate is fairly high with approximately 315 monthly parkers. However, between 210 and 220 of these parkers are with Spinnaker Real Estate Partners (Maritime Place Parcel) and they are locked in at the current rate until March 8, 2017. So there are only 85 permit parkers that would currently be impacted by an immediate rate increase. The rate was previously reduced from $125.00 per month to $83.33 per month in 2006 to increase permit sales and has not been increased since. There is an opportunity to increase the rate as it has not been increased in a number of years. However, there is still not excellent individual monthly permit sales. It is suggested that to continue to promote monthly parking in the Maritime Garage the rate should not be increased at this time, but possibly increased in 2017 based on the market rates and permit sales.

The City of Norwalk also has an agreement with Virgin Atlantic Airways for discounted monthly parking permits in the Maritime Garage. They are offered up to 40 permits at a rate of $69.13 per month. This deal expires on March 1, 2022. There are currently only 16 Virgin Atlantic employees taking advantage of the discounted monthly parking. When this agreement expires it should be renegotiated at a rate that is representative of the market.

Maritime Aquarium employees are also offered discounted parking at $4.00 per month along with 400 parking chaser tickets at a fee of $0.50 per ticket. There are currently 134 Maritime Aquarium employees taking advantage of this discounted monthly parking permit rate. These rates are good until December 31, 2019 per a License Agreement between NPA and the Maritime Aquarium. After 2019 the monthly rate increases to $5.00 and the chaser ticket cost to $1.00 per ticket, and these rates would continue until December 31, 2024. When this agreement expires it should be renegotiated at a rate that is more representative of the market.

Discounted evening (after 3 PM) monthly parking is offered in the Maritime Garage to local restaurant/entertainment businesses in the SONO area at a rate of $25.00 per month. Currently, only fourteen of Mama's Boy Restaurant employees take advantage of this discounted monthly parking permits. This also shows that distance to Washington Street from the Maritime Garage is viewed as a

physical barrier. This discounted parking deal helps prevent employees parking on-street during the evening, thus making them available to customers/visitors. It is suggested that this discounted local, evening employee parking permit remain at the current rate. However, the implementation of a shuttle or improved walkway between the Maritime Garage and Washington Street may be needed to better promote the use of this deal by employees.

Table 12 – Revenue Loss from Maritime Garage Proposed Rates Changes

Duration	Annual # Transactions	Current Rate	Proposed Rate	Total Annual Revenue	Future Annual Revenue
0.0 - 1.0 hr	4,152	$2.00	$2.00	$8,304	$8,304
1.0 - 1.5 hr	12,516	$8.00	$4.00	$100,128	$50,064
1.5 - 2.0 hr	15,718	$8.00	$4.00	$125,744	$62,872
2.0 - 2.5 hr	14,406	$8.00	$6.00	$115,248	$86,436
2.5 - 3.0 hr	10,864	$8.00	$6.00	$86,912	$65,184
3.0 - 3.5 hr	8,270	$8.00	$8.00	$66,160	$66,160
3.5 - 4.0 hr	5,094	$8.00	$8.00	$40,752	$40,752
4.0 - 5.0 hr	4,650	$8.00	$8.00	$37,200	$37,200
5.0 - 6.0 hr	1,302	$8.00	$8.00	$10,416	$10,416
6.0 - 7.0 hr	444	$8.00	$8.00	$3,552	$3,552
7.0 - 24 hr	1,616	$8.00	$8.00	$12,928	$12,928
Other Rates *	11,052			$20,177	$20,177
Evening Rate (> 5pm)	14,130	$2.00	$2.00	$28,260	$28,260
Grace Period (20 min)	57,680			$0	$0
Total	**161,894**			**$655,781**	**$492,305**
Annual Revenue Gain/(Loss)					($163,476)

* **"Other Rates"** include free & discounted tickets, multi-day tickets, Lost ticket charges, and tickets > 4pm whose stay extends into the evening rate
Note: Based on 6 months of transaction data between Jan. - June 2015

9.5 Other Parking Facilities

Table 13 shows the additional annual revenue gained or lost from the proposed rate changes at the other NPA parking facilities, not including the Maritime Garage. The current rates and proposed rates are listed for each facility. Based on this analysis, there is a projected increase of approximately $350,000 in annual revenue from the proposed rate changes at the other NPA parking facilities. Below is a summary of the changes at each facility.

- **South Norwalk Railroad Garage and Lot:**
  - The monthly rate was increased from $91.00 to $95.00.

- The transient/daily rate was increased from $10.00 to $11.00.
- The analysis does not include premium daily parking at a rate of $15.00, but it is suggested that this rate is implemented as a pilot program to determine its demand.

- **Haviland Deck**
  - The transient rate was increased from $1.00 to $1.25 per hour and the max rate for over 4 hours was increased from $7.00 to $8.00.
  - The monthly parking rate was increased from $64.00 to $66.00.

- **Yankee Doodle Garage**
  - The transient rate was reduced from $0.75 to $0.50 per hour and the max rate of $4.00 for over 4 hours was not changed.
  - The regular monthly parking rate was unchanged. However, a discounted $25.00 monthly parking rate for library employees and local restaurant/entertainment employees after 3:00 PM is recommended.

- **Webster Lot**
  - The transient rate of $1.00 per hour was unchanged, but the max rate for over 4 hours of parking was increased from $7.00 to $8.00. The evening flat rate (after 6:00 PM) was increased from $2.00 to $3.00.
  - The unreserved and reserved monthly parking rates were increased from $54.00 and $77.00 to $60.00 and $80.00, respectively.
  - The monthly parking rates for parking spaces leased by C-Town were increased to $80.77 and $107.69. This is based on the contract between NPA and C-Town which allows for a 2.5% annual increase in rates.

- **North Water Lot**
  - The transient rate was increased from $1.00 to $1.50 per hour and the max rate was increased from $7.00 to $9.00 for over four hours.

- **Wall Street and Main Street Lots**
  - Free transient parking was eliminated and a $0.50 hourly rate was applied. The rate structure should match the Yankee Doodle Garage.
  - The monthly parking rate was not changed.

- **East Norwalk Railroad Station Lot**
  - The monthly rate was increased from $60.00 to $62.00.
  - The transient daily rate of $8.00 on Sundays only was unchanged.

Table 13 – Additional Annual Revenue Gained/Lost at NPA Parking Facilities

Facility	User	Current Rate		Ex. Annual Revenue	% Increase	Proposed Rate	Additional Ann. Revenue
SNRR Garage	Monthly	per month	$ 91.00	$ 827,736	4%	$ 95.00	$ 36,384
	Transient	daily	$ 10.00	$ 379,200	10%	$ 11.00	$ 37,920
SNRR Lot	Transient	daily	$ 10.00	$ 544,838	10%	$ 11.00	$ 54,484
Haviland Deck	Transient	0 - 1 Hr	$ 1.00	$ 8,958	25%	$ 1.25	$ 2,240
		1 - 2 Hrs	$ 2.00	$ 32,559	25%	$ 2.50	$ 8,140
		2 - 3 Hrs	$ 3.00	$ 46,313	25%	$ 3.75	$ 11,578
		3 - 4 Hrs	$ 4.00	$ 29,900	25%	$ 5.00	$ 7,475
		Over 4 Hrs	$ 7.00	$ 101,038	14%	$ 8.00	$ 14,434
	Monthly	per month	$ 64.00	$ 393,159	3%	$ 66.00	$ 12,286
Yankee Doodle Garage	Transient	0 - 1 Hr	$ 0.75	$ 2,650	-33%	$ 0.50	$ (883)
		1 - 2 Hrs	$ 1.50	$ 9,180	-33%	$ 1.00	$ (3,060)
		2 - 3 Hrs	$ 2.25	$ 6,608	-33%	$ 1.50	$ (2,203)
		3 - 4 Hrs	$ 3.00	$ 2,712	-33%	$ 2.00	$ (904)
		Over 4 Hrs	$ 4.00	$ 12,564	0%	$ 4.00	$ -
	Monthly	Regular	$ 38.00	$ 112,382	0%	$ 38.00	$ -
Webster Lot [2]	Transient	0 - 1 Hr	$ 1.00	$ 9,933	0%	$ 1.00	$ -
		1 - 2 Hrs	$ 2.00	$ 58,781	0%	$ 2.00	$ -
		2 - 3 Hrs	$ 3.00	$ 72,276	0%	$ 3.00	$ -
		3 - 4 Hrs	$ 4.00	$ 9,793	0%	$ 4.00	$ -
		Over 4 Hrs	$ 7.00	$ 47,154	14%	$ 8.00	$ 6,736
		Eve. Rate	$ 2.00	$ 129,008	50%	$ 3.00	$ 64,504
		Overnight	$ 8.00	$ 70,368	0%	$ 8.00	$ -
	Monthly	Unreserved	$ 54.00	$ 376,488	11%	$ 60.00	$ 41,832
		Reserved	$ 77.00	$ 36,960	4%	$ 80.00	$ 1,440
		C-Town	$ 78.80	$ 9,456	2.5%	$ 80.77	$ 236
		C-Town	$ 105.06	$ 25,214	2.5%	$ 107.69	$ 630
North Water Lot	Transient	0 - 1 Hr	$ 1.00	$ 23,600	50%	$ 1.50	$ 11,800
		1 - 2 Hrs	$ 2.00	$ 41,048	50%	$ 3.00	$ 20,524
		2 - 3 Hrs	$ 3.00	$ 38,504	50%	$ 4.50	$ 19,252
		3 - 4 Hrs	$ 4.00	$ 20,032	50%	$ 6.00	$ 10,016
		Over 4 Hrs	$ 7.00	$ 28,309	29%	$ 9.00	$ 8,088
Wall Street Lot [1]	Transient	Hourly	$ -	$ -	NA	$ 0.50	$ 7,065
	Monthly	per month	$ 37.00	$ 31,825	0%	$ 37.00	$ -
Main Street Lot [1]	Transient	Hourly	$ -	$ -	NA	$ 0.50	$ 21,863
	Monthly	per month	$ 37.00	$ 24,864	0%	$ 37.00	$ -
ENRR Station Lot	Monthly	per month	$ 60.00	$ 165,600	3%	$ 62.00	$ 5,520
	Transient	Daily (Sunday)	$ 8.00	$ 1,110	0%	$ 8.00	$ -
Total Additional Annual Revenue							$ 347,049

[1] *Projected transient revenue based on occupancy counts, average length of stay, and assumed turnover.*

[2] *Spaces leased by C-Town in the Webster Lot have a contracted scheduled 2.5% annual increase in the monthly rate.*

9.6 Total Additional Annual Revenue

Table 14 provides a summary of the additional annual revenue gained/lost at each NPA facility and on-street. Based on this analysis, there would only be a loss in revenue at the Maritime and Yankee Doodle Garages. All other facilities would experience a growth in annual revenue. Overall, there would be an annual increase in revenue of approximately $570,000. This analysis does not consider the elasticity factor of adjusting rates for all facilities, as it is very difficult to predict how customers will respond and if they will change their travel and parking practices.

Additional revenue generated by NPA should be reinvested into the parking system for capital improvements, repairs, amenities, signage, new technology, security, lighting and landscaping in-lieu of taking on additional debt service. The NPA should implement upgrades that satisfy the following conditions: improve customer service, are cost effective, improve safety, maintain the value of the asset, and are energy efficient. If additional monies are available beyond the necessary improvements and upgrades to the parking system they can be earmarked towards other capital improvements in Norwalk, including: streetscape, streets, bike amenities, pedestrian amenities, transit, art installments, and government buildings. Any additional revenue reduces future debt service for structural capital investments and strongly positions the NPA to be a financial partner for future development. An annual parking budget should be developed and approved by the NPA Board members showing what amount of money is needed to be self-sufficient. A community improvement program should be created separate from the NPA Board to determine how any surplus revenue generated from the parking system is appropriated.

Table 14 – Summary of Additional Annual Revenue Gained/Lost at NPA Parking Facilities

Source	Additional Annual Revenue
On-Street - SONO Area	$ 179,821
On-Street - Wall Street Area	$ 133,372
On-Street Violations	$ 23,187
MGG	$ (163,476)
SNRR Garage	$ 74,304
SNRR Lot	$ 54,484
Haviland Deck	$ 56,153
Yankee Doodle Garage	$ (7,050)
Webster Lot	$ 115,379
North Water Lot	$ 69,680
Wall Street Lot	$ 7,065
Main Street Lot	$ 21,863
ENRR Lot	$ 5,520
Total Additional Ann. Revenue	**$ 570,302**

9.7 Event Parking Rate

There are a variety of events in the Norwalk area which tend to require a substantial amount of parking. The NPA should work with and help support each of these large events by providing discounted parking (i.e. 20% off) if the organizer pre-purchases daily parking passes for one of the facilities. However, if each attendant is responsible for their own parking no discount should be provided, but the organization should direct their attendants to the most convenient facility. The NPA should work with the event organizers to develop a parking management strategy. If valet service is requested by the organizer than the NPA should accommodate. However, the organizer should be responsible for the labor costs and the attendees would be responsible for a $10 charge for valet and parking. It is up to the event organizer if they would like to subsidize their attendees parking and/or valet fees. This should be the policy and be non-negotiable to eliminate any favoritism or ethics issues regarding what type of deal is provided between events.

9.8 Future Parking Rates

To eliminate issues regarding rate increases, it is suggested that a policy is implemented to increase rates by 10% every 3 years. This equates to an approximate 3% annual increase, which is representative of the Consumer Price Index (CPI) rate of inflation. This type of policy will eliminate any stagnation in rates, which can lead to an underfunded and undervalued parking system.

10. Conclusion

The Norwalk Parking Authority is reviewing their current parking price setting practices for on- and off-street parking that helps to attain the City's overall objectives for downtown development and mobility, but still allows the NPA to operate with fiscal solvency, stability and growth/improvement. As part of developing a future rate structure for NPA parking facilities the following issues were considered:

- Best parking management practices,
- Goals of the NPA and City of Norwalk,
- Stakeholder opinions,
- Parking utilization,
- Fiscal performance of NPA parking facilities,
- Competing rates in other public parking facilities in Norwalk, and
- Benchmarking against comparable communities.

This study was comprehensive in its approach to develop a rate structure that best serves the community.

This analysis was essentially divided between three areas in Norwalk, which include the Wall Street area, SONO area, and the commuter parking facilities for the East Norwalk and South Norwalk Railroad Stations. The SONO area has very high restaurant and nightlife activity. The Wall Street area is the historic part of Norwalk that currently doesn't generate the same level of restaurant and nightlife activity, but is experiencing some new development and growth. The East Norwalk and South Norwalk Train Station parking facilities strictly support commuters.

Conversations with stakeholders revealed that most people understand the NPA needs to remain financially solvent and develop an effective parking rate structure that supports economic development. One major issue in both the SONO and Wall Street areas is that there is high utilization of on-street parking

and substantial available parking in off-street facilities. This imbalance of parking demand is driven both by the convenience of on-street parking and the parking rate structure. Currently, on-street rates are lower than off-street parking and enforced only until 6 PM, while off-street parking is enforced 24/7. Also, on-street parking in the Wall Street area is free with a 2-hour time limit. On-street parking is intended for high-turnover users such as customers and visitors. By charging less for on-street parking it becomes well used by employees and residents and leaves little parking available for customers and visitors to the area, which hurts local businesses and economic development.

In order to help reduce traffic congestion from patrons "cruising" the SONO area looking for the last available on-street space and make more on-street parking available for business patrons, it was suggested that the on-street parking rate in the SONO area be increased to $1.50 per hour and be enforced until 9 PM. Also, on-street meters should be implemented in the Wall Street area with a rate of $1 per hour and enforcement until 9 PM.

Due to a unanimous feeling the Maritime Garage rates are unfair and inconsistent by stakeholders, it is suggested that a graduate rate is implemented with $2 increments per each hour and a max rate of $8. To help attract the nightlife activity in the SONO area to use the Maritime Garage the evening rate (after 5 PM) should remain at $2. The Maritime Garage monthly rate should remain as is to help increase demand.

To continue to attract people in the SONO area to park off-street in the Haviland Deck and Webster Lot the hourly rates should stay below the suggested $1.50 per hour on-street rate. However, the daily rates should be increased to promote the turnover of parking. Since the monthly rates in both facilities are below market value in the SONO area and there is such high demand, the monthly rates should be increased. The discounted evening rate of $2 after 5 PM in the Webster Lot should be increased to $3, which is still economical compared to parking on-street.

Due to the high utilization at the North Water Lot, the hourly rates should be increased to the same level as on-street parking and the all day rate should be increased to promote turnover. This will help maintain an 85% occupancy level and promote turnover of a conveniently located parking facility.

The Yankee Doodle Garage has very little activity because it's free to park both on-street and in the Wall and Main Street Lots. Even with the implementation of on-street parking meters in the Wall Street area at a rate of $1 per hour, it is suggested the Yankee Doodle Garage rate be reduced to $0.50 per hour. Even though the Garage has very low monthly parking demand, the monthly rates are already well below market rate and thus should be unchanged. However, discounted monthly parking at $25 per month for library employees at all times and restaurant/entertainment employees in area after 3 PM (consistent with Maritime Garage) should be offered. This will help eliminate employees in the area from parking on-street, which is intended for customers/visitors to the area.

The Wall and Main Street lots should begin to charge for daily parking at a rate below the suggested on-street rate. This will still promote people parking on-street and help insure that parking is available for monthly parkers and not over utilized by transients parking for free. The rate structure would be the same as the Yankee Doodle Garage with an hourly rate of $0.50 per hour and a max rate of $4 for over 4 hours of parking. Due to low utilization of monthly parking (105 monthly parkers of 183 spaces) the monthly rate should remain the same.

Due to high demand for both monthly and transient parking at the South Norwalk Railroad Garage and Lot the rates should be increased. The high demand and limited availability of parking at the SNRR Garage provides an opportunity to offer premium, pre-reserved parking at a rate of $15 for ground floor parking. This would require implementing an online reservation system and QR scanner equipment at the entry and exit gates. Premium parking spaces would need to be enforced to insure that they are not being misused. This program will require an investment in both infrastructure (i.e. QR scanners, signage, enforcement equipment, and online reservation system) and staffing to enforce the premium spaces. However, it may be a well received and utilized option that becomes well utilized. It will eliminate any opportunity for turnover in premium spaces, to insure that there are spaces available, which could cause a slight reduction in the effective capacity of the SNRR Garage.

The East Norwalk Railroad Station Lot also has very high demand for monthly parking justifying an increase in rates to help maintain a convenient occupancy level. Historically the monthly rate has increased at an annual rate of 6% since the year 2000. It is also suggested that additional daily parking is provided at the East Norwalk Railroad Station, which would require acquiring parking in the area since the current parking inventory is oversubscribed to monthlies.

Based on the financial analysis, the suggested rate increases and enforcement hours will equate to a projected increase in revenue from the parking system of approximately $530,000 annually. Additional revenue generated by NPA should be reinvested into the parking system for capital improvements, repairs, amenities, signage, new technology, security, lighting and landscaping in-lieu of taking on additional debt service.

THE PLANNING COMMITTEE
OF THE COMMON COUNCIL

125 East Avenue
P.O. Box 5125
Norwalk, CT 06856

To:	Members of the Planning Committee of the Norwalk Common Council
From:	Tami Strauss, Director of Community Development Planning
Date:	July 27, 2016
Re:	Construction Update: Wall Street Theater

The Planning Committee requested construction updates for the Wall Street Theater. The following was provided by the developer of the theater.

May 2016

Construction began on Wednesday May 18. Demolition of the concrete slab, stage, rotted wood joists, and aged utility piping is currently underway. Carpenters repaired the second floor joists and are installing sub-flooring. Contracts are being issued for front façade repair, brick pointing, electrical contractor, theater specialties and acoustics. A sound and video package has been agreed upon and put out for bid. Developer and team are currently redesigning the HVAC system to conform to top acoustical drawings as well as conform to LEED Gold status. We expect the final issuance of the building plan, and hopefully some headway with the First District Water Company who have some problems with metering.

July 2016

The theater received a building permit for work valued at $920,000 and commenced full scale construction on the property. Since the May update, we have started the fabrication of structural steel for support, ordered the HVAC, theater lighting, theater sound, seats and toilet accessories for delivery to the project. We have demolished the stage and are building the basement area for a "green room". We have excavated the entire floor area and are laying more than 400 conduits underground to allow all the systems to be unseen and seamless. We had to replace a 120 year sewer connection in the street, redo the entire waterline and we are waiting for POKO to connect our electricity by digging a trench from their project around Wall Street so we can replace the electric line. We have completed the setting up of studs to apply the wall coverings and are plumbing the upstairs bathrooms. The exterior brick was cleaned and is in the process of a historically consistent pointing process. We are working with ABC Sign Company to develop a historically consistent exterior sign and are beginning the process of booking acts. We expect completion by November with opening by January 2017.

Wall Street Theater
Construction Photos
July 2016

Balcony floor

Window work

Balcony floor looking down towards stage area

Window work

Upstairs area: multi-purpose room, and framing for bathrooms, office, and digital media room

The house area in the main area of the theater. The area of trench is where all the conduit is being placed before the new concrete will be poured

The house area in the main of the theater. Looking up is the bottom of the balcony with new reinforcements

Pointing of the brick

THE PLANNING COMMITTEE
OF THE COMMON COUNCIL
125 East Avenue
P.O. Box 5125
Norwalk, CT 06856

To:	Members of the Planning Committee of the Norwalk Common Council
From:	Tami Strauss, Director of Community Development Planning
Date:	July 27, 2016
Re:	Underwriting Update: Section 108 Loan for the Wall Street Theater

In May 2016, the Common Council approved the Norwalk Redevelopment Agency as the borrower of the Section 108 loan funds for the purpose of the Globe Theater Redevelopment Project. The Common Council also approved a Consent Resolution to be approved by the Common Council prior to the Redevelopment Agency closing on a loan with the Wall Street Theater Company Inc. which will not be unreasonably withheld. The Common Council Consent Resolution requires, among other requirements, that the Norwalk Redevelopment Agency underwrite the loan to Wall Street Theater Company, Inc. and make such underwriting available to the Common Council for its review prior to closing the loan.

Redevelopment Agency staff procured a financial underwriter to undertake this project. With a reference from the Housing Development Fund, Agency staff contracted High Impact Analysis, an Albany, NY-based firm whose primary line of business is underwriting loans for community development lenders. Every project High Impact evaluates involves a subsidy component, including Historic Tax Credits, project-based Section 8 operating subsidy, New Markets Tax Credits, or some other local, state, or federal source, positioning them well to perform a comprehensive credit analysis of the proposed Wall Street Theater loan. High Impact will provide a narrative discussion of the proposed project including community benefits, timing of project milestones, and project partners.

- Evaluation of borrower background and management capacity, with an emphasis on the organization's ability to successfully execute the proposed project.
- Analysis of borrower and/or guarantor's financial condition.
- Description of financing structure.
- Analysis of sources and uses of funds and operating pro-forma for the project.
- Credit recommendation, including any recommended changes to the proposed loan structure and closing and funding conditions.
- Such other information as required by the HUD Section 108 third party underwriting guidelines.

High Impact's final report, due in mid-August, will be provided to the Planning Committee for their review and approval to advance to the Common Council.

THE PLANNING COMMITTEE
OF THE COMMON COUNCIL

125 East Avenue
P.O. Box 5125
Norwalk, CT 06856

To: Members of the Planning Committee of the Norwalk Common Council
From: Tami Strauss, Director of Community Development Planning
Date: July 27, 2016
Re: Freese Park Master Plan Update

As the administering agent for the City's CDBG program, the Redevelopment Agency is responsible for administering the distribution of grant funds to sub-grantees - non-profit organizations and public administering the distribution of grant funds to sub-grantees - non-profit organizations and public agencies located in and serving Norwalk residents.

Among the $895,000 the Common Council has sub-granted to 18 Norwalk agencies in the upcoming program year (July 1 2016 – June 30 2017), the Norwalk Redevelopment Agency received a CDBG Planning and Administration in the amount of $221,241. It was stipulated by the Common Council that these Planning and Administration funds would include the costs associated with the development of a Master Plan for Wall Street's Freese Park. The Redevelopment Agency has budgeted $25,000 for the Master Plan.

On June 28, 2016, the Redevelopment Agency released an RFP to 90 professionals and professional organizations for the development of a Master Plan for Freese Park. The Redevelopment Agency invited proposal submissions from qualified Landscape Design firms with demonstrated park programming and landscape architectural to develop a concept design, design development and final design. The RFP was developed in conjunction with the City's Recreation & Parks Department and can be found on the City's website at: http://norwalkct.org/DocumentCenter/View/9493

Redevelopment Agency staff will score submitted applications and invite the three top scoring firms for an interview in August. The interview team will consist of Agency staff members, the Director of Recreation and Parks, the Chairman (or designee) of the Recreation and Parks Committee of the Common Council and a local property owner (to be determined). The Interview Committee's recommended consultant will be approved by the Norwalk Redevelopment Agency at the September 2016 meeting.

Timeline

Release date: June 28, 2016
Site Visit: July 13, 2016 @ 10am
Due Date: July 29, 2016
Interview for Selected Consultants: August 8th – August 12th, 2016
Agency Approval of Consultant Contract: September 13, 2016